



City of Manitowoc

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

Meeting Minutes

Finance Committee

Tuesday, November 10, 2020

5:30 PM

Council Chambers

Note-Meeting will also be available via Remote Conferencing

1. Call to Order

Present: 5 - Brey, McMeans, Sitkiewitz, Schlei and Brunner

2. Roll Call

3. Public Comment

4. Consent Agenda

Approval of the Consent Agenda

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

Aye: 5 - Brey, McMeans, Sitkiewitz, Schlei and Brunner

[20-1093](#) Minutes of MPU Commission meeting of August 31, 2020, recommending acceptance and place on file.

Attachments: [MPU Commission Minutes 8-31-2020](#)

[20-1094](#) Minutes of October 6, 2020 Finance Committee meeting, recommending approval and place on file

Attachments: [MeetingMinutes06-Oct-2020](#)

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

REMOVAL OF CONSENT AGENDA ITEMS:

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.

5. Discussion and Action Items

[20-1095](#) Resolution to hold Primary Election on February 16, 2021 if there are three or more candidates who file nomination papers for a City office at the April 6, 2021 Spring Election.

Attachments: [Res - Spring Primary 2021](#)

Moved by McMeans, seconded by Brunner, that this Resolution be accepted. The motion carried by the following vote:

Aye: 5 - Brey, McMeans, Sitkiewitz, Schlei and Brunner

[20-1105](#) Request for Hazard Pay for Central Count workers from the November 3, 2020 General Election, recommend to approve.

Attachments: [Staff memo - Hazard Pay for Central Count workers](#)

Moved by Sitkiewitz, seconded by McMeans, that this Request be accepted. The motion carried by the following vote:

Aye: 5 - Brey, McMeans, Sitkiewitz, Schlei and Brunner

[20-1097](#) Application for "Class B" Intoxicating Liquor & Fermented Malt Beverage License, TAV-2007, 1228 Memorial Dr. LLC, d/b/a Wisco-tech, 1228 Memorial Dr., recommend to approve the license.

Attachments: [Wisco-tech application](#)

Moved by McMeans, seconded by Sitkiewitz, that this Application be accepted. The motion carried by the following vote:

Aye: 5 - Brey, McMeans, Sitkiewitz, Schlei and Brunner

[20-1096](#) Report of anonymous donation to the Parks and Recreation department being transferred from the Library Playground project per request of donor, recommend to approve the transfer.

Attachments: [Staff memo - Playground Equipment Donation](#)

Moved by Brunner, seconded by Sitkiewitz, that this Action Item be accepted. The motion carried by the following vote:

Aye: 5 - Brey, McMeans, Sitkiewitz, Schlei and Brunner

[20-1109](#) Downtown discussion including possible acceptance of Donation for a Community Tribute to Jean and Sandy Wolfmeyer

Attachments: [Granite Sample](#)
[Fountain Slab Harder to Maintain](#)
[Fountain Slab Easiest Maintenance](#)
[Cleaning the Pump](#)
[Carved Stone Creations Pamphlet](#)
[Slab Layout Diagram](#)
[LC Permission Letter](#)
[Jean and Sandy Wolfmeyer Community Tribute Draft](#)

Moved by Brey, seconded by Sitkiewitz, that this Action Item be accepted. The motion carried by the following vote:

Aye: 5 - Brey, McMeans, Sitkiewitz, Schlei and Brunner

[20-1046](#) Agreement with MPU for Electric Vehicle Charging Station

Attachments: [Agreement with MPU for Electric Vehicle Charging Station](#)

No action on this item. The Committee would like more information.

[20-1101](#) Resolution to Approve Authorized Representative for File Applications for Financial Assistance from State of Wisconsin Safe Drinking Water Loan Program

Attachments: [MPU SDWLP Resolution](#)

Moved by Sitkiewitz, seconded by McMeans, that this Resolution be accepted. The motion carried by the following vote:

Aye: 5 - Brey, McMeans, Sitkiewitz, Schlei and Brunner

[20-1108](#) Copier Maintenance Agreement with Wisconsin Document Imaging for 2021-2023, recommend to approve the agreement.

Attachments: [2021 -2023 COPIER CONTRACT RENEWAL](#)
[RFP- ScoreCard](#)

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

Aye: 5 - Brey, McMeans, Sitkiewitz, Schlei and Brunner

[20-1106](#) 2020 Poor Fund Report and Recommended Distribution, recommend to distribute \$100 each to the 5 groups.

Attachments: [Misc Poor Relief Fund Information](#)

[100 yr article](#)

[RE Poor Fund for Finance Committee agenda](#)

Moved by Sitkiewitz, seconded by Schlei, that this Report be accepted and approve \$100 distribution to each of the 5 groups. The motion carried by the following vote:

Aye: 5 - Brey, McMeans, Sitkiewitz, Schlei and Brunner

[20-1098](#) Policy for use of City Parklet, recommend to approve the policy.

Attachments: [Parklet Request Form for Finance](#)

Moved by McMeans, seconded by Sitkiewitz, that this Action Item be accepted. The motion carried by the following vote:

Aye: 5 - Brey, McMeans, Sitkiewitz, Schlei and Brunner

[20-1099](#) Hecker/Viebahn Agricultural Land Lease with Charmwood Farms, recommend to enter into the agreement.

Attachments: [Agricultural Lease - Finance Overview](#)

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

Aye: 5 - Brey, McMeans, Sitkiewitz, Schlei and Brunner

[20-1102](#) 3rd Quarter Claims Report from City Attorney, recommend to accept and place on file.

Attachments: [3rd Quarter Atty Claims Report](#)

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

Aye: 5 - Brey, McMeans, Sitkiewitz, Schlei and Brunner

[20-1002](#) 3rd Quarter 2020 Internal Controls to Prevent and Detect Fraud Report, recommend to accept and place on file.

Attachments: [2020_03 Check List for Finance Committee.docx](#)

Moved by McMeans, seconded by Sitkiewitz, that this Report be accepted and place on file. The motion carried by the following vote:

Aye: 5 - Brey, McMeans, Sitkiewitz, Schlei and Brunner

[20-1103](#) 3rd Quarter 2020 Budget Exception Report, recommend to accept and place on file.

Attachments: [2020 3rd QTR Budget Exception Report](#)

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

Aye: 5 - Brey, McMeans, Sitkiewitz, Schlei and Brunner

[20-1104](#) 3rd Quarter 2020 Investment Reconciliation Report, recommend to accept and place on file.

Attachments: [3rd Qtr 2020 Investment Reconciliation](#)

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

Aye: 5 - Brey, McMeans, Sitkiewitz, Schlei and Brunner

[20-1100](#) Tax Levy Certification from Lakeshore Technical College for Fiscal Year 2020-2021, recommend to accept and place on file.

Attachments: [LTC Tax Levy Certification](#)

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

Aye: 5 - Brey, McMeans, Sitkiewitz, Schlei and Brunner

[20-1107](#) Tax Levy Certification from Wisconsin Department of Public Instruction for Fiscal Year 2020-2021, recommend to accept and place on file.

Attachments: [WI DPI Tax Levy Certification](#)

Moved by Sitkiewitz, seconded by McMeans, that this Report be accepted and place on file. The motion carried by the following vote:

Aye: 5 - Brey, McMeans, Sitkiewitz, Schlei and Brunner

- [20-1069](#) 2021 Executive Budget Review
 - 2021 Borrowing
 - 2021 Capital Projects
 - General Budget Review

- Attachments:** [2020 Tax LEVY FINAL to Council](#)
[2020 Tax RATE FINAL to Council](#)
[Amendments and Departmental requests to increase 2021 budget Finance Committee FINAL](#)
[Tax Levy Change Budget Worksheet 2021 FINAL to Council](#)
[Tax Levy Change Budget Worksheet 2021 201012](#)
[Copy of 2021 Capital Budget Mayor Proposed FINAL](#)
[Executive Budget Letter to Council 10-19-2020](#)
[Downtown Budget 2021](#)
[Copy of Copy of North 8th Street - RR Tracks to Indian Creek Drive \(2020 - 6' Concrete\)](#)
[Copy of WASHINGTON ST. - SOUTH 15TH TO SOUTH 18TH ST. \(ASPH.\)](#)
[2021 Council Budget](#)
[2021 Budget Limit - 2022 Expenditure Restraint Program Payment](#)
[2020 Tax LEVY 201010](#)
[2020 Tax RATE 201110](#)
[Amendments and Departmental requests to increase 2021 budget Finance Committee](#)
[2020 Tax Levy Worksheet 201110](#)
[Known Budgetary Impacts 2020 to 2021](#)

Moved by Sitkiewitz, seconded by Schlei, that this Action Item be accepted. The motion carried by the following vote:

Aye: 5 - Brey, McMeans, Sitkiewitz, Schlei and Brunner

6. Previously Tabled Items

7. Adjournment

A motion was made by Sitkiewitz, seconded by McMeans to adjourn.