

FINANCE/PURCHASING & BUILDING COMMITTEE
March 29, 202

A meeting of the Finance/Purchasing & Building Committee was called to order at 4:00 pm by Chairperson Bacon in the Council Chambers, City Hall. Roll call: Alderpersons Bacon, Wiederanders and Williams were present. Also present: Mayor David Ward, City Administrator VanLieshout, City Treasurer/Finance Director Clarizio, Community Development Director Olejniczak, Sturgeon Bay Utility General Manager Jim Stawicki and Deputy Clerk/Treasurer Spittlemeister.

A motion was made by Alderperson Williams, seconded by Alderperson Wiederanders to adopt the following agenda.

1. Roll call.
2. Adoption of agenda.
3. Public comment on agenda items and other issues related to finance & purchasing.
4. Consideration of: Offer to Swap Property – Fincantieri Bay Shipbuilding/SBU Well #3.
5. Consideration of: Extension of Tax Increment District #1 for Affordable Housing.
6. Consideration of: Write-off of 2020 Delinquent Personal Property Tax Accounts.
7. Consideration of: Technology Upgrades for the Community Room.
8. Consideration of: Assignment of Lease for Sarter Marine Towing to Great Lakes Towing.
9. Convene in closed session in accordance with the following exemptions:
 - Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Wis. Stats. 19.85(1)(e)
 - a. Consideration of: Assignment of Lease from Sarter Marine Towing to Great Lakes Towing.
 - Move to reconvene in open session to take formal action upon preceding subject of closed session, if appropriate; or to conduct discussion or give further consideration where the subject is not appropriate for closed session consideration. The Committee may adjourn in closed session.
10. Review bills.
11. Adjourn.

Carried.

Chris Kellems, 120 Alabama Street spoke during public comment on agenda items and other issues related to finance & purchasing.

Consideration of: Offer to Swap Property – Fincantieri Bay Shipbuilding/SBU Well #3:

Community Development Director Olejniczak introduced the offer to swap property between Fincantieri Bay Shipbuilding and Sturgeon Bay Utilities. Fincantieri is constructing a new building that will be tight to the lot line. After survey work was completed, it was discovered that Fincantieri's fence is over the actual lot line. To remedy this, proposal for a land swap of property was suggested. The proposed land that will be swapped is currently owned by the City. The real estate swap is the same square footage for both. Fincantieri also leases air rights from Sturgeon Bay Utilities over a portion of the well site, which will remain in effect.

Moved by Alderperson Williams, seconded by Alderperson Wiederanders to recommend to Common Council and approve the land swap with Fincantieri Bay Shipbuilding for Well #3 site. Moved by Alderperson Williams, seconded by Alderperson Wiederanders to amend motion to transfer formal ownership of the Well #3 to Sturgeon Bay Utilities. Amendment carried. Motion as amended carried.

Consideration of: Extension of Tax Increment District #1 for Affordable Housing:

Mr. Olejniczak explained that Tax Increment District #1 has recovered all of its expenditures and debt, but has remained open as a donor district for TID #2. This donor relationship is no longer needed and TID #1 can now close. Due to a change in Wisconsin law a few years ago, a tax district can be extended by one

year to use 75 percent of the tax revenue to benefit affordable housing in Sturgeon Bay. The extension for TID #1 will not hinder the creation of TID #5 and TID #6.

Moved by Alderperson Wiederanders, seconded by Mr. Williams to adopt the resolution to extend TID #1 by one year for affordable housing and forward to Common Council. Carried.

Consideration of: Write-off of 2020 Delinquent Personal Property Tax Accounts:

City Treasurer/Finance Director Clarizio presented the list of delinquent personal property tax accounts for 2020 due in 2021 for a total amount of \$352.91. Each account receives multiple notices, some of which are certified. Accounts considered for write-off are those that cannot be collect because some are no longer in business or the dollar amount to pursue collection far exceeds the proposed write-off amount. Per state statue, accounts that qualify will also have a chargeback to the relevant taxing jurisdictions.

Moved by Alderperson Williams, seconded by Alderperson Wiederanders to recommend to Common Council to write-off the following 2020 delinquent personal property taxes in the amount of \$352.91.

Write-Off List

<u>Tax Account #</u>	<u>Name</u>	<u>Proposed Write-Off Amount</u>
281-0193	May Tax Service	\$.32
281-0946	Super 8 Motel	\$ 36.31
281-1118	Stellar Fitness DBA Anytime Fitness	\$ 2.26
281-1159	Eldercare Innovations, LLC	\$ 33.81
281-1160	Eldercare Innovations, LLC	\$ 46.95
281-1161	Eldercare Innovations, LLC	\$ 40.37
281-1317	Jody Jessup DBA Nutrition & Consulting	\$ 9.39
281-1351	Pasza, LLC	\$.30
281-1480	Results Personal Training, LLC	\$ 89.19
281-1529	Robert A. Paul	\$ 23.48
281-1533	Nutmeg & Spice	\$ 23.48
281-1546	Accent Health	\$ 16.08
281-1603	Audry Milbach DBA Kims Boutique	\$ 2.81
281-1605	Wayne Fredrich DBA DC Graphics 7 Gifts	\$ 28.16
	TOTAL	\$352.91

Carried.

Consideration of: Technology Upgrades for the Community Room:

City Administrator VanLieshout explained the Community Room at City Hall is in need of technology upgrades. The City not only utilizes the room, but other outside groups do as well. Jason Mann from Mann Communications was asked to get an estimate from Camera Corner for the upgrades, which costs came in over \$56,000. This item will also need to be recommended by Community Protection & Services Committee prior to Common Council approval. If the Committee would like the work to be done in 2022, a ¾ vote by the Common Council is needed as the item is not budgeted. Options include use of Cable TV funds and sole source purchasing from Camera Corner in 2022, use Cable TV funds and go through bidding process, include in the 2023 budget or deny upgrade.

Moved by Alderperson Williams, seconded by Alderperson Wiederanders to recommend to Common Council to approve the proposed technology upgrades to the Community Room for implementation in 2022 using Cable TV funds and sole source purchasing from Camera Corner. Carried.

Consideration of: Assignment of Lease from Sarter Marine Towing to Great lakes Towing:

City Administrator VanLieshout stated that Julie Sarter, owner of Sarter Marine Towing, has sold the towing business to Great Lakes Towing. The sale closing took place on March 23, 2022. Great Lakes Towing has asked that the dockwall lease between the City of Sturgeon Bay and Sarter Marine Towing be assigned to them. As part of the agreement of sale, Great Lakes Towing has agreed to employ all Sarter Marine Towing full and part time employees and the purchase of two Sarter Marine Towing boats. Discussion took

place in regards to the site being used appropriately by the new tug company, concern that towing rates for businesses such as Fincantieri Bay Shipbuilding would increase, protection of the waterfront, concern for addition of an accessory building and the installation of a fence along the waterfront.

Moved by Alderperson Williams, seconded by Alderperson Wiederander to refer back to staff to have conversations and finalize further negotiation with Great Lakes Towing to address fence along the waterfront, accessory building, towing rates, protection of waterfront with appearance and the allowable number of tugs to be moored. Carried.

The Committee did not enter into closed session.

Review bills

Moved by Alderperson Wiederanders, seconded by Alderperson Williams to approve the bills as presented and forward to the Common Council for payment. Carried.

Moved by Alderperson Williams, seconded by Alderperson Wiederanders to adjourn. Carried. The meeting adjourned at 4:51 pm.

Respectfully submitted,

Laurie Spittlemeister
Deputy Clerk/Treasurer