



City of Manitowoc

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

Meeting Minutes

Finance Committee

Monday, November 5, 2018

6:00 PM

Council Chambers

1. Call to Order

2. Roll Call

Present: 4 - Brey, Lotz, McMeans and Sitkiewitz

Absent: 1 - Williams

3. Approval of Minutes

[18-1111](#) Minutes of October 2, 2018 Finance Committee meeting, recommend approval and place on file.

Attachments: [MeetingMinutes 02-Oct-2018](#)

Moved by McMeans, seconded by Lotz, that the Minutes be accepted. The motion carried by the following vote:

Aye: 4 - Brey, Lotz, McMeans and Sitkiewitz

[18-1112](#) Minutes of the MPU Commission meetings of 9/11/2018 and 9/24/2018, recommend acceptance and place on file.

Attachments: [MPU Commission Minutes 9-10-18](#)

[MPU Commission Minutes 9-24-18](#)

Moved by McMeans, seconded by Lotz, that the Minutes be accepted. The motion carried by the following vote:

Aye: 4 - Brey, Lotz, McMeans and Sitkiewitz

[18-1122](#) Minutes of the October 30, 2018 Finance Comitmttee meeting, recommending approval and place on file.

Attachments: [MeetingMinutes 30-Oct-2018](#)

Moved by McMeans, seconded by Lotz, that the Minutes be accepted. The motion carried by the following vote:

Aye: 4 - Brey, Lotz, McMeans and Sitkiewitz

[18-1138](#) Minutes from November 1, 2018 Finance Committee Meeting, recommending approval and place on file.

Attachments: [MeetingMinutes 01-Nov-2018](#)

Moved by McMeans, seconded by Lotz, that the Minutes be accepted. The motion carried by the following vote:

Aye: 4 - Brey, Lotz, McMeans and Sitkiewitz

4. Public Comment

Public Comment Speakers: Rob Barbier citizen at 2606 Lakeside Blvd and employee at the Police Department; and Barbara Bundy Jost citizen resides in Manitowoc County and board member of the Library.

5. Discussion and Action Items

[18-1108](#) Request for change of alcohol premise for Festival Foods Manitowoc to included designated stalls in parking lot for online grocery pickup, recommend to approve the request.

Attachments: [Festival Request](#)

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

Aye: 4 - Brey, Lotz, McMeans and Sitkiewitz

[18-1119](#) Request for change of alcohol premise for Pick 'n Save Manitowoc to included designated stalls in parking lot for online grocery pickup, recommend to approve the request.

Attachments: [10.129.193.47 SMTP via LDAP 10-31-2018 13-55-21](#)

[PS185_CLICKLIST SITE PLANS_10.12_pg_2](#)

[PS185_CLICKLIST SITE PLANS_10.12](#)

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

Aye: 4 - Brey, Lotz, McMeans and Sitkiewitz

[18-0788](#) Purchase of 4 new pieces of equipment from the Perpetual Care Fund, recommendation from Public Infrastructure to approve the request consistent with Finance Committee approval.

Attachments: [18-0788](#)

No action on this item. The Director of Public Infrastructure asked to have this item tabled.

[18-1107](#) Request to Fill Vacancy in Administrative Support Specialist - Clerk

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

Aye: 4 - Brey, Lotz, McMeans and Sitkiewitz

[18-1110](#) Unbudgeted CAWG request for repair of memorial drive ponding/water drainage issue, recommend to accept CAWG's recommendation

Attachments: [18-1110](#)

Moved by McMeans, seconded by Sitkiewitz, that this Report be accepted with CAWG recommendation. The motion carried by the following vote:

Aye: 4 - Brey, Lotz, McMeans and Sitkiewitz

[18-1113](#) Guide Book Policy Manual, recommend to approve and place on file.

Attachments: [Guide Book Policy Manual MASTER revised draft](#)

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

Aye: 4 - Brey, Lotz, McMeans and Sitkiewitz

[18-1114](#) 3rd Quarter Budget Exception Report

Finance Director requested this item be tabled.

[18-1115](#) Certification of 2018 Levy from Lakeshore Technical College

Attachments: [Tax Levy Letters 2018-19 LEVY29](#)
[Apportionment Sheet 2018-19](#)

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

Aye: 4 - Brey, Lotz, McMeans and Sitkiewitz

[18-1116](#) Consideration of an Initial Resolution Regarding Industrial Development Revenue Bond Financing for Robinson Metal, Inc. Project. Information with respect to the job impact of the project will be available at the time of considerations of the Initial Resolution.

Attachments: [Initial Resolution - Robinson Metal, Inc. Project Summary - Industrial Development Revenue Bonds](#)
[Notice of Intent](#)

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

Aye: 4 - Brey, Lotz, McMeans and Sitkiewitz

[18-1117](#) eCheck Rider to Government Payment Service, Inc. Agreement, recommend to enter into agreement.

Attachments: [WI - City of Manitowoc #2891-E-Check-2018Oct9](#)

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

Aye: 4 - Brey, Lotz, McMeans and Sitkiewitz

[18-1118](#) Report out of the results from Lottery Credit audit, recommend to accept and place on file.

Attachments: [LC report for Finance Committee](#)

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

Aye: 4 - Brey, Lotz, McMeans and Sitkiewitz

[18-1120](#) Unbudgeted CAWG request for Traffic Cameras - South Rapids Road/Calumet Ave, recommend to accept CAWG's recommendation.

Attachments: [20181031115014851](#)

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

Aye: 4 - Brey, Lotz, McMeans and Sitkiewitz

[18-1121](#) Unbudgeted CAWG request for Traffic Cameras - North Rapids Rd/Waldo Blvd, recommend to accept CAWG's recommendation.

Attachments: [20181031114941258](#)

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

Aye: 4 - Brey, Lotz, McMeans and Sitkiewitz

[18-1134](#) Resolution to extend Tax Increment Financing District No. 15 for one year in order to improve the City's housing stock in accordance with Ch. 66.1105(6)(g), Wis. Stats

Attachments: [extend TID 15 Resolution 2018](#)

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

Aye: 4 - Brey, Lotz, McMeans and Sitkiewitz

[18-1135](#) AT&T Cell Site Lease - FA: 10083172 - Site Name: Fire Department/Mil 128B, recommend to place on file.

Moved by Sitkiewitz, seconded by Lotz, that this Action Item be placed on file. The motion carried by the following vote:

Aye: 4 - Brey, Lotz, McMeans and Sitkiewitz

[18-1137](#) Possible Half-Penny Sales Tax Public Inputs Compiled 12/2017-09/2018, recommend to place on file.

Attachments: [CB Public Inputs w docs 12172017 to 09182018](#)

[18-1137](#)

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

Aye: 4 - Brey, Lotz, McMeans and Sitkiewitz

[18-1139](#) Unbudgeted CAWG request for new voting booths, recommend to accept CAWG's recommendation.

Attachments: [Voting Booths](#)

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

Aye: 4 - Brey, Lotz, McMeans and Sitkiewitz

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)(g) of the Wisconsin Statutes, which authorizes the governmental body to convene in closed session for the purpose of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. The specific subject matter that may be considered in closed session is:

18-1109 Claims settlement for M. Bennett claim for a \$11,880.36 contribution from the City.

6. Closed Session

Meeting went into Closed Session:

The motion to convene in closed session was made by Alderperson S McMeans and seconded by E Sitkiewitz. A roll call vote was taken on the motion: All ayes.

[18-1109](#) Claims settlement for M. Bennett claim for a \$11,880.36 contribution from the City.

Attachments: [M Bennett Claim Settlement](#)

7. Reconvene in Open Session

Meeting to Reconvene:

The motion to reconvene in open session was made by Alderperson T Lotz and seconded by S McMeans. A roll call vote was taken on the motion: All ayes.

[18-1109](#) Claims settlement for M. Bennett claim for a \$11,880.36 contribution from the City.

Attachments: [M Bennett Claim Settlement](#)

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

Aye: 4 - Brey, Lotz, McMeans and Sitkiewitz

[18-1106](#)

2019 Executive Budget Review

- 2019 Borrowing - Brad Viegut, RW Baird will be at October 30 Meeting
- 2019 Capital Projects
- General Budget Review
- Wheel Tax vs. Special Assessments
- Position Requests
- Newton Gravel Pit
- Library Budget

Attachments: [debt](#)[MAYOR RATING 2019 Cawg final KL w acct line](#)[2018 Statement of Assessment FINAL Equated](#)[2018 Tax LEVY by FUND.1](#)[2018 Tax Levy RATE Worksheet](#)[Tax Levy Change Budget Worksheet 2019.8](#)[Wheel Tax FAQ](#)[Parks Planner Justification](#)[DPI Laborer Justification](#)[Pay GO Items in Budget](#)[DPI Street Maintenance Costs](#)[2019 Cawg Rating results](#)[MAYOR RATING 2019 Cawg final KL w acct line CAWG RATING](#)**8. Adjournment**

Motion by S McMeans, seconded by E Sitkiewitz to adjourn.