



City of Manitowoc

900 Quay Street
Manitowoc, WI 54220
www.manitowoc.org

Meeting Minutes

Finance Committee

Tuesday, October 1, 2024

5:30 PM

Council Chambers / Virtual (Via Zoom)

1. Call to Order

2. Roll Call

Present: 5 - Brey, Reckelberg, Sitkiewitz, Schlei and Norell

3. Public Comment

Finance Committee Chair Alderperson Brey declared the meeting open for public comment. In accordance with policy, the public comment portion of the meeting is not made part of the official record.

4. Presentations

[24-1867](#)

KerberRose Presentation of Management Letter and Annual Comprehensive Financial Report for year ended December 31, 2023

Attachments: [City of Manitowoc - Management Letter - 12.31.23_Issued](#)

[City of Manitowoc ACFR 12.31.23_Issued](#)

5. Consent Agenda

These items will be approved by one motion unless any Committee Member wishes to remove an item for discussion.

Any Committee Member may request removal of any item from the Consent Agenda, and such item shall be removed without debate or vote. Any item or part thereof removed from the Consent Agenda shall be separately considered.

REMOVAL OF CONSENT AGENDA ITEMS: None

Approval of the Consent Agenda

Moved by Reckelberg, seconded by Norell, to accept the Consent Agenda Items and recommendations of the various committees The motion carried by the following vote:

Aye: 5 - Brey, Reckelberg, Sitkiewitz, Schlei and Norell

[24-1868](#)

Minutes of September 3, 2024 Finance Committee Meeting, recommending approval and place on file

Attachments: [9-3-2024 Finance Committee Minutes](#)

[24-1869](#) Minutes of various Manitowoc Public Utilities Commission Meetings, recommending accepting and place on file

Attachments: [MPU 2024-07-22 Minutes](#)

[MPU 2024-08-26 Minutes](#)

[24-1870](#) 3rd Qtr. 2024 Capital Allocation Working Group (CAWG) Request Log Report, recommending approval and place on file.

Attachments: [Q3 2024 Log of CAWG Requests](#)

6. Discussion and Action Items

[24-1871](#) 2023 Annual Comprehensive Financial Report with Auditor's Report; recommending to accept and place on file.

Attachments: [City of Manitowoc - Management Letter - 12.31.23 Issued](#)

[City of Manitowoc ACFR 12.31.23 Issued](#)

Moved by Reckelberg, seconded by Schlei, that this Report be accepted and placed on file. The motion carried by the following vote:

Aye: 5 - Brey, Reckelberg, Sitkiewitz, Schlei and Norell

[24-1872](#) CAWG Request (Unbudgeted) from Engineering for amount not to exceed \$50,000 for Custer Lane Storm Sewer

Attachments: [Email - Unbudgeted Request and CAWG Approvals for Custer Ln Storm Sewer](#)

[Capital Request Form - Unbudgeted Request for Storm Sewer](#)

[Replacement on Custer Ln. Under Diversion Motors Driveway](#)

[Memo - 24-1536 Flooding Issues at 4336 Custer Lane](#)

[Custer Lane - Storm Sewer Drawing 04-02-17](#)

[6-5-24 PI Committee Minutes](#)

[Quote from Vinton Construction](#)

[Photos - IMG_1430 - IMG_1434](#)

Moved by Sitkiewitz, seconded by Reckelberg, that this Request be placed on file. The motion failed by the following vote:

Aye: 2 - Reckelberg and Sitkiewitz

Nay: 3 - Brey, Schlei and Norell

Moved by Brey, seconded by Schlei, to approve the Request of using CAWG money not to exceed \$50,000 for the Custer Lane Storm Sewer. The motion carried by the following vote:

Aye: 3 - Brey, Schlei and Norell

Nay: 2 - Reckelberg and Sitkiewitz

[24-1873](#) EPA Brownfield Cleanup Grant (#00E03876) Cooperative Agreement

Attachments: [Email from Community Development Director - Notice of EPA Brownfield Cleanup Grant Award](#)
[EPA Brownfield Cleanup Grant Announcement Letter](#)
[EPA Brownfield Cleanup Grant Cooperative Agreement for 1512 Washington Street](#)
[EPA Brownfield Cleanup Grant Workplan for City of Manitowoc WI FY2024](#)

Moved by Sitkiewitz, seconded by Schlei, that this Agreement be approved. The motion carried by the following vote:

Aye: 5 - Brey, Reckelberg, Sitkiewitz, Schlei and Norell

7. Closed Session

Notice is hereby given that the above governmental body may adjourn into a closed session during the meeting as authorized by Section 19.85(1)(a) of the Wisconsin Statutes, which authorizes the governmental body to convene in closed session for the purpose of deliberating concerning a case which was the subject of any judicial or quasi-judicial trial or hearing before that governmental body.

The specific subject matter that may be considered in closed session is:

[24-1874](#) Application for "Class B" Intoxicating Liquor & Fermented Malt Beverage License, TAV-2435A, KC's Culinary Camper LLC DBA KC's Kitchen & Cocktails, 1202 S 10th St

Attachments: [TAV-2435A Application - KC's Kitchen & Cocktails](#)
[Letter from Clerks Office - TAV-2435A - KC's Kitchen & Cocktails](#)

[24-1881](#) Two Year Operator License (#240281) for S. Elliott

Attachments: [Two Year Operators License \(#240281\) for S. Elliott](#)
[Letter from Clerks Office - Two Year Operators License \(#240281\) for S. Elliott](#)

Moved by Reckelberg, seconded by Sitkiewitz, that this meeting be convened in closed session. The motion carried by the following roll call vote:

Aye: 5 - Brey, Reckelberg, Sitkiewitz, Schlei and Norell

8. Reconvene in Open Session

Moved by Reckelberg, seconded by Sitkiewitz, that this meeting be reconvened in open session. The motion carried by the following roll call vote:

Aye: 5 - Brey, Reckelberg, Sitkiewitz, Schlei and Norell

[24-1874](#) Application for "Class B" Intoxicating Liquor & Fermented Malt Beverage License, TAV-2435A, KC's Culinary Camper LLC DBA KC's Kitchen & Cocktails, 1202 S 10th St

Attachments: [TAV-2435A Application - KC's Kitchen & Cocktails](#)

[Letter from Clerks Office - TAV-2435A - KC's Kitchen & Cocktails](#)

Moved by Sitkiewitz, seconded by Schlei, to recommend approval of the license pursuant to WI State Statute 111.335. The motion carried by the following vote:

Aye: 5 - Brey, Reckelberg, Sitkiewitz, Schlei and Norell

[24-1881](#) Two Year Operator License (#240281) for S. Elliott

Attachments: [Two Year Operators License \(#240281\) for S. Elliott](#)

[Letter from Clerks Office - Two Year Operators License \(#240281\) for S. Elliott](#)

Moved by Sitkiewitz, seconded by Norell, to recommend denial of the license pursuant to WI State Statute 111.335. The motion carried by the following vote:

Aye: 5 - Brey, Reckelberg, Sitkiewitz, Schlei and Norell

9. Adjournment

Moved by Reckelberg, seconded by Schlei, that this meeting be adjourned. The motion carried by the following vote:

Aye: 5 - Brey, Reckelberg, Sitkiewitz, Schlei and Norell