



# City of Manitowoc

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

## Meeting Minutes Finance Committee

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Monday, August 18, 2014

6:15 PM

Council Chambers

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### 1. Call to Order

*Chairperson Sitkiewitz called the meeting to order at 6:19 PM.*

### 2. Roll Call

**Present:** 5 - McMeans, Able, Brey, Sitkiewitz and Shaw

Others Present

*Mayor Justin Nickels, Alderpersons Hennessey, Soeldner, Schema and Sladky, Finance Director/Treasurer Steve Corbeille, Assistant Finance Director Tony Scherer, Director of Public Infrastructure Dan Koski, Operations Business Manager Karen Dorow, Police Chief Oscar Dick (6:40), Fire Chief Todd Blaser, Wastewater Superintendent Brian Helming and HTR Reporter Charlie Mathews*

### 3. Approval of Minutes

[14-1660](#) Minutes of July 21, 2014

**Moved by Brey, seconded by Able, that the minutes be approved and placed on file. The motion carried by the following vote:**

**Aye:** 5 - McMeans, Able, Brey, Sitkiewitz and Shaw

### 4. Public Comment

*No one offered or presented Public Comment to the Finance Committee at this meeting.*

### 5. Presentations

[14-1658](#) Guidebook for Purchasing, Budget and Accounting Policies

*Finance Director/Treasurer Steve Cobeille provided a short summary of the manual and its purpose. A short conversation between the Committee & Finance Director followed. No action was required on this item. Item to be taken up at the next meeting of the Finance Committee*

### 6. Discussion and Action Items

[14-1659](#) Approve utilizing Wisconsin Department of Revenue as a collection option for uncollectable accounts

*Finance Director Treasurer explained the process, procedures & associated fees. Corbeille proposed a trial phase with personal property taxes and EMS billing*

*collections. Discussion by the Committee followed the motion.*

**Moved by Brey, seconded by Able, to approve utilizing the Wisconsin Department of Revenue as a collection option for uncollectable accounts. The motion carried by the following vote:**

**Aye:** 5 - McMeans, Able, Brey, Sitkiewitz and Shaw

[14-1657](#)

Reorganization Plan for Finance/Treasury Department

*Steve Corbeille provided information and explained the proposal to the Committee. A short discussion by the Committee followed*

**Moved by Able, seconded by McMeans to approve the reorganization plan as proposed and refer to Personnel Committee. The motion carried by the following vote:**

**Aye:** 5 - McMeans, Able, Brey, Sitkiewitz and Shaw

## 7. Adjournment

**Moved by McMeans, seconded by Shaw to adjourn.**

*Chairperson Sitkiewitz declared the meeting adjourned at 6:42 PM*