



MANITOWOC COUNTY
EXPO and ICE CENTER BOARD
MEETING NOTICE

DATE: January 2, 2019
TIME: 7:00 p.m.
PLACE: Expo Office – 4921 Expo Drive, Manitowoc

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered:

1. Regular business
 - A. Pledge of Allegiance
 - B. Roll Call
 - C. Previous Minutes
2. Public Comment
3. Election of Officers
4. Review, Discussion, and Possible Action on Sub Committee Recommendations
 - A. FINANCE SUB-COMMITTEE:
 1. No Committee Meeting-Committee Update
 - B. OPERATIONS SUB-COMMITTEE:
 1. Building Names; Market Animal Committee Meeting Update; Ice Center Operations Update; Working Group Updates-Talent Show Competition, Brew Competition, Dairy Cattle (Ice Center) Show Ring, Education & Outreach, Fairest of the Fair-WI Association of Fairest of the Fairs Auction Item; 2019 Competition Date
 - C. ENTERTAINMENT/VENDORS SUB-COMMITTEE:
 1. Outdoor Vendor-Tony's Pizza; Saturday Event-Bull Riding Rodeo; Magic Show-Other Entertainment; Family Pavilion-American Legion-Polka Bands
 - D. PARKING/SECURITY SUB-COMMITTEE:
 1. No Committee Meeting-Committee Update
5. Review, Discussion, and Possible Action on 2019 Fair Matters
 - A. B&M Waste Services Contract – 2019-2021
 - B. Fair Update
6. Comptroller's Financial Report – Review
7. Update and Possible Action on Other Fair, Expo Buildings and Grounds Projects and Issues
 - A. Expo-Ice Center Board Appointment Recommendation
 - B. WI Association of Fairs Convention – January 6-9, 2019
 - C. Rummage-A-Rama – February 9; Volunteer Sign Up; Rummage Sale Ideas
 - D. Expo-Ice Center Month Events; Expo Grounds Update
8. Adjourn

Date: December 21, 2018

Jerome Vetting, BOARD CHAIRPERSON
By: Gerard Neuser, Public Works Director

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

Persons who are members of another governmental body, but who are not members of this board, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

MINUTES of EXPO-ICE CENTER BOARD MEETING

Held Wednesday, January 2, 2019

Location: Expo Merchant's Building – 4921 Expo Drive, Manitowoc WI

Present: J. Vetting, D. Pollen, L. Taylor, D. Newberg, J. Janowski, R. Voss, J. Beyer, D. Gauger, R. Kohlbeck, R. Zipperer, B. Blatz, B. Cavanaugh, K. Potter, K. Behnke, B. Herr, M. Bratt

County Board Supervisors Present:

Absent & Excused: D. Fitzgerald, L. Taylor
Absent:

Pledge of Allegiance

Called to Order Meeting called to order – 7:00pm.

Minutes Minutes were reviewed from the previous meetings. Motion was made by Pollen, seconded by Blatz, to approve the previous meeting minutes. Motion carried unanimously.

Public Comment Board Chair called for public comment three times. No public comment given.

Election of Officers

Jerome Vetting was nominated by Dick Pollen as the Board Chairman. After three calls for other nominations a motion was made by Cavanaugh, seconded by Bratt, that nominations be closed and unanimous ballot be cast for Vetting as committee chair. Motion carried unanimously.

Dick Pollen was nominated by Russ Zipperer as the Board Vice Chairperson. After three calls for other nominations a motion was made by Voss, seconded by Hawig, that nominations be closed and unanimous ballot be cast for Pollen as committee vice chair. Motion carried unanimously.

Michelle Bratt was nominated by Keith Potter as the Board Secretary. After three calls for other nominations a motion was made by Voss, seconded by Gauger, that nominations be closed and unanimous ballot be cast for Bratt as committee secretary. Motion carried unanimously.

Review & Act on Subcommittee Recommendations:

A. Finance Subcommittee

- 1. No Committee Meeting-Committee Update**
No report.

B. Operations Subcommittee

- 1. Building Names; Market Animal Committee Meeting Update; Ice Center Operations Update; Working Group Updates-Talent Show Competition, Brew Competition, Dairy Cattle (Ice Center) Show Ring, Education & Outreach, Fairest of the Fair Update-WI Association of Fairest of the Fairs Auction Item; 2019 Manitowoc Competition Date**

The following was reported on:

- Building Names were discussed.
- Fairest of the Fair working group meeting to be scheduled.

C. Entertainment/Vendors Subcommittee:

1. Outdoor Vendor-Tony's Pizza; Saturday Event-Bull Riding Rodeo; Magic Show-Other Entertainment; Family Pavilion-American Legion-Polka Bands

Following was reported on:

- Outdoor Vendor – Tony's Pizza letter reviewed and decision remained the same to not renew outdoor vendor contract.
- Saturday Event – Working on pricing for Bull Riding Rodeo event.
- Magic Show – Working on replacement for magic show.
- American Legion – still working on logistics and obtaining cost for dance floor.
- Family Pavilion-American Legion – Polka Bands – more information needed.

D. Parking/Security Subcommittee:

1. No Committee Meeting-Committee Update

No report.

Review, Discussion and Possible Action on 2019 Fair Matters

A. B&M Waste Services Contract – 2019-2021

Staff presented for approval the B&M Waste Services contract for 2019-2021. Motion was made by Newberg, seconded by Voss to approve the B&M Waste Services contract for 2019-2021. Motion carried unanimously.

B. Fair Update

No report.

Comptroller's Financial Report – Review

PW Director reported on the Financial Report provided in the board packet.

Update and Possible Action on Other Fair, Expo Buildings, and Grounds Projects and Issues

A. Expo-Ice Center Board Appointment Recommendation

Vetting reported on the resignation from Scott Konik and presented to the board the recommendation of Justin Zipperer to appointment on the Expo-Ice Center Board. Motion was made by Pollen, seconded by Herr to recommend approval to the Public Works Committee the appointment of Justin Zipperer to the Expo-Ice Center Board. Motion carried unanimously.

B. Rummage-A-Rama – December 9; Volunteer Sign Up

Distribution of the volunteer signup sheet.

C. Expo-Ice Center Month Events; Expo Grounds Update

Shelton gave a report on the upcoming events.

Adjournment

Motion was made by Janowski, seconded by Zipperer to adjourn at 7:31pm. Motion carried unanimously.

Minutes taken by Shelton

Signed by Bratt



MANITOWOC COUNTY
EXPO-ICE CENTER BOARD
Operations Sub-Committee
MEETING NOTICE

DATE: January 2, 2019
TIME: 6:45 p.m.
PLACE: Expo Office – 4921 Expo Drive, Manitowoc

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered at the meeting:

1. Regular business
 - A. Roll Call
 - B. Previous Minutes
2. Public Comment
3. Review, Discussion, and Possible Action on the following items for the 2019 Fair:
 - A. Building Names
 - B. Market Animal Committee Meeting
 - C. Ice Center Operations
 - D. Working Group Updates:
 - a. Talent Show Competition
 - b. Brew Competition
 - c. Dairy Cattle (Ice Center) Show Ring
 - d. Education & Outreach
 - e. Fairest of the Fair-WI Association of Fairest of the Fairs Auction Item; 2019 Manitowoc Competition Date
4. Other Fair Projects and Issues Update – No Action
5. Adjourn

Date: December 19, 2018

Tonya Dvorak, SUB-COMMITTEE CHAIRPERSON
By: Gerard Neuser, Public Works Director

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

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**MINUTES of EXPO-ICE CENTER BOARD MEETING
OPERATIONS SUBCOMMITTEE**

Held Wednesday, January 2, 2019

Location: Expo Office – 4921 Expo Drive, Manitowoc

Present: T. Dvorak, B. Herr, D. Newberg, B. Blatz, J. Janowski, M. Bratt, B. Cavanaugh, J. Hawig

**Other Expo-Ice
Center Board**

Members Present: J. Vetting, D. Pollen, D. Gauger, K. Behnke, R. Voss, R. Zipperer, R. Kohlbeck, M. Plate, M. Lentz

Absent & Excused: D. Fitzgerald

Absent:

Called to Order Meeting called to order – 6:45pm.

Minutes Minutes were reviewed from the previous meeting. Motion was made by Janowski, seconded by Hawig to approve the minutes. Motion carried unanimously.

Public Comment Committee chair called for public input three times. No public comment given.

Review, Discussion and Possible Action on the following items for the 2019 Fair:

A. *Building Names*

Shelton advised the committee that building identification signs will be placed in 2019 and presented potential building names. Discussion included Building Naming Rights with consensus that naming rights could be sold for any building not currently under contract as well as the following building names to be added:

- Poultry and Rabbit Building
- Sheep and Swine Building
- Beef and Goat Building
- Merchants Building
- Exhibition Building
- Midway Concession Stand
- Grandstand

B. *Market Animal Committee Meeting Update*

No report.

C. *Ice Center Operations Update*

No report.

D. *Working Group Updates*

No report

Other Fair Projects and Issues Update – No Action

No report.

Adjournment

Motion made by Hawig, seconded by Blatz to adjourn at 6:59. Motion carried unanimously.

Minutes taken by Shelton

Signed by Bratt



MANITOWOC COUNTY
EXPO-ICE CENTER BOARD
Entertainment and Vendor Sub-Committee
MEETING NOTICE

DATE: January 2, 2019
TIME: 6:30 p.m.
PLACE: Expo Office – 4921 Expo Drive, Manitowoc

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered at the meeting:

1. Regular Business
 - A. Roll Call
 - B. Previous Minutes
2. Public Comment
3. Review, Discussion, and Possible Action on the following items for the 2019 Fair:
 - A. Outdoor Vendor – Tony’s Pizza
 - B. Saturday Event – Bull Riding Rodeo
 - C. Magic Show-Other Entertainment
 - D. Family Pavilion – American Legion; Polka Bands
4. Other Fair Projects and Issues Update – No Action
5. Adjourn

Date: December 19, 2018

Rob Voss, SUB-COMMITTEE CHAIRPERSON
By: Gerard Neuser, Public Works Director

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**MINUTES of EXPO-ICE CENTER BOARD MEETING
ENTERTAINMENT AND VENDORS SUBCOMMITTEE**

Held Wednesday, January 2, 2019

Location: Expo Office – 4921 Expo Drive, Manitowoc

Present: R. Voss, D. Newberg, R. Zipperer, D. Gauger, R. Kohlbeck, M. Lentz

**Other Expo-Ice
Center Board**

Members Present: J. Vetting, J. Janowski, B. Cavanaugh, D. Pollen, B. Herr, K. Behnke, T. Dvorak, M. Plate, J. Hawig, B. Blatz

Absent & Excused: L. Taylor, D. Fitzgerald

Absent:

Called to Order Meeting called to order – 6:30pm

Minutes Minutes were reviewed from the previous meeting. Motion was made by Gauger, seconded by Zipperer to approve the minutes. Motion carried unanimously.

Public Comment Committee chairperson called for public input three times. No public input given.

Review, Discussion, and Possible Action on the following items for the 2019 Fair:

A. *Outdoor Vendor – Tony’s Pizza*

Shelton read letter received from Tony Cefaratti from Tony’s Pizza requesting additional review and overturn of decision to not renew contract. Consensus to continue with decision to now renew contract with Tony’s Pizza.

B. *Saturday Event – Bull Riding Rodeo*

Shelton reported on the Bull Riding Rodeo cost of \$9,800 and will continue to negotiate a lower price.

C. *Magic Show-Other Entertainment*

No report

D. *Family Pavilion – American Legion – Polka Bands*

Herr reported on the American Legion’s interest with no final decision on running the Family Pavilion with a decision at the February Meeting. Cavanaugh reported that he is working on the dance floor price with the Reedsville Knights of Columbus.

Other Fair Projects and Issues Update – No Action

No update.

Adjournment

Motion made by Zipperer, seconded by Gauger to adjourn at 6:40pm. Motion carried unanimously.

Minutes taken by Shelton

Signed by Fitzgerald



**MANITOWOC COUNTY
EXPO and ICE CENTER BOARD
MEETING NOTICE**

DATE: February 6, 2019
TIME: 7:00 p.m.
PLACE: Expo Office – 4921 Expo Drive, Manitowoc

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered:

1. Regular business
 - A. Pledge of Allegiance
 - B. Roll Call
 - C. Previous Minutes
2. Public Comment
3. Review, Discussion, and Possible Action on Sub Committee Recommendations
 - A. FINANCE SUB-COMMITTEE:
 1. Election of Officers; Advertising-Radio, Newspaper; Outdoor-Indoor Vendor Fees; Judge's Payments; PayGov; 2019 Fair Budget
 - B. OPERATIONS SUB-COMMITTEE:
 1. Election of Officers; Building Names Update; Manitowoc County 4-H Silent Auction Request; Nichole Paulow-Fair Camping Request; Special Olympics Date and Route; Market Animal Committee Meeting Update; Ice Center Operations Update; Working Group Updates-Talent Show Competition, Brew Competition, Dairy Cattle (Ice Center) Show Ring, Education & Outreach, Fairest of the Fair-Competition & Reception Date-March 30-Application Deadline-March 1-Sponsors
 - C. ENTERTAINMENT/VENDORS SUB-COMMITTEE:
 1. Election of Officers; Tents Inc. Contract; North Eastern WI Motorsports Contract; Nick D Entertainment/Lee Andrews Production Contracts; Saturday Event-Bull Riding Rodeo; Family Pavilion-American Legion-Polka Bands
 - D. PARKING/SECURITY SUB-COMMITTEE:
 1. Election of Officers; Frank's Radio Contract; Special Operations Detective Agency (SODA)-Law Enforcement; Building Hours, Release Times, and Load-Unload Locations; Main Gate Parking Layout-Office Complex Parking-Tree Removal-Shuttle Bus-Trailer Parking; Parking Attendants-Civic Groups
4. Review, Discussion, and Possible Action on 2019 Fair Matters
 - A. Beer and Soda Vendor Meeting – March 13
 - B. Fair Update
5. Comptroller's Financial Report – Review
6. Update and Possible Action on Other Fair, Expo Buildings and Grounds Projects and Issues
 - A. WI Association of Fairs Convention – Update
 - B. Rummage-A-Rama – February 9; Volunteer Sign Up; Rummage Sale Ideas
 - C. Expo-Ice Center Month Events; Expo Grounds Update
7. Adjourn

Date: January 29, 2019

Jerome Vetting, BOARD CHAIRPERSON
By: Gerard Neuser, Public Works Director

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MINUTES of EXPO-ICE CENTER BOARD MEETING

Held Wednesday, February 6, 2019

Location: Expo Merchant's Building – 4921 Expo Drive, Manitowoc WI

Present: J. Vetting, D. Pollen, L. Taylor, D. Newberg, J. Janowski, R. Voss, D. Gauger, R. Zipperer, B. Blatz, B. Cavanaugh, K. Potter, K. Behnke, M. Bratt, D. Fitzgerald, J. Zipperer, T. Dvorak, J. Hawig, M. Lentz, M. Plate

County Board

Supervisors

Present:

Absent & Excused: B. Herr, R. Kohlbeck

Absent:

Pledge of Allegiance

Called to Order Meeting called to order – 7:00pm.

Minutes Minutes were reviewed from the previous meetings. Motion was made by R. Zipperer, seconded by Hawig, to approve the previous meeting minutes. Motion carried unanimously.

Public Comment Board Chair called for public comment three times. No public comment given.

Review & Act on Subcommittee Recommendations:

A. Finance Subcommittee

1. **No Committee Meeting-Committee Update**

Election of Officers; Advertising-Radio, Newspaper; Outdoor-Indoor Vendor Fees; Judge's Payments; PayGov; 2019 Fair Budget
Behnke reported on the following:

- Election of Officers – Vice Chair – Janowski; Secretary – Bratt
- Advertising-Radio, Newspaper – recommend approval of the advertising-radio, newspaper budget.
- Outdoor-Indoor Vendor Fees – recommend approval AG Vendor Fee increase to \$150 for a 60'x60' area.
- PayGov – no recommendation. Keep the same.

Motion was made by Behnke, seconded by Janowski to approve the committee report and recommendation. Motion carried unanimously.

B. Operations Subcommittee

1. **Election of Officers; Building Names Update; Manitowoc County 4-H Silent Auction Request; Nichole Paulow-Fair Camping Request; Special Olympics Date and Route; Market Animal Committee Meeting Update; Ice Center Operations Update; Working Group Updates-Talent Show Competition, Brew Competition, Dairy Cattle (Ice Center) Show Ring, Education & Outreach, Fairest of the Fair-Competition & Reception Date-March 30-Application Deadline-March 1-Sponsors**

Dvorak reported on the following:

- Election of Officers – Vice Chair – Hawig; Secretary – Fitzgerald.
- Building Names – Working On.
- Manitowoc County 4-H Silent Auction request – recommend approval of the request.
- Nichole Paulow-Fair Camping Request – recommend approval of the reduced camping rate for 2019 with this being the last approved request.
- Special Olympics Date and Route – recommend for Wednesday, August 21, at 6pm and starting at the Exhibition Building.
- Market Animal Committee – Working on Yac and small animal group.
- Talent Show – meeting scheduled for February 20 at 6pm.
- Education & Outreach – Liaison needed.
- Fairest of the Fair – competition set for March 30; applications due March 1.

Motion was made by Dvorak, seconded by Hawig to approve the committee report and recommendation. Motion carried unanimously.

C. Entertainment/Vendors Subcommittee:

1. ***Election of Officers; Tents Inc. Contract; North Eastern WI Motorsports Contract; Nick D Entertainment/Lee Andrews Production Contracts; Saturday Event-Bull Riding Rodeo; Family Pavilion-American Legion-Polka Bands***

Voss reported on the following:

- Election of Officers – Vice Chair – Fitzgerald; Secretary – Taylor.
- Tents Inc. Contract – recommend for approval.
- North Eastern WI Motorsports Contract – recommend for approval.
- Nick D Entertainment/Lee Andrews Production Contracts – recommend Nick D Entertainment for approval.
- Saturday Event-Bull Riding Rodeo – sending to Finance subcommittee.
- Family Pavilion-American Legion – Polka Bands – Shelton, J. Zipperer, and Voss to attend meeting on February 14.

Motion was made by Voss, seconded by Taylor to approve the committee report and recommendation. Motion carried unanimously.

D. Parking/Security Subcommittee:

1. ***Election of Officers; Frank's Radio Contract; Special Operations Detective Agency (SODA)-Law Enforcement; Building Hours, Release Times, and Load/Unload Locations; Main Gate Parking Layout-Office Complex Parking-Tree Removal-Shuttle Bus, Trailer Parking; Parking Attendants-Civic Groups***

Pollen reported on the following:

- Frank's Radio Contract – recommend approval.
- Main Gate Parking Layout – was discussed.

Motion was made by Pollen, seconded by Blatz to approve the committee report and recommendation. Motion carried unanimously.

Review, Discussion and Possible Action on 2019 Fair Matters

- A. ***Beer and Soda Vendor Meeting – March 13***

Beer and Soda Vendor meeting set for March 13 at 7pm.

- B. ***Fair Update***

No report.

Comptroller's Financial Report – Review

PW Director reported on the Financial Report provided in the board packet.

Update and Possible Action on Other Fair, Expo Buildings, and Grounds Projects and Issues

- A. ***WI Association of Fairs Convention***

Pollen gave a brief report on the WI Association of Fairs Convention with brief discussion on concealed carry.

- B. ***Rummage-A-Rama – December 9; Volunteer Sign Up; Rummage Sale Ideas***

Distribution of the volunteer signup sheet.

- C. ***Expo-Ice Center Month Events; Expo Grounds Update***

Shelton gave a report on the upcoming events.

Adjournment

Motion was made by Behnke, seconded by R. Zipperer to adjourn at 7:39pm. Motion carried unanimously.

Minutes taken by Shelton

Signed by Bratt



**MANITOWOC COUNTY
EXPO-ICE CENTER BOARD
Finance Sub-Committee
MEETING NOTICE**

DATE: February 6, 2019
TIME: 6:00 p.m.
PLACE: Expo Office – 4921 Expo Drive, Manitowoc

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered at the meeting:

1. Regular Business
 - A. Roll Call
 - B. Previous Minutes
2. Public Comment
3. Election of Officers
4. Review, Discussion, and Possible Action on the following items for the 2019 Fair:
 - A. Advertising – Radio, Newspaper
 - B. Outdoor-Indoor Vendor Fees
 - C. Judge's Payments
 - D. PayGov
 - E. 2019 Fair Budget
5. Update and Possible Action on Other Fair Operation Projects and Issues
6. Adjourn

Date: January 29, 2019

Kevin Behnke, SUB-COMMITTEE CHAIRPERSON
By: Gerard Neuser, Public Works Director

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**MINUTES of EXPO-ICE CENTER BOARD MEETING
FINANCE SUBCOMMITTEE**

Wednesday, February 6, 2019

Location: Expo Office – 4921 Expo Drive, Manitowoc

Present: K. Behnke, J. Janowski, M. Bratt, D. Pollen, B. Cavanaugh, M. Plate, D. Gauger

**Other Expo-Ice
Center Board**

Members Present: J. Vetting, B. Blatz, R. Voss, J. Hawig, D. Newberg, D. Fitzgerald, T. Dvorak,
J. Zipperer, R. Zipperer, L. Taylor, M. Lentz

Absent & Excused: R. Kohlbeck
Absent:

Called to Order Meeting called to order – 6:03pm.

Minutes Minutes were reviewed from the previous meeting. Motion was made Janowski, seconded by Pollen to approve the minutes. Motion carried unanimously.

Public Comment Board Chairperson called for public comment three times. No public input given.

Election of Officers

Joe Janowski was nominated by Bob Cavanaugh as the committee vice chairperson. After three calls for other nominations a motion was made by Gauger, seconded by Bratt, that nominations be closed and unanimous ballot be cast for Janowski as committee vice chair. Motion carried unanimously.

Michelle Bratt was nominated by Mike Plate as the committee secretary. After three calls for other nominations a motion was made by Janowski, seconded by Gauger, that nominations be closed and unanimous ballot be cast for Bratt as committee secretary. Motion carried unanimously.

Review, Discussion, and Possible Action on the following items for the 2019 Fair:

A. Advertising – Radio, Newspaper

Behnke reviewed the radio and newspaper advertising budget provided in the committee packet. Motion was made by Janowski, seconded by Pollen to recommend approval to the board the radio and newspaper advertising budget. Motion carried unanimously.

B. Outdoor-Indoor Vendor Fees

Behnke reviewed the outdoor and indoor vendor fees. Motion was made by Plate, seconded by Gauger to recommend approval to the board to increase the 202 AG Vendor Fees to \$150 for a 60'x60'. Motion carried unanimously.

C. Judge's Payments

No update.

D. PayGov

Shelton gave a brief report on PayGov and the current credit card processing system along with associated fees Expo is currently paying. Consensus of the committee was to remain with the current credit card program.

E. 2019 Fair Budget

Neuser provided an update on the Kiel bleachers as well as the Request for Bid (RFB).

Update and Possible Action on Other Fair Operation Projects and Issues

None.

Adjourn

Motion made by Plate, seconded by Pollen to adjourn at 6:35pm. Motion carried unanimously.

Minutes taken by Shelton

Signed by Bratt



MANITOWOC COUNTY
EXPO-ICE CENTER BOARD
Operations Sub-Committee
MEETING NOTICE

DATE: February 6, 2019
TIME: 5:30 p.m.
PLACE: Expo Office – 4921 Expo Drive, Manitowoc

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered at the meeting:

1. Regular business
 - A. Roll Call
 - B. Previous Minutes
2. Public Comment
3. Election of Officers
4. Review, Discussion, and Possible Action on the following items for the 2019 Fair:
 - A. Building Names Update
 - B. Manitowoc County 4-H Silent Auction Request
 - C. Nichole Paulow – Fair Camping Request
 - D. Special Olympics Date and Route
 - E. Market Animal Committee Meeting
 - F. Ice Center Operations
 - G. Working Group Updates:
 - a. Talent Show Competition
 - b. Brew Competition
 - c. Dairy Cattle (Ice Center) Show Ring
 - d. Education & Outreach
 - e. Fairest of the Fair-Competition & Reception Date – March 30; Application Deadline – March 1; Sponsors
5. Other Fair Projects and Issues Update – No Action
6. Adjourn

Date: January 29, 2019

Tonya Dvorak, SUB-COMMITTEE CHAIRPERSON
By: Gerard Neuser, Public Works Director

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**MINUTES of EXPO-ICE CENTER BOARD MEETING
OPERATIONS SUBCOMMITTEE**

Held Wednesday, February 6, 2019

Location: Expo Office – 4921 Expo Drive, Manitowoc

Present: T. Dvorak, J. Hawig, D. Fitzgerald, D. Newberg, B. Blatz, J. Janowski, M. Bratt,
B. Cavanaugh

**Other Expo-Ice
Center Board**

Members Present: J. Vetting, D. Pollen, D. Gauger, K. Behnke, R. Voss, R. Zipperer, M. Plate,
M. Lentz, J. Zipperer, L. Taylor

Absent & Excused: B. Herr
Absent:

Called to Order Meeting called to order – 5:35pm.

Minutes Minutes were reviewed from the previous meeting. Motion was made by Hawig,
seconded by Cavanaugh to approve the minutes. Motion carried unanimously.

Public Comment Committee chair called for public input three times. No public comment given.

Election of Officers

Jeremy Hawig was nominated by Derek Fitzgerald as the committee vice chairperson. After three calls for other nominations a motion was made by Newberg, seconded by Bratt, that nominations be closed and unanimous ballot be cast for Hawig as committee vice chair. Motion carried unanimously.

Derek Fitzgerald was nominated by Jeremy Hawig as the committee secretary. After three calls for other nominations a motion was made by Cavanaugh, seconded by Bratt, that nominations be closed and unanimous ballot be cast for Fitzgerald as committee secretary. Motion carried unanimously.

Review, Discussion and Possible Action on the following items for the 2019 Fair:

A. *Building Names Update*

Shelton gave a brief update on the building name signs.

B. *Manitowoc County 4-H Silent Auction Request*

Motion was made by Newberg, seconded by Hawig to recommend approval to the board the Manitowoc County 4-H Silent Auction request. Motion carried unanimously.

C. *Nichole Paulow-Fair Camping Request*

Dvorak presented the fair camping request for reduced camping rate during the week of fair for Nichole Paulow. Discussion. Motion was made by Fitzgerald, seconded by Cavanaugh to recommend approval to the board Nichole Paulow Fair Camping request for 2019 with this being the final year of the reduced camping rate. Motion carried unanimously.

D. *Special Olympics Date and Route*

Dvorak provided a brief report on the Special Olympics Run/Walk. Discussion included date and route. Motion was made by Newberg, seconded by Blatz to recommend approval to the board the Special Olympics date of Wednesday, August 21, at 6pm, with start line at the Exhibition Building. Motion carried unanimously.

E. Market Animal Committee Meeting Update

Dvorak reported on the Yak animal to be brought to the fair and how to include in the fairbook as well as where to house the Yak and how to include in the market animal committee sale. Dvorak reported on the small animal auction. Discussion included small animal members to work with market animal committee directly on logistics.

F. Ice Center Operations Update

Pollen reported on the Mite tournament and the upcoming figure skating show as well as ice will come out mid-March.

G. Working Group Updates

Dvorak reported on the following:

- Talent Competition – staff to reach out to the WI State Fair.
- Brew Competition – signed up. Need to get marketing material.
- Dairy Cattle (Ice Center) Show – staff has the list of duties and to send out in April.
- Education & Outreach – Pollen working on the list of duties. Liaison is needed for this working group.
- Fairest of the Fair – Competition is set for March 30 with application deadline March 1. Sponsorship list was distributed.

Other Fair Projects and Issues Update – No Action

No report.

Adjournment

Motion made by Hawig, seconded by Bratt to adjourn at 6:01. Motion carried unanimously.

Minutes taken by Shelton

Signed by Fitzgerald



MANITOWOC COUNTY
EXPO-ICE CENTER BOARD
Entertainment and Vendor Sub-Committee
MEETING NOTICE

DATE: February 6, 2019
TIME: 5:00 p.m.
PLACE: Expo Office – 4921 Expo Drive, Manitowoc

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered at the meeting:

1. Regular Business
 - A. Roll Call
 - B. Previous Minutes
2. Public Comment
3. Election of Officers
4. Review, Discussion, and Possible Action on the following items for the 2019 Fair:
 - A. Tents Inc. Contract
 - B. North Eastern WI Motorsports Contract
 - C. Nick D Entertainment/Lee Andrews Production Contracts
 - D. Saturday Event – Bull Riding Rodeo
 - E. Family Pavilion – American Legion; Polka Bands
5. Other Fair Projects and Issues Update – No Action
6. Adjourn

Date: January 29, 2019

Rob Voss, SUB-COMMITTEE CHAIRPERSON
By: Gerard Neuser, Public Works Director

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

Persons who are members of another governmental body, but who are not members of this board, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

**MINUTES of EXPO-ICE CENTER BOARD MEETING
ENTERTAINMENT AND VENDORS SUBCOMMITTEE**

Held Wednesday, February 6, 2019

Location: Expo Office – 4921 Expo Drive, Manitowoc

Present: R. Voss, D. Fitzgerald, L. Taylor, D. Newberg, R. Zipperer, D. Gauger,
M. Lentz, J. Zipperer

**Other Expo-Ice
Center Board**

Members Present: J. Vetting, J. Janowski, D. Pollen, K. Behnke, T. Dvorak, M. Plate,
J. Hawig

Absent & Excused: R. Kohlbeck, K. Potter
Absent:

Called to Order Meeting called to order – 5:00pm

Minutes Minutes were reviewed from the previous meeting. Motion was made by Gauger, seconded by Zipperer to approve the minutes. Motion carried unanimously.

Public Comment Committee chairperson called for public input three times. No public input given.

Election of Officers

Derek Fitzgerald was nominated by Russ Zipperer as the committee vice chairperson. After three calls for other nominations a motion was made by R. Zipperer, seconded by Newberg, that nominations be closed and unanimous ballot be cast for Fitzgerald as committee vice chair. Motion carried unanimously.

Lisa Taylor was nominated by Russ Zipperer as the committee secretary. After three calls for other nominations a motion was made by R. Zipperer, seconded by Gauger, that nominations be closed and unanimous ballot be cast for Taylor as committee secretary. Motion carried unanimously.

Review, Discussion, and Possible Action on the following items for the 2019 Fair:

A. Tents Inc. Contract

Motion was made by Gauger, seconded by Taylor to recommend approval to the board the Tents Inc. Contract. Motion carried unanimously.

B. North Eastern WI Motorsports Contract

Motion was made by Fitzgerald, seconded by Taylor to recommend approval to the board the North Eastern WI Motorsports Contract. Motion carried unanimously.

C. Nick D Entertainment/Lee Andrews Production Contracts

Voss presented both the Nick D Entertainment and the Lee Andrews Production contracts for review of each contract and entertainment provided as well as costs. Voss noted that this entertainment would replace Kandu. Motion was made by Newberg, seconded by Gauger to recommend approval to the board Nick D Entertainment contract. Motion carried unanimously.

D. Saturday Event – Bull Riding Rodeo

Raul Bustamente presented on the Bull Riding Rodeo event and potential ideas for the county fair. Discussion.

Action Needed:

- Place on the next Finance Subcommittee meeting agenda.

E. Family Pavilion – American Legion – Polka Bands

Shelton along with J. Zipperer and Voss will be attending the American Legion meeting on February 14 at 7pm to discuss the Family Pavilion.

Other Fair Projects and Issues Update – No Action

Fitzgerald provided an update on the Fire Department Competition. Voss agreed to MC the event.

Cavanaugh reported on the Knights of Columbus floor cost of \$500.

Action Needed:

- Place Knights of Columbus Floor on the next Finance Subcommittee agenda.

Adjournment

Motion made by R. Zipperer, seconded by J. Zipperer to adjourn at 5:33pm. Motion carried unanimously.

Minutes taken by Shelton

Signed by Taylor



MANITOWOC COUNTY
EXPO-ICE CENTER BOARD
Parking and Security Sub-Committee
MEETING NOTICE

DATE: February 6, 2019
TIME: 6:30 p.m.
PLACE: Expo Office – 4921 Expo Drive, Manitowoc

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered at the meeting:

1. Regular business
 - A. Roll Call
 - B. Previous Minutes
2. Public Comment
3. Election of Officers
4. Review, Discussion, and Possible Action on the following items for the 2019 Fair:
 - A. Frank's Radio Contract
 - B. Special Operations Detective Agency (SODA)-Law Enforcement
 - C. Building Hours-Release Times-Load-Unload Locations
 - D. Main Gate Parking
 - E. Layout-Office Complex Parking-Tree Removal-Shuttle Bus-Trailer Parking
 - F. Parking Attendants-Civic Groups
5. Other Fair Projects and Issues Update – No Action
6. Adjourn

Date: January 29, 2019

DICK POLLEN, SUB-COMMITTEE CO-CHAIRPERSON
MIKE PLATE, SUB-COMMITTEE CO-CHAIRPERSON
By: Gerard Neuser, Public Works Director

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**MINUTES of EXPO-ICE CENTER BOARD MEETING
PARKING AND SECURITY SUBCOMMITTEE**
Held Wednesday, February 6, 2019
Location: Expo Office, 4921 Expo Dr. Manitowoc WI 54220

Present: D. Pollen, M. Plate, B. Blatz, J. Zipperer, L. Taylor, J. Hawig, R. Zipperer, M. Lentz,

**Other Expo-Ice
Center Board**

Members Present: J. Vetting, D. Fitzgerald, B. Cavanaugh, R. Voss, K. Behnke, J. Janowski, D. Newberg, T. Dvorak, D. Gauger, M. Bratt

Absent & Excused: B. Herr, K. Potter
Absent:

Called to Order Meeting called to order - 6:35pm.

Minutes Minutes were reviewed from the previous meeting. Motion was made by Hawig, seconded by Blatz to approve the minutes. Motion carried unanimously.

Public Comment Committee Chairperson called for public comment three times. No public input given.

Election of Officers

Barry Blatz was nominated by Russ Zipperer as the committee vice chairperson. After three calls for other nominations a motion was made by R. Zipperer, seconded by Taylor, that nominations be closed and unanimous ballot be cast for Blatz as committee vice chair. Motion carried unanimously.

Justin Zipperer was nominated by Jeremy Hawig as the committee Secretary. After three calls for other nominations a motion was made by Blatz, seconded by Plate, that nominations be closed and unanimous ballot be cast for J. Zipperer as committee secretary. Motion carried unanimously.

Review and Possible Action on the following items for the 2019 Fair:

A. *Frank's Radio Contract*

Motion was made by R. Zipperer, seconded by Hawig to recommend approval to the board the Frank's Radio contract. Motion carried unanimously.

B. *Special Operations Detective Agency (SODA)-Law Enforcement*

Pollen reported that Special Operations Detective Agency is no longer in business and the law enforcement, Sheriff's and City Police, will assist in providing coverage.

C. *Building Hours, Release Times, and Load-Unload Locations*

Reviewed schedule provided in committee packet with consensus to keep schedule the same.

D. *Main Gate Parking Layout-Office Complex Parking-Tree Removal-Shuttle Bus-Trailer Parking*

Pollen reviewed the main gate parking layout noting that a working group will meet soon.

E. *Parking Attendants-Civic Groups*

Discussion included volunteer horse parkers. Staff to review with corporation counsel.

Other Fair Projects and Issues Update – No Action

No report.

Adjournment

Motion made by Hawig, seconded by R. Zipperer to adjourn at 6:57pm. Motion carried unanimously.

Minutes taken by Shelton

Signed by J. Zipperer



MANITOWOC COUNTY
EXPO and ICE CENTER BOARD
AMENDED MEETING NOTICE

DATE: March 6, 2019
TIME: 7:00 p.m.
PLACE: Expo Office – 4921 Expo Drive, Manitowoc

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered:

1. Regular business
 - A. Pledge of Allegiance
 - B. Roll Call
 - C. Previous Minutes
2. Public Comment
3. Review, Discussion, and Possible Action on Sub Committee Recommendations
 - A. FINANCE SUB-COMMITTEE:
 1. *Recommendation to Public Works Committee on Bleacher Bids*; Judge's Payments; Reedsville Knights of Columbus Floor Purchase; Cash-Check-Credit Card Methods of Payment; Saturday Event-Bull Riding Rodeo; 2019 Fair Budget
 - B. OPERATIONS SUB-COMMITTEE:
 1. No Committee Meeting; Committee Update-Social Media Update; Market Animal Committee Meeting Update; Ice Center Operations Update; Working Group Updates-Talent Show Competition, Brew Competition, Dairy Cattle (Ice Center) Show Ring, Education & Outreach, Fairest of the Fair-Competition & Reception Date-March 30-Application Deadline-March 1-Sponsors
 - C. ENTERTAINMENT/VENDORS SUB-COMMITTEE:
 1. Saturday Event-Bull Riding Rodeo; Family Pavilion-Amvets-Polka Bands; Cheesecarver Contract
 - D. PARKING/SECURITY SUB-COMMITTEE:
 1. Main Gate Parking Layout-Office Complex Parking-Tree Removal-Shuttle Bus-Trailer Parking; Parking Attendants-Civic Groups
4. Review, Discussion, and Possible Action on 2019 Fair Matters
 - A. Beer and Soda Vendor Meeting – March 13
 - B. Fair Update
5. Comptroller's Financial Report – Review
6. Update and Possible Action on Other Fair, Expo Buildings and Grounds Projects and Issues
 - A. Circuses with Animals
 - B. District 4 Meeting – April 10 – Fond du Lac County Fair
 - C. Expo Shirts
 - D. Rummage-A-Rama – March 9; Volunteer Sign Up; Rummage Sale Ideas
 - E. Expo-Ice Center Month Events; Expo Grounds Update; Northeast Woods – Emerald Ash Borer
7. Adjourn

Date: February 26, 2019
Amended: March 5, 2019

Jerome Vetting, BOARD CHAIRPERSON
By: Gerard Neuser, Public Works Director

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MINUTES of EXPO-ICE CENTER BOARD MEETING

Held Wednesday, March 6, 2019

Location: Expo Merchant's Building – 4921 Expo Drive, Manitowoc WI

Present: J. Vetting, D. Pollen, L. Taylor, J. Janowski, R. Voss, D. Gauger, R. Zipperer, B. Cavanaugh, K. Potter, K. Behnke, J. Zipperer, T. Dvorak, J. Hawig, M. Lentz, M. Plate, B. Herr, R. Kohlbeck

County Board Supervisors

Present:

Absent & Excused: D. Newberg, B. Blatz, M. Bratt, D. Fitzgerald
Absent:

Pledge of Allegiance

Called to Order Meeting called to order – 7:00pm.

Minutes Minutes were reviewed from the previous meetings. Motion was made by Gauger, seconded by Hawig, to approve the previous meeting minutes. Motion carried unanimously.

Public Comment Board Chair called for public comment three times. No public comment given.

Review & Act on Subcommittee Recommendations:

A. Finance Subcommittee

1. ***Recommendation to Public Works Committee on Bleacher Bids; Judge's Payments; Reedsville Knights of Columbus Floor Purchase; Cash-Check-Credit Card Methods of Payment; Saturday Event-Bull Riding Rodeo; 2019 Fair Budget***

Behnke reported on the following:

- Bleacher Bids – Recommend to public works committee the approval of GT Grandstands.
- Reedsville Knights of Columbus Floor Purchase – Recommend approval of purchase for \$500.
- Bull Riding Rodeo – Recommend approval of bull riding rodeo with tent including beer, food, mechanical bull with all related permits and cost of bull riding for \$4,000.
- Cash-Check-Credit Cards – Recommend approval for only check and credit card for outdoor vendors method of payments during week of fair.

Motion was made by Behnke, seconded by Gauger to approve the committee report and recommendation. Motion carried unanimously.

B. Operations Subcommittee

1. ***No Committee Meeting; Committee Update-Social Media Update; Market Animal Committee Meeting Update; Ice Center Operations Update; Working Group Updates-Talent Show Competition, Brew Competition, Dairy Cattle (Ice Center) Show Ring, Education & Outreach, Fairest of the Fair-Competition & Reception Date-March 30-Application Deadline-March 1-Sponsors***

Dvorak reported on the following:

- Social Media – per corporation counsel, unable to block content; staff will not be using social media.
- Market Animal Committee – no report.
- Talent Show – met on Monday and working out logistics.
- Dairy Cattle (Ice Center) Show Ring – sand donated.
- Fairest of the Fair – competition set for March 30; five applicants, and judges confirmed.

C. Entertainment/Vendors Subcommittee:

1. Saturday Event-Bull Riding Rodeo; Family Pavilion-AMVETS-Polka Bands; Cheesecarver Contract

Voss reported on the following:

- Saturday Event-Bull Riding Rodeo – Recommend approval of the bull riding rodeo.
- Family Pavilion-AMVETS – Polka Bands – AMVETS to handle pavilion. Recommend approval of all polka contracts including \$180 for polka band on Sunday, total \$2,135.
- Cheesecarver – recommend approval of Cheesecarver contract.

Motion was made by Voss, seconded by R. Zipperer to approve the committee report and recommendation.

Motion carried unanimously.

D. Parking/Security Subcommittee:

1. Main Gate Parking Layout-Office Complex Parking-Tree Removal-Shuttle Bus, Trailer Parking; Parking Attendants-Civic Groups

Pollen reported on the following:

- Subcommittee meeting set for March 27 at 5pm.
 - Meeting
 - Trailer Parking
 - Staffing

Review, Discussion and Possible Action on 2019 Fair Matters

A. Beer and Soda Vendor Meeting – March 13

Beer and Soda Vendor meeting set for March 13 at 7pm. Will notify vendors no beer sales on Tuesday.

B. Fair Update

No report.

Comptroller's Financial Report – Review

PW Director reported on the Financial Report provided in the board packet.

Update and Possible Action on Other Fair, Expo Buildings, and Grounds Projects and Issues

A. Circuses with Animals

Neuser reported on circuses with animals. Motion was made by Behnke, seconded by R. Zipperer to remain status quo on circuses with animals. Motion carried unanimously.

B. District 4 Meeting – April 10 – Fond du Lac County Fair

Vetting reported on the upcoming District 4 meeting.

C. Expo Shirts

Shelton gave a brief report.

D. Rummage-A-Rama – March 9; Volunteer Sign Up; Rummage Sale Ideas

Distribution of the volunteer signup sheet.

E. Expo-Ice Center Month Events; Expo Grounds Update; Northeast Woods – Emerald Ash Borer

Shelton gave a report on the upcoming events.

Vetting reported on the Special Olympics awards banquet and noted that this year will be the 20th Annual Special Olympics Run/Walk.

Neuser reported on the Northeast Woods – Emerald Ash Borer noting that there would be harvesting of ash trees in winter 2019.

Adjournment

Motion was made by Gauger, seconded by R. Zipperer to adjourn at 7:39pm. Motion carried unanimously.

Minutes taken by Shelton

Signed by Bratt



MANITOWOC COUNTY
EXPO-ICE CENTER BOARD
Finance Sub-Committee
AMENDED MEETING NOTICE

DATE: March 6, 2019
TIME: 5:45 p.m.
PLACE: Expo Office – 4921 Expo Drive, Manitowoc

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered at the meeting:

1. Regular Business
 - A. Roll Call
 - B. Previous Minutes
2. Public Comment
3. Review, Discussion, and Possible Action on the following items for the 2019 Fair:
 - A. *Recommendation to Public Works Committee on Bleacher Bids*
 - B. Judge's Payments
 - C. Reedsville Knights of Columbus Floor Purchase
 - D. Cash-Check-Credit Card Methods of Payment
 - E. Saturday Event – Bull Riding Rodeo
 - F. 2019 Fair Budget
4. Update and Possible Action on Other Fair Operation Projects and Issues
5. Adjourn

Date: February 26, 2019
Amended: March 5, 2019

Kevin Behnke, SUB-COMMITTEE CHAIRPERSON
By: Gerard Neuser, Public Works Director

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**MINUTES of EXPO-ICE CENTER BOARD MEETING
FINANCE SUBCOMMITTEE**

Wednesday, March 6, 2019

Location: Expo Office – 4921 Expo Drive, Manitowoc

Present: K. Behnke, J. Janowski, D. Pollen, B. Cavanaugh, M. Plate, D. Gauger

**Other Expo-Ice
Center Board**

Members Present: J. Vetting, R. Voss, J. Hawig, J. Zipperer, B. Herr

Absent & Excused: M. Bratt, R. Kohlbeck

Absent:

Called to Order Meeting called to order – 5:45pm.

Minutes Minutes were reviewed from the previous meeting. Motion was made Gauger, seconded by Plate to approve the minutes. Motion carried unanimously.

Public Comment Board Chairperson called for public comment three times. No public input given.

Review, Discussion, and Possible Action on the following items for the 2019 Fair:

A. Recommendations to Public Works Committee on Bleacher Bids

Neuser reported on the four bleacher bids for purchase including installation and noted that this is a turnkey project. Motion was made by Cavanaugh, seconded by Gauger to recommend to the public works committee to award the project to the low bidder, GT Grandstands, for grandstand bleacher seating of up to 1,200 seats and four (4) sets of transportable bleachers for use around the grounds at a cost of \$132,222.00. Motion carried unanimously.

B. Judge's Payments

No update.

C. Reedsville Knights of Columbus Floor Purchase

Motion was made by Pollen, seconded by Gauger to recommend approval to the board of the purchase of the Reedsville Knights of Columbus Floor. Motion carried unanimously.

D. Cash-Check-Credit Card Methods of Payments

Motion was made by Janowski, seconded by Cavanaugh to recommend approval to the board that no cash payments from outdoor vendors be allowed during the week of fair and cash payments are allowed during the auction. Motion carried unanimously.

E. Saturday Event-Bull Riding Rodeo

Motion was made by Gauger, seconded by Plate to recommend approval to the entertainment and vendor subcommittee the Saturday event, bull riding rodeo, and the sale of beer, sale of food, have music with appropriate permits for beer and food at \$4,000. Motion carried unanimously.

F. 2019 Fair Budget

No update.

Update and Possible Action on Other Fair Operation Projects and Issues

None.

Adjourn

Motion made by Plate, seconded by Gauger to adjourn at 6:11pm. Motion carried unanimously.

Minutes taken by Shelton

Signed by Bratt



MANITOWOC COUNTY
EXPO-ICE CENTER BOARD
Entertainment and Vendor Sub-Committee
MEETING NOTICE

DATE: March 6, 2019
TIME: 6:15 p.m.
PLACE: Expo Office – 4921 Expo Drive, Manitowoc

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered at the meeting:

1. Regular Business
 - A. Roll Call
 - B. Previous Minutes
2. Public Comment
3. Review, Discussion, and Possible Action on the following items for the 2019 Fair:
 - A. Saturday Event – Bull Riding Rodeo
 - B. Family Pavilion – Amvets; Polka Bands
 - C. Cheesecarver Contract
4. Other Fair Projects and Issues Update – No Action
5. Adjourn

Date: February 26, 2019

Rob Voss, SUB-COMMITTEE CHAIRPERSON
By: Gerard Neuser, Public Works Director

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**MINUTES of EXPO-ICE CENTER BOARD MEETING
ENTERTAINMENT AND VENDORS SUBCOMMITTEE**

Held Wednesday, March 6, 2019

Location: Expo Office – 4921 Expo Drive, Manitowoc

Present: R. Voss, L. Taylor, R. Zipperer, D. Gauger, J. Zipperer, K. Potter

**Other Expo-Ice
Center Board**

Members Present: J. Vetting, J. Janowski, D. Pollen, K. Behnke, M. Plate, B. Herr, B. Cavanaugh

Absent & Excused: D. Fitzgerald, D. Newberg, M. Lentz, R. Kohlbeck
Absent:

Called to Order Meeting called to order – 6:15pm

Minutes Minutes were reviewed from the previous meeting. Motion was made by Gauger, seconded by Zipperer to approve the minutes. Motion carried unanimously.

Public Comment Committee chairperson called for public input three times. No public input given.

Review, Discussion, and Possible Action on the following items for the 2019 Fair:

A. *Saturday Event-Bull Riding Rodeo*

Motion was made by Gauger, seconded by Zipperer to recommend approval to the board the Saturday Event, Bull Riding Rodeo, to include beer, food, music with appropriate permits. Motion carried unanimously.

B. *Family Pavilion-AMVETS-Polka Bands*

J. Zipperer reported on the meeting with the AMVETS for the Family Pavilion, now known as the Polka Pavilion. Shelton presented the Polka Pavilion Music contracts for approval. Motion was made by Zipperer, seconded by Gauger to recommend approval to the board the approval of the four polka pavilion contracts and approval of the addition of Sunday Polka at no more than \$180. Motion carried unanimously.

C. *Cheesecarver Contract*

Motion was made by Gauger, seconded by Zipperer to recommend approval the Cheesecarver Contract. Motion carried unanimously.

Adjournment

Motion made by J. Zipperer, seconded by Taylor to adjourn at 6:42pm. Motion carried unanimously.

Minutes taken by Shelton

Signed by Taylor



MANITOWOC COUNTY
EXPO-ICE CENTER BOARD
Parking and Security Sub-Committee
MEETING NOTICE

DATE: March 6, 2019
TIME: 6:45pm
PLACE: Expo Office – 4921 Expo Drive, Manitowoc

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered at the meeting:

1. Regular business
 - A. Roll Call
 - B. Previous Minutes
2. Public Comment
3. Review, Discussion, and Possible Action on the following items for the 2019 Fair:
 - A. Main Gate Parking Layout-Office Complex Parking-Tree Removal-Shuttle Bus-Trailer Parking
 - B. Parking Attendants-Civic Groups
4. Other Fair Projects and Issues Update – No Action
5. Adjourn

Date: February 26, 2019

DICK POLLEN, SUB-COMMITTEE CO-CHAIRPERSON
MIKE PLATE, SUB-COMMITTEE CO-CHAIRPERSON
By: Gerard Neuser, Public Works Director

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**MINUTES of EXPO-ICE CENTER BOARD MEETING
PARKING AND SECURITY SUBCOMMITTEE**

Held Wednesday, March 6, 2019

Location: Expo Office, 4921 Expo Dr. Manitowoc WI 54220

Present: D. Pollen, M. Plate, J. Zipperer, L. Taylor, J. Hawig, R. Zipperer, K. Potter, B. Herr

**Other Expo-Ice
Center Board**

Members Present: J. Vetting, B. Cavanaugh, R. Voss, K. Behnke, J. Janowski, D. Gauger, T. Dvorak

Absent & Excused: B. Blatz, M. Lentz

Absent:

Called to Order Meeting called to order - 6:45pm.

Minutes Minutes were reviewed from the previous meeting. Motion was made by Hawig, seconded by Herr to approve the minutes. Motion carried unanimously.

Public Comment Committee Chairperson called for public comment three times. No public input given.

Review and Possible Action on the following items for the 2019 Fair:

A. *Main Gate Parking Layout-Office Complex Parking-Tree Removal-Shuttle Bus-Trailer Parking*

Pollen reported on the main gate parking with information on number of vehicles. Committee to work on shuttle bus route, trailer parking, drop off and pick up areas.

B. *Parking Attendants-Civic Groups*

Pollen reported on horse parkers with no update from corporation counsel.

Other Fair Projects and Issues Update – No Action

Next meeting scheduled for March 27.

Adjournment

Motion made by Hawig, seconded by Taylor to adjourn at 6:58pm. Motion carried unanimously.

Minutes taken by Shelton

Signed by J. Zipperer



MANITOWOC COUNTY
EXPO-ICE CENTER BOARD
Parking and Security Sub-Committee
MEETING NOTICE

DATE: March 27, 2019
TIME: 5:00 p.m.
PLACE: Expo Office – 4921 Expo Drive, Manitowoc

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered at the meeting:

1. Regular business
 - A. Roll Call
 - B. Previous Minutes
2. Public Comment
3. Review, Discussion, and Possible Action on the following items for the 2019 Fair:
 - A. Trailer Parking
 - B. Overall Customer Parking
 - C. Parking Lot Staff Requirements
4. Other Fair Projects and Issues Update – No Action
5. Adjourn

Date: March 19, 2019

DICK POLLEN, SUB-COMMITTEE CO-CHAIRPERSON
MIKE PLATE, SUB-COMMITTEE CO-CHAIRPERSON
By: Gerard Neuser, Public Works Director

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**MINUTES of EXPO-ICE CENTER BOARD MEETING
PARKING AND SECURITY SUBCOMMITTEE**

Held Wednesday, March 27, 2019

Location: Expo Office, 4921 Expo Dr. Manitowoc WI 54220

Present: D. Pollen, M. Plate, J. Zipperer, L. Taylor, J. Hawig, K. Potter, B. Blatz, M. Lentz

**Other Expo-Ice
Center Board**

Members Present: J. Vetting, R. Voss

Absent & Excused: B. Herr, R. Zipperer

Absent:

Called to Order Meeting called to order - 5:00pm.

Minutes Minutes were reviewed from the previous meeting. Motion was made by Hawig, seconded by Herr to approve the minutes. Motion carried unanimously.

Public Comment Committee Chairperson called for public comment three times. No public input given.

Review and Possible Action on the following items for the 2019 Fair:

A. Trailer Parking

Pollen reported on the Trailer Parking and reviewed the map of all the parking lots including the main gate parking lot. Discussion included creating a survey. Others in attendance: Bruce Kornely, Nichole Paulow, Lee Glaeser, Lacey Swetlik, Matt Pawlowski.

B. Overall Customer Parking

Pollen reported on the customer parking. Discussion included placement of snow fence in the main parking lot, power in access area for Lakeside Pepsi and Larry's Distributing, and reviewing of the layout with Rainbow Valley Rides.

C. Parking Lot Staff Requirements

Pollen reported on the Parking Lot Staff Requirements noting that a spreadsheet has been created with hours broken down per day. Pollen added there will be no horse parkers and seeking civic organizations including the City of Manitowoc Police Explorers Unit. Discussion included radios to remain the same quantity and need to request for additional golf carts.

Other Fair Projects and Issues Update – No Action

No report.

Adjournment

Motion made by Plate, seconded by Taylor to adjourn at 6:21pm. Motion carried unanimously.

Minutes taken by Shelton

Signed by J. Zipperer



MANITOWOC COUNTY
EXPO and ICE CENTER BOARD
MEETING NOTICE

DATE: April 3, 2019
TIME: 6:00 p.m.
PLACE: Expo Office – 4921 Expo Drive, Manitowoc

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered:

1. Regular business
 - A. Pledge of Allegiance
 - B. Roll Call
 - C. Previous Minutes
2. Public Comment
3. Review, Discussion, and Possible Action on Sub Committee Recommendations
 - A. FINANCE SUB-COMMITTEE:
 1. No Committee Meeting; Committee Update
 - B. OPERATIONS SUB-COMMITTEE:
 1. No Committee Meeting; Committee Update; Market Animal Committee Meeting Update; Ice Center Operations Update; Working Group Updates-Talent Show Competition, Brew Competition, Dairy Cattle (Ice Center) Show Ring, Education & Outreach, Fairest of the Fair-Competition Update – Introduction of 2019 Fairest of the Fair
 - C. ENTERTAINMENT/VENDORS SUB-COMMITTEE:
 1. No Committee Meeting; Committee Update
 - D. PARKING/SECURITY SUB-COMMITTEE:
 1. Trailer Parking; Overall Customer Parking; Parking Lot Staff Requirements
4. Review, Discussion, and Possible Action on 2019 Fair Matters
 - A. Beer and Soda Vendor Meeting Update
 - B. Fair Update
5. Comptroller's Financial Report – Review
6. Update and Possible Action on Other Fair, Expo Buildings and Grounds Projects and Issues
 - A. District 4 Meeting – April 9 (Date Change) – Fond du Lac County Fair
 - B. Expo-Ice Center Month Events; Expo Grounds Update
7. Adjourn

Date: March 26, 2019

Jerome Vetting, BOARD CHAIRPERSON
By: Gerard Neuser, Public Works Director

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

Persons who are members of another governmental body, but who are not members of this board, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

MINUTES of EXPO-ICE CENTER BOARD MEETING

Held Wednesday, April 3, 2019

Location: Expo Merchant's Building – 4921 Expo Drive, Manitowoc WI

Present: J. Vetting, D. Pollen, L. Taylor, J. Janowski, R. Voss, D. Gauger, B. Cavanaugh, K. Behnke, T. Dvorak, J. Hawig, M. Lentz, M. Plate, D. Newberg, B. Blatz, D. Fitzgerald

County Board Supervisors

Present:

Absent & Excused: M. Bratt, R. Zipperer, K. Potter, J. Zipperer, R. Kohlbeck, B. Herr

Absent:

Pledge of Allegiance

Called to Order Meeting called to order – 6:00pm.

Minutes Minutes were reviewed from the previous meetings. Motion was made by Janowski, seconded by Voss, to approve the previous meeting minutes. Motion carried unanimously.

Public Comment Board Chair called for public comment three times. No public comment given.

Review & Act on Subcommittee Recommendations:

A. Finance Subcommittee

1. **No Committee Meeting; Committee Update**
No report.

B. Operations Subcommittee

1. **No Committee Meeting; Committee Update; Market Animal Committee Meeting Update; Ice Center Operations Update; Working Group Updates-Talent Show Competition, Brew Competition, Dairy Cattle (Ice Center) Show Ring, Education & Outreach, Fairest of the Fair-Competition Update-Introduction of 2019 Fairest of the Fair**

Dvorak reported on the following:

- Market Animal Committee – YQCA Training – market animals only and poultry and rabbits. Do not currently require on all species.
- Ice Center – ice is out and groups are meeting to replace the rubber floor mats.
- Talent Show – will be scheduling a meeting.
- Brew Competition – Pet Skull will be a sponsor and working with Russ Olp.
- AG Adventureland – interested in AG in a box through the state.
- Dairy Cattle (Ice Center) Show Ring – no update.
- Fairest of the Fair – Marlee Meulemans new fairest of the fair and provided a self intro at the meeting.

C. Entertainment/Vendors Subcommittee:

1. **No Committee Meeting; Committee Update**

Voss reported that all contracts are in and "A Touch of Harmony" quartet are interested in singing the National Anthem opening day of fair. Voss noted that there are openings for the National Anthem during the week and to begin working on filling the vacancies.

D. Parking/Security Subcommittee:

1. Trailer Parking; Overall Customer Parking; Parking Lot Staff Requirements

Pollen reported on the meeting with the subcommittee members and the superintendents noting that drone pictures were used in the discussion. Pollen also reported on sending out a survey as well as staffing needs and the possibility of a group providing parking service.

Review, Discussion and Possible Action on 2019 Fair Matters

A. Beer and Soda Vendor Meeting Update

Voss reported on the Beer and Soda Vendor meeting noting that prices will remain the same, Americollect to sponsor the cups and added that the beer vendors select the beer vendor as well as set the prices.

B. Fair Update

No report.

Comptroller's Financial Report – Review

PW Director reported on the Financial Report provided in the board packet.

Update and Possible Action on Other Fair, Expo Buildings, and Grounds Projects and Issues

A. District 4 Meeting – April 9 (Date Change) – Fond du Lac County Fair

Vetting reported on the upcoming District 4 meeting.

B. Expo-Ice Center Month Events; Expo Grounds Update

Shelton gave a report on the upcoming events.

Neuser reported that there will be an Expo report at the April 9 County Board meeting.

Adjournment

Motion was made by Voss, seconded by Hawig to adjourn at 7:00pm. Motion carried unanimously.

Minutes taken by Shelton

Signed by Bratt



MANITOWOC COUNTY
EXPO and ICE CENTER BOARD
MEETING NOTICE

DATE: May 1, 2019
TIME: 7:00 p.m.
PLACE: Expo Office – 4921 Expo Drive, Manitowoc

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered:

1. Regular business
 - A. Pledge of Allegiance
 - B. Roll Call
 - C. Previous Minutes
2. Public Comment
3. Review, Discussion, and Possible Action on Sub Committee Recommendations
 - A. FINANCE SUB-COMMITTEE:
 1. Fireworks Contract; 2019 Fair Budget
 - B. OPERATIONS SUB-COMMITTEE:
 1. Merchants Gate Parking Passes; Market Animal Committee Meeting Update; Ice Center Operations Update; Working Group Updates-Talent Show Competition, Brew Competition, Dairy Cattle (Ice Center) Show Ring, Education & Outreach, Fairest of the Fair; Battle of the Fire Departments Competition
 - C. ENTERTAINMENT/VENDORS SUB-COMMITTEE:
 1. Country Satellite Sales & Service Fundraiser; Polka Pavilion Schedule; Outdoor Vendor Applications-Review Date
 - D. PARKING/SECURITY SUB-COMMITTEE:
 1. No Committee Meeting; Committee Report
4. Review, Discussion, and Possible Action on 2019 Fair Matters
 - A. Fair Update
5. Comptroller's Financial Report – Review
6. Update and Possible Action on Other Fair, Expo Buildings and Grounds Projects and Issues
 - A. District 4 Meeting – Update
 - B. Breakfast on the Farm – June 9 – Haelfrisch Dairy Farms, Brillion – Volunteer Schedule
 - C. Expo-Ice Center Month Events; Expo Grounds Update

7. Adjourn

Date: April 23, 2019

Jerome Vetting, BOARD CHAIRPERSON
By: Gerard Neuser, Public Works Director

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

Persons who are members of another governmental body, but who are not members of this board, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

MINUTES of EXPO-ICE CENTER BOARD MEETING

Held Wednesday, May 1, 2019

Location: Expo Merchant's Building – 4921 Expo Drive, Manitowoc WI

Present: J. Vetting, L. Taylor, J. Janowski, R. Voss, D. Gauger, B. Cavanaugh, K. Behnke, T. Dvorak, J. Hawig, M. Lentz, M. Plate, D. Newberg, B. Blatz, D. Fitzgerald, M. Bratt, R. Zipperer, K. Potter, J. Zipperer, R. Kohlbeck, B. Herr

**County Board
Supervisors
Present:**

Absent & Excused: D. Pollen
Absent:

Pledge of Allegiance

Called to Order Meeting called to order – 7:00pm.

Minutes Minutes were reviewed from the previous meetings. Motion was made by R. Zipperer, seconded by Cavanaugh, to approve the previous meeting minutes. Motion carried unanimously.

Public Comment Tricia Tienor was present and awarded a plaque for her dedication to the Expo Grounds. Tienor also presented a fundraising check from the Market Animal Committee to the Expo to be used towards purchase of animal pens.

Review & Act on Subcommittee Recommendations:

A. Finance Subcommittee

1. *Fireworks Contract; 2019 Budget*

Motion was made by Behnke, seconded by Plate to recommend for approval the Fireworks contract for \$4,500. Motion carried unanimously.

B. Operations Subcommittee

1. *Merchants Gate Parking Passes; Market Animal Committee Meeting Update; Ice Center Operations Update; Working Group Updates-Talent Show Competition, Brew Competition, Dairy Cattle (Ice Center) Show Ring, Education & Outreach, Fairest of the Fair, Battle of the Fire Departments*

Dvorak reported on the following:

- Merchants Gate Parking pass recommendation for approval of animal exhibitors only to receive one Merchants Gates Parking with the option to purchase one additional parking pass.
- Consensus to have the Battle of the Fire Departments Competition at 4pm.

Motion was made by Dvorak, seconded by Hawig to approve the committee report and recommendation. Motion carried unanimously.

C. Entertainment/Vendors Subcommittee:

1. *Country Satellite Sales & Service Fundraiser; Polka Pavilion Schedule; Outdoor Vendor Applications-Review Date*

Voss reported on the following:

- Recommend to deny the Country Satellite Sales & Service Fundraiser request.
- Polka Pavilion Schedule – staff to work on.
- Outdoor Vendor Applications Review date set for May 15 at 5pm.

Motion was made by Voss, seconded by R. Zipperer to approve the committee report and recommendation. Motion carried unanimously.

D. Parking/Security Subcommittee:

1. No Committee Meeting; Committee Report

Plate reported on the questionnaire prepared and sent to superintendents on trailer parking as well as noting that the committee is working on finding volunteer groups to assist with parking. Discussion included setting a drop date to find volunteers for July 15.

Review, Discussion and Possible Action on 2019 Fair Matters

A. Fair Update

Vetting reported on the grant received from the Department of Agriculture, Trade and Consumer Protection (DATCP) for the 2018 County Fair for \$7,712.59.

Comptroller's Financial Report – Review

Shelton reported on the Financial Report and the Capital Budget report provided in the board packet.

Update and Possible Action on Other Fair, Expo Buildings, and Grounds Projects and Issues

A. District 4 Meeting – Update

Dvorak reported on the District 4 meeting noting that the October District 4 meeting will be held in Rock County.

B. Expo-Ice Center Month Events; Expo Grounds Update

Shelton gave a report on the upcoming events.

Adjournment

Motion was made by Plate, seconded by Gauger to adjourn at 7:32pm. Motion carried unanimously.

Minutes taken by Shelton

Signed by Bratt



**MANITOWOC COUNTY
EXPO-ICE CENTER BOARD
Finance Sub-Committee
MEETING NOTICE**

DATE: May 1, 2019
TIME: 6:15 p.m.
PLACE: Expo Office – 4921 Expo Drive, Manitowoc

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered at the meeting:

1. Regular Business
 - A. Roll Call
 - B. Previous Minutes
2. Public Comment
3. Review, Discussion, and Possible Action on the following items for the 2019 Fair:
 - A. Fireworks Contract
 - B. 2019 Fair Budget
4. Update and Possible Action on Other Fair Operation Projects and Issues
5. Adjourn

Date: April 23, 2019

Kevin Behnke, SUB-COMMITTEE CHAIRPERSON
By: Gerard Neuser, Public Works Director

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**MINUTES of EXPO-ICE CENTER BOARD MEETING
FINANCE SUBCOMMITTEE**

Wednesday, May 1, 2019

Location: Expo Office – 4921 Expo Drive, Manitowoc

Present: K. Behnke, J. Janowski, B. Cavanaugh, M. Plate, D. Gauger, M. Bratt

**Other Expo-Ice
Center Board**

Members Present: J. Vetting, R. Voss, J. Hawig, J. Zipperer, B. Herr, D. Newberg, D. Fitzgerald, L. Taylor, M. Lentz

Absent & Excused: D. Pollen, R. Kohlbeck

Absent:

Called to Order Meeting called to order – 6:15pm.

Minutes Minutes were reviewed from the previous meeting. Motion was made Gauger, seconded by Plate to approve the minutes. Motion carried unanimously.

Public Comment Board Chairperson called for public comment three times. No public input given.

Review, Discussion, and Possible Action on the following items for the 2019 Fair:

A. *Fireworks Contract*

Motion was made by Plate, seconded by Gauger to approve the Fireworks contract at \$4,500.
Motion carried unanimously.

B. *2019 Fair Budget*

No update.

Update and Possible Action on Other Fair Operation Projects and Issues

None.

Adjourn

Motion made by Plate, seconded by Gauger to adjourn at 6:17pm. Motion carried unanimously.

Minutes taken by Shelton

Signed by Bratt



MANITOWOC COUNTY
EXPO-ICE CENTER BOARD
Operations Sub-Committee
MEETING NOTICE

DATE: May 1, 2019
TIME: 6:45 p.m.
PLACE: Expo Office – 4921 Expo Drive, Manitowoc

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered at the meeting:

1. Regular business
 - A. Roll Call
 - B. Previous Minutes
2. Public Comment
3. Election of Officers
4. Review, Discussion, and Possible Action on the following items for the 2019 Fair:
 - A. Merchants Gate Parking Passes
 - B. Market Animal Committee Meeting
 - C. Ice Center Operations
 - D. Working Group Updates:
 - a. Talent Show Competition
 - b. Brew Competition
 - c. Dairy Cattle (Ice Center) Show Ring
 - d. Education & Outreach
 - e. Fairest of the Fair
 - f. Battle of the Fire Departments Competition
5. Other Fair Projects and Issues Update – No Action
6. Adjourn

Date: April 23, 2019

Tonya Dvorak, SUB-COMMITTEE CHAIRPERSON
By: Gerard Neuser, Public Works Director

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**MINUTES of EXPO-ICE CENTER BOARD MEETING
OPERATIONS SUBCOMMITTEE**

Held Wednesday, May 1, 2019

Location: Expo Office – 4921 Expo Drive, Manitowoc

Present: T. Dvorak, J. Hawig, D. Fitzgerald, D. Newberg, B. Blatz, J. Janowski, M. Bratt, B. Cavanaugh, B. Herr

**Other Expo-Ice
Center Board**

Members Present: J. Vetting, D. Gauger, K. Behnke, R. Voss, R. Zipperer, M. Plate, M. Lentz, J. Zipperer, L. Taylor, R. Kohlbeck, K. Potter

**Absent & Excused:
Absent:**

Called to Order Meeting called to order – 6:45pm.

Minutes Minutes were reviewed from the previous meeting. Motion was made by Hawig, seconded by Fitzgerald to approve the minutes. Motion carried unanimously.

Public Comment Committee chair called for public input three times. No public comment given.

Review, Discussion and Possible Action on the following items for the 2019 Fair:

A. *Merchants Gate Parking Passes*

Dvorak provided a brief history of the Merchants Gate Parking passes. Motion was made by Herr, seconded by Hawig to recommend to the board that one Merchants Gate Parking pass be issued to animal exhibitors only and animal exhibitors would be allowed to purchase one additional parking pass per family. Motion carried unanimously.

B. *Market Animal Committee Meeting Update*

Tricia Tienor reported that there was a recap on deadlines. Dvorak updated the committee on the Antigen and Pullorum testing status from the Department of Agriculture, Trade and Consumer Protection (DATCP).

C. *Ice Center Operations Update*

Shelton reported that staff is working on the next season's contract.

D. *Working Group Updates*

Dvorak reported on the following:

- Talent Competition – need to schedule meeting.
- Brew Competition – Drop off locations the same and working on sponsors including Pet Skull Brewery.
- Dairy Cattle (Ice Center) Show – staff has the list of duties.
- Education & Outreach – Hawig, Pollen, and Dvorak met and reviewed the list of duties and hours. Will once again have the ducks and calves.
- Fairest of the Fair – post event meeting was held and recapped the March contest and will be working on October 5 contest.
- Battle of the Fire Departments Competition – consensus to change time to 4pm.

Other Fair Projects and Issues Update – No Action

No report.

Adjournment

Motion made by Hawig, seconded by Herr to adjourn at 6:59. Motion carried unanimously.

Minutes taken by Shelton

Signed by Fitzgerald



MANITOWOC COUNTY
EXPO-ICE CENTER BOARD
Entertainment and Vendor Sub-Committee
MEETING NOTICE

DATE: May 1, 2019
TIME: 6:30 p.m.
PLACE: Expo Office – 4921 Expo Drive, Manitowoc

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered at the meeting:

1. Regular Business
 - A. Roll Call
 - B. Previous Minutes
2. Public Comment
3. Review, Discussion, and Possible Action on the following items for the 2019 Fair:
 - A. Country Satellite Sales & Service Fundraiser
 - B. Polka Pavilion Schedule
 - C. Outdoor Vendor Applications – Review Date
4. Other Fair Projects and Issues Update – No Action
5. Adjourn

Date: April 23, 2019

Rob Voss, SUB-COMMITTEE CHAIRPERSON
By: Gerard Neuser, Public Works Director

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**MINUTES of EXPO-ICE CENTER BOARD MEETING
ENTERTAINMENT AND VENDORS SUBCOMMITTEE**

Held Wednesday, May 1, 2019

Location: Expo Office – 4921 Expo Drive, Manitowoc

Present: R. Voss, L. Taylor, R. Zipperer, D. Gauger, J. Zipperer, K. Potter, D. Fitzgerald, D. Newberg, M. Lentz, R. Kohlbeck

**Other Expo-Ice
Center Board**

Members Present: J. Vetting, J. Janowski, K. Behnke, M. Plate, B. Herr, B. Cavanaugh, J. Hawig, M. Bratt, T. Dvorak, B. Blatz

Absent & Excused:

Absent:

Called to Order Meeting called to order – 6:30pm

Minutes Minutes were reviewed from the previous meeting. Motion was made by Gauger, seconded by R. Zipperer to approve the minutes. Motion carried unanimously.

Public Comment Committee chairperson called for public input three times. No public input given.

Review, Discussion, and Possible Action on the following items for the 2019 Fair:

A. Country Satellite Sales & Service Fundraiser

Motion was made by Newberg, seconded by J. Zipperer to recommend to deny to the board the Country Satellite Sales & Service Fundraiser request. Motion carried unanimously.

B. Polka Pavilion Schedule

Shelton reported on the Polka Pavilion Schedule included in the committee packet. Staff will contact the AMVETS and work on a schedule. Discussion included sound equipment availability and staging.

C. Outdoor Vendor Applications – Review Date

Outdoor Vendor Applications review date set for May 15 at 5pm.

Adjournment

Motion made by J. Zipperer, seconded by R. Zipperer to adjourn at 6:38pm. Motion carried unanimously.

Minutes taken by Shelton

Signed by Taylor



MANITOWOC COUNTY
EXPO and ICE CENTER BOARD
MEETING NOTICE

DATE: June 5, 2019
TIME: 7:00 p.m.
PLACE: Expo Office – 4921 Expo Drive, Manitowoc

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered:

1. Regular business
 - A. Pledge of Allegiance
 - B. Roll Call
 - C. Previous Minutes
2. Public Comment
3. Review, Discussion, and Possible Action on Sub Committee Recommendations
 - A. FINANCE SUB-COMMITTEE:
 1. No Committee Meeting; Committee Update
 - B. OPERATIONS SUB-COMMITTEE:
 1. Market Animal Committee Meeting Update; Ice Center Operations Update; Working Group Updates- Talent Show Competition, Brew Competition, Dairy Cattle (Ice Center) Show Ring, Education & Outreach, Fairest of the Fair; Battle of the Fire Departments Competition
 - C. ENTERTAINMENT/VENDORS SUB-COMMITTEE:
 1. Layout Review – June 12 at 5:30 p.m.; Outdoor Vendor Applications-Update
 - D. PARKING/SECURITY SUB-COMMITTEE:
 1. Trailer Parking; Overall Customer Parking; Parking Lot Staffing Requirements; Parking Lot Layout and Marking
4. Review, Discussion, and Possible Action on 2019 Fair Matters
 - A. Board Member Fair Camping
 - B. Billboard – Judges
 - C. Gift Cards – Tractor Pull
 - D. Fair Update
5. Comptroller's Financial Report – Review; Capital Projects Update
6. Update and Possible Action on Other Fair, Expo Buildings and Grounds Projects and Issues
 - A. WI Association of Fairs Conference – January 5-8, 2020
 - B. Breakfast on the Farm – June 9 – Haelfrisch Dairy Farms, Brillion – Volunteer Schedule
 - C. Expo-Ice Center Month Events; Expo Grounds Update
7. Adjourn

Date: May 29, 2019

Jerome Vetting, BOARD CHAIRPERSON
By: Gerard Neuser, Public Works Director

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MINUTES of EXPO-ICE CENTER BOARD MEETING

Held Wednesday, June 5, 2019

Location: Expo Merchant's Building – 4921 Expo Drive, Manitowoc WI

Present: D. Pollen L. Taylor, J. Janowski, R. Voss, D. Gauger, B. Cavanaugh, K. Behnke, J. Hawig, M. Lentz, M. Plate, D. Newberg, R. Zipperer, K. Potter, J. Zipperer, R. Kohlbeck, B. Herr

County Board Supervisors Present:

Absent & Excused: J. Vetting, B. Blatz, M. Bratt, T. Dvorak, D. Fitzgerald
Absent:

Pledge of Allegiance

Called to Order Meeting called to order – 7:04pm.

Minutes Minutes were reviewed from the previous meetings. Motion was made by Gauger, seconded by Voss, to approve the previous meeting minutes. Motion carried unanimously.

Public Comment Vice Board Chair called for public comment three times. No public comment given.

Review & Act on Subcommittee Recommendations:

A. Finance Subcommittee

1. **No Committee Meeting; Committee Update**
No report.

B. Operations Subcommittee

1. **Market Animal Committee Meeting Update; Ice Center Operations Update; Working Group Updates-Talent Show Competition, Brew Competition, Dairy Cattle (Ice Center) Show Ring, Education & Outreach, Fairest of the Fair, Battle of the Fire Departments**

The following were reported on:

- Market Animal Committee Meeting – inclusion of small animal auction with the market animal auction.
- Ice Center Operations – new president and vice president. Obtaining bid for flooring.
- Brew Competition – August 17 is the event and set up on August 16.
- Dairy Cattle – staff to send out spreadsheet.
- Education and Outreach – Dvorak to work on spreadsheet.
- Fairest of Fair – Meeting held on Monday. Event to be scheduled on October 5 at UW Green Bay Manitowoc at 6:30pm. July 15 applications go live with deadline in September. Place banner to advertise deadline.
- Battle of the Fire Departments – met in May with Fire Department Association. Four events scheduled and next meeting is July 8 at 5:30pm.
- Pollen noted that of the nine people on the Operations subcommittee, there are four members not actively participating in a working group.

C. Entertainment/Vendors Subcommittee:

1. **Layout Review – June 12 at 5:30pm; Outdoor Vendor Application Update**

Voss reported on the following:

- Meeting set to review layout on June 12 at 5:30pm.
- Outdoor vendor applications will need to be reviewed again to fill in vacancies.

D. Parking/Security Subcommittee:

1. Trailer Parking; Overall Customer Parking; Parking Lot Staffing Requirements; Parking Lot Layout and Marking

Plate reported on the following:

- Options for trailer parking.
- Working on signage.
- Shuttle bus route, days and hours.
- Explorers group to assist with parking on Friday and Saturday from 4pm to 8pm.
- Paint Striper – recommend approval to purchase \$3,000 paint striper including paint.
- Mailer to be sent out to past parkers thanking the parkers and seeking assistance for this year's fair.

Motion was made by Plate, seconded by Lisa to approve the committee report and recommendation. Motion carried unanimously.

Review, Discussion and Possible Action on 2019 Fair Matters

A. Board Member Fair Camping

Reminder to inform staff of fair camping which includes Taylor, Hawig, Voss, Behnke, and Newberg.

B. Billboard – Judges

Janowski, J. Zipperer, Pollen and staff will reach out to the 4-H office will judge for this year's Billboard competition.

C. Gift Cards – Tractor Pull

Motion was made by Taylor, seconded by Gauger to approve the Tractor Pull gift cards totaling \$200. Motion carried unanimously.

D. Fair Update

Following were discussed:

- Fireworks on Wednesday with flag ceremony and A Touch of Harmony.
- Polka Pavilion tent – seeking a group to run the tent due to AMVETS Post 99 declining to run the tent. Potential to have the Ant Hill Mob staff the tent.

Comptroller's Financial Report – Review; Capital Projects Update

Neuser reported on the Financial Report and the Capital Budget report provided in the board packet.

Update and Possible Action on Other Fair, Expo Buildings, and Grounds Projects and Issues

A. WI Association of Fairs Conference – January 5-8, 2020

Signup sheet was distributed.

B. Breakfast on the Farm

Signup sheet was distributed.

C. Expo-Ice Center Month Events; Expo Grounds Update

Shelton gave a report on the upcoming events including the future State Dartball tournament.

Adjournment

Motion was made by R. Zipperer, seconded by Hawig to adjourn at 7:45pm. Motion carried unanimously.

Minutes taken by Shelton

Signed by Bratt



MANITOWOC COUNTY
EXPO-ICE CENTER BOARD
Parking and Security Sub-Committee
MEETING NOTICE

DATE: June 5, 2019
TIME: 6:30 p.m.
PLACE: Expo Office – 4921 Expo Drive, Manitowoc

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered at the meeting:

1. Regular business
 - A. Roll Call
 - B. Previous Minutes
2. Public Comment
3. Review, Discussion, and Possible Action on the following items for the 2019 Fair:
 - A. Trailer Parking
 - B. Overall Customer Parking
 - C. Parking Lot Staff Requirements
 - D. Parking Lot Layout and Marking
4. Other Fair Projects and Issues Update – No Action
5. Adjourn

Date: May 29, 2019

DICK POLLEN, SUB-COMMITTEE CO-CHAIRPERSON
MIKE PLATE, SUB-COMMITTEE CO-CHAIRPERSON
By: Gerard Neuser, Public Works Director

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**MINUTES of EXPO-ICE CENTER BOARD MEETING
PARKING AND SECURITY SUBCOMMITTEE**

Held Wednesday, June 5, 2019

Location: Expo Office, 4921 Expo Dr. Manitowoc WI 54220

Present: D. Pollen, M. Plate, J. Zipperer, L. Taylor, J. Hawig, K. Potter, M. Lentz, B. Herr, R. Zipperer

**Other Expo-Ice
Center Board**

Members Present: R. Voss, J. Janowski, B. Cavanaugh, D. Newberg, K. Behnke, D. Gauger

Absent & Excused: B. Blatz

Absent:

Called to Order Meeting called to order - 6:30pm.

Minutes Minutes were reviewed from the previous meeting. Motion was made by Plate, seconded by R. Zipperer to approve the minutes. Motion carried unanimously.

Public Comment Committee Chairperson called for public comment three times. No public input given.

Review and Possible Action on the following items for the 2019 Fair:

A. *Trailer Parking*

Pollen reported on the Trailer Parking survey. Discussion included trailer parking location and permits.

B. *Overall Customer Parking*

Pollen reported on the main parking lot with completion by the end of June. Pollen added that signs have been requested, posts ordered, and will contract Brandt Buses to confirm schedule.

C. *Parking Lot Staff Requirements*

Pollen reported on the Parking Lot Staff Requirements noting that there is an interest from Explorer Scouts to assist in parking on Friday and Saturday from 4pm to 8pm.

D. *Parking Lot Layout and Marking*

Pollen reported on the Parking Lot Layout and Marking requesting approval for a striping machine for \$3,000. Motion was made by R. Zipperer, seconded by L. Taylor to recommend approval to the board the purchase of a striping machine and paint for \$3,000. Motion carried unanimously.

Other Fair Projects and Issues Update – No Action

No report.

Adjournment

Motion made by Plate, seconded by R. Zipperer to adjourn at 7:02pm. Motion carried unanimously.

Minutes taken by Shelton

Signed by J. Zipperer



MANITOWOC COUNTY
EXPO-ICE CENTER BOARD
Parking and Security Sub-Committee
MEETING NOTICE

DATE: June 25, 2019
TIME: 6:00 p.m.
PLACE: Expo Office – 4921 Expo Drive, Manitowoc

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered at the meeting:

1. Regular business
 - A. Roll Call
 - B. Previous Minutes
2. Public Comment
3. Review, Discussion, and Possible Action on the following items for the 2019 Fair:
 - A. Trailer Parking
 - B. Parking Lot Marking
 - C. Shuttle Bus Hours
 - D. Trailer Tags
 - E. Staffing – Non Board Members
 - F. Overall Customer Parking
4. Other Fair Projects and Issues Update – No Action
5. Adjourn

Date: June 18, 2019

DICK POLLEN, SUB-COMMITTEE CO-CHAIRPERSON
MIKE PLATE, SUB-COMMITTEE CO-CHAIRPERSON
By: Gerard Neuser, Public Works Director

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**MINUTES of EXPO-ICE CENTER BOARD MEETING
PARKING AND SECURITY SUBCOMMITTEE**

Held Wednesday, June 25, 2019

Location: Expo Office, 4921 Expo Dr. Manitowoc WI 54220

Present: D. Pollen, M. Plate, J. Zipperer, J. Hawig, K. Potter, M. Lentz, R. Zipperer; B. Blatz

**Other Expo-Ice
Center Board**

Members Present: J. Vetting

Absent & Excused: B. Herr, L. Taylor

Absent:

Called to Order Meeting called to order - 6:00pm.

Minutes Minutes were reviewed from the previous meeting. Motion was made by R. Zipperer, seconded by J. Hawig to approve the minutes. Motion carried unanimously.

Public Comment Committee Chairperson called for public comment three times. No public input given.

Review and Possible Action on the following items for the 2019 Fair:

A. Trailer Parking

Discussion included:

- Location of Trailers. Animals to be housed East of Arena.
- Overnight Parking.
- No Club Trailers.
- Offsite Trailers – Located at southeast lot of Office Complex.
- Kiddie Showmanship – trailers park east of arena.
- Haulers – trailers to park east of sign shed.

B. Parking Lot Marking

Pollen reported on the parking lot marking equipment. Discussion. Pollen and Expo staff to review equipment.

C. Shuttle Bus Hours

Pollen reported on the shuttle bus hours and costs.

D. Trailer Tags

Pollen reported on the trailer tag with assignment of numbers for families with red for horse trailers and blue for all other and to affix tag to the front of the trailer.

E. Staffing – Non Board Members

Pollen reported on the Explorer Scouts and payment.

F. Overall Customer Parking

Discussion included the parking and security brochure.

Other Fair Projects and Issues Update – No Action

Discussion included gators and golf carts as well as the 20'x20' tent.

Adjournment

Motion made by Plate, seconded by R. Zipperer to adjourn at 7:02pm. Motion carried unanimously.

Minutes taken by Shelton

Signed by J. Zipperer



MANITOWOC COUNTY
EXPO and ICE CENTER BOARD
MEETING NOTICE

DATE: July 10, 2019
TIME: 7:00 p.m.
PLACE: Expo Office – 4921 Expo Drive, Manitowoc

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered:

1. Regular business
 - A. Pledge of Allegiance
 - B. Roll Call
 - C. Previous Minutes
2. Public Comment
3. Review, Discussion, and Possible Action on Sub Committee Recommendations
 - A. FINANCE SUB-COMMITTEE:
 1. No Committee Meeting; Committee Update
 - B. OPERATIONS SUB-COMMITTEE:
 1. Market Animal Committee Meeting Update; Ice Center Operations Update; Working Group Updates-Talent Show Competition, Brew Competition, Dairy Cattle (Ice Center) Show Ring, Education & Outreach, Fairest of the Fair; Battle of the Fire Departments Competition
 - C. ENTERTAINMENT/VENDORS SUB-COMMITTEE:
 1. Layout Review-Keys Koncessons; Outdoor Vendor Applications-Update
 - D. PARKING/SECURITY SUB-COMMITTEE:
 1. Trailer Parking; Parking Lot Marking; Shuttle Bus Hours; Trailer Tags; Staffing – Non Board Members; Overall Customer Parking
4. Review, Discussion, and Possible Action on 2019 Fair Matters
 - A. Lakeside Pepsi
 - B. Yard Signs – Pick Up – Display August 1
 - C. Board Member Fair Camping – Camping Waiting List
 - D. Billboard – Judging – July 18 at 9am
 - E. Volunteer and Liaison Sign Up
 - F. Fair Update
5. Comptroller’s Financial Report – Review; Capital Projects Update
6. Update and Possible Action on Other Fair, Expo Buildings and Grounds Projects and Issues
 - A. WI Association of Fairs Conference – January 5-8, 2020
 - B. Breakfast on the Farm – Update
 - C. Expo-Ice Center Month Events; Expo Grounds Update
7. Adjourn

Date: June 25, 2019

Jerome Vetting, BOARD CHAIRPERSON
By: Gerard Neuser, Public Works Director

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MINUTES of EXPO-ICE CENTER BOARD MEETING

Held Wednesday, July 10, 2019

Location: Expo Merchant's Building – 4921 Expo Drive, Manitowoc WI

Present: J. Vetting, D. Pollen L. Taylor, J. Janowski, R. Voss, D. Gauger, B. Cavanaugh, J. Hawig, M. Lentz, M. Plate, D. Newberg, J. Zipperer, M. Bratt, T. Dvorak,

County Board

Supervisors

Present:

Absent & Excused: B. Blatz, D. Fitzgerald, B. Herr, K. Behnke, R. Kohlbeck, R. Zipperer, K. Potter
Absent:

Pledge of Allegiance

Called to Order Meeting called to order – 7:00pm.

Minutes Minutes were reviewed from the previous meetings. Motion was made by Gauger, seconded by Hawig, to approve the previous meeting minutes. Motion carried unanimously.

Public Comment Board Chair called for public comment three times. No public comment given.

Review & Act on Subcommittee Recommendations:

A. Finance Subcommittee

1. **No Committee Meeting; Committee Update**
No report.

B. Operations Subcommittee

1. **Market Animal Committee Meeting Update; Ice Center Operations Update; Working Group Updates-Talent Show Competition, Brew Competition, Dairy Cattle (Ice Center) Show Ring, Education & Outreach, Fairest of the Fair, Battle of the Fire Departments**

The following were reported on:

- Market Animal Committee Meeting – inclusion of small animal auction with the market animal auction.
- Ice Center Operations – meeting in May and meeting set for July with maintenance to be scheduled soon.
- Brew Competition – 29 entries to date.
- Dairy Cattle – staff sent out spreadsheet.
- Education and Outreach – Prevea sponsor.
- Fairest of Fair – fairest doing great.
- Battle of the Fire Departments – three teams to date.

C. Entertainment/Vendors Subcommittee:

1. **Layout Review-Keys Koncessions; Outdoor Vendor Application-Update**

Voss reported on the following:

- Keys Koncession to possibly relocate and will be determined on amps available in new location.
- Outdoor vendor applications – no new ones to date.
- Measured Polka Tent and Grandstand Tent areas.

D. Parking/Security Subcommittee:

1. Trailer Parking; Parking Lot Marking; Shuttle Bus Hours; Trailer Tags; Staffing – Non Board Members; Overall Customer Parking

Pollen reported on the following:

- Permits in two different colors for animal trailers.
- Main parking lot to be open for trailers on departure day.
- Shuttle Bus Hours and Route discussed.
- Explorer Scouts to work.
- Brochure to prior year's parkers.
- Signs ordered.
- Line Striper – staff and Pollen looked at line strippers.

Review, Discussion and Possible Action on 2019 Fair Matters

A. Lakeside Pepsi

Shelton reported on Lakeside Pepsi and after the 2019 Manitowoc County Fair will not be a vendor at the fair.

B. Yard Signs – Pick Up – Display August 1

Board members to pick up and display yard signs starting August 1 and return after fair.

C. Board Member Fair Camping – Camping Waiting List

Staff reviewed board members camping at the fair.

D. Billboard – Judging – July 18 at 9am

Pollen, Janowski, J. Zipperer, and possibly Wayne Vetting to conduct judging.

E. Volunteer and Liaison Sign Up

Volunteer and Liaison Sign Up sheets distributed at the meeting.

F. Fair Update

Following were discussed:

- Polka Dance Floor received.

Comptroller's Financial Report – Review; Capital Projects Update

Neuser reported on the Financial Report and the Capital Budget report provided in the board packet.

Update and Possible Action on Other Fair, Expo Buildings, and Grounds Projects and Issues

A. WI Association of Fairs Conference – January 5-8, 2020

Signup sheet was reviewed.

B. Breakfast on the Farm – Update

Reported that Breakfast on the Farm went well, need to update the checklist for 2020 and have the fairest of the fair signup for a shift.

C. Expo-Ice Center Month Events; Expo Grounds Update

Shelton gave a report on the upcoming events. Shelton presented for approval the November event that would take the current Rummage Sale date. Motion was made by Janowski, seconded by J. Zipperer to approve the new event on November 9. Motion carried unanimously.

Adjournment

Motion was made by Gauger, seconded by J. Zipperer to adjourn at 7:43pm. Motion carried unanimously.

Minutes taken by Shelton

Signed by Bratt



MANITOWOC COUNTY
EXPO-ICE CENTER BOARD
Entertainment and Vendor Sub-Committee
MEETING NOTICE

DATE: July 10, 2019
TIME: 5:30 p.m.
PLACE: Expo Office – 4921 Expo Drive, Manitowoc

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered at the meeting:

1. Regular Business
 - A. Roll Call
 - B. Previous Minutes
2. Public Comment
3. Review, Discussion, and Possible Action on the following items for the 2019 Fair:
 - A. Layout Review – Keys Koncessions
 - B. Outdoor Vendor Applications – Update
4. Other Fair Projects and Issues Update – No Action
5. Adjourn

Date: June 25, 2019

Rob Voss, SUB-COMMITTEE CHAIRPERSON
By: Gerard Neuser, Public Works Director

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**MINUTES of EXPO-ICE CENTER BOARD MEETING
ENTERTAINMENT AND VENDORS SUBCOMMITTEE**

Held Wednesday, July 10, 2019

Location: Expo Office – 4921 Expo Drive, Manitowoc

Present: R. Voss, L. Taylor, D. Gauger, J. Zipperer, D. Newberg, M. Lentz,

**Other Expo-Ice
Center Board**

Members Present: J. Vetting

Absent & Excused: R. Zipperer, K. Potter, D. Fitzgerald, R. Kohlbeck
Absent:

Called to Order Meeting called to order – 5:30pm

Minutes Minutes were reviewed from the previous meeting. Motion was made by Gauger, seconded by J. Zipperer to approve the minutes. Motion carried unanimously.

Public Comment Committee chairperson called for public input three times. No public input given.

Review, Discussion, and Possible Action on the following items for the 2019 Fair:

A. *Layout Review – Keys Koncessions*

Consensus is to move Keys Koncessions once staff ensures the amp usage at the new location is sufficient.

B. *Outdoor Vendor Applications – Update*

There were no additional outdoor vendor applications to review.

Other Fair Projects and Issues Update – No Action

Reviewed the grounds.

Adjournment

Motion made by J. Zipperer, seconded by Taylor to adjourn at 6:32pm. Motion carried unanimously.

Minutes taken by Shelton

Signed by Taylor



MANITOWOC COUNTY
EXPO and ICE CENTER BOARD
AMENDED MEETING NOTICE

DATE: August 7, 2019
TIME: 6:00 p.m.
PLACE: Expo Office – 4921 Expo Drive, Manitowoc

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered:

1. Regular business
 - A. Pledge of Allegiance
 - B. Roll Call
 - C. Previous Minutes
2. Public Comment
3. Review, Discussion, and Possible Action on Sub Committee Recommendations
 - A. FINANCE SUB-COMMITTEE:
 1. No Committee Meeting; Committee Update
 - B. OPERATIONS SUB-COMMITTEE:
 1. No Committee Meeting; Committee Update; Market Animal Committee Meeting Update; Ice Center Operations Update; Working Group Updates-Talent Show Competition, Brew Competition, Dairy Cattle (Ice Center) Show Ring, Education & Outreach, Fairest of the Fair; Battle of the Fire Departments Competition
 - C. ENTERTAINMENT/VENDORS SUB-COMMITTEE:
 1. No Committee Meeting; Committee Update; Outdoor Vendor Applications-Update
 - D. PARKING/SECURITY SUB-COMMITTEE:
 1. No Committee Meeting; Committee Update
4. Review, Discussion, and Possible Action on 2019 Fair Matters
 - A. Billboard Judging Update
 - B. Volunteer and Liaison Sign Up
 - C. Fair Update
5. Comptroller's Financial Report – Review; Capital Projects Update
6. Update and Possible Action on Other Fair, Expo Buildings and Grounds Projects and Issues
 - A. *Event Contract – Inaugural Cultural Music Festival*
 - B. WI Association of Fairs Conference – January 5-8, 2020
 - C. Expo Board Meetings – Second Wednesday of Each Month
 - D. Expo-Ice Center Month Events; Expo Grounds Update
7. Adjourn

Date: July 30, 2019
Amended: August 6, 2019

Jerome Vetting, BOARD CHAIRPERSON
By: Gerard Neuser, Public Works Director

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MINUTES of EXPO-ICE CENTER BOARD MEETING

Held Wednesday, August 7, 2019

Location: Expo Merchant's Building – 4921 Expo Drive, Manitowoc WI

Present: J. Vetting, D. Pollen L. Taylor, J. Janowski, R. Voss, D. Gauger, B. Cavanaugh, J. Hawig, M. Lentz, M. Plate, D. Newberg, J. Zipperer, M. Bratt, D. Fitzgerald, B. Herr, K. Behnke, R. Kohlbeck, R. Zipperer

County Board Supervisors Present:

Absent & Excused: B. Blatz, T. Dvorak, K. Potter
Absent:

Pledge of Allegiance

Called to Order Meeting called to order – 6:00pm.

Minutes Minutes were reviewed from the previous meetings. Motion was made by Gauger, seconded by Plate, to approve the previous meeting minutes. Motion carried unanimously.

Public Comment Board Chair called for public comment three times. No public comment given.

Review & Act on Subcommittee Recommendations:

A. Finance Subcommittee

1. **No Committee Meeting; Committee Update**
No report.

B. Operations Subcommittee

1. **No Committee Meeting; Committee Update; Market Animal Committee Meeting Update; Ice Center Operations Update; Working Group Updates-Talent Show Competition, Brew Competition, Dairy Cattle (Ice Center) Show Ring, Education & Outreach, Fairest of the Fair, Battle of the Fire Departments**

The following were reported on:

- Market Animal Committee Meeting – discussed MP Building layout.
- Ice Center Operations – Contract has been signed and forwarded to the user groups for review and signature. Compressors go on September 26. Flooring replacement was discussed and will be completed in two phases. Repairs on the Olympia will be done prior to ice season.
- Talent Show Competition – Derek reported that the deadline was August 1 with two contestants. Motion was made by R. Zipperer, seconded by Voss to cancel this year's Talent Show Competition. Motion carried unanimously.
- Brew Competition –100 entries and last day to register is August 11 with judging on August 17. Pet Skull is currently a sponsor.
- Dairy Cattle – staff sent out spreadsheet.
- Education and Outreach – Rundown of events.
- Fairest of Fair – no report.
- Battle of the Fire Departments – Motion was made by Fitzgerald, seconded by Voss to cancel the Battle of the Fire Departments competition. Motion carried unanimously.

C. Entertainment/Vendors Subcommittee:

1. **No Committee Meeting; Committee Update; Outdoor Vendor Application-Update**
Voss reported on the new vendors and vendor layout.

D. Parking/Security Subcommittee:

1. No Committee Meeting; Committee Update

Pollen reported on the Explorer Scouts and parking as well as parking throughout the fairgrounds.

Review, Discussion and Possible Action on 2019 Fair Matters

A. Billboard Judging Update

Pollen reported on the billboard judging.

B. Volunteer and Liaison Sign Up

Volunteer and Liaison Sign Up sheets distributed at the meeting.

C. Fair Update

Shelton reported on items pertaining to the fair.

Comptroller's Financial Report – Review; Capital Projects Update

Neuser reported on the Financial Report and the Capital Budget report provided in the board packet.

Update and Possible Action on Other Fair, Expo Buildings, and Grounds Projects and Issues

A. Event Contract – Inaugural Cultural Music Festival

Shelton reported on the event contract for the Inaugural Cultural Music Festival noting that the event holders do not have references and have provided some misinformation. Motion was made by Behnke, seconded by R. Zipperer to recommend to the Public Works committee to deny entertaining an event contract for the Inaugural Cultural Music Festival. Motion carried unanimously.

B. WI Association of Fairs Conference – January 5-8, 2020

Reminder to provide reservation information.

C. Expo Board Meetings – Second Wednesday of Each Month

Motion was made by Herr, seconded by Behnke to approve moving the Expo Board Meetings to the second Wednesday of Each Month. Motion carried unanimously. Next meeting will be September 11 at 7pm.

D. Expo-Ice Center Month Events; Expo Grounds Update

Shelton gave a report on the upcoming events.

Adjournment

Motion was made by Janowski, seconded by R. Zipperer to adjourn at 6:59pm. Motion carried unanimously.

Minutes taken by Shelton

Signed by Bratt



**MANITOWOC COUNTY
EXPO and ICE CENTER BOARD
MEETING NOTICE**

DATE: August 21-25, 2019
TIME: 11:00 a.m. Each Day
PLACE: Expo Office, 4921 Expo Drive, Manitowoc WI

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered and acted upon at the meeting:

1. Regular business
 - a. Roll Call
 - b. Previous Minutes
2. Public Comment
3. Review, discuss, and possible action on items related to the 2019 Fair
 - a. Prior Day's Activities Recap and Issues
 - b. Liaison Daily Recap and Issues
 - c. Current Day Activities
 - d. Daily Judging Recap
4. Tour of the Grounds – Expo-Ice Center board may meet in the Expo Office after the tour to complete discussion and possible action on issues and concerns related to the 2019 fair.
5. Other Fair Projects and Issues Update – No Action
6. Adjourn

Date: August 13, 2019

Jerome Vetting, BOARD CHAIRPERSON
By: Gerard Neuser, Public Works Director

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

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MINUTES of EXPO-ICE CENTER BOARD MEETING

Held Wednesday, August 21, 2019

Location: Expo Office – 4921 Expo Drive, Manitowoc WI

Present: D. Pollen, D. Newberg, M. Bratt, L. Taylor, K. Behnke, T. Dvorak, R. Voss, R. Zipperer, D. Fitzgerald, B. Cavanaugh, B. Herr, J. Janowski, R. Kohlbeck, M. Plate, D. Gauger, B. Blatz, J. Hawig, M. Lentz, J. Zipperer

Absent & Excused: J. Vetting, K. Potter

Absent:

Called to Order Meeting called to order – 11am.

Minutes No minutes were presented for approval.

Public Comment Vice Chairperson called for public input three times. No public comment given.

Review, Discussion and Possible Action on items to the 2019 Fair

A. *Prior Day's Activities Recap and Issues*

Prior Day's Activities Recap and Issues were reviewed and discussed.

B. *Liaison Daily Recap and Issues*

No report.

C. *Current Day Activities*

Current Day Activities were reviewed and discussed including allowing the fairest of the fair to participate at the market animal sale without crown and sash. Consensus was to allow the fairest of the fair to participate at the market animal sale without crown and sash.

D. *Daily Judging Recap*

Daily Judging Recap reviewed and discussed including the issue with verification of exhibitor residency and allowing an exhibitor to participate in the Manitowoc Culvers Futurity show. Motion was made by Behnke, seconded by R. Zipperer to allow the exhibitor to participate in the Manitowoc Culvers Futurity show. Motion carried unanimously.

Tour of the Grounds – Expo-Ice Center board may meet in the Expo Office after the tour to complete discussion and possible action on issues and concerns related to the 2019 Fair

Other Fair Projects and Issues Update – No Action

No discussion.

Adjournment

Motion was made by R. Zipperer, seconded by Taylor to adjourn at 5:00pm. Motion carried.

Minutes taken by Shelton

Signed by Bratt

MINUTES of EXPO-ICE CENTER BOARD MEETING

Held Thursday, August 22, 2019

Location: Expo Office – 4921 Expo Drive, Manitowoc WI

Present: D. Pollen, D. Newberg, M. Bratt, L. Taylor, K. Behnke, T. Dvorak, R. Voss, R. Zipperer, D. Fitzgerald, B. Cavanaugh, B. Herr, J. Janowski, R. Kohlbeck, M. Plate, D. Gauger, B. Blatz, J. Hawig, M. Lentz, J. Zipperer

Absent & Excused: J. Vetting, K. Potter

Absent:

Called to Order Meeting called to order – 11am.

Minutes No minutes were presented for approval.

Public Comment Vice Chairperson called for public input three times. No public comment given.

Review, Discussion and Possible Action on items to the 2019 Fair

A. *Prior Day's Activities Recap and Issues*

Prior Day's Activities Recap and Issues were reviewed and discussed. Discussion on the outdoor vendor pricing and to hold a joint meeting with Entertainment and Vendor Subcommittee as well as Finance Subcommittee to review pricing. Motion was made by J. Zipperer, seconded by Taylor to keep the outdoor vendor pricing the same for 2020. Motion carried unanimously.

B. *Liaison Daily Recap and Issues*

Liaison Daily Recap and Issues were reviewed and discussed.

C. *Current Day Activities*

Current Day Activities were reviewed and discussed.

D. *Daily Judging Recap*

Daily Judging Recap reviewed and discussed.

Tour of the Grounds – Expo-Ice Center board may meet in the Expo Office after the tour to complete discussion and possible action on issues and concerns related to the 2019 Fair

Other Fair Projects and Issues Update – No Action

No discussion.

Adjournment

Motion was made by Dvorak, seconded by Fitzgerald to adjourn at 5:00pm. Motion carried.

Minutes taken by Shelton

Signed by Bratt

MINUTES of EXPO-ICE CENTER BOARD MEETING

Held Friday, August 23, 2019

Location: Expo Office – 4921 Expo Drive, Manitowoc WI

Present: D. Pollen, D. Newberg, M. Bratt, L. Taylor, K. Behnke, T. Dvorak, R. Voss, R. Zipperer, D. Fitzgerald, B. Cavanaugh, B. Herr, J. Janowski, R. Kohlbeck, M. Plate, D. Gauger, B. Blatz, J. Hawig, M. Lentz, J. Zipperer

Absent & Excused: J. Vetting, K. Potter

Absent:

Called to Order Meeting called to order – 11am.

Minutes No minutes were presented for approval.

Public Comment Vice Chairperson called for public input three times. No public comment given.

Review, Discussion and Possible Action on items to the 2019 Fair

A. *Prior Day's Activities Recap and Issues*

Prior Day's Activities Recap and Issues were reviewed and discussed.

B. *Liaison Daily Recap and Issues*

Liaison Daily Recap and Issues were reviewed and discussed.

C. *Current Day Activities*

Current Day Activities were reviewed and discussed.

D. *Daily Judging Recap*

Daily Judging Recap reviewed and discussed.

Tour of the Grounds – Expo-Ice Center board may meet in the Expo Office after the tour to complete discussion and possible action on issues and concerns related to the 2019 Fair

Other Fair Projects and Issues Update – No Action

No discussion.

Adjournment

Motion was made by Dvorak, seconded by R. Zipperer to adjourn at 5:00pm. Motion carried.

Minutes taken by Shelton

Signed by Bratt

MINUTES of EXPO-ICE CENTER BOARD MEETING

Held Saturday, August 24, 2019

Location: Expo Office – 4921 Expo Drive, Manitowoc WI

Present: D. Pollen, D. Newberg, M. Bratt, L. Taylor, K. Behnke, T. Dvorak, R. Voss, R. Zipperer, B. Herr, J. Janowski, R. Kohlbeck, M. Plate, D. Gauger, B. Blatz, J. Hawig, M. Lentz, J. Zipperer, B. Cavanaugh

Absent & Excused: J. Vetting, K. Potter, D. Fitzgerald

Absent:

Called to Order Meeting called to order – 11am.

Minutes No minutes were presented for approval.

Public Comment Vice Chairperson called for public input three times. No public comment given.

Review, Discussion and Possible Action on items to the 2019 Fair

A. *Prior Day's Activities Recap and Issues*

Prior Day's Activities Recap and Issues were reviewed and discussed.

B. *Liaison Daily Recap and Issues*

Liaison Daily Recap and Issues were reviewed and discussed.

C. *Current Day Activities*

Current Day Activities were reviewed and discussed.

D. *Daily Judging Recap*

Daily Judging Recap reviewed and discussed.

Tour of the Grounds – Expo-Ice Center board may meet in the Expo Office after the tour to complete discussion and possible action on issues and concerns related to the 2019 Fair

Other Fair Projects and Issues Update – No Action

No discussion.

Adjournment

Motion was made by R. Zipperer, seconded by Plate to adjourn at 5:00pm. Motion carried.

Minutes taken by Shelton

Signed by Bratt

MINUTES of EXPO-ICE CENTER BOARD MEETING

Held Sunday, August 25, 2019

Location: Expo Office – 4921 Expo Drive, Manitowoc WI

Present: D. Pollen, L. Taylor, K. Behnke, T. Dvorak, R. Voss, R. Zipperer, B. Herr, J. Janowski, R. Kohlbeck, M. Plate, D. Gauger, B. Blatz, J. Hawig, M. Lentz, J. Zipperer, B. Cavanaugh, D. Fitzgerald

Absent & Excused: J. Vetting, K. Potter, M. Bratt, D. Newberg

Absent:

Called to Order Meeting called to order – 11am.

Minutes No minutes were presented for approval.

Public Comment Vice Chairperson called for public input three times. No public comment given.

Review, Discussion and Possible Action on items to the 2019 Fair

A. *Prior Day's Activities Recap and Issues*

Prior Day's Activities Recap and Issues were reviewed and discussed.

B. *Liaison Daily Recap and Issues*

Liaison Daily Recap and Issues were reviewed and addressed.

C. *Current Day Activities*

Current Day Activities were reviewed and discussed.

D. *Daily Judging Recap*

Daily Judging Recap reviewed and discussed.

Tour of the Grounds – Expo-Ice Center board may meet in the Expo Office after the tour to complete discussion and possible action on issues and concerns related to the 2019 Fair

Other Fair Projects and Issues Update – No Action

No discussion.

Adjournment

Motion was made by Dvorak, seconded by Taylor to adjourn at 5:00pm. Motion carried.

Minutes taken by Shelton

Signed by Bratt



MANITOWOC COUNTY
EXPO and ICE CENTER BOARD
MEETING NOTICE

DATE: September 11, 2019
TIME: 7:00 p.m.
PLACE: Expo Office – 4921 Expo Drive, Manitowoc

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered:

1. Regular business
 - A. Pledge of Allegiance
 - B. Roll Call
 - C. Previous Minutes
2. Public Comment
3. Review, Discussion, and Possible Action on Sub Committee Recommendations
 - A. FINANCE SUB-COMMITTEE:
 1. No Committee Meeting-Committee Update
 - B. OPERATIONS SUB-COMMITTEE:
 1. Horse Exhibitor Issues – Premiums; 2020 Theme-Colors; Market Animal Committee Meeting Update; Ice Center Operations Update; Working Group Updates-Talent Show Competition, Brew Competition, Dairy Cattle (Ice Center) Show Ring, Education & Outreach, Fairest of the Fair Update-Parades-Convention 2020; Battle of the Fire Departments
 - C. ENTERTAINMENT/VENDORS SUB-COMMITTEE:
 1. No Committee Meeting-Committee Update
 - D. PARKING/SECURITY SUB-COMMITTEE:
 1. No Committee Meeting-Committee Update
4. Review, Discussion, and Possible Action on 2019 and 2020 Fair Matters
 - A. Fair Concerns and Issues 2019; Comments and Recommendations for 2020
 - B. Fair Update
5. Comptroller's Financial Report – Review; Capital Projects Update; Recommendation to the County Executive Supporting the 2020 Expo Outlay from Land Sale Budget
6. Update and Possible Action on Other Fair, Expo Buildings and Grounds Projects and Issues
 - A. Reappointments of Board Members
 - B. District 4 Meeting – October 1 – Rock County
 - C. Rummage-A-Rama – December 14; Volunteer Sign Up
 - D. Expo-Ice Center Month Events; Expo Grounds Update
7. Adjourn

Date: August 28, 2019

Jerome Vetting, BOARD CHAIRPERSON
By: Gerard Neuser, Public Works Director

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

Persons who are members of another governmental body, but who are not members of this board, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

MINUTES of EXPO-ICE CENTER BOARD MEETING

Held Wednesday, September 11, 2019

Location: Expo Merchant's Building – 4921 Expo Drive, Manitowoc WI

Present: D. Pollen L. Taylor, J. Janowski, R. Voss, D. Gauger, B. Cavanaugh, J. Hawig, M. Lentz, M. Plate, J. Zipperer, M. Bratt, D. Fitzgerald, B. Herr, R. Kohlbeck, T. Dvorak, K. Potter

County Board Supervisors Present:

Absent & Excused: J. Vetting, B. Blatz, R. Zipperer, D. Newberg, K. Behnke
Absent:

Pledge of Allegiance

Called to Order Meeting called to order – 7:05pm.

Minutes Minutes were reviewed from the previous meetings. Motion was made by Gauger, seconded by Plate, to approve the previous meeting minutes. Motion carried unanimously.

Public Comment Board Chair called for public comment three times. No public comment given.

Review & Act on Subcommittee Recommendations:

A. Finance Subcommittee

1. **No Committee Meeting; Committee Update**
No report.

B. Operations Subcommittee

1. **Horse Exhibitor Issues – Premiums; Themes-Color; Market Animal Committee Meeting Update; Ice Center Operations Update; Working Group Updates-Talent Show Competition, Brew Competition, Dairy Cattle (Ice Center) Show Ring, Education & Outreach, Fairest of the Fair, Battle of the Fire Departments**

The following were reported on:

- Horse Exhibitor Issues – Premiums – recommendation from the committee that Miranda MacDonald, Emily Preston and Krissy Leonard forfeit all horse premiums.
- Market Animal Committee Meeting – annual banquet this Sunday.
- Ice Center Operations –Compressors go on September 26.
- Talent Show Competition – keep on agenda.
- Brew Competition –100 entries registered and 87 judged.
- Dairy Cattle – update spreadsheet.
- Education and Outreach – went well.
- Fairest of Fair – upcoming competition on Oct 5 with fair sponsorship spreadsheet to be emailed out.
- Battle of the Fire Departments – will work on.

Motion was made by Dvorak, seconded by Hawig to approve the committee report and recommendation. Motion carried unanimously.

C. Entertainment/Vendors Subcommittee:

1. **No Committee Meeting; Committee Update**
Voss reported on the bull riding and demo derby feedback.

D. Parking/Security Subcommittee:

1. No Committee Meeting; Committee Update

Plate reported on the Sunday load out that went well. Pollen reported on the Friday Parking Celebration at 6pm and invited the board.

Review, Discussion and Possible Action on 2019 Fair Matters

A. Fair Concerns and Issues 2019; Commends and Recommendations for 2020

Plate reported on additional suggestions to be added. Voss reported on the donation made by the Ant Hill Mob for \$1,090 to cover polka pavilion tent rental cost.

B. Fair Update

Shelton reported on items pertaining to the fair.

Pollen provided an update on Jerry Vetting.

Comptroller's Financial Report – Review; Capital Projects Update; Recommendations to the County Executive Supporting the 2020 Expo Outlay from Land Sale Budget

Neuser reported on the Financial Report and the Capital Budget report provided in the board packet.

Motion was made by Voss, seconded by Herr to recommend approval to the public works committee the recommendation to the county executive supporting the 2020 outlay from land sale budget. Motion carried unanimously.

Update and Possible Action on Other Fair, Expo Buildings, and Grounds Projects and Issues

A. Reappointments of Board Members

Neuser reported on the reappointments of the board members with the following not returning – Janowski, Taylor, and Bratt; the three returning – Dvorak, Lentz, and Pollen.

B. District 4 Meeting – October 1 – Rock County

Reminder to provide reservation information.

C. Rummage-A-Rama – December 14; Volunteer Sign Up

Volunteer signup sheet distributed.

D. Expo-Ice Center Month Events; Expo Grounds Update

Shelton gave a report on the upcoming events.

Adjournment

Motion was made by Gauger, seconded by Plate to adjourn at 7:29pm. Motion carried unanimously.

Minutes taken by Shelton

Signed by Bratt



**MANITOWOC COUNTY
EXPO-ICE CENTER BOARD
Operations Sub-Committee
MEETING NOTICE**

DATE: September 11, 2019
TIME: 6:30 p.m.
PLACE: Expo Office – 4921 Expo Drive, Manitowoc

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered at the meeting:

1. Regular Business
 - A. Roll Call
2. Public Comment
3. Review, Discussion, and Possible Action on the following items for the 2020 Fair:
 - A. Horse Exhibitor Issues - Premiums
 - B. 2020 Theme-Colors
 - C. Market Animal Committee Meeting Update
 - D. Ice Center Operations Update
 - E. Working Group Updates
 - a. Talent Show Competition
 - b. Brew Competition
 - c. Dairy Cattle (Ice Center) Show Ring
 - d. Education & Outreach
 - e. Fairest of the Fair Update – Parades – Convention 2020
 - f. Battle of the Fire Departments
4. Other Fair Projects and Issues Update – No Action
5. Adjourn

Date: August 28, 2019

Tonya Dvorak, SUB-COMMITTEE CHAIRPERSON
By: Gerard Neuser, Public Works Director

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

Persons who are members of another governmental body, but who are not members of this board, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

**MINUTES of EXPO-ICE CENTER BOARD MEETING
OPERATIONS SUBCOMMITTEE**

Held Wednesday, September 11, 2019

Location: Expo Office – 4921 Expo Drive, Manitowoc

Present: T. Dvorak, J. Hawig, D. Fitzgerald, B. Cavanaugh, B. Herr, J. Janowski

**Other Expo-Ice
Center Board**

Members Present: D. Pollen, L. Taylor, R. Voss, M. Lentz, M. Plate, J. Zipperer, D. Gauger, K. Potter

Absent & Excused: B. Blatz, M. Bratt, D. Newberg

Absent:

Called to Order Meeting called to order – 6:30pm.

Minutes No minutes were submitted for approval.

Public Comment Committee Chair called for public input three times. No public comment given.

Review, Discussion and Possible Action on the following items for the 2019 Fair:

A. Horse Exhibitor Issues – Premiums

Dvorak reported on the Horse Exhibitor Issues for Miranda MacDonald, Emily Preston, and Krissy Leonard. Dvorak noted that each exhibitor failed to clear out their stalls upon departure on the last day of fair. Discussion. Motion was made by Cavanaugh, seconded by Hawig to recommend approval to the board the withholding of horse premiums for Miranda MacDonald, Emily Preston, and Krissy Leonard. Motion carried unanimously.

B. 2020 Theme-Colors

Dvorak reminded the committee to bring theme and color ideas to the October meeting.

C. Market Animal Committee Meeting Update

Hawig reported the Market Animal Committee annual banquet will be held on September 15 at Seven Lakes.

D. Ice Center Operations Update

Pollen reported on the Ice Center with compressors starting on September 26 and Blade Bash event is on September 14.

E. Working Group Updates

The following was reported:

- Talent Show – leave on the agenda.
- Brew Competition – 100 entries submitted and 87 beers judged. Consensus to continue.
- Dairy Cattle – Tear down went well. Only issue was with sawdust. Will update the spreadsheet.
- Education and Outreach – Went well.
- Fairest of the Fair Update-Parades-Convention 2020 – Competition is set for October 5, application form to be submitted, and sponsor list to be emailed.
- Battle of the Fire Departments – continue discussion on the event.

Other Fair Projects and Issues Update – No Action

Superintendent meeting set for September 16 for Exhibition and September 30 for Animal superintendents.

Adjournment

Motion made by Hawig, seconded by Fitzgerald to adjourn at 7:04pm. Motion carried unanimously.

Minutes taken by Shelton

Signed by Bratt



MANITOWOC COUNTY
EXPO and ICE CENTER BOARD
MEETING NOTICE

DATE: October 9, 2019
TIME: 7:00 p.m.
PLACE: Expo Office – 4921 Expo Drive, Manitowoc

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered:

1. Regular business
 - A. Pledge of Allegiance
 - B. Roll Call
 - C. Previous Minutes
2. Public Comment
3. Review, Discussion, and Possible Action on Sub Committee Recommendations
 - A. FINANCE SUB-COMMITTEE:
 1. No Committee Meeting-Committee Update
 - B. OPERATIONS SUB-COMMITTEE:
 1. 2019 Fair Pictures-Convention; 2020 Theme-Colors; Jr. Fair-Open Class Rules & Regulations-Due Nov 1; Market Animal Committee Meeting Update; Ice Center Operations Update; Working Group Updates-Talent Show Competition, Brew Competition, Dairy Cattle (Ice Center) Show Ring, Education & Outreach, Battle of the Fire Departments; Teeny Weeny Donut Contest; Celebrity Cream Puff Eating Contest; Fairest of the Fair Update-Parades-Convention 2020-Convention Auction Item
 - C. ENTERTAINMENT/VENDORS SUB-COMMITTEE:
 1. No Committee Meeting-Committee Update
 - D. PARKING/SECURITY SUB-COMMITTEE:
 1. No Committee Meeting-Committee Update
4. Review, Discussion, and Possible Action 2020 Fair Matters
 - A. Fair Update
5. Comptroller's Financial Report – Review; Capital Projects Update
6. Update and Possible Action on Other Fair, Expo Buildings and Grounds Projects and Issues
 - A. Reappointments of Board Members
 - B. District 4 Meeting – October 1 – Update
 - C. WI Association of Fairs Convention – Registration – Theme - Centerpiece
 - D. Rummage-A-Rama – December 14; Volunteer Sign Up
 - E. Expo-Ice Center Month Events; Expo Grounds Update
7. Adjourn

Date: October 1, 2019

Jerome Vetting, BOARD CHAIRPERSON
By: Gerard Neuser, Public Works Director

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MINUTES of EXPO-ICE CENTER BOARD MEETING

Held Wednesday, October 9, 2019

Location: Expo Merchant's Building – 4921 Expo Drive, Manitowoc WI

Present: J. Vetting, D. Pollen L. Taylor, R. Voss, D. Gauger, B. Cavanaugh, J. Hawig, M. Lentz, M. Plate, J. Zipperer, M. Bratt, R. Kohlbeck, T. Dvorak, K. Potter, B. Blatz, R. Zipperer, K. Behnke

County Board Supervisors Present:

Absent & Excused: D. Fitzgerald, B. Herr, J. Janowski, D. Newberg
Absent:

Pledge of Allegiance

Called to Order Meeting called to order – 7:00pm.

Minutes Minutes were reviewed from the previous meetings. Motion was made by Gauger, seconded by Plate, to approve the previous meeting minutes. Motion carried unanimously.

Public Comment Board Chair called for public comment three times. No public comment given.

Review & Act on Subcommittee Recommendations:

A. Finance Subcommittee

1. **No Committee Meeting; Committee Update**
No report.

B. Operations Subcommittee

1. **2019 Fair Pictures-Convention; 2020 Theme-Colors; Jr. Fair-Open Class Rules & Regulations Due Nov 1; Market Animal Committee Meeting Update; Ice Center Operations Update; Working Group Updates-Talent Show Competition, Brew Competition, Dairy Cattle (Ice Center) Show Ring, Education & Outreach, Battle of the Fire Departments; Teeny Weeny Donut Contest; Celebrity Cream Puff Eating Contest; Fairest of the Fair Update-Parades-Convention 2020-Convention Auction Item**

The following were reported on:

- Talent Competition and Battle of the Fire Departments a pass for 2020.
- Fairbook rules meeting scheduled for November 6 at 6pm.
- 2019 Fair Pictures – vote.
- 2020 Themes: first place – Stars, Stripes and Fair Delights; second place – Pirates of the Carrots and Beans; third place – Safari – it's a Jungle Out There.

C. Entertainment/Vendors Subcommittee:

1. **No Committee Meeting; Committee Update**
No report.

D. Parking/Security Subcommittee:

1. **No Committee Meeting; Committee Update**
No report

Review, Discussion and Possible Action on 2019 Fair Matters

- A. **Fair Update**
Shelton reported on items pertaining to the fair.

Comptroller's Financial Report – Review; Capital Projects Update

Neuser reported on the Financial Report and the Capital Budget report provided in the board packet.

Update and Possible Action on Other Fair, Expo Buildings, and Grounds Projects and Issues

A. *Reappointments of Board Members*

Neuser reported that there will be three openings on the board.

B. *District 4 Meeting – October 1 – Update*

Dvorak reported on the District 4 meeting.

C. *WI Association of Fairs Convention – Registration – Theme – Centerpiece*

Reminder that registrations will be made this month and to confirm attendance.

D. *Rummage-A-Rama – December 14; Volunteer Sign Up*

Volunteer signup sheet distributed.

E. *Expo-Ice Center Month Events; Expo Grounds Update*

Shelton gave a report on the upcoming events.

Shelton reported on the Horse-A-Rama donation of the new horse arena fence to be started possibly this year.

Adjournment

Motion was made by Gauger, seconded by R. Zipperer to adjourn at 7:38pm. Motion carried unanimously.

Minutes taken by Shelton

Signed by Bratt



MANITOWOC COUNTY
EXPO-ICE CENTER BOARD
Operations Sub-Committee
MEETING NOTICE

DATE: October 9, 2019
TIME: 6:15 p.m.
PLACE: Expo Office – 4921 Expo Drive, Manitowoc

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered at the meeting:

1. Regular business
 - A. Roll Call
 - B. Previous Minutes
2. Public Comment
3. Review, Discussion, and Possible Action on the following items for the 2019 and 2020 Fair:
 - A. 2019 Fair Pictures – Convention
 - B. 2020 Theme; Colors
 - C. Jr. Fair-Open Class Rules & Regulations – Due Nov 1
 - D. Market Animal Committee Meeting
 - E. Ice Center Operations
 - F. Working Group Updates:
 - a. Talent Show Competition
 - b. Brew Competition
 - c. Dairy Cattle (Ice Center) Show Ring
 - d. Education & Outreach
 - e. Battle of the Fire Departments
 - f. Teeny Weeny Donut Contest
 - g. Celebrity Cream Puff Eating Contest
 - h. Fairest of the Fair
 - A. Parades
 - B. Convention 2020
 - C. Convention Auction Item
4. Other Fair Projects and Issues Update – No Action
5. Adjourn

Date: October 1, 2019

Tonya Dvorak, SUB-COMMITTEE CHAIRPERSON
By: Gerard Neuser, Public Works Director

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**MINUTES of EXPO-ICE CENTER BOARD MEETING
OPERATIONS SUBCOMMITTEE**

Held Wednesday, September 11, 2019

Location: Expo Office – 4921 Expo Drive, Manitowoc

Present: T. Dvorak, J. Hawig, B. Blatz, M. Bratt, B. Cavanaugh

**Other Expo-Ice
Center Board**

Members Present: D. Pollen, L. Taylor, R. Voss, M. Lentz, M. Plate, J. Zipperer, D. Gauger, K. Behnke

Absent & Excused: D. Fitzgerald, D. Newberg, B. Herr, J. Janowski

Absent:

Called to Order Meeting called to order – 6:15pm.

Minutes No minutes were submitted for approval.

Public Comment Committee Chair called for public input three times. No public comment given.

Review, Discussion and Possible Action on the following items for the 2019 and 2020 Fair:

A. 2019 Fair Pictures - Convention

Dvorak reported the 2019 Fair Pictures included in the committee packet and distributed the packet for voting.

B. 2020 Theme-Colors

Dvorak reviewed the potential themes provided in the committee packet. The following themes were submitted to the board for selection of the 2020 theme: Let's Rock & Roll at the Fair; Stars, Stripes and Fair Delights; From Wagon Wheels to Ferris Wheels; Safari – It's a Jungle Out there; Pirates of the Carrots and Beans.

C. Jr. Fair-Open Class Rules & Regulations – Due Nov 1

Meeting scheduled for November 6 at 6pm. Following board members have responded: Dvorak, Hawig, Blatz, Pollen, Zipperer.

D. Market Animal Committee Meeting Update

No update.

E. Ice Center Operations Update

Pollen reported on the ice is in and both groups have started.

F. Working Group Updates

The following was reported:

- Talent Show – Consensus to pass for the 2020 fair.
- Brew Competition – Consensus to have one more year.
- Dairy Cattle – Spreadsheet to be updated.
- Education and Outreach – Continues to grow. Need new wipe board.
- Battle of the Fire Departments – Consensus to pass for the 2020 fair.
- Teeny Weeny Donut – Huge success.
- Celebrity Cream Puff – Working on list now.
- Fairest of the Fair Update-Parades-Convention 2020 – Marlee Meulemans did well and working on auction item. Reign ends January 31, 2020 Manitowoc County Fairest of the Fair Lydia Luebke will assume responsibilities February 1, 2020.

Other Fair Projects and Issues Update – No Action

Dvorak reported that superintendent meeting went well and discussed feedback.

Adjournment

Motion made by Hawig, seconded by Cavanaugh to adjourn at 6:59pm. Motion carried unanimously.

Minutes taken by Shelton

Signed by Bratt



MANITOWOC COUNTY
EXPO and ICE CENTER BOARD
MEETING NOTICE

DATE: November 13, 2019
TIME: 7:00 p.m.
PLACE: Expo Office – 4921 Expo Drive, Manitowoc

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered:

1. Regular business
 - A. Pledge of Allegiance
 - B. Roll Call
 - C. Previous Minutes
2. Public Comment
3. Review, Discussion, and Possible Action on Sub Committee Recommendations
 - A. FINANCE SUB-COMMITTEE:
 1. Animal Judge's Flat Fee Payment; 2020 Fair Budget
 - B. OPERATIONS SUB-COMMITTEE:
 1. Animal Judge's Flat Fee Payment; 2020 Fair Theme Colors; Jr. Fair-Open Class Rules & Regulations-Update; Market Animal Committee Meeting Update; Ice Center Operations Update; Working Group Updates-Brew Competition; Dairy Cattle (Ice Center) Show Ring; Education & Outreach; Teeny Weeny Donut Contest; Celebrity Cream Puff Eating Contest; Fairest of the Fair-Parades-Convention 2020-Convention Auction Item-Proclamation
 - C. ENTERTAINMENT/VENDORS SUB-COMMITTEE:
 1. Wednesday-Sunday Special Events Entertainment-Fireworks Contract; Schnell Bros-Tractor Pull Contract; Casady's Critters Contract; Horse Pullers Contract; Convention Ideas
 - D. PARKING/SECURITY SUB-COMMITTEE:
 1. No Committee Meeting-Committee Update
4. Review, Discussion, and Possible Action 2020 Fair Matters
 - A. MIA Booth
 - B. Fair Update
5. Comptroller's Financial Report – Review; Capital Projects Update
6. Update and Possible Action on Other Fair, Expo Buildings and Grounds Projects and Issues
 - A. January Board Meeting Date
 - B. WI Association of Fairs Convention – Registration – Theme – Centerpiece
 - C. Rummage-A-Rama – December 14; Volunteer Sign Up
 - D. Expo-Ice Center Month Events; Expo Grounds Update
7. Adjourn

Date: November 5, 2019

Jerome Vetting, BOARD CHAIRPERSON
By: Gerard Neuser, Public Works Director

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MINUTES of EXPO-ICE CENTER BOARD MEETING

Held Wednesday, November 13, 2019

Location: Expo Merchant's Building – 4921 Expo Drive, Manitowoc WI

Present: J. Vetting, D. Pollen L. Taylor, R. Voss, D. Gauger,
B. Cavanaugh, J. Hawig, M. Lentz, M. Plate, J. Zipperer,
R. Kohlbeck, T. Dvorak, R. Zipperer, K. Behnke,
D. Fitzgerald, B. Herr, J. Janowski, D. Newberg

County Board

Supervisors

Present:

Absent & Excused: B. Blatz, M. Bratt, K. Potter

Absent:

Pledge of Allegiance

Called to Order Meeting called to order – 7:00pm.

Minutes Minutes were reviewed from the previous meetings. Motion was made by Gauger, seconded by Hawig, to approve the previous meeting minutes. Motion carried unanimously.

Public Comment Board Chair called for public comment three times. No public comment given.

Review & Act on Subcommittee Recommendations:

A. Finance Subcommittee

1. *Animal Judge's Flat Fee Payment; 2020 Fair Budget*

Motion was made by Behnke, seconded by Gauger to recommend approval the Animal Judge's Flat Fee payment rates. Motion carried unanimously.

B. Operations Subcommittee

1. *Animal Judge's Flat Fee Payment; 2020 Fair Theme Colors; Jr. Fair-Open Class Rules & Regulation-Update; Market Animal Committee Meeting Update; Ice Center Operations Update; Working Group Updates-Brew Competition; Dairy Cattle (Ice Center) Show Ring; Education & Outreach; Teeny Weeny Donut Contest; Celebrity Cream Puff Eating Contest; Fairest of the Fair Update-Parades-Convention 2020-Convention Auction Item*

The following were reported on:

- Animal Judge's Flat Fee payment – recommend approval.
- Rules and Regulations – recommend approval.
- Fairest of the Fair competition – recommend approval to week of 2020 fair.
- Faire Theme Colors – consensus of red, white and blue.

Motion was made by Dvorak, seconded by Hawig to approve the committee report and recommendation. Motion carried unanimously.

C. Entertainment/Vendors Subcommittee:

1. ***Wednesday-Sunday Special Events Entertainment-Fireworks Contract; Schnells Bros-Tractor Pull Contract; Casady's Critters Contract; Horse Pullers Contract***

Motion was made by Voss, seconded by R. Zipperer to approve the all contracts, Fireworks, Schnell Bros-Tractor Pull, Casady's Critters with a contact to discuss issues on cleanliness, and the Horse Pullers. Motion carried unanimously.

D. Parking/Security Subcommittee:

1. ***No Committee Meeting; Committee Update***

No report.

Review, Discussion and Possible Action on 2020 Fair Matters

- A. ***MIA Booth***

Motion was made by Herr, seconded by R. Zipperer to approve the MIA Booth at no cost at the 2020 Manitowoc County Fair. Motion carried unanimously.

- B. ***Fair Update***

Shelton reported on items pertaining to the fair.

Comptroller's Financial Report – Review; Capital Projects Update

Neuser reported on the Financial Report and the Capital Budget report provided in the board packet.

Update and Possible Action on Other Fair, Expo Buildings, and Grounds Projects and Issues

- A. ***January Board Meeting Date***

Consensus of the board to move the January meeting date to January 15.

- B. ***WI Association of Fairs Convention – Registration – Theme - Centerpiece***

Discussion included no more registrations are needed, convention theme is "For the Kid in All of Us" and working on the centerpiece.

- C. ***Rummage-A-Rama – December 14; Volunteer Sign Up***

Volunteer signup sheet distributed.

- D. ***Expo-Ice Center Month Events; Expo Grounds Update***

Shelton gave a report on the upcoming events.

Adjournment

Motion was made by R. Zipperer, seconded by Voss to adjourn at 7:17pm. Motion carried unanimously.

Minutes taken by Shelton

Signed by Bratt



MANITOWOC COUNTY
EXPO-ICE CENTER BOARD
Finance Sub-Committee
MEETING NOTICE

DATE: November 13, 2019
TIME: 6:00 p.m.
PLACE: Expo Office – 4921 Expo Drive, Manitowoc

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered at the meeting:

1. Regular Business
 - A. Roll Call
 - B. Previous Minutes
2. Public Comment
3. Review, Discussion, and Possible Action on the following items for the 2020 Fair:
 - A. Animal Judge's Flat Fee Payment
 - B. 2020 Fair Budget
4. Update and Possible Action on Other Fair Operation Projects and Issues
5. Adjourn

Date: November 5, 2019

Kevin Behnke, SUB-COMMITTEE CHAIRPERSON
By: Gerard Neuser, Public Works Director

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**MINUTES of EXPO-ICE CENTER BOARD MEETING
FINANCE SUBCOMMITTEE**

Wednesday, November 13, 2019

Location: Expo Office – 4921 Expo Drive, Manitowoc

Present: K. Behnke, J. Janowski, B. Cavanaugh, M. Plate, D. Gauger,
M. Bratt, D. Pollen, R. Kohlbeck

**Other Expo-Ice
Center Board**

Members Present: J. Vetting, R. Voss, J. Hawig, J. Zipperer, B. Herr, D. Newberg,
D. Fitzgerald, T. Dvorak, R. Zipperer

Absent & Excused:

Absent:

Called to Order Meeting called to order – 6:00pm.

Minutes Minutes were reviewed from the previous meeting. Motion was made Plate, seconded by Gauger to approve the minutes. Motion carried unanimously.

Public Comment Board Chairperson called for public comment three times. No public input given.

Review, Discussion, and Possible Action on the following items for the 2020 Fair:

A. *Animal Judge's Flat Fee Payment*

Motion was made by Gauger, seconded by Plate to recommend approval to the Operations Subcommittee the Animal Judge's Flat Fee payment rate. Motion carried unanimously.

B. *2020 Fair Budget*

No update.

Update and Possible Action on Other Fair Operation Projects and Issues

None.

Adjourn

Motion made by Plate, seconded by Gauger to adjourn at 6:13pm. Motion carried unanimously.

Minutes taken by Shelton

Signed by Bratt



**MANITOWOC COUNTY
EXPO-ICE CENTER BOARD
Operations Sub-Committee
MEETING NOTICE**

DATE: November 13, 2019
TIME: 6:30 p.m.
PLACE: Expo Office – 4921 Expo Drive, Manitowoc

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered at the meeting:

1. Regular business
 - A. Roll Call
 - B. Previous Minutes
2. Public Comment
3. Review, Discussion, and Possible Action on the following items for the 2020 Fair:
 - A. Animal Judge's Flat Fee Payment
 - B. 2020 Fair Theme Colors
 - C. Jr. Fair-Open Class Rules & Regulations – Update
 - D. Market Animal Committee Meeting
 - E. Ice Center Operations
 - F. Working Group Updates:
 - a. Brew Competition
 - b. Dairy Cattle (Ice Center) Show Ring
 - c. Education & Outreach
 - d. Teeny Weeny Donut Contest
 - e. Celebrity Cream Puff Eating Contest
 - f. Fairest of the Fair
 - A. Parades
 - B. Convention 2020
 - C. Convention Auction Item
 - D. Proclamation
4. Other Fair Projects and Issues Update – No Action
5. Adjourn

Date: November 5, 2019

Tonya Dvorak, SUB-COMMITTEE CHAIRPERSON

By: Gerard Neuser, Public Works Director

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

Persons who are members of another governmental body, but who are not members of this board, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

**MINUTES of EXPO-ICE CENTER BOARD MEETING
OPERATIONS SUBCOMMITTEE**

Held Wednesday, November 13, 2019

Location: Expo Office – 4921 Expo Drive, Manitowoc

Present: T. Dvorak, J. Hawig, B. Cavanaugh D. Fitzgerald, D. Newberg, B. Herr, J. Janowski

**Other Expo-Ice
Center Board**

Members Present: J. Vetting, D. Pollen, L. Taylor, R. Voss, M. Lentz, M. Plate, J. Zipperer, D. Gauger, K. Behnke, R. Kohlbeck, R. Zipperer

Absent & Excused: M. Bratt, B. Blatz
Absent:

Called to Order Meeting called to order – 6:30pm.

Minutes Minutes were reviewed from the previous meeting. Motion was made Hawig, seconded by Cavanaugh to approve the minutes. Motion carried unanimously.

Public Comment Committee Chair called for public input three times. No public comment given.

Review, Discussion and Possible Action on the following items for the 2020 Fair:

A. Animal Judge's Flat Fee Payment

Motion was made by Hawig, seconded by Janowski to recommend approval to the board the Animal Judge's Flat Fee payment rate. Motion carried unanimously.

B. 2020 Fair Theme Colors

Consensus of the 2020 Fair Theme Colors are Red, White and Blue.

C. Jr. Fair-Open Class Rules & Regulations – Update

Dvorak reported on the 2020 Junior Fair and Open Class rules and regulations changes along with 2021 changes for Junior Fair and Open Class entries to come in on Monday with judging to continue for Junior Fair on Monday and Open Class judging on Tuesday. Motion was made by Janowski, seconded by Hawig to recommend approval to the board the 2020 Junior Fair and Open Class rules and regulations changes and the 2021 changes for Junior Fair and Open Class entry date to be Monday of fair and Open Class judging date to be held on Tuesday of fair. Motion carried unanimously.

D. Market Animal Committee Meeting Update

No report.

E. Ice Center Operations Update

Pollen reported all going well.

F. Working Group Updates

The following was reported:

- Brew Competition – No report.
- Dairy Cattle – No report.
- Education and Outreach – No report.
- Teeny Weeny Donut – No report.
- Celebrity Cream Puff – Working on list now.
- Fairest of the Fair Update-Parades-Convention 2020-Proclamation – Fairest of the Fair to attend Holiday parades and convention. Fairest working on auction items and all items must be at the Expo Office by December 11.

Motion was made by Cavanaugh, seconded by R. Zipperer to recommend approval to the board the Fairest of the Fair Proclamation. Motion approved unanimously.

Motion was made by Herr, seconded by Newberg to recommend approval to the board to move the Fairest of the Fair competition to the week of the 2020 county fair. Motion approved unanimously.

Other Fair Projects and Issues Update – No Action

No report.

Adjournment

Motion made by Hawig, seconded by Newberg to adjourn at 6:55pm. Motion carried unanimously.

Minutes taken by Shelton

Signed by Bratt



MANITOWOC COUNTY
EXPO-ICE CENTER BOARD
Entertainment and Vendor Sub-Committee
MEETING NOTICE

DATE: November 13, 2019
TIME: 6:15 p.m.
PLACE: Expo Office – 4921 Expo Drive, Manitowoc

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered at the meeting:

1. Regular Business
 - A. Roll Call
 - B. Previous Minutes
2. Public Comment
3. Review, Discussion, and Possible Action on the following items for the 2020 Fair:
 - A. Wednesday-Sunday Special Events Entertainment
 1. Fireworks Contract
 2. Schnell Bros – Tractor Pull Contract
 3. Casady's Critters Contract
 4. Horse Pullers Contract
 - B. Convention Ideas
4. Other Fair Projects and Issues Update – No Action
5. Adjourn

Date: November 5, 2019

Rob Voss, SUB-COMMITTEE CHAIRPERSON
By: Gerard Neuser, Public Works Director

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**MINUTES of EXPO-ICE CENTER BOARD MEETING
ENTERTAINMENT AND VENDORS SUBCOMMITTEE**

Held Wednesday, November 13, 2019

Location: Expo Office – 4921 Expo Drive, Manitowoc

Present: R. Voss, L. Taylor, D. Gauger, J. Zipperer, D. Newberg,
M. Lentz, R. Zipperer, D. Fitzgerald, R. Kohlbeck

**Other Expo-Ice
Center Board**

Members Present: J. Vetting, D. Pollen, B. Cavanaugh, J. Janowski, M. Plate,
K. Behnke, J. Hawig, T. Dvorak

Absent & Excused: K. Potter
Absent:

Called to Order Meeting called to order – 6:15pm

Minutes Minutes were reviewed from the previous meeting. Motion was made by Gauger, seconded by R. Zipperer to approve the minutes. Motion carried unanimously.

Public Comment Committee chairperson called for public input three times. No public input given.

Review, Discussion, and Possible Action on the following items for the 2020 Fair:

A. *Wednesday-Sunday Special Events Entertainment*

1. *Fireworks Contract*

Motion was made by R. Zipperer, seconded by J. Zipperer to recommend approval to the board the Fireworks Contract. Motion carried unanimously.

2. *Schnell Bros – Tractor Pull Contract*

Motion was made by R. Zipperer, seconded by Taylor to recommend approval to the board the Schnell Bros Tractor Pull Contract. Motion carried unanimously.

3. *Casady's Critters Contract*

Motion was made by R. Zipperer, seconded by Taylor to recommend approval to the board the Casady's Critters Contract with a follow up with Casady's Critters regarding issues on cleanliness. Motion carried unanimously.

4. *Horse Pullers Contract*

Motion was made by Taylor, seconded by J. Zipperer to recommend approval to the board the Horse Pullers Contract. Motion carried unanimously.

B. *Convention Ideas*

Discussion on seeking entertainment at the upcoming convention.

Other Fair Projects and Issues Update – No Action

No report.

Adjournment

Motion made by J. Zipperer, seconded by Gauger to adjourn at 6:29pm. Motion carried unanimously.

Minutes taken by Shelton

Signed by Taylor



MANITOWOC COUNTY
EXPO and ICE CENTER BOARD
MEETING NOTICE

DATE: December 11, 2019
TIME: 7:00 p.m.
PLACE: Expo Office – 4921 Expo Drive, Manitowoc

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered:

1. Regular business
 - A. Pledge of Allegiance
 - B. Roll Call
 - C. Previous Minutes
2. Public Comment
3. Review, Discussion, and Possible Action on Sub Committee Recommendations
 - A. FINANCE SUB-COMMITTEE:
 1. Soda RFP; 2020 Fair Budget
 - B. OPERATIONS SUB-COMMITTEE:
 1. Market Animal Committee Meeting Update; Ice Center Operations Update; Working Group Updates-Brew Competition; Dairy Cattle (Ice Center) Show Ring; Education & Outreach; Teeny Weeny Donut Contest; Celebrity Cream Puff Eating Contest; Fairest of the Fair-Convention 2020-Convention Auction Item
 - C. ENTERTAINMENT/VENDORS SUB-COMMITTEE:
 1. No Committee Meeting-Committee Update
 - D. PARKING/SECURITY SUB-COMMITTEE:
 1. No Committee Meeting-Committee Update
4. Review, Discussion, and Possible Action 2020 Fair Matters
 - A. Fair Update
5. Comptroller's Financial Report – Review; Capital Projects Update
6. Update and Possible Action on Other Fair, Expo Buildings and Grounds Projects and Issues
 - A. Expo-Ice Center Board Appointment Recommendation
 - B. WI Association of Fairs Convention – Registration – Theme – Centerpiece
 - C. Rummage-A-Rama – December 14; Volunteer Sign Up
 - D. Expo-Ice Center Month Events; Expo Grounds Update
7. Adjourn

Date: December 3, 2019

Jerome Vetting, BOARD CHAIRPERSON
By: Gerard Neuser, Public Works Director

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MINUTES of EXPO-ICE CENTER BOARD MEETING

Held Wednesday, December 11, 2019

Location: Expo Merchant's Building – 4921 Expo Drive, Manitowoc WI

Present: J. Vetting, D. Pollen L. Taylor, R. Voss, D. Gauger, B. Cavanaugh, J. Hawig, M. Lentz, R. Kohlbeck, T. Dvorak, R. Zipperer, K. Behnke, D. Fitzgerald, J. Janowski, D. Newberg, M. Bratt

County Board

Supervisors

Present:

Absent & Excused: M. Plate, J. Zipperer, B. Herr, B. Blatz, K. Potter

Absent:

Pledge of Allegiance

Called to Order Meeting called to order – 7:00pm.

Minutes Minutes were reviewed from the previous meetings. Motion was made by Gauger, seconded by Hawig, to approve the previous meeting minutes. Motion carried unanimously.

Public Comment Board Chair called for public comment three times. No public comment given.

Review & Act on Subcommittee Recommendations:

A. Finance Subcommittee

1. Soda RFP; 2020 Fair Budget

Behnke reported on the Soda RFP from Coca-Cola, Lakeside Pepsi noting that a proposal was not submitted by 7-Up. Motion was made by Behnke, seconded by Voss to recommend approval Coca-Cola Soda RFP. Motion carried unanimously.

B. Operations Subcommittee

1. Market Animal Committee Meeting Update; Ice Center Operations Update; Working Group Updates-Brew Competition; Dairy Cattle (Ice Center) Show Ring; Education & Outreach; Teeny Weeny Donut Contest; Celebrity Cream Puff Eating Contest; Fairest of the Fair Update- Convention 2020-Convention Auction Item

Discussion included all working groups are doing well and preparing for the state fairest competition as well as the 2020 Manitowoc County Fairest of the Fair competition.

C. Entertainment/Vendors Subcommittee:

1. No committee Meeting-Committee Update

Voss reported on the entertainment spreadsheet and potential entertainment to seek during the convention.

D. Parking/Security Subcommittee:

1. No Committee Meeting; Committee Update

No report. Potential meeting in January or February.

Review, Discussion and Possible Action on 2020 Fair Matters

A. Fair Update

Shelton reported on the new fair announcement program that will be implemented and live for the 2020 fair noting that recordings can be preset and broadcast during the week of fair.

Comptroller's Financial Report – Review; Capital Projects Update

Neuser reported on the Financial Report and the Capital Budget report provided in the board packet.

Update and Possible Action on Other Fair, Expo Buildings, and Grounds Projects and Issues

A. Expo-Ice Center Board Appointment Recommendation

Motion was made by R. Zipperer, seconded by Hawig to recommend approval to the county executive the Expo-Ice Center Board Appointment recommendations. Motion carried unanimously.

B. WI Association of Fairs Convention – Registration – Theme - Centerpiece

Picture was distributed of the centerpiece for convention.

C. Rummage-A-Rama – December 14; Volunteer Sign Up

Volunteer signup sheet distributed.

D. Expo-Ice Center Month Events; Expo Grounds Update

Shelton gave a report on the upcoming events.

Adjournment

Motion was made by Janowski, seconded by Taylor to adjourn at 7:39pm. Motion carried unanimously.

Minutes taken by Shelton

Signed by Bratt



MANITOWOC COUNTY
EXPO-ICE CENTER BOARD
Finance Sub-Committee
MEETING NOTICE

DATE: December 11, 2019
TIME: 6:30 p.m.
PLACE: Expo Office – 4921 Expo Drive, Manitowoc

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered at the meeting:

1. Regular Business
 - A. Roll Call
 - B. Previous Minutes
2. Public Comment
3. Review, Discussion, and Possible Action on the following items for the 2020 Fair:
 - A. Soda RFP
 - B. 2020 Fair Budget
4. Update and Possible Action on Other Fair Operation Projects and Issues
5. Adjourn

Date: December 3, 2019

Kevin Behnke, SUB-COMMITTEE CHAIRPERSON
By: Gerard Neuser, Public Works Director

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**MINUTES of EXPO-ICE CENTER BOARD MEETING
FINANCE SUBCOMMITTEE**

Wednesday, December 11, 2019

Location: Expo Office – 4921 Expo Drive, Manitowoc

Present: K. Behnke, J. Janowski, B. Cavanaugh, D. Gauger, M. Bratt, D. Pollen, R. Kohlbeck

**Other Expo-Ice
Center Board**

Members Present: J. Vetting, R. Voss, J. Hawig, D. Fitzgerald, M. Lentz

Absent & Excused: M. Plate

Absent:

Called to Order Meeting called to order – 6:30pm.

Minutes Minutes were reviewed from the previous meeting. Motion was made Gauger, seconded by Cavanaugh to approve the minutes. Motion carried unanimously.

Public Comment Board Chairperson called for public comment three times. No public input given.

Review, Discussion, and Possible Action on the following items for the 2020 Fair:

A. Soda RFP

Behnke reported on the two proposals received; Coca-Cola and Lakeside Pepsi and a decline letter from 7-Up. Behnke reviewed each proposal: Lakeside Pepsi would offer containers and \$2,000 fair sponsorship and Coca-Cola would offer coolers (like used at previous fairs) and \$3,000 fair sponsorship. Motion was made by Kohlbeck, seconded by Bratt to recommend approval to the Expo-Ice Center Board the three year Coca-Cola RFP. Motion carried unanimously.

B. 2020 Fair Budget

No update.

Update and Possible Action on Other Fair Operation Projects and Issues

Discussion to have staff prepare an Entertainment Budget.

Adjourn

Motion made by Bratt, seconded by Janowski to adjourn at 6:49pm. Motion carried unanimously.

Minutes taken by Shelton

Signed by Bratt