



MANITOWOC COUNTY PUBLIC WORKS COMMITTEE MEETING NOTICE

DATE: February 13, 2019
TIME: 4:30 p.m.
PLACE: Manitowoc County Public Health Building
1028 South 9th Street, Manitowoc
Conference Room 207

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

1. Regular Business – Review and possible Action
 - a. Roll Call
 - b. Previous Minutes
 - c. Donation Reports
 - d. Ethics Code Reports
2. Public Comment
3. SOLID WASTE & RECYCLING DIVISION – Discussion and possible action on the following items:
 - a. Recycling and Solid Waste Programs
 - b. Two Rivers Compost Site- Update
 - c. 2019 Capital Equipment Purchases – Update
 - d. 2019 Solid Waste & Recycling Agreements – Update
 - e. Future of Solid Waste Advisory Committee
4. BUILDINGS AND GROUNDS DIVISION – Discussion and possible action on the following items:
 - a. In Rem Property Sales
 - b. Law Enforcement Center CCTV System Upgrade: Final Pay Request
 - c. 2019 Capital Projects – Update
 - d. Disposal of Surplus Personal Property – (timeclocks and other items of de minimis value)
 - e. DPW Staffing review
 - f. “Hecker & Viebahn” Property Sale.

The Committee may convene in closed session pursuant to Wis. Stat. Sec. 19.85 (1) (e) to deliberate or negotiate the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Specifically, the meeting may require a closed session in order to deliberate or negotiate regarding the sale of certain Manitowoc County owned real property located in the county of Manitowoc for bargaining reasons.

No action will be taken in closed session.

If the Committee convenes in closed session, it will reconvene in open session.

5. COMMUNICATIONS DIVISION – Discussion and possible action on the following items:
 - a. Report on activities by Public Works Director Gerry Neuser
6. INFORMATION SERVICES DEPARTMENT
 - a. Operations / Projects – Update by I.S. Manager Kody Burg
7. EXPO/FAIR/ICE CENTER DIVISION – Discussion and possible action on the following items:
 - a. Report on activities by Facility manager Jennell Shelton
 - b. 2019 Expo/Ice Center Capital Projects - Update
 - c. Comptroller’s Expo Special Revenue Fund Report
8. Adjourn Public Works Committee

Date: February 5, 2019

Rick Gerroll, 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 committee, 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 PUBLIC WORKS COMMITTEE

Held Wednesday, February 13, 2019

Location: Manitowoc County Public Health Building, Conference Room 207, 1028 South 9th St, Manitowoc

Present: Supervisors R. Gerroll, D. Dyzak, C. Hoffman, D. Gauger, D. Zimmer

Other County Board

Members Present: Supervisor J. Falkowski

Absent & Excused:

Called to Order The meeting was called to order at 4:30 pm by the Committee Chairperson.

Minutes Minutes were reviewed from the previous Committee meeting after which a motion was made by Gauger, seconded by Hoffman to approve the public works committee meeting minutes as submitted. Motion carried unanimously.

**Donations/
Spreadsheets** No donation trackers were submitted for approval.

Ethics Code Reports Ethics Code reports were submitted for approval. Motion was made by Dyzak, seconded by Gauger to approve the Ethics Code report. Motion carried unanimously.

Public Comment Maura Yost provided public comment.

SOLID WASTE & RECYCLING DIVISION – Discussion and possible action on the following items: Recycling and Solid Waste Programs

Neuser reported on the Recycling and Solid Waste Programs and markets as included in the committee packet noting an estimated savings of \$739,000 by the county's municipalities as a result of our Master Agreement with Waste Management/Ridgeview Landfill., markets were stable, and the year 2018 ended with a surplus in the recycling activity.

Two Rivers Compost Site – Update

Scott Ahl, City Engineer, attended the meeting and gave brief comment and it was affirmed that the County will be operating the Two Rivers compost site through April 2019, which is the end of the current lease. Neuser added that at this time, the lessor has not notified the County that they will be terminating the agreement and at this time, it is the county's intention to keep operating at the current location until some type of partnership can be worked out with the City of Two Rivers.

2019 Capital Equipment Purchases – Update

Neuser reported on the 2019 Capital Equipment purchases including the main incline conveyor which has increased efficiency and safety. Neuser added that a new skidsteer will be delivered soon and finalizing the fork lift purchase details, which are all part of the approved capital budget.

2019 Solid Waste & Recycling Agreements – Update

Neuser reported that the new Master Solid Waste Agreement with Waste Management is still being negotiated with slow progress being made. Neuser added that the Solid Waste & Recycling agreements with all the county's municipalities will follow immediately upon completion of the Master Agreement.

Future of Solid Waste Advisory Committee

Neuser reported on the Future of the Solid Waste Advisory committee noting the 1983 resolution provided in the committee packet. Neuser added that the advisory committee was created when the county was anticipating the construction and ownership of a landfill. Discussion on dissolution of this committee ensued, which included the Town of Franklin representative on the Solid Waste Advisory Committee commenting in support of dissolution. Motion was made by Zimmer, seconded by Hoffman to recommend dissolution of the Solid Waste Advisory Committee and directed the public works director to work with the corporation counsel on the proper procedure to accomplish the dissolution. Motion carried unanimously.

BUILDING AND GROUNDS DIVISION – Discussion and Possible Action on the Following Items:

In Rem Property Sales

Gerroll reported on the In Rem Property sales responsibility noting his attendance at the previous Finance committee meeting noting that it is now the consensus of the Finance committee to continue to keep In-Rem Property sales under their purview. This item will be removed from future agendas. Discussion.

Law Enforcement Center CCTV System Upgrade; Final Pay Request

Breit reported on the final completion of the Law Enforcement Center CCTV System upgrade project. Breit presented the final pay request of \$23,487 for approval. Motion was made by Dyzak, seconded by Gauger to approve the final pay request for \$23,487. Motion carried unanimously.

2019 Capital Projects

Neuser reported on the 2019 Capital Projects noting that the projects are currently in the bidding phase and bids are due in March. Neuser added that bids will be reviewed and awarded by the committee at their March meeting

Disposal of Surplus Personal Property – (timeclocks and other items of de minimis value)

Neuser reported on Disposal of Surplus Personal Property including items of de minimis value, and a current request to purchase the county's obsolete timeclocks for \$800. Neuser gave a brief explanation of the current process of larger valued items which are placed on the public works committee agenda for approval and items with little to no value being disposed of by the public works director in whatever means serves the best interest of the county. Discussion. Motion was made by Hoffman, seconded by Gauger to sell the timeclocks at \$800 total. Motion carried unanimously. Consensus of the committee to continue to give the public works director the authority to dispose of items with de minimis value at the best interest of the county.

DPW Staffing Review

Neuser reported on the organizational chart provided in the committee packet.

Hecker & Viebahn Property Sale

Motion was made by Gauger, seconded by Dyzak to enter into close session at 5:00pm. Motion carried unanimously.

Motion was made by Gauger, seconded by Dyzak to enter into open session at 5:13pm. Motion carried unanimously.

Motion was made by Zimmer, seconded by Hoffman to counteroffer the Hecker & Viebahn property at the appraised value. Motion carried unanimously.

**COMMUNICATIONS DIVISION – Discussion and Possible Action on the Following Items:
Report on Activities by Public Works Director Gerry Neuser**

Neuser reported on the following:

- The Microwave Redundancy project is 100% complete
- The T1-to-Ethernet conversion Project at the radio towers to begin in late March.
- Major Motorola Upgrade will happen in September/October – planning phases started.

INFORMATION SERVICES DEPARTMENT

Operations/Projects – Update

Neuser reported on the following:

- Disaster Recovery Site update – will be complete in the second quarter of this year.
- Human Services MyAvatar Project – currently at 20% complete and will be completed by the end of year.
- Aegis Law Enforcement System – message switch replacement project will be happening soon – waiting on the vendor.
- New Security Event & Incident Management (SEIM) Tool to be installed this year.
- Social Media Archive Project is being implemented which will record and archive all county-run social media.
- Windows 10 upgrade project currently 67% completed, with full completion by end of year.

**EXPO/FAIR/ICE CENTER DIVISION – Discussion and Possible Action on the Following Items:
Report on Activities by Facility Manager Jennell Shelton**

Shelton reported on upcoming events, fair related matters, and other Expo related matters.

2019 Expo/Ice Center Capital Projects – Update

Neuser reported on the 2019 Expo-Ice Center Capital projects with bids due in March and other equipment already purchased as part of the approved budget. **Comptroller's Expo Special Revenue Fund Report**

Neuser reported on the Expo Special Revenue Fund provided in the committee packet.

Adjournment

Motion was made by Hoffman, seconded by Zimmer to adjourn the meeting at 5:26pm. Motion carried unanimously

Minutes taken by Shelton

Signed by Zimmer



MANITOWOC COUNTY

PUBLIC WORKS COMMITTEE

MEETING NOTICE

DATE: March 13, 2019
TIME: 4:30 p.m.
PLACE: Manitowoc County Public Health Building
1028 South 9th Street, Manitowoc
Conference Room 207

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

1. Regular Business – Review and possible Action
 - a. Roll Call
 - b. Previous Minutes
 - c. Donation Reports
 - d. Ethics Code Reports
2. Public Comment
3. SOLID WASTE & RECYCLING DIVISION – Discussion and possible action on the following items:
 - a. Recycling and Solid Waste Programs
 - b. Two Rivers Compost Site- Update
 - c. 2019 Capital Equipment Purchases – Update
 - d. 2019 Solid Waste & Recycling Agreements – Update
 - e. Resolution Dissolving the Solid Waste Management Advisory Committee
 - f. Proclamation and Recognition of Harvey Jannette and Donna Kieckbusch for their years of service on Advisory Committee
4. BUILDINGS AND GROUNDS DIVISION – Discussion and possible action on the following items:
 - a. Bid Results LEC HVAC Units
 - b. Ash tree removal projects
 - c. Request to install educational garden at UW-Manitowoc / Office Complex
 - d. “Hands Around the Courthouse” Ground Use Permit
 - e. Sheriff’s Department Association Ground Use Permit
 - f. “Hecker & Viebahn” Property Sale.

The Committee may convene in closed session pursuant to Wis. Stat. Sec. 19.85 (1) (e) to deliberate or negotiate the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Specifically, the meeting may require a closed session in order to deliberate or negotiate regarding the sale of certain Manitowoc County owned real property located in the county of Manitowoc for bargaining reasons.

No action will be taken in closed session.

If the Committee convenes in closed session, it will reconvene in open session.
5. COMMUNICATIONS DIVISION – Discussion and possible action on the following items:
 - a. Report on activities by Public Works Director Gerry Neuser
6. INFORMATION SERVICES DEPARTMENT
 - a. Operations / Projects – Update by I.S. Manager Kody Burg
7. EXPO/FAIR/ICE CENTER DIVISION – Discussion and possible action on the following items:
 - a. Report on activities by Facility manager Jennell Shelton
 - b. Bid Results Ice Center HVAC
 - c. Bid Results Expo Bleachers and Site Improvements (Parking Lot Construction)
 - d. “Fairest of the Fair” Proclamation
 - e. Comptroller’s Expo Special Revenue Fund Report
8. Adjourn Public Works Committee

Date: March 4, 2019

Rick Gerroll, 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 committee, 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 PUBLIC WORKS COMMITTEE

Held Wednesday, March 13, 2019

Location: Manitowoc County Public Health Building, Conference Room 207, 1028 South 9th St, Manitowoc

Present: Supervisors R. Gerroll, D. Dyzak, C. Hoffman, D. Gauger, D. Zimmer

Other County Board

Members Present: Supervisor J. Brey, Supervisor James Falkowski, Corporation Counsel Peter Conrad

Absent & Excused:

Called to Order The meeting was called to order at 4:30 pm by the Committee Chairperson.

Minutes Minutes were reviewed from the previous Committee meeting after which a motion was made by Dyzak, seconded by Gauger to approve the public works committee meeting minutes as submitted. Motion carried unanimously.

Donation Reports Donation reports were submitted for approval. Motion was made by Hoffman, seconded by Gauger to approve the Donations reports as submitted. Motion carried unanimously.

Ethics Code Reports Ethics Code reports were submitted for approval. Motion was made by Gauger, seconded by Dyzak to approve the Ethics Code report. Motion carried unanimously.

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

SOLID WASTE & RECYCLING DIVISION – Discussion and possible action on the following items:

Recycling and Solid Waste Programs

Neuser reported on the Recycling and Solid Waste Programs and markets as included in the committee packet noting markets are steady.

Two Rivers Compost Site – Update

No report.

2019 Capital Equipment Purchases – Update

Neuser reported on the 2019 Capital Equipment purchases noting that all purchases are complete with the exception of the front end loader.

2019 Solid Waste & Recycling Agreements – Update

Neuser reported that the new Master Solid Waste Agreement with Waste Management that expires on April 30, 2019. Neuser added that the agreement has been in the review phase since December 2017 with a handful of issues still outstanding, with the most significant being an indemnification issue. Peter Conrad, corporation counsel, added that the indemnification provision is necessary to relieve any liability on the county and without the provision the county would not be able to enter into an agreement. Neuser added that without the agreement, each municipality would have to work out an individual agreement with Waste Management and be billed directly. The next conference call with Waste Management is scheduled for March 14, 2019. Discussion.

Resolution Dissolving the Solid Waste Management Advisory Committee

Motion was made by Zimmer, seconded by Gauger to recommend approval to the county board the Resolution Dissolving the Solid Waste Management Advisory Committee. Motion carried unanimously.

Proclamation and Recognition of Harvey Jannette and Donna Kieckbusch for Their Years of Service on Advisory Committee

Motion was made by Dyzak, seconded by Hoffman to recommend approval to the county board the Proclamation and Recognition of Harvey Jannette and Donna Kieckbusch for their years of service on the Advisory Committee. Motion carried unanimously.

BUILDING AND GROUNDS DIVISION – Discussion and Possible Action on the Following Items:

Bid Results LEC HVAC Units

Building & Grounds Supervisor Craig Breit reported on the Bid Results for the Manitowoc County Law Enforcement Center Rooftop HVAC unit noting that there were seven potential bidders that had taken out bidding documents, with only one bid being submitted by Schaus Roofing & Mechanical Contractors, Inc. for \$93,035 which was well under the approved budgeted amount. Breit explained that a Change Order to replace a small air handling unit in the basement will be added to this contract now that we know the cost of the rooftop unit, and the total overall cost will not exceed the budgeted amount for this project. Motion was made by Zimmer, seconded by Hoffman to approve Schaus Roofing and Mechanical Contractors, Inc., bid for \$93,035. Motion carried unanimously.

Ash Tree Removal Projects

Neuser reported on the Ash Tree Removal Projects noting that the public works department manages three timber stands and will be working with a Forester on harvesting of the Ash Trees while they still have value. Neuser added that the locations are at Recycling, Expo, and Hecker & Viebahn.

Request to Install Educational Garden at UW-Manitowoc/Office Complex

Breit reported on the Request to Install Educational Gardens at the UW-Manitowoc/Office Complex proposed by the Office Extension for educational purposes. Breit reviewed the proposed sites included in the committee packet. Motion was made by Hoffman, seconded by Gauger to approve the Request to Install Educational Gardens at UW-Manitowoc/Office Complex. Motion carried unanimously.

“Hands Around the Courthouse” Ground Use Permit

Neuser reported on the annual request for “Hands Around the Courthouse” Ground Use Permit by Lakeshore Community Action Program included in the committee packet. Motion was made by Dyzak, seconded by Zimmer to approve the “Hands Around the Courthouse” Ground Use Permit. Motion carried unanimously.

Sheriff’s Department Association Ground Use Permit

Neuser reported on the Sheriff’s Department Association Courthouse Ground Use Permit for a new event, an Easter Egg Hunt, inside the courthouse. Neuser added all appropriate documentation was completed including the application, application fee, and insurance certificate submitted. Motion was made by Gauger, seconded by Hoffman to approve the Sheriff’s Department Association Ground Use Permit for the Easter Egg Hunt to be held inside the courthouse rotunda. Motion carried unanimously.

Hecker & Viebahn Property Sale

No report.

COMMUNICATIONS DIVISION – Discussion and Possible Action on the Following Items:

Report on Activities by Public Works Director Gerry Neuser

Neuser reported on the following:

- Currently in Step 2 of changing copper prime trunk lines to internet trunk lines which will provide greater internet and telephone bandwidth at less cost than the existing trunks. This project should be completed by Quarter 4 of this year.
- IP Conversion from T-1 equipment has been delivered and scheduled to begin in spring.
- Motorola public safety radio upgrade to begin later in the year.

INFORMATION SERVICES DEPARTMENT

Operations/Projects – Update by I.S. Manager Kody Burg

Burg reported on the following:

- My Avatar Project was signed in 2015 and since the I.S. division merged with the public works department, it was discovered that the project needed to start over as the My Avatar project was nowhere near completion and what was done to date was configured incorrectly. The project is now scheduled to be completed by the end of the year and is currently at thirty percent completion.

EXPO/FAIR/ICE CENTER DIVISION – Discussion and Possible Action on the Following Items: Report on Activities by Facility Manager Jennell Shelton

Shelton reported on upcoming events, fair related matters, and other Expo related matters.

Bid Results Ice Center HVAC

Neuser reported on the Manitowoc County Ice Center Rooftop HVAC bid results included in the committee packet noting that there were seven potential bidders that had taken out bidding documents, with only one bid being submitted by Schaus Roofing & Mechanical Contractors, Inc. for \$41,770 which was under the approved budgeted amount. Motion was made by Hoffman, seconded by Dyzak to approve the Schaus Roofing & Mechanical Contractors, Inc., bid of \$41,770. Motion carried unanimously.

Bid Results Expo Bleachers and Site Improvements (Parking Lot Construction)

Neuser reported on the Manitowoc County Expo Purchase of Permanent and Transportable Bleacher Unit bid results included in the committee packet noting that there were four bids received with staff and Expo-Ice Center Board recommendation to accept the bid of the low bidder, GT Grandstands. Motion was made by Zimmer, seconded by Hoffman to approve the GT Grandstands bid \$132,222 to include one permanent 1200 capacity seating bleacher and four portable bleacher units. Motion carried unanimously.

Neuser reported on the Manitowoc County Expo Site Improvements Construction bid results provided at the committee meeting noting that there were three bids received with staff recommendation of the low bidder, Vinton Construction. Motion was made by Gauger, seconded Dyzak to approve the Vinton Construction bid of \$218,488.25. Motion carried unanimously.

“Fairest of the Fair” Proclamation

Motion was made by Dyzak, seconded by Gauger to recommend approval to the county board the Fairest of the Fair proclamation. Motion carried unanimously.

Comptroller's Expo Special Revenue Fund Report

Neuser reported on the Expo Special Revenue Fund provided in the committee packet.

Adjournment

Motion was made by Dyzak, seconded by Zimmer to adjourn the meeting at 5:11pm. Motion carried unanimously

Minutes taken by Shelton

Signed by Zimmer



MANITOWOC COUNTY

PUBLIC WORKS COMMITTEE

MEETING NOTICE

DATE: April 10, 2019
TIME: 4:30 p.m.
PLACE: Manitowoc County Public Health Building
1028 South 9th Street, Manitowoc
Conference Room 207

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

1. Regular Business – Review and possible Action
 - a. Roll Call
 - b. Previous Minutes
 - c. Donation Reports
 - d. Ethics Code Reports
2. Public Comment
3. SOLID WASTE & RECYCLING DIVISION – Discussion and possible action on the following items:
 - a. Recycling and Solid Waste Programs
 - b. Two Rivers Compost Site- Update
 - c. 2019 Solid Waste & Recycling Agreements – Update
 - d. Request for Clean Sweep Volunteers Meal
4. BUILDINGS AND GROUNDS DIVISION – Discussion and possible action on the following items:
 - a. Bid Results MCOC Water Main / Storm Sewer Laterals
 - b. 2019 Capital Projects Report
 - c. “Hecker & Viebahn” Property Sale
The Committee may convene in closed session pursuant to Wis. Stat. Sec. 19.85 (1) (e) to deliberate or negotiate the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Specifically, the meeting may require a closed session in order to deliberate or negotiate regarding the sale of certain Manitowoc County owned real property located in the county of Manitowoc for bargaining reasons.

No action will be taken in closed session.

If the Committee convenes in closed session, it will reconvene in open session.
5. COMMUNICATIONS DIVISION – Discussion and possible action on the following items:
 - a. Report on activities by Public Works Director Gerry Neuser
6. INFORMATION SERVICES DEPARTMENT
 - a. Operations / Projects – Update by I.S. Manager Kody Burg
7. EXPO/FAIR/ICE CENTER DIVISION – Discussion and possible action on the following items:
 - a. Report on activities by Facility manager Jennell Shelton
 - b. 2019 Capital Projects Report
 - c. Comptroller’s Expo Special Revenue Fund Report
8. Adjourn Public Works Committee

Date: April 1, 2019

Rick Gerroll, 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 committee, 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 PUBLIC WORKS COMMITTEE

Held Wednesday, April 10, 2019

Location: Manitowoc County Public Health Building, Conference Room 207, 1028 South 9th St, Manitowoc

Present: Supervisors R. Gerroll, D. Dyzak, C. Hoffman, D. Gauger, D. Zimmer

**Other County Board
Members Present:**

Absent & Excused:

Called to Order The meeting was called to order at 4:30 pm by the Committee Chairperson.

Minutes Minutes were reviewed from the previous Committee meeting after which a motion was made by Gauger, seconded by Zimmer to approve the public works committee meeting minutes as submitted. Motion carried unanimously.

Donation Reports Donation reports were submitted for approval. Motion was made by Hoffman, seconded by Gauger to approve the Donations reports as submitted. Motion carried unanimously.

Ethics Code Reports Ethics Code reports were submitted for approval. Motion was made by Hoffman, seconded by Gauger to approve the Ethics Code report. Motion carried unanimously.

Public Comment Marlee Meulemans, 2019 Manitowoc County Fairest of the Fair, provided a short bio and reported on her attendance at upcoming parades.

SOLID WASTE & RECYCLING DIVISION – Discussion and possible action on the following items:

Recycling and Solid Waste Programs

Neuser reported on the Recycling and Solid Waste Programs and markets as included in the committee packet noting markets are steady. Neuser reviewed the charts with detailed explanations.

Two Rivers Compost Site – Update

Neuser reported on the recently signed five year lease with June Pasch adding that there are still discussions with the City of Two Rivers. Neuser noted that there is an “opt out” clause in the agreement for both parties. Discussion included the lease cost of \$660 per month, which is a zero dollar increase from the previous lease.

2019 Solid Waste & Recycling Agreements – Update

Neuser reported on the 3/28 meeting with the County’s municipalities regarding the new Solid Waste and Recycling Agreements, copies of which were included in the committee packet. Discussion.

Request for Clean Sweep Volunteers Meal

Motion was made by Gauger, seconded by Zimmer to approve the request for the Clean Sweep Volunteers Meal for the upcoming Clean Sweep event. Motion carried unanimously.

BUILDING AND GROUNDS DIVISION – Discussion and Possible Action on the Following Items:

Bid Results MCOC Water Main/Storm Sewer Laterals

Neuser reported on the Manitowoc County Office Complex Water Main/Sewer Laterals bid opening that occurred on April 9 with bid recording sheet distributed at the committee meeting. Neuser noted that four bids were received and all over the budgeted amount of \$40,000. Neuser added that other projects are coming in under budget that will offset the over budget project. Neuser recommended the low bidder Alfson Excavating at \$61,600. Motion was made by Dyzak, seconded by Hoffman to approve the low bidder Alfson Excavating at \$61,600. Motion carried unanimously.

2019 Capital Projects Report

Breit provided a brief report on the 2019 Capital projects highlighting the large HVAC and elevator projects at the Law Enforcement Center.

Hecker & Viebahn Property Sale

Gerroll reported on the meeting with corporation counsel, Mayor Justin Nickels, Jim Brey, Gerry Neuser, and two additional City of Manitowoc personnel noting that the City of Manitowoc expressed interest in the Hecker and Viebahn property at the appraised value. Gerroll reported on the offer to purchase from Land Ho Inc. for \$10,000. Motion was made by Gauger, seconded by Zimmer to reject the offer to purchase from Land Ho Inc. Motion carried unanimously.

COMMUNICATIONS DIVISION – Discussion and Possible Action on the Following Items:

Report on Activities by Public Works Director Gerry Neuser

Neuser reported on the following:

- T1 to Ethernet is projected to be complete in May along with a new microwave hop to the St. Nazianz Highway Shop.
- Contracts to convert the phone and internet incoming service with AT&T to SIP Trunking have been signed. This project will be implemented in late summer or fall and will put the phone system on a fully IP platform, and will increase the internet bandwidth 100-fold.

INFORMATION SERVICES DEPARTMENT

Operations/Projects – Update by I.S. Manager Kody Burg

Burg reported on the following:

- All projects currently on track.
- April 1 rolled out newsletter that will run quarterly with different learning topics.
- MyAvatar Implementation – attended Human Services Board meeting and provided update which was well received.

EXPO/FAIR/ICE CENTER DIVISION – Discussion and Possible Action on the Following Items:

Report on Activities by Facility Manager Jennell Shelton

Shelton reported on upcoming events, fair related matters, and other Expo related matters.

2019 Capital Projects Report

Shelton reported on 2019 Capital Projects.

Comptroller's Expo Special Revenue Fund Report

Neuser reported on the Expo Special Revenue Fund provided in the committee packet.

Adjournment

Motion was made by Zimmer, seconded by Hoffman to adjourn the meeting at 5:07pm. Motion carried unanimously

Minutes taken by Shelton

Signed by Zimmer



MANITOWOC COUNTY PUBLIC WORKS COMMITTEE MEETING NOTICE

DATE: May 8, 2019
TIME: 4:30 p.m.
PLACE: Manitowoc County Public Health Building
1028 South 9th Street, Manitowoc
Conference Room 207

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

1. Regular Business – Review and possible Action
 - a. Roll Call
 - b. Previous Minutes
 - c. Donation Reports
 - d. Ethics Code Reports
2. Public Comment
3. SOLID WASTE & RECYCLING DIVISION – Discussion and possible action on the following items:
 - a. Recycling and Solid Waste Programs
 - b. Two Rivers Compost Site - Update
 - c. 2019 Solid Waste & Recycling Agreements - Update
 - d. Clean Sweep Program - Update
 - e. Ridgeview Landfill Customer Notice
 - f. Agricultural Plastic - Request for Funding
 - g. Wilson Jr. High School - Soil Donation Request
4. BUILDINGS AND GROUNDS DIVISION – Discussion and possible action on the following items:
 - a. 2019 Capital Projects Report.
 - b. “Hecker & Viebahn” Property Sale.

The Committee may convene in closed session pursuant to Wis. Stat. Sec. 19.85 (1) (e) to deliberate or negotiate the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Specifically, the meeting may require a closed session in order to deliberate or negotiate regarding the sale of certain Manitowoc County owned real property located in the county of Manitowoc for bargaining reasons.

No action will be taken in closed session.

If the Committee convenes in closed session, it will reconvene in open session.
5. COMMUNICATIONS DIVISION – Discussion and possible action on the following items:
 - a. Report on activities by Public Works Director Gerry Neuser
6. INFORMATION SERVICES DEPARTMENT
 - a. Operations / Projects – Update by I.S. Manager Kody Burg
7. EXPO/FAIR/ICE CENTER DIVISION – Discussion and possible action on the following items:
 - a. Report on activities by Facility manager Jennell Shelton
 - b. 2019 Capital Projects Report
 - c. Comptroller’s Expo Special Revenue Fund Report
8. Adjourn Public Works Committee

Date: April 29, 2019

Rick Gerroll, 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 committee, 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 PUBLIC WORKS COMMITTEE

Held Wednesday, May 8, 2019

Location: Manitowoc County Public Health Building, Conference Room 207, 1028 South 9th St, Manitowoc

Present: Supervisors R. Gerroll, C. Hoffman, D. Gauger

**Other County Board
Members Present:**

Absent & Excused: D. Dyzak, D. Zimmer

Called to Order The meeting was called to order at 4:30 pm by the Committee Chairperson.

Minutes Minutes were reviewed from the previous Committee meeting after which a motion was made by Hoffman, seconded by Gauger to approve the public works committee meeting minutes as submitted. Motion carried unanimously.

Donation Reports Donation reports were submitted for approval. Motion was made by Gauger, seconded by Hoffman to approve the Donations reports as submitted. Motion carried unanimously.

Ethics Code Reports No Ethics Code reports were submitted for approval.

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

SOLID WASTE & RECYCLING DIVISION – Discussion and possible action on the following items: Recycling and Solid Waste Programs

Neuser reported on the Recycling and Solid Waste Programs and markets as included in the committee packet noting markets are steady.

Two Rivers Compost Site – Update

Neuser reported on the recently signed five year lease with June Pasch noting that there is an “opt out” clause in the agreement for both parties.

2019 Solid Waste & Recycling Agreements – Update

Neuser reported on the Signed Master Solid Waste Disposal Agreement with Waste Management Inc., the new MRF Operations Agreement with Ascend Services (formerly Holiday House), and new Two Rivers compost agreement which all have the same sunset date. Neuser added that sixteen municipalities have signed the Solid Waste and Recycling agreements which includes the City of Manitowoc, and that staff is currently waiting on City of Two Rivers to return the signed agreement.

Clean Sweep Program – Update

Neuser reported on the upcoming Clean Sweep program set for the May 17 and May 18 with flyers included in the committee packet.

Ridgeview Landfill Customer Notice

Neuser reported on the posted Ridgeview Landfill Customer Notice included in the committee packet noting that Waste Management has unilaterally decided to raise their fees charged to individuals who use the landfill, and mentioned on the original notice it was due a contract change with Manitowoc County. Neuser added that Manitowoc County was not consulted in their decision to raise fees and has no oversight in what is charged to an individual. Neuser added that the notice has been updated to remove any mention of Manitowoc County complicity in the fee increase and a copy of the new notice is also included in the committee packet.

Agricultural Plastic – Request for Funding

Neuser reported on the request from Revolution Plastics to subsidize recycling efforts on farms within Manitowoc County and a copy of the request was included in the packet. Neuser noted his response to Revolution Plastics is to work directly with the farming community as this is not a county issue.

Wilson Jr. High School – Soil Donation Request

Motion was made by Hoffman, seconded by Gauger to approve the Wilson Jr. High School Soil Donation request included in the committee packet. Motion carried unanimously.

**BUILDING AND GROUNDS DIVISION – Discussion and Possible Action on the Following Items:
2019 Capital Projects Report**

Breit provided a brief report on the 2019 Capital Projects included in the committee packet.

Hecker & Viebahn Property Sale

Neuser reported on the “sealed bid” option for sale of the Hecker & Viebahn Property. Discussion. Staff to reach out to the City of Manitowoc for an update on their interest in the property.

**COMMUNICATIONS DIVISION – Discussion and Possible Action on the Following Items:
Report on Activities by Public Works Director Gerry Neuser**

Neuser reported on the 2019 Capital Projects included in the committee packet.

INFORMATION SERVICES DEPARTMENT**Operations/Projects – Update by I.S. Manager Kody Burg**

Burg reported on the 2019 Capital Projects included in the committee packet.

**EXPO/FAIR/ICE CENTER DIVISION – Discussion and Possible Action on the Following Items:
Report on Activities by Facility Manager Jennell Shelton**

Shelton reported on upcoming events, fair related matters, and other Expo related matters.

2019 Capital Projects Report

Shelton reported on 2019 Capital Projects included in the committee packet.

Comptroller’s Expo Special Revenue Fund Report

Neuser reported on the Expo Special Revenue Fund provided in the committee packet.

Adjournment

Motion was made by Gauger, seconded by Hoffman to adjourn the meeting at 4:56pm. Motion carried unanimously

Minutes taken by Shelton

Signed by Zimmer



MANITOWOC COUNTY

PUBLIC WORKS COMMITTEE

AMENDED MEETING NOTICE

DATE: June 12, 2019
TIME: 4:30 p.m.
PLACE: Manitowoc County Public Health Building
1028 South 9th Street, Manitowoc
Conference Room 207

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

1. Regular Business – Review and possible Action
 - a. Roll Call
 - b. Previous Minutes
 - c. Donation Reports
 - d. Ethics Code Reports
2. Public Comment
3. SOLID WASTE & RECYCLING DIVISION – Discussion and possible action on the following items:
 - a. Recycling and Solid Waste Programs – Quarterly Update
 - b. 2019 Solid Waste & Recycling Agreements – Update
 - c. Clean Sweep Program – Update
4. BUILDINGS AND GROUNDS DIVISION – Discussion and possible action on the following items:
 - a. 2019 Capital Projects Report.
 - b. Pay Request – Alfson Excavating – MCOC Water Main Project.
 - c. *Pay Request – Schaus Roofing & Mechanical – LEC HVAC Project.*
 - d. *Pay Request – Schaus Roofing & Mechanical – MCIC HVAC Project.*
 - e. Resolution(s) and Request(s) for Utility Easement(s) – Meijer Development
 - f. “Hecker & Viebahn” Property Sale.
The Committee may convene in closed session pursuant to Wis. Stat. Sec. 19.85 (1) (e) to deliberate or negotiate the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Specifically, the meeting may require a closed session in order to deliberate or negotiate regarding the sale of certain Manitowoc County owned real property located in the county of Manitowoc for bargaining reasons.

No action will be taken in closed session.

If the Committee convenes in closed session, it will reconvene in open session.
5. COMMUNICATIONS DIVISION – Discussion and possible action on the following items:
 - a. Report on activities by Public Works Director Gerry Neuser
6. INFORMATION SERVICES DEPARTMENT
 - a. Operations / Projects – Update by I.S. Manager Kody Burg
7. EXPO/FAIR/ICE CENTER DIVISION – Discussion and possible action on the following items:
 - a. Report on activities by Facility Manager Jennell Shelton
 - b. 2019 Capital Projects Report
 - c. Comptroller’s Expo Special Revenue Fund Report
8. Adjourn Public Works Committee

Date: June 4, 2019
Amended: June 10, 2019

Rick Gerroll, 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 committee, 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 PUBLIC WORKS COMMITTEE

Held Wednesday, June 12, 2019

Location: Manitowoc County Public Health Building, Conference Room 207, 1028 South 9th St, Manitowoc

Present: Supervisors D. Dyzak, D. Zimmer, C. Hoffman, D. Gauger

Other County Board Members Present: J. Brey

Absent & Excused: R. Gerroll

Called to Order The meeting was called to order at 4:30pm by the Committee Vice Chairperson.

Minutes Minutes were reviewed from the previous Committee meeting after which a motion was made by Gauger, seconded by Zimmer to approve the public works committee meeting minutes as submitted. Motion carried unanimously.

Donation Reports Donation reports were submitted for approval. Motion was made by Hoffman, seconded by Gauger to approve the Donations reports as submitted. Motion carried unanimously.

Ethics Code Reports Ethics Code reports were submitted for approval. Motion was made by Gauger, seconded by Hoffman to approve the Ethics Code Reports as submitted. Motion carried unanimously.

Public Comment The Committee Vice Chairperson called for public comment three times. No public comment.

SOLID WASTE & RECYCLING DIVISION – Discussion and possible action on the following items:

Recycling and Solid Waste Programs – Quarterly Update

Neuser reported on the Recycling and Solid Waste Programs and markets as included in the committee packet.

2019 Solid Waste & Recycling Agreements – Update

Neuser gave a final report on the Solid Waste Disposal & Recycling Agreements with the County's municipalities, noting the agreements have been signed by twenty-two municipalities with another two municipalities, Gibson & Maribel, stating they would sign. This would account for twenty-four of twenty-five past municipalities signing onto the new agreements, with St. Nazianz being the lone non-signer. Discussion.

Clean Sweep Program – Update

Neuser reported on the Clean Sweep program noting that numbers were slightly higher than previous years and the proclamation along with a final report will be provided at the July committee meeting.

BUILDING AND GROUNDS DIVISION – Discussion and Possible Action on the Following Items:

2019 Capital Projects Report

Breit provided a brief report on the 2019 Capital Projects included in the committee packet.

Pay Request – Alfson Excavating – MCOC Water Main Project

Breit reported on the Alfson Excavating pay request for the Office Complex Water Main project with a recommendation for approval the pay request for \$52,855 included in the committee packet. Motion was made by Gauger, seconded by Hoffman to approve the Alfson Excavating pay request for \$52,855. Motion carried unanimously.

Pay Request – Schaus Roofing & Mechanical – LEC HVAC Project

Breit reported on the Schaus Roofing & Mechanical pay request for the Law Enforcement HVAC Project with a recommendation for approval the pay request for \$26,480 provided at the committee meeting. Motion was made by Gauger, seconded by Zimmer to approve the Schaus Roofing & Mechanical pay request for \$26,480. Motion carried unanimously.

Pay Request – Schaus Roofing & Mechanical – MCIC HVAC Project

Neuser reported on the Schaus Roofing & Mechanical pay request for the Manitowoc County Ice Center HVAC Project with a recommendation for approval of pay request for \$16,513 provided at the committee meeting. Motion was made by Gauger, seconded by Zimmer to approve the Schaus Roofing & Mechanical pay request for \$16,513. Motion carried unanimously.

Resolution(s) and Request(s) for Utility Easement(s) – Meijer Development

Neuser presented on the two separate resolutions, one for the sanitary sewer easement and the other for the water main easement with copies of the resolutions provided at the committee meeting.

Motion was made by Gauger, seconded by Zimmer to recommend approval to the county board the Resolution Authorizing Water Main Utility Easement on Expo Grounds property. Motion carried unanimously.

Motion was made by Hoffman, seconded by Gauger to recommend approval to the county board the Resolution Authorizing Sanitary Sewer Utility Easement on Expo Grounds property. Motion carried unanimously.

Hecker & Viebahn Property Sale

No update.

**COMMUNICATIONS DIVISION – Discussion and Possible Action on the Following Items:
Report on Activities by Public Works Director Gerry Neuser**

Neuser reported on the 2019 Capital Projects included in the committee packet.

INFORMATION SERVICES DEPARTMENT**Operations/Projects – Update by I.S. Manager Kody Burg**

Burg reported on the 2019 Capital Projects included in the committee packet.

**EXPO/FAIR/ICE CENTER DIVISION – Discussion and Possible Action on the Following Items:
Report on Activities by Facility Manager Jennell Shelton**

Shelton reported on upcoming events, fair related matters, and other Expo related matters.

2019 Capital Projects Report

Shelton reported on 2019 Capital Projects included in the committee packet.

Comptroller's Expo Special Revenue Fund Report

Neuser reported on the Expo Special Revenue Fund provided in the committee packet.

Adjournment

Motion was made by Zimmer, seconded by Gauger to adjourn the meeting at 5:09pm. Motion carried unanimously

Minutes taken by Shelton

Signed by Zimmer



MANITOWOC COUNTY

PUBLIC WORKS COMMITTEE

MEETING NOTICE

DATE: July 10, 2019
TIME: 4:30 p.m.
PLACE: Manitowoc County Public Health Building
1028 South 9th Street, Manitowoc
Conference Room 207

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

1. Regular Business – Review and possible Action
 - a. Roll Call
 - b. Previous Minutes
 - c. Donation Reports
 - d. Ethics Code Reports
2. Public Comment
3. SOLID WASTE & RECYCLING DIVISION – Discussion and possible action on the following items:
 - a. Recycling and Solid Waste Programs
 - b. 2019 Solid Waste & Recycling Agreements – Update
 - c. 2019 Clean Sweep Reports & Notices
 - d. Clean Sweep Volunteer Proclamation
 - e. Approval to provide free compost spoils
4. BUILDINGS AND GROUNDS DIVISION – Discussion and possible action on the following items:
 - a. 2019 Capital Projects Report.
 - b. Pay Requests for Capital Projects.
 - c. “Hecker & Viebahn” Property Sale.

The Committee may convene in closed session pursuant to Wis. Stat. Sec. 19.85 (1) (e) to deliberate or negotiate the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Specifically, the meeting may require a closed session in order to deliberate or negotiate regarding the sale of certain Manitowoc County owned real property located in the county of Manitowoc for bargaining reasons.

No action will be taken in closed session.

If the Committee convenes in closed session, it will reconvene in open session.

5. COMMUNICATIONS DIVISION – Discussion and possible action on the following items:
 - a. Report on activities by Public Works Director Gerry Neuser
6. INFORMATION SERVICES DEPARTMENT
 - a. Operations / Projects – Update by I.S. Manager Kody Burg
7. EXPO/FAIR/ICE CENTER DIVISION – Discussion and possible action on the following items:
 - a. Report on activities by Facility Manager Jennell Shelton
 - b. 2019 Capital Projects Report
 - c. Comptroller’s Expo Special Revenue Fund Report
 - d. August Meeting at Expo with Tour

8. Adjourn Public Works Committee

Date: July 1, 2019

Rick Gerroll, 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 committee, 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 PUBLIC WORKS COMMITTEE

Held Wednesday, July 10, 2019

Location: Manitowoc County Public Health Building, Conference Room 207, 1028 South 9th St, Manitowoc

Present: Supervisors R. Gerroll, D. Zimmer, C. Hoffman, D. Gauger

**Other County Board
Members Present:**

Absent & Excused: D. Dyzak

Called to Order The meeting was called to order at 4:30pm by the Committee Chairperson.

Minutes Minutes were reviewed from the previous Committee meeting after which a motion was made by Gauger, seconded by Zimmer to approve the public works committee meeting minutes as submitted. Motion carried unanimously.

Donation Reports Donation reports were submitted for approval. Motion was made by Hoffman, seconded by Gauger to approve the Donations reports as submitted. Motion carried unanimously.

Ethics Code Reports No Ethics Code reports were submitted for approval.

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

SOLID WASTE & RECYCLING DIVISION – Discussion and possible action on the following items: Recycling and Solid Waste Programs – Quarterly Update

Neuser reported on the Recycling and Solid Waste Programs and markets as included in the committee packet.

2019 Solid Waste & Recycling Agreements – Update

This item is complete and will be removed from future agendas.

2019 Clean Sweep Reports and Notices

Neuser reported on the Clean Sweep Reports and Notices included in the committee packet noting that attendance numbers were slightly up.

Clean Sweep Volunteer Proclamation

Motion was made by Gauger, seconded by Hoffman to approve forwarding the Clean Sweep Volunteer Proclamation included in the committee packet to the County Board Chairman and County Executive. Motion carried unanimously.

Approval to Provide Free Compost Spoils

Motion was made by Zimmer, seconded by Gauger to approve giving away compost spoils at no charge to save the cost of paying to dispose of them. Motion carried unanimously.

BUILDING AND GROUNDS DIVISION – Discussion and Possible Action on the Following Items: 2019 Capital Projects Report

Breit provided a brief report on the 2019 Capital Projects included in the committee packet.

Pay Request for Capital Projects

Breit reported on the Alfson Excavating pay request for the Office Complex Water Main project with a recommendation for approval the pay request for \$10,000 included in the committee packet. Motion was made by Gauger, seconded by Hoffman to approve the Alfson Excavating pay request for \$10,000. Motion carried unanimously.

Neuser reported on the (2) GT Grandstands pay requests included in the committee packet totaling \$132,222 for the Expo Grounds and Fair project with a recommendation for approval. Motion was made by Gauger, seconded by Zimmer to approve the GT Grandstand pay request for \$132,222. Motion carried unanimously.

Neuser reported on the Schaus Roofing & Mechanical pay request for the Ice Center HVAC Project with a recommendation for approval the pay request for \$24,882 provided at the committee meeting. Motion was made by Hoffman, seconded by Gauger to approve the Schaus Roofing & Mechanical pay request for \$24,882. Motion carried unanimously.

Neuser reported on the Vinton Construction pay request for the Manitowoc County Main Gate Parking Lot Project with a recommendation for approval of pay request for \$80,840.65 provided at the committee meeting. Motion was made by Gauger, seconded by Zimmer to approve the Schaus Roofing & Mechanical pay request for \$80,840.65. Motion carried unanimously.

Hecker & Viebahn Property Sale

Gerroll reported that no communication has been received from the City of Manitowoc after several months and several attempts made by the county public works department to follow up on the City's potential intent to purchase. Motion was made by Gauger, seconded by Hoffman to proceed with a Request for Proposal for the Sale of the Hecker and Viebahn property at a reserve price of the latest property appraisal or greater. Motion carried unanimously. Staff will work with corporation counsel to develop the RFP.

COMMUNICATIONS DIVISION – Discussion and Possible Action on the Following Items: Report on Activities by Public Works Director Gerry Neuser

Neuser reported on the 2019 Capital Projects included in the committee packet.

INFORMATION SERVICES DEPARTMENT

Operations/Projects – Update by I.S. Manager Kody Burg

Burg reported on the 2019 Capital Projects included in the committee packet.

EXPO/FAIR/ICE CENTER DIVISION – Discussion and Possible Action on the Following Items: Report on Activities by Facility Manager Jennell Shelton

Shelton reported on upcoming events, fair related matters, and other Expo related matters.

2019 Capital Projects Report

Shelton reported on 2019 Capital Projects included in the committee packet.

Comptroller's Expo Special Revenue Fund Report

Neuser reported on the Expo Special Revenue Fund provided in the committee packet.

August Meeting at Expo with Tour

Consensus to have the August meeting at the Expo with Tour.

Adjournment

Motion was made by Zimmer, seconded by Gauger to adjourn the meeting at 5:02pm. Motion carried unanimously

Minutes taken by Shelton

Signed by Zimmer



MANITOWOC COUNTY PUBLIC WORKS COMMITTEE MEETING NOTICE

DATE: August 14, 2019
TIME: 4:30 p.m.
PLACE: Manitowoc County Expo Office ****NOTE CHANGE****
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 committee may convene in closed session. The following matters may be considered at the meeting:

1. Regular Business – Review and possible Action
 - a. Roll Call
 - b. Previous Minutes
 - c. Donation Reports
 - d. Ethics Code Reports
2. Public Comment
3. SOLID WASTE & RECYCLING DIVISION – Discussion and possible action on the following items:
 - a. Recycling and Solid Waste Programs
4. BUILDINGS AND GROUNDS DIVISION – Discussion and possible action on the following items:
 - a. 2019 Capital Projects Report
 - b. Pay Requests for Capital Projects
 - c. Resolution Authorizing Subordination, Non-Disturbance, and Attornment Agreement
 - d. Resolution Approving Request for Bids – Hecker & Viebahn
5. COMMUNICATIONS DIVISION – Discussion and possible action on the following items:
 - a. Report on activities by Public Works Director Gerry Neuser
6. INFORMATION SERVICES DEPARTMENT
 - a. Operations / Projects – Update by I.S. Manager Kody Burg
7. EXPO/FAIR/ICE CENTER DIVISION – Discussion and possible action on the following items:
 - a. Recommendation from Expo-Ice Center Board regarding Event Contract – Inaugural Cultural Music Festival
 - b. Report on Activities by Facility Manager Jennell Shelton
 - c. 2019 Capital Projects Report
 - d. Comptroller's Expo Special Revenue Fund Report
 - e. Tour of Grounds
8. Adjourn Public Works Committee

Date: August 5, 2019

Rick Gerroll, 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 committee, 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 PUBLIC WORKS COMMITTEE

Held Wednesday, August 14, 2019

Location: Manitowoc County Expo Office, 4921 Expo Drive, Manitowoc

Present: Supervisors R. Gerroll, D. Dyzak, D. Gauger

**Other County Board
Members Present:**

Absent & Excused: C. Hoffman, D. Zimmer

Called to Order The meeting was called to order at 4:30pm by the Committee Chairperson.

Minutes Minutes were reviewed from the previous Committee meeting after which a motion was made by Dyzak, seconded by Gauger to approve the public works committee meeting minutes as submitted. Motion carried unanimously.

Donation Reports Donation reports were submitted for approval. Motion was made by Gauger, seconded by Dyzak to approve the Donations reports as submitted. Motion carried unanimously.

Ethics Code Reports Ethics Code reports were submitted for approval. Motion was made by Dyzak, seconded by Gauger to approve the Ethics Code reports as submitted. Motion carried unanimously.

Public Comment Maura Yost made a request to the Committee Chairman to ask a question and he approved the request. Ms. Yost inquired about the Hecker-Viebahn property appraisal and why it was only appraised as agricultural use. Neuser responded that the appraiser independently determined, per the Sales Comparison Approach, the best & highest use of the property was for agricultural use, not commercial use.

SOLID WASTE & RECYCLING DIVISION – Discussion and possible action on the following items:

Recycling and Solid Waste Programs – Quarterly Update

Neuser reported on the Recycling and Solid Waste Programs and markets as included in the committee packet.

BUILDING AND GROUNDS DIVISION – Discussion and Possible Action on the Following Items:

2019 Capital Projects Report

Breit provided a brief report on the 2019 Capital Projects included in the committee packet.

Pay Request for Capital Projects

Breit reported on the pay request for the Law Enforcement project by Schaus Roofing and Mechanical with a recommendation for approval the pay request for \$64,024 included in the committee packet. Motion was made by Gauger, seconded by Dyzak to approve the Schaus Roofing and Mechanical pay request for \$64,024. Motion carried unanimously.

Resolution Authorizing Subordination, Non-Disturbance, and Attornment Agreement

Neuser reported on the Resolution Authorizing Subordination, Non-Disturbance, and Attornment agreement provided in the committee packet. Motion was made by Dyzak, seconded by Gauger to recommend approval to the County Board the Resolution Authorizing Subordination, Non-Disturbance, and Attornment agreement. Motion carried unanimously.

Resolution Approving Request for Bids – Hecker & Viebahn

Neuser reported on the Resolution Approving Request for Bids – Hecker & Viebahn provided in the committee packet. Motion was made by Gauger, seconded by Dyzak to recommend approval to the County Board the Resolution Approving Request for Bids – Hecker & Viebahn. Motion carried unanimously.

COMMUNICATIONS DIVISION – Discussion and Possible Action on the Following Items:

Report on Activities by Public Works Director Gerry Neuser

Neuser reported on the 2019 Capital Projects included in the committee packet.

INFORMATION SERVICES DEPARTMENT

Operations/Projects – Update by I.S. Manager Kody Burg

Burg reported on the 2019 Capital Projects included in the committee packet.

EXPO/FAIR/ICE CENTER DIVISION – Discussion and Possible Action on the Following Items:

Report on Activities by Facility Manager Jennell Shelton

Shelton reported on upcoming events, fair related matters, and other Expo related matters.

2019 Capital Projects Report

Shelton reported on 2019 Capital Projects included in the committee packet.

Comptroller's Expo Special Revenue Fund Report

Neuser reported on the Expo Special Revenue Fund provided in the committee packet.

Tour of Grounds

Tour of the Expo grounds was conducted.

Adjournment

Motion was made by Gauger, seconded by Dyzak to adjourn the meeting at 5:10pm. Motion carried unanimously

Minutes taken by Shelton

Signed by Zimmer



MANITOWOC COUNTY

PUBLIC WORKS COMMITTEE

MEETING NOTICE

DATE: September 11, 2019
TIME: 4:30 p.m.
PLACE: Manitowoc County Public Health Building
1028 South 9th Street, Manitowoc
Conference Room 207

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

1. Regular Business – Review and possible Action
 - a. Roll Call
 - b. Previous Minutes
 - c. Donations Reports
 - d. Ethics Code Reports
2. Public Comment
3. SOLID WASTE & RECYCLING DIVISION – Discussion and possible action on the following items:
 - a. Recycling and Solid Waste Programs
 - b. Donation Request from TR Community Garden for screened compost
 - c. Woodland Compost Site: Potential Purchase

The Committee may convene in closed session pursuant to Wis. Stat. Sec. 19.85 (1) (e) to deliberate or negotiate the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Specifically, the meeting may require a closed session in order to deliberate or negotiate regarding the sale of certain Manitowoc County owned real property located in the county of Manitowoc for bargaining reasons.

No action will be taken in closed session.

If the Committee convenes in closed session, it will reconvene in open session.
4. BUILDINGS AND GROUNDS DIVISION – Discussion and possible action on the following items:
 - a. 2019 Capital Projects Report
 - b. Pay Request(s) for Capital Projects
 - c. Hecker & Viebahn Property
 - d. In Rem Property – Maple Lane, Town of Two Rivers
5. COMMUNICATIONS DIVISION – Discussion and possible action on the following items:
 - a. Report on activities by Public Works Director Gerry Neuser
6. INFORMATION SERVICES DEPARTMENT – Discussion and possible action on the following items:
 - a. Operations / Projects – Update by I.S. Manager Kody Burg
 - b. Staffing Update
7. EXPO/FAIR/ICE CENTER DIVISION – Discussion and possible action on the following items:
 - a. Report on activities by Facility Manager Jennell Shelton
 - b. 2019 Capital Projects Report (Outland from Land Sale) Update including Pay Request(s)
 - c. 2019 County Fair Report
 - d. Expo Board Recommendation supporting the 2020 Expo Outlay from Land Sale Budget
 - e. Recommendation to the County Executive supporting the 2020 Expo Outlay from Land Sale Budget
 - f. Comptroller's Expo Special Revenue Fund Report
8. Adjourn Committee

Date: September 5, 2019

Rick Gerroll, 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 committee, 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 PUBLIC WORKS COMMITTEE

Held Wednesday, September 11, 2019

Location: Manitowoc County Public Health Building 1028 S. 9th St., Manitowoc

Present: Supervisors R. Gerroll, D. Dyzak, D. Gauger, C. Hoffman, D. Zimmer

Other County Board Members Present: Supervisors J. Brey, J. Baumann

Absent & Excused:

Called to Order The meeting was called to order at 4:30pm by the Committee Chairperson.

Minutes Minutes were reviewed from the previous Committee meeting after which a motion was made by Dyzak, seconded by Zimmer to approve the public works committee meeting minutes as submitted. Motion carried unanimously.

Donation Reports Donation reports were submitted for approval. Motion was made by Hoffman, seconded by Dyzak to approve the Donations reports as submitted. Motion carried unanimously.

Ethics Code Reports No Ethics Code reports were submitted for approval.

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

SOLID WASTE & RECYCLING DIVISION – Discussion and possible action on the following items:

Recycling and Solid Waste Programs

Neuser reported on the Recycling and Solid Waste Programs and markets as included in the committee packet.

Donation Request from TR Community Garden for Screened Compost

Neuser reported on the Donation Request from the Two Rivers Community Garden for Screened Compost and included in the committee packet. Motion was made by Zimmer, seconded by Hoffman to approve the Donation Request from the Two Rivers Community Garden for Screened Compost. Motion carried unanimously.

Woodland Compost Site – Potential Purchase

Neuser reported on the Woodland Compost Site Potential Purchase and distributed documents pertaining to the purchase during the committee meeting. Neuser added that the offer to purchase is for \$65,000 and includes a two stall heated garage with office. Discussion. Motion was made by Zimmer, seconded by Gauger to recommend approval to the County Board for the Woodland Compost Site Property Purchase. Motion carried unanimously.

BUILDING AND GROUNDS DIVISION – Discussion and Possible Action on the Following Items:

2019 Capital Projects Report

Breit provided a brief report on the 2019 Capital Projects included in the committee packet.

Pay Request for Capital Projects

Breit reported on the completed HVAC control upgrades with a recommendation for approval of a progress payment pay request to EC&D for \$12,000 as included in the committee packet. Motion was made by Hoffman, seconded by Dyzak to approve the HVAC control upgrades pay request for \$12,000. Motion carried unanimously. Breit added there is a remaining balance of \$8,000.

Hecker & Viebahn Property

Gerroll reported on the Hecker and Viebahn property and the meeting held with the City of Manitowoc Mayor, City of Manitowoc Attorney, County Corporation Counsel, County Board Chairman, and Public Works Director where all agreed to work toward a property purchase at the full appraised value of the property. Motion was made by Zimmer, seconded by Gauger to pull the current Hecker & Viebahn Property resolution to issue a request for bids for sale of the property from the September County Board agenda to allow discussions with the City of Manitowoc to continue. Motion carried unanimously.

In Rem Property – Maple Lane, Town of Two Rivers

Neuser reported on the In Rem Property – Maple Lane in the Town of Two Rivers noting that the public works department oversees maintenance of In Rem properties and an offer to purchase was approved by the Finance Committee and the company did not close on the purchase so the property is again on the In Rem property sale list. Discussion.

COMMUNICATIONS DIVISION – Discussion and Possible Action on the Following Items:**Report on Activities by Public Works Director Gerry Neuser**

Neuser reported on the 2019 Capital Projects included in the committee packet.

INFORMATION SERVICES DEPARTMENT**Operations/Projects – Update by I.S. Manager Kody Burg**

Burg reported on the 2019 Capital Projects included in the committee packet.

Staffing Updates

Burg reported on the new hire of Mark Dempsky.

EXPO/FAIR/ICE CENTER DIVISION – Discussion and Possible Action on the Following Items:**Report on Activities by Facility Manager Jennell Shelton**

Shelton reported on upcoming events, fair related matters, and other Expo related matters.

2019 Capital Projects Report (Outlay from Land Sale) Update including Pay Requests

Shelton reported on 2019 Capital Projects included in the committee packet.

Neuser reported on the Vinton Construction final pay request included in the committee packet for \$149,647.60. Motion was made by Gauger, seconded by Hoffman to approve the Vinton final pay request for \$149,647.60. Motion carried unanimously.

2019 County Fair Report

Shelton reported on the 2019 County Fair.

Expo Board Recommendation Supporting the 2020 Expo Outlay from Land Sale Budget**Recommendation to the County Executive Supporting the 2020 Expo Outlay From Land Sale Budget**

Neuser reported on and presented for approval the 2020 Expo Outlay from Land Sale Budget included in the committee packet. Motion was made by Dyzak, seconded by Zimmer to recommend approval to the County Executive of the 2020 Expo Outlay from Land Sale Budget. Motion carried unanimously.

Comptroller's Expo Special Revenue Fund Report

Neuser reported on the Expo Special Revenue Fund provided in the committee packet.

Adjournment

Motion was made by Dyzak, seconded by Zimmer to adjourn the meeting at 5:22pm. Motion carried unanimously

Minutes taken by Shelton

Signed by Zimmer



MANITOWOC COUNTY PUBLIC WORKS COMMITTEE MEETING NOTICE

DATE: October 9, 2019
TIME: 4:30 p.m.
PLACE: Manitowoc County Public Health Building
1028 South 9th Street, Manitowoc
Conference Room 207

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

1. Regular Business – Review and possible Action
 - a. Roll Call
 - b. Previous Minutes
 - c. Donations Reports
 - d. Ethics Code Reports
2. Public Comment
3. SOLID WASTE & RECYCLING DIVISION – Discussion and possible action on the following items:
 - a. Recycling and Solid Waste Programs
 - b. 2019 Clean Sweep Final Report
 - c. Responsible Unit Consolidation Awards and Cooperative Agreement
 - d. Proclamation - America Recycles Day
4. BUILDINGS AND GROUNDS DIVISION – Discussion and possible action on the following items:
 - a. 2019 Capital Projects Report
 - b. Pay Request(s) for Capital Projects
 - c. Hecker & Viebahn Property
 - d. UWGB-Request to Install Exterior Signage
5. COMMUNICATIONS DIVISION – Discussion and possible action on the following items:
 - a. Report on activities by Public Works Director Gerry Neuser
6. INFORMATION SERVICES DIVISION – Discussion and possible action on the following items:
 - a. Operations / Projects – Update by I.S. Manager Kody Burg
7. EXPO/FAIR/ICE CENTER DIVISION – Discussion and possible action on the following items:
 - a. Report on activities by Facility Manager Jennell Shelton
 - b. 2019 Capital Projects Report (Outland from Land Sale) Update including Pay Request(s)
 - c. Building Rentals – Proposed Meeting Rates
 - d. Horse-a-Rama Fence Donation
 - e. Take a Kid Hunting Gun Show
 - f. Comptroller's Expo Special Revenue Fund Report
8. Adjourn Committee
Date: September 30, 2019

Rick Gerroll, 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 committee, 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 PUBLIC WORKS COMMITTEE

Held Wednesday, October 9, 2019

Location: Manitowoc County Public Health Building 1028 S. 9th St., Manitowoc

Present: Supervisors R. Gerroll, D. Dyzak, D. Gauger, C. Hoffman, D. Zimmer

**Other County Board
Members Present:**

Absent & Excused:

Called to Order The meeting was called to order at 4:30pm by the Committee Chairperson.

Minutes Minutes were reviewed from the previous Committee meeting after which a motion was made by Gauger, seconded by Dyzak to approve the public works committee meeting minutes as submitted. Motion carried unanimously.

Donation Reports Donation reports were submitted for approval. Motion was made by Hoffman, seconded by Gauger to approve the Donations reports as submitted. Motion carried unanimously.

Ethics Code Reports Ethics Code reports were submitted for approval. Motion was made by Gauger, seconded by Dyzak to approve the Ethics Code reports as submitted. Motion carried unanimously.

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

SOLID WASTE & RECYCLING DIVISION – Discussion and possible action on the following items:

Recycling and Solid Waste Programs

Reisenbuechler reported on the Recycling and Solid Waste Programs and markets as included in the committee packet.

2019 Clean Sweep Final Report

No report.

Responsible Unit Consolidated Awards and Cooperative Agreement

Reisenbuechler proved a report on the Responsible Unit Consolidated Awards and Cooperative Agreement.

Proclamation – America Recycles Day

Neuser reported on the America Recycles Day Proclamation included in the committee packet. Motion was made by Hoffman, seconded by Gauger to approve the America Recycles Day Proclamation. Motion carried unanimously.

BUILDING AND GROUNDS DIVISION – Discussion and Possible Action on the Following Items:

2019 Capital Projects Report

Breit provided a brief report on the 2019 Capital Projects included in the committee packet.

Pay Request for Capital Projects

Breit reported on the completed HVAC control upgrades with a recommendation for approval of the final payment pay request to EC&D for \$8,000 as included in the committee packet. Motion was made by Gauger, seconded by Hoffman to approve the HVAC control upgrades pay request for \$8,000. Motion carried unanimously.

Hecker & Viebahn Property

Neuser reported that the City of Manitowoc attorney and the County corporation counsel are currently working on an Offer to Purchase. Neuser added that a one year lease extension agreement has been signed with the current farmer.

UWGB – Request to Install Exterior Signage

Neuser reported on the UW-Green Bay Request to Install Exterior Signage included in the committee packet. Motion was made by Dyzak, seconded by Zimmer to approve the UW-Green Bay Request to Install Exterior Signage. Motion carried unanimously.

COMMUNICATIONS DIVISION – Discussion and Possible Action on the Following Items:**Report on Activities by Public Works Director Gerry Neuser**

Neuser reported on the 2019 Capital Projects included in the committee packet.

INFORMATION SERVICES DEPARTMENT**Operations/Projects – Update by I.S. Manager Kody Burg**

Burg reported on the 2019 Capital Projects included in the committee packet.

EXPO/FAIR/ICE CENTER DIVISION – Discussion and Possible Action on the Following Items:**Report on Activities by Facility Manager Jennell Shelton**

Shelton reported on upcoming events, fair related matters, and other Expo related matters.

2019 Capital Projects Report (Outlay from Land Sale) Update including Pay Requests

Shelton reported on 2019 Capital Projects included in the committee packet.

Building Rentals – Proposed Meeting Rates

Shelton reported on the current building rental rates with a proposed option for meeting rental rates for meetings held during the weekday. Discussion. Motion was made by Gauger, seconded by Dyzak to approve The Salvation Army meeting rental rate of \$150. Shelton will provide a meeting rate scale proposal at the next meeting.

Horse-A-Rama Fence Donation

Shelton reported on the Horse-A-Rama Fence donation noting that the current horse arena fence would be replaced with a vinyl fence completely donated by Horse-A-Rama. Motion was made by Hoffman, seconded by Gauger to approve the Horse-A-Rama Fence Donation. Motion carried unanimously.

Take a Kid Hunting Gun Show

Neuser reported on the new event, Take a Kid Hunting Gun Show, noting that guns would be on display as well as bought & sold at the event. Discussion. Motion was made by Dyzak, seconded by Zimmer to approve the Take a Kid Hunting Gun Show. Motion carried unanimously.

Comptroller's Expo Special Revenue Fund Report

Neuser reported on the Expo Special Revenue Fund provided in the committee packet.

Adjournment

Motion was made by Zimmer, seconded by Gauger to adjourn the meeting at 5:00pm. Motion carried unanimously

Minutes taken by Shelton

Signed by Zimmer



MANITOWOC COUNTY PUBLIC WORKS COMMITTEE MEETING NOTICE

DATE: November 13, 2019
TIME: 4:30 p.m.
PLACE: Manitowoc County Public Health Building
1028 South 9th Street, Manitowoc
Conference Room 207

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

1. Regular Business – Review and possible Action
 - a. Roll Call
 - b. Previous Minutes
 - c. Donations Reports
 - d. Ethics Code Reports
2. Public Comment
3. SOLID WASTE & RECYCLING DIVISION – Discussion and possible action on the following items:
 - a. Recycling and Solid Waste Programs
 - b. Proposed Audit of State Recycling Programs
 - c. Electronics Recycling – Proposed Rate Schedule
 - d. Woodland Drive Compost Site – Availability for Hunting
4. BUILDINGS AND GROUNDS DIVISION – Discussion and possible action on the following items:
 - a. 2019 Capital Projects Report
 - b. Pay Request(s) for Capital Projects
 - c. Hecker & Viebahn Property
5. COMMUNICATIONS DIVISION – Discussion and possible action on the following items:
 - a. Report on activities by Public Works Director Gerry Neuser
6. INFORMATION SERVICES DIVISION – Discussion and possible action on the following items:
 - a. Operations / Projects – Update by I.S. Manager Kody Burg
7. EXPO/FAIR/ICE CENTER DIVISION – Discussion and possible action on the following items:
 - a. Report on activities by Facility Manager Jennell Shelton
 - b. Proposed Building/Meeting Rental Rate Schedule
 - c. Youth Hockey Request to use Merchant's Building at No Charge
 - d. Comptroller's Expo Special Revenue Fund Report
8. Adjourn Committee

Date: November 4, 2019

Rick Gerroll, 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 committee, 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 PUBLIC WORKS COMMITTEE

Held Wednesday, November 13, 2019

Location: Manitowoc County Public Health Building 1028 S. 9th St., Manitowoc

Present: Supervisors R. Gerroll, D. Dyzak, D. Gauger, C. Hoffman, D. Zimmer

**Other County Board
Members Present:**

Absent & Excused:

Called to Order The meeting was called to order at 4:30pm by the Committee Chairperson.

Minutes Minutes were reviewed from the previous Committee meeting after which a motion was made by Gauger, seconded by Dyzak to approve the public works committee meeting minutes as submitted. Motion carried unanimously.

Donation Reports There were no donations reports submitted for approval.

Ethics Code Reports Ethics Code reports were submitted for approval. Motion was made by Hoffman, seconded by Dyzak to approve the Ethics Code reports as submitted. Motion carried unanimously.

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

SOLID WASTE & RECYCLING DIVISION – Discussion and possible action on the following items:

Recycling and Solid Waste Programs

Neuser reported on the Recycling and Solid Waste Programs and markets as included in the committee packet, noting HDPE-N prices were up, other commodities pricing remain basically unchanged since the previous meeting, and the MRF received an "A" grade on plastics bale qualities which meets or exceeds industry standards for contamination.

Proposed Audit of State Recycling Programs

Neuser reported on the memo from the Legislative Audit Bureau included in the committee packet.

Electronics Recycling – Proposed rate Schedule

Neuser reported on the price increase notice received from Logistics Recycling Inc. (LRI) for electronics that the county ships directly to them and reminded the committee the electronics recycling program is operated as a break even program to serve our constituents, and staff's recommendation is to apply minimal increase to the recycling fees to cover the LRI increases. Motion was made by Zimmer, seconded by Gauger to adopt the fee schedule as submitted. Motion carried unanimously.

Woodland Drive Compost Site – Availability for Hunting

Neuser reported that the County has historically allowed bow-hunting only on rural County properties managed by the public works department and hunters need to fill out a waiver to hunt on these properties. Neuser added that the Woodland Drive Compost Site property is now owned by the county and a motion would be needed to allow bow-hunting only on the property if the Committee so chose to allow it. Motion was made by Dyzak, second by Hoffman to allow bow-hunting only on the Woodland Drive compost site property. Motion carried unanimously.

BUILDING AND GROUNDS DIVISION – Discussion and Possible Action on the Following Items:

2019 Capital Projects Report

Neuser provided a brief report on the 2019 Capital Projects included in the committee packet.

Pay Request for Capital Projects

Neuser reported on the completed HVAC rooftop unit replacement at the Law Enforcement Center with a recommendation for approval of the final payment pay request to Schaus Mechanical for \$54,782.00 as included in the committee packet. Motion was made by Gauger, seconded by Dyzak to approve the Schaus Mechanical pay request for \$54,782.00. Motion carried unanimously.

Hecker & Viebahn Property

Gerroll reported that the City of Manitowoc has submitted an offer to purchase the property for \$859,000.

They have until December 31, 2019 to complete the due diligence environmental and geotechnical testing, and closing would be no later than March 31, 2020.

COMMUNICATIONS DIVISION – Discussion and Possible Action on the Following Items:

Report on Activities by Public Works Director Gerry Neuser

Neuser reported on the 2019 Capital Projects included in the committee packet.

INFORMATION SERVICES DIVISION

Operations/Projects – Update by I.S. Manager Kody Burg

Burg reported on the 2019 Capital Projects included in the committee packet, emphasizing the Human Service Avatar project is currently 90% complete and will be fully live on January 1, 2020.

EXPO/FAIR/ICE CENTER DIVISION – Discussion and Possible Action on the Following Items:

Report on Activities by Facility Manager Jennell Shelton

Shelton reported on upcoming events, fair related matters, and other Expo related matters.

Proposed Merchants Building/Meeting Rental Rate Schedule

Shelton reported on the proposed merchants building rental rate schedule included in the packet for meetings lasting only a portion of a day as well as a proposed rate schedule to rent the merchants building for a portion of the day to the Ice Center User groups. Discussion. Motion was made by Zimmer, seconded by Hoffman to approve the rental rate schedules as submitted. Motion carried unanimously.

Youth Hockey Request to Use Merchants Building at No Charge.

Shelton reported on the letter included in the committee packet from the president of the hockey association requesting free use of the merchants building for thirty minutes an evening on Monday and Thursday nights during the 2019-2020 hockey season for off-ice calisthenics & exercises. Discussion. Motion was made by Hoffman, seconded by Gauger to approve the request. Motion carried unanimously.

Comptroller's Expo Special Revenue Fund Report

Neuser reported on the Expo Special Revenue Fund provided in the committee packet.

Adjournment

Motion was made by Hoffman, seconded by Dyzak to adjourn the meeting at 5:00pm. Motion carried unanimously

Minutes taken by Shelton

Signed by Zimmer



MANITOWOC COUNTY PUBLIC WORKS COMMITTEE MEETING NOTICE

DATE: December 11, 2019
TIME: 4:30 p.m.
PLACE: Manitowoc County Public Health Building
1028 South 9th Street, Manitowoc
Conference Room 207

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

1. Regular Business – Review and possible Action
 - a. Roll Call
 - b. Previous Minutes
 - c. Donations Reports
 - d. Ethics Code Reports
2. Public Comment
3. SOLID WASTE & RECYCLING DIVISION – Discussion and possible action on the following items:
 - a. Recycling and Solid Waste Programs
4. BUILDINGS AND GROUNDS DIVISION – Discussion and possible action on the following items:
 - a. 2019 Capital Projects Report
 - b. Pay Request(s) for Capital Projects
 - c. Hecker & Viebahn Property
5. COMMUNICATIONS DIVISION – Discussion and possible action on the following items:
 - a. Report on activities by Public Works Director Gerry Neuser
6. INFORMATION SERVICES DIVISION – Discussion and possible action on the following items:
 - a. Operations / Projects – Update by I.S. Manager Kody Burg
7. EXPO/FAIR/ICE CENTER DIVISION – Discussion and possible action on the following items:
 - a. Report on activities by Facility Manager Jennell Shelton
 - b. Recommendation for appointment for Expo-Ice Center Board members with term expiring 12/31/2019
 - c. Fairest of the Fair Proclamation
 - d. Comptroller's Expo Special Revenue Fund Report
8. Adjourn Committee

Date: December 4, 2019

Rick Gerroll, 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 committee, 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 PUBLIC WORKS COMMITTEE

Held Wednesday, December 11, 2019

Location: Manitowoc County Public Health Building 1028 S. 9th St., Manitowoc

Present: Supervisors R. Gerroll, D. Dyzak, D. Gauger, D. Zimmer

Other County Board Members Present: J. Falkowski

Absent & Excused: C. Hoffman

Called to Order The meeting was called to order at 4:30pm by the Committee Chairperson.

Minutes Minutes were reviewed from the previous Committee meeting after which a motion was made by Gauger, seconded by Dyzak to approve the public works committee meeting minutes as submitted. Motion carried unanimously.

Donation Reports There were no donations reports submitted for approval.

Ethics Code Reports There were no ethics code reports submitted for approval.

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

SOLID WASTE & RECYCLING DIVISION – Discussion and possible action on the following items:

Recycling and Solid Waste Programs

Neuser reported on the Recycling and Solid Waste Programs and markets as included in the committee packet.

BUILDING AND GROUNDS DIVISION – Discussion and Possible Action on the Following Items:

2019 Capital Projects Report

Breit provided a brief report on the 2019 Capital Projects included in the committee packet.

Pay Request for Capital Projects

Breit reported on the completed sheriff's department elevator project with a recommendation for approval of the final payment pay request to Otis Elevator for \$80,450.00 as included in the committee packet. Motion was made by Dyzak, seconded by Gauger to approve the Otis final pay request for \$80,450.00. Motion carried unanimously.

Hecker & Viebahn Property

Neuser reported there has been no update on the environmental or geotechnical investigations from the City of Manitowoc. Discussion included that testing must be completed by December 31, 2019.

COMMUNICATIONS DIVISION – Discussion and Possible Action on the Following Items:

Report on Activities by Public Works Director Gerry Neuser

Neuser reported on the 2019 Capital Projects included in the committee packet.

INFORMATION SERVICES DIVISION

Operations/Projects – Update by I.S. Manager Kody Burg

Burg reported on the 2019 Capital Projects included in the committee packet.

EXPO/FAIR/ICE CENTER DIVISION – Discussion and Possible Action on the Following Items:

Report on Activities by Facility Manager Jennell Shelton

Shelton reported on upcoming events, fair related matters, and other Expo related matters.

Recommendation for Appointment for Expo-Ice Center Board Members with Term Expiring 12/31/2019

Shelton reported on the Recommendation for Appointment for Expo-Ice Center Board Members. Motion was made by Zimmer, seconded by Gauger to recommend approval to the county executive the Appointments for Expo-Ice Center Board Members. Motion carried unanimously.

Fairest of the Fair Proclamation

Motion was made by Gauger, seconded by Dyzak to approve the Fairest of the Fair proclamation. Motion carried unanimously.

Comptroller's Expo Special Revenue Fund Report

Neuser reported on the Expo Special Revenue Fund provided in the committee packet.

Adjournment

Motion was made by Zimmer, seconded by Dyzak to adjourn the meeting at 4:47pm. Motion carried unanimously

Minutes taken by Shelton

Signed by Zimmer