



MANITOWOC COUNTY
EXPO and ICE CENTER BOARD
AMENDED MEETING NOTICE
Revised for addition to item 6.A.1

DATE: January 6, 2016
TIME: 7:00 p.m.
PLACE: Expo Merchants Building
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
 - D. Vouchers
2. Public Comment
3. Review, Discussion and Possible Recommendation to the Public Works Committee – Potential Sale of Expo Property
4. Election of Officers
5. Subcommittee Assignments
6. Review, Discussion, and Possible Action on Sub Committee Recommendations
 - A. FINANCE SUB-COMMITTEE:
 1. Advertising – Radio, Newspaper; *Lifetime Memberships*; 2015 Fair Budget; 2016 Fair Budget
 - B. OPERATIONS SUB-COMMITTEE:
 1. No Committee Meeting-Committee Update
 - C. ENTERTAINMENT/VENDORS SUB-COMMITTEE:
 1. Tuesday-Sunday Grandstand and Special Events Entertainment – EWSC Race Contract, Other Grandstand Entertainment Ideas; Indoor Vendor Booth Issues-Rules 2016; Outdoor Vendor Issues-Grease Removal
 - D. PARKING/SECURITY SUB-COMMITTEE:
 1. Special Operations Detective Agency (SODA) Contract; Subcommittee Responsibilities and Objectives
7. Review, Discussion, and Possible Action on 2016 Fair Matters
 - A. Fair Update
8. Comptroller's Financial Report – Review
9. Update and Possible Action on Other Fair, Expo Buildings and Grounds Projects and Issues
 - A. WI Association of Fairs Convention – Jan 10-13, 2016
 - B. Rummage-A-Rama – February 13; Volunteer Sign Up
 - C. Multi-Purpose Building Update
 - D. Expo-Ice Center Month Events; Expo Grounds Update
10. Adjourn

Date: December 29, 2015

Amended: January 4, 2016 at 10:30 a.m.

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 6, 2016

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

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

Pledge of Allegiance

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

Minutes Minutes were reviewed from the previous meeting. Motion was made by Behnke, seconded by Zipperer, to approve all previous meeting minutes included in the board packet for the month of December. Motion carried unanimously.

Vouchers None.

Public Comment Board Chairperson called for public input. Public Input was provided by the following persons: Juston Branfl, Butch Schultz, Jason Swoboda, Michael Klecker, Mark Kolbad, Don Kiel, Lucy Kujawski, Dennis Bim, Mark Jens, Bob Gentoft, Gary Vondrachek, Patty Simmers, Mari Born, Todd Humphrey, Chuck Winchus, Earl Saroun. (See copy of sign in sheet on last page of minutes)

Review, Discussion and Possible Action to the Public Works Committee - Potential Sale of Expo Property

Discussion by board members on the proposal. Motion by Janowski to not make a recommendation to the Public Works Committee until more information is presented, motion seconded by Zipperer. Discussion. Vote: Aye's 10, Nay's 11 Motion failed. Discussion on procedural issues regarding how to vote on the recommendation and on the pros and cons of the proposed sale. The Board Chairperson then called for a roll call vote to recommend the sale of Expo property to the Public Works Committee. Vote was 15 nays, 6 ayes. Roll call: voting yes were: Blatz, Beyer, Pollen, Hawig, Plate, Behnke; voting no were: Gauger, Newberg, Fitzgerald, Sleik, Taylor, Cavanaugh, Janowski, Schaut, Dvorak, Vetting, Voss, Bratt, Zipperer, Herr, Kohlbeck.

Election of Officers

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

Michelle Sleik was nominated by Kevin Behnke as the Board Secretary. After three calls for other nominations a motion made by Zipperer, seconded by Pollen, that nominations be closed and unanimous ballot be cast for Sleik as committee secretary. Motion carried unanimously.

Sub-committee assignments

Vetting distributed copies of the subcommittee assignments for the current term.

Review & Act on Subcommittee Recommendations:

A. Finance Subcommittee

1. *Advertising-Radio, Newspaper; Lifetime Memberships; 2015 Fair Budget; 2016 Fair Budget*

Behnke reported on the following:

- Advertising budget for 2016 remains the same as 2015. Staff will be working on the best division of the monies between the various print and radio outlets.
- Lifetime memberships will not end in 2020 but will be honored until the death of the lifetime member. New cards will need to be issued to lifetime members to curtail pass sharing.

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

B. Operations Subcommittee

1. *No Committee Meeting-Committee Report*

Dvorak reported on the home brewing contest for the 2016 County fair.

C. Entertainment/Vendors Subcommittee:

1. *Tuesday-Sunday Grandstand and Special Events Entertainment – EWSC Race Contract, Other Grandstand Event Ideas; Indoor Vendor Booth Issues-Rules 2016; Outdoor Vendor Issues-Grease Removal*

Voss reported on the following:

- Grandstand Events – EWSC appeared at the subcommittee meeting and presented their proposal for racing on both Tuesday and Wednesday evenings (\$6,500 per night/\$13,000 total) and that no decision on their proposal would be made until the February meeting.
- Reminder to those attending the convention to look for grandstand ideas.

D. Parking/Security Subcommittee:

1. *Special Operations Detective Agency (SODA) Contract; Subcommittee Responsibilities and Objectives*

Beyer reported on the number of hours contracted with SODA in 2015 and the need to be flexible in contracting for hours in 2016. In the sub-committee a motion was made and passed to recommend to the full board to contract with SODA for the 2016 Fair.

Sub-committee responsibilities and objectives would be discussed at a future meeting.

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

Review, Discussion and Possible Action on 2016 Fair Matters

A. *Fair Update – No Report*

Comptroller's Financial Report – Review

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

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

A. *WI Association of Fairs Convention – Jan 10-13, 2016*

The reservation and registration process were discussed with Pollen being the point person for the Board to get their registration packets from at the Convention. Discussion

B. *Rummage-A-Rama – November 12; Volunteer Sign Up; 2016 Dates*

Volunteer signup sheet distributed. Discussion.

C. Multi-Purpose Building Update

Neuser reported that a grant request was submitted to the West Foundation and was denied at their December meeting. Resubmittal of the grant is likely. At this time the project is only 50% funded, so preparations are being made to again provide a tent for the swine, sheep and goats for the 2016 County fair.

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

Zipperer reported that the Ant Hill Mob provided beverages at the dartball tournament that was held in the Merchants Building in December, and that they (The Ant Hill Mob) donated \$1,000 of their proceeds to the Expo. The Board asked Zipperer to pass on their gratitude to the Ant Hill Mob.

Adjournment

Motion was made by Janowski, seconded by Zipperer to adjourn at 9:15pm. Motion carried unanimously.

Minutes taken by Neuser

Signed by Sleik

Please Sign In

Name	Address
Justin Brantl	716 South Perkins Rd
Brian Schmitz	1612 Clark Street Manitowish
Jason Swoboda	1912 Jefferson St. TOR
Michael Kleskner	5816 CTH D Two Rivers
THOMAS P. ROBERTS	9227 Reg. Mith Rd
Don Kler	5119 CTH Rd T, Whitefish
Larry Kujawa	1606 25th St Two Rivers
Dennis Bism	
Mark J. Jans	6934 Tall Oaks Rd
Bob Skutumpah	2123 Calumet Ave.
GARY VONDERHOF	12912 Hwy 67 Kich
TERRY SUMMER	101 N. 1st St. Cats
Mari Boin	W1584 GYRD N Plymouth
Todd Humphrey	61 Green Bay Ct Shab. Fls
Chuck Winters	4449 CTH 55
Carl Brown	12235W Viduam Rd



MANITOWOC COUNTY EXPO-ICE CENTER BOARD

Finance Sub-Committee

AMENDED MEETING NOTICE

Revised for new item 3.B.

DATE: January 6, 2016
TIME: 5:30 p.m.
PLACE: Expo Merchants Building
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 2015 and 2016 Fair:
 - A. Advertising – Radio, Newspaper
 - B. *Lifetime Memberships***
 - C. 2015 Fair Budget; 2016 Fair Budget
4. Update and Possible Action on Other Fair Operation Projects and Issues
5. Adjourn

Date: December 29, 2015

Kevin Behnke, SUB-COMMITTEE CHAIRPERSON

Amended: January 4, 2016 at 10:30 a.m.

By: Gerard Neuser, Public Works Director

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

Wednesday, January 6, 2016

Location: Expo Office – 4921 Expo Drive, Manitowoc

Present: K. Behnke, M. Plate, M. Bratt, D. Schaut, J. Beyer, D. Gauger, J. Janowski

Other Expo-Ice Center Board Members Present: J. Vetting, D. Pollen, D. Newberg, B. Herr, J. Hawig, M. Sleik L. Taylor, B. Cavanaugh, T. Dvorak, R. Voss, R. Zipperer, D. Fitzgerald, R. Kohlbeck,

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

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

Vouchers None

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 2015 and 2016 Fair:

A. Advertising – Radio, Newspaper

Advertising budget for 2016 remains the same as 2015. Staff will be working on the best division of the monies between various print and radio outlets.

B. Lifetime Memberships

Behnke Proposed that lifetime memberships will not end in 2020 but will be honored until the death of the lifetime member. Discussion. New cards to be issued to lifetime members to curtail pass sharing. Motion was made by Schaut, seconded by Beyer to recommend approval to the board. Motion carried unanimously.

C. 2015 Fair Budget; 2016 Fair Budget

Neuser reported that the 2016 fair budget was reviewed by staff and has been updated with more realistic projections and actual figures. Discussion.

Update and Possible Action on Other Fair Operation Projects and Issues

None.

Adjourn

Motion made by Plate, seconded by Bratt to adjourn at 5:53pm. Motion carried unanimously.

Minutes taken by Neuser

Signed by Bratt



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

DATE: January 6, 2016
TIME: 6:00 p.m.
PLACE: Expo Merchants Building
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 2016 Fair:
 - A. Tuesday-Sunday Grandstand and Special Events Entertainment – EWSC Race Contract; Other Grandstand Entertainment Ideas
 - B. Indoor Vendor Booth Issues – Rules 2016
 - C. Outdoor Vendor Issues – Grease Removal Language
4. Other Fair Projects and Issues Update – No Action
5. Adjourn

Date: December 29, 2015

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 6, 2016

Location: Expo Office – 4921 Expo Drive, Manitowoc

Present: R. Voss, D. Newberg, L. Taylor, D. Schaut, R. Zipperer, D. Fitzgerald, M. Sleik, D. Gauger

Other Expo-Ice Center Board Members Present: J. Vetting, D. Pollen, M. Plate, M. Bratt, B. Cavanaugh, T. Dvorak, R. Kohlbeck, J. Beyer, B. Herr, J. Hawig, K. Behnke, J. Janowski

Called to Order Meeting called to order – 6pm.

Minutes Minutes were reviewed from the previous meeting. Motion was made by Zipperer, seconded by Gauger 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 2016 Fair:

A. *Tuesday-Sunday Grandstand and Special Events Entertainment – EWSC Race Contract; Other Grandstand Entertainment Ideas*

Todd Humphrey and members of EWSC were in attendance to explain their alternate proposal to provide (2) nights of racing, Tuesday and Wednesday nights.

- Cost would be \$6,500 per night
- 4 divisions would race each night

Chairman Voss replied that members of the Expo Board would be attending the state fairs convention in January and debating other entertainment ideas also. No decision would be made until the February meeting, but thanked EWSC for coming and making the offer.

Action Needed:

- Keep on the next Entertainment & Vendor subcommittee agenda.

B. *Indoor Vendor Booth Issues – Rules 2016*

No report.

Action Needed:

- Keep on the next Entertainment & Vendor subcommittee agenda.

C. *Outdoor Vendor Rules – Grease Removal*

No report.

Action Needed:

- Keep on the next Entertainment & Vendor subcommittee agenda.

Other Fair Projects and Issues Update – No Action

No report.

Adjournment

Motion made by Zipperer, seconded by Taylor to adjourn at 6:10pm. Motion carried unanimously.

Minutes taken by Neuser

Signed by Sleik



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

DATE: January 6, 2016
TIME: 6:30 p.m.
PLACE: Expo Merchants Building
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 2016 Fair:
 - A. Special Operations Detective Agency (SODA) Contract
 - B. Subcommittee Responsibilities and Objectives
4. Other Fair Projects and Issues Update – No Action
5. Adjourn

Date: December 29, 2015

Jody Beyer, SUB-COMMITTEE CHAIRPERSON
By: Gerard Neuser, Public Works Director

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

Held Wednesday, January 6, 2016

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

Present: J. Beyer, D. Pollen, M. Plate, L. Taylor, R. Voss, R. Zipperer, B. Herr, M. Sleik, B. Blatz

Other Expo-Ice Center Board Members Present: J. Vetting, D. Newberg, M. Bratt, D. Schaut, B. Cavanaugh, T. Dvorak, D. Fitzgerald, R. Kohlbeck, J. Hawig, D. Gauger, K. Behnke, J. Janowski

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

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

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

Review and Possible Action on the following items for the 2015 Fair:

A. *Special Operations Detective Agency (SODA) Contract*

Beyer reported on the 2015 SODA contract and that 181 hours were scheduled for the 2015 County fair.

Beyer commented that flexibility is needed every year as current events may dictate how much security may be needed, so the number of hours contracted for each year will change. Discussion was also held on the availability of SODA officers w/canines, and that their availability is never guaranteed, but they try to have dogs onsite, even if the dogs are in training. Discussion was then held on keeping the daily meetings between the Expo Parking & Security Committee and SODA, as well as with the Sheriff's Dept. Motion was made by Pollen, seconded by Taylor to contract with SODA for the 2016 fair, with the exact number of hours to be determined by the chairperson of the Parking & Security Committee. Motion carried unanimously.

B. *Subcommittee Responsibilities and Objectives*

No discussion.

Action Needed:

- Subcommittee Responsibilities and Objectives to remain on the next Parking & Security subcommittee agenda.

Other Fair Projects and Issues Update – No Action

Discussion was held on the Manitowoc Fire Department's roving presence vs. their static presence in the Merchant's building, and that we should request they go back to a static presence. Also discussed was overnight duty and Taylor's preference to use cell phones for communications on that shift.

Adjournment

Motion made by Plate, seconded by Taylor to adjourn at 6:45pm. Motion carried unanimously.

Minutes taken by Neuser

Signed by Pollen



COUNTY OF MANITOWOC

COUNTY CLERK

1010 South 8th St., Ste. 115
Manitowoc, WI 54220

Jamie J. Aulik
Manitowoc County Clerk

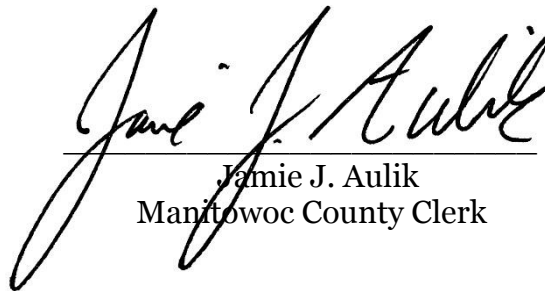
Telephone: (920) 683-4004
Email: jamieaulik@co.manitowoc.wi.us

NOTICE

Please take notice that members of the Manitowoc County Board are invited for to an open house regarding the possible sale of county owned property.

The open house starts at 5:30 p.m. on January 7, 2016 at the Manitowoc County Expo, Merchants Building, 4921 Expo Dr., Manitowoc, WI.

A quorum may be present, but no County Board business will take place.



Jamie J. Aulik
Manitowoc County Clerk



MANITOWOC COUNTY

EXPO and ICE CENTER BOARD

MEETING NOTICE

DATE: February 3, 2016
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
 - D. Vouchers
2. Public Comment
3. Review, Discussion, and Possible Action on Sub Committee Recommendations
 - A. FINANCE SUB-COMMITTEE:
 1. Election of Officers; 2016 Fair Budget
 - B. OPERATIONS SUB-COMMITTEE:
 1. Election of Officers; Market Animal Committee Update; Annual Superintendent-Assistant Superintendent Meeting – April 20; Manitowoc County 4-H Silent Auction Request; Nichole Paulow – Fair Camping Request; Billboard Sign Competition; Beer Rules and Regulations; Missing-Lost Child Protocol; Special Olympics Run – Logistical Support; Talent Show Update; Education & Outreach Working Group Update; Ice Center Working Group Update; Fairest of the Fair Working Group Update-Competition & Reception Date; Application Deadline-May 1; Proclamation-County Board Meeting
 - C. ENTERTAINMENT/VENDORS SUB-COMMITTEE:
 1. Election of Officers; Tuesday-Sunday Grandstand and Special Events Entertainment – EWSC Race Contract, Watson Woodcarver Contract; Modified Tractor Pull Contract – North Eastern WI (NEW) Motorsports & Pullers Inc.; Demo Derby Ideas; Other Grandstand Entertainment Ideas; Indoor Vendor Booth Issues-Rules 2016; Outdoor Vendor Issues-Grease Removal
 - D. PARKING/SECURITY SUB-COMMITTEE:
 1. Election of Officers; Subcommittee Responsibilities and Objectives
4. Review, Discussion, and Possible Action on 2016 Fair Matters
 - A. Beer and Soda Vendor Meeting – March 9
 - B. Tents Inc. Contract
 - C. B&M Waste Contract
 - D. 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 by Board Attendees
 - B. Rummage-A-Rama – February 13; Volunteer Sign Up
 - C. Multi-Purpose Building Update
 - D. Expo-Ice Center Month Events; Expo Grounds Update
7. Adjourn

Date: January 27, 2016

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

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MINUTES of EXPO-ICE CENTER BOARD MEETING

Wednesday, February 3, 2016

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

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

Absent & Excused: R. Voss, D. Newberg, M. Bratt

Absent:

Pledge of Allegiance

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

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

Vouchers None.

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

Review & Act on Subcommittee Recommendations:

A. Finance Subcommittee

1. *Election of Officers; 2016 Fair Budget*

Behnke reported on the following:

- Election of Officers – D. Pollen as vice chair and J. Janowski as secretary.

B. Operations Subcommittee

1. *Election of Officers; Market Animal Committee Update; Annual Superintendent-Assistant Superintendent Meeting-April 20; Manitowoc County 4-H Silent Auction Request; Nichole Paulow-Fair Camping Request; Billboard Sign Competition; Beer Rules and Regulations; Missing-Lost Child Protocol; Special Olympics Run-Logistical Support; Talent Show Update; Education & Outreach Working Group Update; Ice Center Working Group Update; Fairest of the Fair Working Group Update-Competition & Reception Date; Application Deadline-May 1; Proclamation-County Board Meeting*

Dvorak reported on the following:

- Election of Officers – D. Pollen as vice chair and J. Hawig as secretary.
- Market animal committee has fourteen new exhibitors and approved a \$100 stipend towards payment for the swine judge.
- Annual superintendent and assistant superintendent meeting set for April 20 with agenda items to include emergency plans and first aid.
- Recommend for approval the Manitowoc County 4-H Silent Auction request.
- Recommend for approval the request from Nichole Paulow for reduced camping rate during week of fair.
- Working on beer rules and regulations.
- Talent show paperwork submitted to State with meeting to be held in spring.
- Education and Outreach met tonight and working on plans to relocate the tent. Meeting scheduled for March 9 at 6pm.
- Ice Center – compressor is in and not running yet. Meeting tomorrow night with user groups.
- Fairest of the Fair – needs to schedule a meeting. Application deadline is May 1 and recommend for approval the competition date to be Thursday, June 2.

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

C. Entertainment/Vendors Subcommittee:

1. ***Election of Officers; Tuesday-Sunday Grandstand and Special Events Entertainment – EWSC Race Contract, Watson Woodcarver Contract; Modified Tractor Pull Contract – North Eastern WI (NEW) Motorsports & Pullers Inc.; Demo Derby Ideas; Other Grandstand Event Ideas; Indoor Vendor Booth Issues-Rules 2016; Outdoor Vendor Issues-Grease Removal***

Vetting reported on the following:

- Election of Officers – D. Fitzgerald is vice chair and L. Taylor is secretary.
- Recommend for approval EWSC racing contract for Wednesday only.
- Recommend for approval Watson Woodcarver contract.
- Demo Derby ideas were discussed.
- Modified Truck and Tractor pull was tabled.
- Fireworks is set for Tuesday.

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

D. Parking/Security Subcommittee:

1. ***Election of Officers; Subcommittee Responsibilities and Objectives***

Beyer reported on the following:

- Election of Officers – M. Plate is vice chair and M. Sleik is secretary.
- Sub-committee responsibilities and objectives were discussed and will continue to work on at next meeting.

Review, Discussion and Possible Action on 2016 Fair Matters

- A. ***Beer and Soda Vendor Meeting – March 9***

Krizek reported that the beer and soda vendor meeting is scheduled for March 9 at 7pm.

- B. ***Tents Inc. Contract***

Krizek presented the Tents Inc. contract for approval. Motion was made by Zipperer, seconded by Dvorak to approve the Tents Inc. contract. Motion carried unanimously.

- C. ***B&M Waste Contract***

Krizek presented the B&M Waste contract for approval. Discussion included adding one additional hand washing station at the cattle barn-petting zoo area. Motion was made by Taylor, seconded by Zipperer to approve the B&M Waste contract to include the additional hand washing station. Motion carried unanimously.

- D. ***Fair Update***

Behnke reported that the Finance subcommittee approved lifetime memberships with no expiration date and communication will be sent to all members.

Comptroller's Financial Report – Review

PW Director reported on the Financial Report included in the board packet noting that the end of the year unaudited report shows Expo activities are better, Ice Center activities had major repairs and was down and Maintenance activities included water main repairs and Walters building set up with a loss of \$3,500 that was transferred from the reserve account.

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

- A. ***WI Association of Fairs Convention Update by Board Attendees***

Dvorak reported on the competition noting that Cheyenne Mueller placed in the top ten finalists. Pollen reported on the attendance of seminars including grant writing, and Herr attended advertising seminars. Herr reported that the oral auction brought in \$47,000 and the silent auction approximately \$4,500. Discussion included promotion of the fair and awards won by Manitowoc County Fair for large fair poster, large fair promotional (yard sign) and ribbon won for best picture, fairest of the fair basket sold for \$550, Jody Beyer was recognized with an award.

- B. ***Rummage-A-Rama – February 13; Volunteer Sign Up***

Volunteer sign up sheet distributed.

C. Multi-Purpose Building Update

Neuser reported that Valley Building Systems is on hold for now and that Horse-A-Rama has still committed to funding and supporting the new multi-purpose building. Neuser added that the West Foundation grant will be resubmitted.

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

Krizek reported on the upcoming events including Brewfest and Fire and Ice Convention.

Discussion of the Expo property sale to Meijer. Neuser reported that Meijer purchased a six month option to purchase the land at a cost of \$10,000 and will begin doing site investigations.

Adjournment

Motion was made by Gauger, seconded by Zipperer to adjourn at 7:58pm. Motion carried unanimously.

Minutes taken by Neuser

Signed by Sleik



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

DATE: February 3, 2016
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 2016 Fair:
 - A. 2016 Fair Budget
5. Update and Possible Action on Other Fair Operation Projects and Issues
6. Adjourn

Date: January 27, 2016

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 3, 2016

Location: Expo Office – 4921 Expo Drive, Manitowoc

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

**Other Expo-Ice
Center Board**

Members Present: J. Vetting, M. Sleik, L. Taylor, R. Zipperer, D. Fitzgerald, J. Hawig, T. Dvorak,

Absent & Excused: M. Bratt, J. Janowski

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 Gauger to approve the minutes. Motion carried unanimously.

Vouchers None

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

Election of Officers

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

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

Review, Discussion, and Possible Action on the following items for the 2016 Fair:

A. 2016 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 6:38pm. Motion carried unanimously.

Minutes taken by Krizek

Signed by Janowski



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

DATE: February 3, 2016
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 2016 Fair:
 - A. Tuesday-Sunday Grandstand and Special Events Entertainment – EWSC Race Contract; Watson Woodcarver Contract; Modified Tractor Pull Contract – North Eastern WI (NEW) Motorsports & Pullers Inc; Demo Derby Ideas; Other Grandstand Entertainment Ideas
 - B. Indoor Vendor Booth Issues – Rules 2016
 - C. Outdoor Vendor Issues – Grease Removal Language
5. Other Fair Projects and Issues Update – No Action
6. Adjourn

Date: January 27, 2016

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**

Wednesday, February 3, 2016

Location: Expo Office – 4921 Expo Drive, Manitowoc

Present: D. Fitzgerald, M. Sleik, L. Taylor, D. Schaut, R. Zipperer, D. Gauger

**Other Expo-Ice
Center Board**

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

Absent & Excused: R. Voss, D. Newberg

Absent: R. Kohlbeck

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

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

Public Comment Acting Chair, Vetting, 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 made by Taylor, seconded by Sleik, that nominations be closed and unanimous ballot be cast for Fitzgerald as committee vice chair. Motion carried unanimously.

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

Review, Discussion, and Possible Action on the following items for the 2016 Fair:

A. *Tuesday-Sunday Grandstand and Special Events Entertainment – EWSC Race Contract; Watson Woodcarver Contract; Modified Tractor Pull Contract – North Eastern WI (NEW) Motorsports & Pullers inc; Demo Derby Ideas; Other Grandstand Entertainment Ideas*

EWSC racing ideas for Wednesday only and moving to a different day (Saturday) were discussed as well as the fireworks show on Tuesday. Motion was made by Schaut, seconded by Zipperer to approve EWSC race program for Wednesday only (August 24). Motion carried unanimously.

NEW Motorsports and Pullers Inc. contracts were presented for review and approval. Discussion included contract language and entertainment at the fair. Motion was made by Gauger, seconded by Taylor to table the presented contracts. Motion carried unanimously.

Discussion regarding Action Auto Demolition entertainment provider with notation that Jerry Paulos is retiring. Discussion also included contract ideas for International Demo Derby and to run on Sunday or Saturday. Motion was made by Zipperer, seconded by Schaut to table the discussion. Motion carried unanimously.

Woodcarver contract was presented for approval. Motion was made by Gauger, seconded by Schaut to recommend approval to the board the Woodcarver contract for the 2016 fair. Motion carried unanimously.

Action Needed:

- Staff to prepare a comparison document for Pullers Inc. and NEW Motorsports.
- Staff to contact International Demo Derby regarding Saturday or Sunday show costs.

B. Indoor Vendor Booth Issues – Rules 2016

Krizek reported that language has been added to the indoor vendor rules that booths must be staffed at all times.

C. Outdoor Vendor Rules – Grease Removal

Krizek reported that language has been added to the outdoor vendor rules regarding disposal of grease.

Action Needed:

- Staff to send out communication regarding grey water issues.
- Staff to send out communication to Rainbow Valley Rides regarding both grease disposal and grey water issues.

Other Fair Projects and Issues Update – No Action

No report.

Adjournment

Motion made by Gauger, seconded by Zipperer to adjourn at 5:58pm. Motion carried unanimously.

Minutes taken by Krizek

Signed by Sleik



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

DATE: February 3, 2016
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. Election of Officers
4. Review, Discussion, and Possible Action on the following items for the 2016 Fair:
 - A. Subcommittee Responsibilities and Objectives
5. Other Fair Projects and Issues Update – No Action
6. Adjourn

Date: January 27, 2016

Jody Beyer, SUB-COMMITTEE CHAIRPERSON
By: Gerard Neuser, Public Works Director

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

Wednesday, February 3, 2016

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

Present: J. Beyer, M. Plate, M. Sleik, B. Herr D. Pollen, L. Taylor, R. Zipperer

**Other Expo-Ice
Center Board**

Members Present: J. Vetting, B. Cavanaugh, D. Schaut, K. Behnke, J. Hawig, T. Dvorak, B. Herr

Absent & Excused: B. Blatz

Absent: R. Kohlbeck

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

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

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

Election of Officers

Mike Plate was nominated by Dick Pollen as the committee Vice Chairperson. After three calls for other nominations a motion made by Taylor, seconded by Sleik, that nominations be closed and unanimous ballot be cast for Plate as committee vice chair. Motion carried unanimously.

Michelle Sleik was nominated by Dick Pollen as the committee Secretary. After three calls for other nominations a motion made by Herr, seconded by Taylor, that nominations be closed and unanimous ballot be cast for Sleik as committee secretary. Motion carried unanimously.

Review and Possible Action on the following items for the 2016 Fair:

A. Subcommittee Responsibilities and Objectives

Committee reviewed possible responsibilities and objectives including the following:

- Develop and maintain a structured flow pattern.
- Work with local law enforcement and EMS agents.
- Event set up and horse tent and stall set up.
- Coordinate horse parkers.
- Prepare evacuation plan.
- Prepare security plan including semi-annual meetings with county and city law enforcement and special operations.
- Provide security during special events including Special Olympics, bands, and other entertainment.

Action Needed:

- Subcommittee Responsibilities and Objectives to remain on the next Parking & Security subcommittee agenda.

Other Fair Projects and Issues Update – No Action

No report.

Adjournment

Motion made by Plate, seconded by Zipperer to adjourn at 6:55pm. Motion carried unanimously.

Minutes taken by Krizek

Signed by Sleik



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

DATE: February 3, 2016
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 2016 Fair:
 - A. Market Animal Committee Meeting Update
 - B. Annual Superintendent-Assistant Superintendent Meeting – April 20
 - C. Manitowoc County 4-H Silent Auction Request
 - D. Nichole Paulow – Fair Camping Request
 - E. Billboard Sign Competition
 - F. Beer Rules and Regulations
 - G. Missing-Lost Child Protocol
 - H. Special Olympics Run – Logistical Support
 - I. Talent Show Update
 - J. Education & Outreach Working Group Update
 - K. Ice Center Working Group Update
 - L. Fairest of the Fair Working Group Update – Competition & Reception Date; Application Deadline – May 1; Proclamation – County Board Meeting
5. Other Fair Projects and Issues Update – No Action
6. Adjourn

Date: January 27, 2016

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

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

Wednesday, February 3, 2016

Location: Expo Office – 4921 Expo Drive, Manitowoc

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

**Other Expo-Ice
Center Board**

Members Present: J. Vetting, K. Behnke, D. Schaut, M. Sleik, L. Taylor

Absent & Excused: D. Newberg, B. Blatz, J. Janowski

Absent:

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

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

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

Election of Officers

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

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

Review, Discussion and Possible Action on the following items for the 2016 Fair:

A. *Market Animal Committee Meeting Update*

Cavanaugh reported on the market animal committee meeting noting that the committee discussed the upcoming exhibitor's meetings, education meetings have started and there are fourteen new exhibitors. Cavanaugh also noted that the committee approved the additional judge's fee of \$100 to help offset judge's costs to the Manitowoc County Fair. Next market animal committee meeting is February 14.

B. *Annual Superintendent-Assistant Superintendent Meeting – April 20*

Dvorak reported that the annual superintendent-assistant superintendent meeting is set for April 20. Discussion included adding an Evacuation and Quarantine plan to the agenda.

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

Dvorak reported on the annual request submitted by the Manitowoc County 4-H to hold a silent auction. Dvorak added that individuals and clubs give to the raffle program. Motion was made by Herr, seconded by Pollen to recommend approval to the board the Manitowoc County 4-H Silent Auction request. Motion carried unanimously.

D. Nichole Paulow – Fair Camping Request

Dvorak reported on the annual request submitted by Nichole Paulow for a reduced camping rate of \$17.50 per day during the week of fair. Discussion included handling of future requests. Motion was made by Fitzgerald, seconded by Hawig to recommend approval to the board the reduced fair camping rate of \$17.50 per day by Nichole Paulow. Motion carried unanimously.

E. Billboard Sign Competition

Dvorak reported on the billboard sign competition included in the committee packet. Consensus of the committee to hold the competition for the 2016 fair.

F. Beer Rules and Regulations

Dvorak reported that there is a meeting in two weeks with the beer club to discuss beer categories and anyone interested in helping with planning of the event should contact Dvorak. Discussion included obtaining sponsorships and the master of ceremonies is John Jagemann.

Action Needed:

- Keep on the next Operations subcommittee agenda.

G. Missing-Lost Child Protocol

No report.

Action Needed:

- Keep on the next Operations subcommittee agenda.

H. Special Olympics Run – Logistical Support

No report.

Action Needed:

- Keep on the next Operations subcommittee agenda.

I. Talent Show Update

Dvorak reported that paperwork was submitted to the state for participation in the Talent Show competition. Discussion included obtaining judges in March-April and conduct a meeting in April.

J. Education & Outreach Working Group Update

Behnke reported on the working group meeting noting that the meeting discussion included the relocation of the tent by the cattle barn, increasing the size of the tent, sponsorships, daily events, demos and static displays. Next meeting is set for March 9 at 6pm.

K. Ice Center Working Group Update

Pollen reported that the new compressor has been installed and are working on some issues.

L. Fairest of the Fair Working Group Update

Dvorak reported on the upcoming fairest of the fair competition program discussing the typical date of the event and conflicts with schools. Discussion included more direct advertising. Motion was made by Cavanaugh, seconded by Herr to recommend approval to the board to host the Manitowoc County Fairest of the Fair competition and reception program on Thursday, June 2. Motion carried unanimously.

Other Fair Projects and Issues Update – No Action

None.

Adjournment

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

Minutes taken by Krizek

Signed by Hawig



MANITOWOC COUNTY
EXPO and ICE CENTER BOARD
MEETING NOTICE

DATE: March 2, 2016
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
 - D. Vouchers
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
 - C. ENTERTAINMENT/VENDORS SUB-COMMITTEE:
 1. Tuesday-Sunday Grandstand and Special Events Entertainment – Modified Tractor Pull Contract – North Eastern WI (NEW) Motorsports & Pullers Inc.; Demo Derby Ideas; Other Grandstand Entertainment Ideas
 - D. PARKING/SECURITY SUB-COMMITTEE:
 1. No Committee Meeting-Committee Update
4. Review, Discussion, and Possible Action on 2016 Fair Matters
 - A. Beer and Soda Vendor Meeting – March 9
 - 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. Rummage-A-Rama – March 12; Volunteer Sign Up; 2016-2017 Rummage-A-Rama Schedule
 - B. Multi-Purpose Building Update
 - C. Expo-Ice Center Month Events; Expo Grounds Update
7. Adjourn

Date: February 23, 2016

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

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MINUTES of EXPO-ICE CENTER BOARD MEETING

Held Wednesday, March 2, 2016

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

Present: J. Vetting, D. Pollen, M. Plate, L. Taylor, D. Schaut, B. Cavanaugh, R. Zipperer, B. Blatz, R. Kohlbeck, B. Herr, J. Hawig, M. Sleik, J. Janowski, R. Voss, M. Bratt

Absent & Excused: K. Behnke, T. Dvorak, D. Fitzgerald, J. Beyer, D. Newberg
Absent: D. Gauger

Pledge of Allegiance

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

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

Vouchers None.

Public Comment Board Chairperson called for public input three times. No public input 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***
No report.

C. Entertainment/Vendors Subcommittee:

1. ***Tuesday-Sunday Grandstand and Special Events Entertainment –Modified Tractor Pull Contract – North Eastern WI (NEW) Motorsports & Pullers Inc.; Demo Derby Ideas; Other Grandstand Event Ideas***

Voss reported on the following:

- Tuesday-Sunday Grandstand Shows:
 - Tuesday – Fireworks Show
 - Wednesday – EWSC Racing
 - Thursday – Modified Truck and Tractor Pull. Recommend for approval Pullers Inc. as the event promoter and approval of the contract at \$6,200 to include the buses.
 - Friday – Tractor Pull
 - Saturday – WI Garden Tractor Pull
 - Sunday – Demo Derby. Recommend for approval Action Auto as the event promoter and approval of the contract with increase in prize money at a cost of \$5,600.

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

D. Parking/Security Subcommittee:

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

Review, Discussion and Possible Action on 2016 Fair Matters

A. ***Beer and Soda Vendor Meeting – March 9***

Voss reported that the beer and soda vendor meeting is scheduled for March 9 at 7pm. Vetting reported that the clubs determine the beer vendor during this meeting and Expo-Ice Center board members do not have any involvement with this decision.

B. Fair Update

Krizek reported on the Lifetime Membership ID cards and upcoming scheduled times for taking pictures for the new ID cards.

Vetting reported that the AG Adventureland working group meeting is on March 10 at 6pm and following is the Fairest of the Fair working group meeting at 7pm.

Taylor reported on the face sign project and that one sign has been repainted and ready for breakfast on the farm.

Comptroller's Financial Report – Review

PW Director reported on the Financial Report included in the board packet noting financials are as expected.

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

A. Rummage-A-Rama – February 13; Volunteer Sign Up; 2016-2017 Rummage-A-Rama Schedule

Volunteer signup sheet distributed. Vetting reported on the 2016-2017 possible schedule noting that there is a group interested in renting the building in February. Discussion on February date and allowing any groups the possibility of renting the building versus hosting the rummage-a-rama event. Motion was made by Janowski, seconded by Zipperer to have the 2016-2017 schedule to include November, December, February and March with the option to reschedule due to potential outside vendors. Motion carried unanimously.

B. Multi-Purpose Building Update

Krizek reported that the West Foundation grant request has been resubmitted. Neuser added that Valley Building Systems is aware of the delay and still interested in the participating in the construction.

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

Krizek reported on the upcoming events including the rummage-a-rama sale and the Northeast WI Dog Show.

Vetting reported that he will be calling the first meeting of the "Chairman's Planning Group" for May to be composed of the board chairperson, board vice-chair, the four (4) subcommittee chairs, and county staff to begin discussions on the orientation of the 2017 and future County Fairs.

Vetting reported that there is an upcoming District 4 meeting on April 14 in Washington County for those board members interested in attending.

Adjournment

Motion was made by Plate, seconded by Bratt to adjourn at 7:28pm. Motion carried unanimously.

Minutes taken by Krizek

Signed by Sleik

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

Held Wednesday, March 2, 2016

Location: Expo Office – 4921 Expo Drive, Manitowoc

Present: R. Voss, M. Sleik, L. Taylor, D. Schaut, R. Zipperer, R. Kohlbeck, D. Newberg

**Other Expo-Ice
Center Board**

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

Absent & Excused: D. Fitzgerald

Absent: D. Gauger

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

Minutes Minutes were reviewed from the previous meeting. Motion was made by Zipperer, seconded by Taylor 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 2016 Fair:

A. *Tuesday-Sunday Grandstand and Special Events Entertainment –Modified Tractor Pull Contract – North Eastern WI (NEW) Motorsports & Pullers Inc.; Demo Derby Ideas; Other Grandstand Entertainment Ideas*

Voss reported on the fair week events including:

- Tuesday – fireworks sponsored by Larry's Distributing and Blue Barn Cheese Curds.
- Wednesday – EWSC Racing and contract is signed.
- Thursday – Modified Truck & Tractor Pull. Committee discussed and reviewed the comparison spreadsheet provided in the committee packet. Motion was made by Zipperer, seconded by Newberg to recommend to the board approval of the Pullers Inc. to host the Modified Truck & Tractor event. Motion carried unanimously.

Committee reviewed the two event options through Pullers Inc. at \$5,600 and \$6,200 noting that the \$6,200 would include four buses. Discussion. Motion was made by Kohlbeck, seconded by Taylor to recommend to the board approval of the \$6,200 contract through Pullers Inc. Motion carried unanimously.

- Friday – Tractor Pull.
- Garden Tractor Pull and Demo Derby – committee discussed two separate promoters to hold the Demo Derby. Discussion included prize money increased and cement blocks owned by Action Auto. Motion was made by Kohlbeck, seconded by Schaut to recommend to the board the approval of Action Auto to host the Demo Derby event. Motion carried unanimously.

Committee discussed the option to move the demo derby to Saturday with discussion on impact on attendance. Motion was made by Newberg, seconded by Zipperer to recommend to the board the approval of the Action Auto contract to be held on Sunday. Motion carried unanimously.

Other Fair Projects and Issues Update – No Action

No report.

Adjournment

Motion made by Zipperer, seconded by Schaut to adjourn at 6:58pm. Motion carried unanimously.

Minutes taken by Krizek

Signed by Sleik



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

DATE: March 2, 2016
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 2016 Fair:
 - A. Tuesday-Sunday Grandstand and Special Events Entertainment –Modified Tractor Pull Contract – North Eastern WI (NEW) Motorsports & Pullers Inc; Demo Derby Ideas; Other Grandstand Entertainment Ideas
4. Other Fair Projects and Issues Update – No Action
5. Adjourn

Date: February 23, 2016

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

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MANITOWOC COUNTY
EXPO and ICE CENTER BOARD
MEETING NOTICE

DATE: April 6, 2016
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
 - D. Vouchers
2. Public Comment
3. Review, Discussion, and Possible Action on Sub Committee Recommendations
 - A. FINANCE SUB-COMMITTEE:
 1. One Day Tickets – Ages; Lifetime Membership – Potential Missing Names; 2016 Fair Budget
 - B. OPERATIONS SUB-COMMITTEE:
 1. Market Animal Committee Meeting Update; Annual Superintendent-Assistant Superintendent Meeting – April 20; Beer Rules and Regulations; Work Days; Bale Art – Landscape; Missing-Lost Child Protocol Update; Special Olympics Run Update; Talent Show Update; Education & Outreach Working Group Update; Ice Center Working Group Update; Fairest of the Fair Working Group Update – Competition & Reception – June 2, Application Deadline – May 1
 - 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 2016 Fair Matters
 - A. Beer and Soda Vendor Meeting Update
 - B. District 4 Meeting – Washington County – Reservations – April 14
 - C. Fair Update
5. Comptroller's Financial Report – Review
6. Update and Possible Action on Other Fair, Expo Buildings and Grounds Projects and Issues
 - A. Rummage-A-Rama Update
 - B. Multi-Purpose Building Update
 - C. Expo-Ice Center Month Events; Expo Grounds Update
7. Adjourn

Date: March 29, 2016

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

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MINUTES of EXPO-ICE CENTER BOARD MEETING

Held Wednesday, April 6, 2016

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

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

Absent & Excused:

Absent: D. Newberg

Pledge of Allegiance

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

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

Vouchers None.

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

Review & Act on Subcommittee Recommendations:

A. Finance Subcommittee

1. One Day Tickets – Ages; Lifetime Membership – Potential Missing Names; 2016 Fair Budget

Behnke reported on the following:

- One Day Passes – committee recommends the change of age for One Day passes to 5 and under free and 6 and over \$10.

- Lifetime Membership – issues with names not on spreadsheet and consensus to add them.

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

B. Operations Subcommittee

1. Market Animal Committee Meeting Update; Annual Superintendent-Assistant Superintendent Meeting – April 20; Beer Rules and Regulations; Works Days; Bale Art – Landscape; Missing-Lost Child Protocol Update; Special Olympics Run Update; Talent Show Update; Education & Outreach Working Group Update; Ice Center Working Group Update; Fairest of the Fair Working Group Update – Competition & Reception – June 2, Deadline – May 1

Dvorak reported on the following:

- Market Animal Committee – committee tabled the No Kill action requested by the market animal committee as ban was lifted.
- Superintendent-Assistant Superintendent meeting set for April 20 at 6pm for Exhibition building and 7:30pm for animal superintendents-assistant superintendents.
- Beer Rules – Mark the calendar for August 13 competition and workers needed.
- Work Days – Blatz to review the needs for the grounds and milk house.
- Bale Art – recommend a Bale Art competition with first place to receive \$25 and winner to be located at the main gate the following fair year.
- Missing-Lost Child – some modifications will be done to the document.
- Special Olympics – meeting scheduled next week to discuss logistics.
- Talent Show – meeting to be held in May.
- Education & Outreach – Meeting set for April 27 at 6pm.
- Ice Center – ice out.
- Fairest of the Fair – meeting April 19 to finalize. Distributed sponsor and food lists.

Motion was made by Dvorak, seconded by Janowski to approve the committee report and recommendations. Motion carried. Schaut voted no.

C. Entertainment/Vendors Subcommittee:

1. No Committee Meeting-Committee Update

Voss that contracts have been signed. Voss added that the Expo-Ice Center board received a plaque at the Special Olympics banquet.

D. Parking/Security Subcommittee:

1. No Committee Meeting-Committee Update

Beyer reported that the objectives document was distributed to committee members and suggestions should be brought to the next meeting.

Review, Discussion and Possible Action on 2016 Fair Matters

A. Beer and Soda Vendor Meeting Update

Voss reported that the beer and soda vendor meeting went well and no questions or issues. Voss added that Larry's Distributing will be the beer vendor and Lakeside Pepsi will provide soda and water.

B. District 4 Meeting – Washington County – Reservations – April 14

Krizek reported that reservations are due by April 7 for the April 14 District 4 meeting. Dvorak, Vetting and Pollen reported that they will be attending.

C. Fair Update

Vetting reported that Expo received a check from the Wisconsin Department of Agriculture, Trade and Consumer Protection (DATCP) state aid check for \$7,162.77.

Dvorak reported that dues were paid by her to join IAFE under Manitowoc County for \$175. Discussion.

Comptroller's Financial Report – Review

PW Director reported on the Financial Report included in the board packet noting Expo Activities are doing better, Fair activities did not reflect state aid check, Ice Center activities does not reflect the final payment due to the restructured payment schedule, and Maintenance activities reflects \$1,200 in repairs and insurance that came in one month earlier.

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

A. Rummage-A-Rama Update

Vetting reported that the March rummage-a-rama was well attended. Vetting noted that the next sale is November 19, the third weekend. Vetting added that concessions may be an issue this next season and waiting to hear back from the Chiefs.

B. Multi-Purpose Building Update

Krizek reported on the West Foundation grant received for \$62,500.

Neuser reported that with the donation of \$100,000 from Horse-A-Rama and the reserve funds of \$45,000 that the county executive is supporting a draft resolution to have the multi-purpose building constructed by the county fair. Neuser added that Request for Proposals (RFPs) already went out, interviewed and selected Valley Building Systems. Neuser recommended that the Expo-Ice Center approve support of the draft resolution. Discussion. Motion was made by Schaut, seconded by Zipperer to recommend support to the Public Works committee for the draft resolution. Motion carried unanimously.

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

Krizek reported on the upcoming events including the Ant Hill Mob Bike Show and Dance and the Home Show.

Adjournment

Motion was made by Plate, seconded by Voss to adjourn at 7:45pm. Motion carried unanimously.

Minutes taken by Krizek

Signed by Sleik



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

DATE: April 6, 2016
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 2016 Fair:
 - A. One Day Tickets – Ages
 - B. Lifetime Membership – Potential Missing Names
 - C. 2016 Fair Budget
4. Update and Possible Action on Other Fair Operation Projects and Issues
5. Adjourn

Date: March 29, 2016

Kevin Behnke, 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
FINANCE SUBCOMMITTEE**

Wednesday, April 6, 2016

Location: Expo Office – 4921 Expo Drive, Manitowoc

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

**Other Expo-Ice
Center Board**

Members Present: J. Vetting, M. Sleik, L. Taylor, R. Zipperer, D. Fitzgerald, J. Hawig, T. Dvorak, R. Voss, B. Herr, 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 Plate, seconded by Bratt 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 2016 Fair:

A. One Day Tickets – Ages

Behnke reviewed the history of the one day tickets and the current ticket pricing and age requirements for the one day tickets. Discussion. Motion was made by Bratt, seconded by Beyer to recommend approval to the board to change the one day ticket prices to 5 and under are free. Motion carried. Schaut voted no.

B. Lifetime Membership – Potential Missing Names

Krizek reported on the issue of some missing names on the Lifetime Membership list. Discussion with consensus to add names once member shows Lifetime Membership black and gold card.

C. 2016 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 7:07pm. Motion carried unanimously.

Minutes taken by Krizek

Signed by Janowski



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

DATE: April 6, 2016
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 2016 Fair:
 - A. Market Animal Committee Meeting Update
 - B. Annual Superintendent-Assistant Superintendent Meeting – April 20
 - C. Beer Rules and Regulations
 - D. Work Days
 - E. Bale Art – Landscape
 - F. Missing-Lost Child Protocol Update
 - G. Special Olympics Run Update
 - H. Talent Show Update
 - I. Education & Outreach Working Group Update
 - J. Ice Center Working Group Update
 - K. Fairest of the Fair Working Group Update – Competition & Reception – June 2; Application Deadline – May 1
4. Other Fair Projects and Issues Update – No Action
5. Adjourn

Date: March 29, 2016

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, April 6, 2016

Location: Expo Office – 4921 Expo Drive, Manitowoc

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

**Other Expo-Ice
Center Board**

Members Present: J. Vetting, D. Schaut, M. Sleik, L. Taylor, M. Plate

Absent & Excused: D. Newberg

Absent:

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

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

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

Review, Discussion and Possible Action on the following items for the 2016 Fair:

A. Market Animal Committee Meeting Update

Cavanaugh reported on the market animal committee meeting noting that the committee is working on the exhibitor's meal. Lamb selection meetings, and adding more points to those members participating in the national judging team. Cavanaugh added that the next meeting is April 10.

Dvorak reported on the market animal committee's discussion and request for a "No Kill" show for 2017. Dvorak noted that the mandatory kill show has been lifted by the state and fairs can change to a "No Kill" show. Discussion included obtaining feedback from exhibitors, reaching out to other counties noting that most were not lifting the ban. Motion was made by Cavanaugh, seconded by Hawig to table the discussion until the next Operations subcommittee meeting. Motion carried unanimously.

Action Needed:

- Swine Ban – No Kill Show on next Operations Subcommittee agenda.

B. Annual Superintendent-Assistant Superintendent Meeting – April 20

Dvorak reported that the annual superintendent-assistant superintendent meeting is set for April 20 at 6pm for Exhibition building superintendents and 7:30pm for animal superintendents.

C. Beer Rules and Regulations

Dvorak reported that everything will be confirmed beginning of next week and will be looking for volunteers for the August 13 competition.

Action Needed:

- Keep on the next Operations subcommittee agenda.

D. Work Days

Dvorak reported that there is minimal work to be completed with touch up on the doors and milk house has holes to be patched. Blatz to do a walk through to see what other work to be done and possibly schedule work days in May.

Action Needed:

- Keep on the next Operations subcommittee agenda.

E. Bale Art – Landscape

Dvorak reported on the bale art – landscape noting that Nancy Newberg will send out information to the clubs once approved. Discussion on potential competition with judging and future placement location of winners. Motion was made by Pollen, seconded by Herr to have a Bale Art competition with first place to receive \$25 and then placed at the main entrance area the following fair year. Motion carried unanimously.

F. Missing-Lost Child Protocol

Dvorak reported on the Missing-Lost Child Protocol documents provided in the committee packet with discussion on the protocol including how to execute the plan and have board members in the proper locations.

G. Special Olympics Run – Logistical Support

No report.

Action Needed:

- Keep on the next Operations subcommittee agenda.

H. Talent Show Update

Dvorak reported that there will be a meeting in May.

I. Education & Outreach Working Group Update

Dvorak reported that there is a meeting set for April 27 at 6pm.

J. Ice Center Working Group Update

Pollen reported that ice is out, compressors off and Freon evacuated. Pollen added that a pressure decay check is being done to see if there are any leaks.

K. Fairest of the Fair Working Group Update

Dvorak reported that applications are out and can fill on line.

Other Fair Projects and Issues Update – No Action

None.

Adjournment

Motion made by Herr, seconded by Blatz to adjourn at 6:26pm. Motion carried unanimously.

Minutes taken by Krizek

Signed by Hawig



MANITOWOC COUNTY
EXPO and ICE CENTER BOARD
MEETING NOTICE

DATE: May 4, 2016
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. One Day Tickets – Ages; 2016 Fair Budget
 - B. OPERATIONS SUB-COMMITTEE:
 1. Market Animal Committee Meeting Update; Swine Ban – No Kill Show 2017; Annual Superintendent-Assistant Superintendent Meeting Update; Beer Rules and Regulations Update; Work Days; Special Olympics Run Update; Talent Show Update; Education & Outreach Working Group Update; Ice Center Working Group Update; Fairest of the Fair Working Group Update – Competition & Reception – June 2
 - C. ENTERTAINMENT/VENDORS SUB-COMMITTEE:
 1. No Committee Meeting-Committee Update; Outdoor Vendor Applications – Review Date
 - D. PARKING/SECURITY SUB-COMMITTEE:
 1. No Committee Meeting-Committee Update
4. Review, Discussion, and Possible Action on 2016 Fair Matters
 - A. District 4 Meeting Update
 - B. Fairest of Fair - Proclamation
 - C. Fair Update
5. Comptroller's Financial Report – Review
6. Update and Possible Action on Other Fair, Expo Buildings and Grounds Projects and Issues
 - A. Cement Bench Locations
 - B. Expo Shirts
 - C. Multi-Purpose Building Update
 - D. Breakfast on the Farm – Strutz Farm – June 12 – Volunteer Schedule
 - E. Expo-Ice Center Month Events; Expo Grounds Update
7. Adjourn

Date: April 26, 2016

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, May 4, 2016

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

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

Absent & Excused: D. Fitzgerald

Absent:

Pledge of Allegiance

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

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

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

Review & Act on Subcommittee Recommendations:

A. Finance Subcommittee

1. *One Day Tickets – Ages; 2016 Fair Budget*

Behnke reported on the following:

- One Day Passes – committee recommends approval of 4 and over at \$10, 3 and under free and Tiny Tot passes for \$3 for ages 4-5 for exhibitor families only.

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

B. Operations Subcommittee

1. *Market Animal Committee Meeting Update; Swine Ban – No Kill Show 2017; Annual Superintendent-Assistant Superintendent Meeting Update; Beer Rules and Regulations Update; Works Days; Special Olympics Run Update; Talent Show Update; Education & Outreach Working Group Update; Ice Center Working Group Update; Fairest of the Fair Working Group Update – Competition & Reception – June 2*

Dvorak reported on the following:

- Market Animal Committee – animals are up and \$4,000 in scholarships to be given to four recipients.
- Superintendent-Assistant Superintendent Update – plan to have meeting in 2017 and then biennial thereafter.
- Beer Rules – working on sponsors.
- Work Days – Blatz reviewed the grounds and determined five areas of potential painting work days including the Lesters building, milk house, staining of benches, camping markers, light poles. Dates to be emailed.
- Special Olympics – logistical meeting held and went well.
- Talent Show – will be scheduling a meeting.
- Education & Outreach – Meeting held on April 27 and working on schedule, demonstrations, displays, and daily events.
- Ice Center – both groups are done and working on contract for 2016-2017.
- Fairest of the Fair – competition set for June 2. Sponsorship deadline is May 15.
- Swine Ban – committee recommends to continue with terminal show for 2017.

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

C. Entertainment/Vendors Subcommittee:

1. *No Committee Meeting-Committee Update; Outdoor Vendor Applications – Review Date*

Voss reported that the potential outdoor vendor applications will be reviewed soon.

D. Parking/Security Subcommittee:

1. No Committee Meeting-Committee Update

Beyer reported that the objectives to be reviewed at the June meeting.

Review, Discussion and Possible Action on 2016 Fair Matters

A. District 4 Meeting Update

Dvorak reported on the District 4 meeting noting that there was discussion on the no kill show, parking issues, and other fair ideas.

B. Fairest of the Fair Proclamation

Vetting reported that the Fairest of the Fair proclamation has been signed and will be given to public works committee and then to county board for presentation at the May 17 meeting.

C. Fair Update

Krizek reported that agendas will be due week of May 16. Krizek added that staff attended the Manitowoc Kiwanis meeting and Dvorak and staff were on WOMT radio show.

Comptroller's Financial Report – Review

PW Director reported on the Financial Report included in the board packet noting Expo Activities doing well, Fair activities reflects state aid check posted, Ice Center activities does not reflect any capital to date and final user group payment, and Maintenance activities reflects purchase of event tables. Neuser added that the Ice Center activities account is charged against each month and will be shown in the financial report throughout the year.

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

A. Cement Bench Locations

Krizek reported on the cement benches donated last year and placement ideas from the board.

B. Expo Shirts

Expo shirts can be purchased from Embroidery Plus and typically board members wear during the week of fair.

C. Multi-Purpose Building Update

Neuser reported that Valley Building Systems and Horse-A-Rama along with staff met regarding the building design and waiting for contract.

D. Breakfast on the Farm – Strutz Farm – June 12 – Volunteer Schedule

Volunteer schedule was distributed.

Vetting presented a donation request for Breakfast on the Farm. Consensus was no.

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

Krizek reported on the upcoming events.

Neuser reported that a comment was made on WOMT Radio's Open Mic Program that the recent appointment of County Board Supervisor Gauger to the Expo Board gave too much County Board representation on the Expo Board.

Neuser stated the County Executive made the appointment due to Supervisor Gauger's many years of service on the Expo Board, his extensive knowledge of its operations, and the large amount of volunteer hours he serves for the benefit of the Expo and County fair every year.

Neuser reported on the staffing structure noting the facility manager's role at the Expo grounds.

Adjournment

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

Minutes taken by Krizek

Signed by Sleik



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

DATE: May 4, 2016
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 2016 Fair:
 - A. One Day Tickets – Ages
 - B. 2016 Fair Budget
4. Update and Possible Action on Other Fair Operation Projects and Issues
5. Adjourn

Date: April 26, 2016

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 4, 2016

Location: Expo Office – 4921 Expo Drive, Manitowoc

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

**Other Expo-Ice
Center Board**

Members Present: J. Vetting, M. Sleik, L. Taylor, R. Zipperer, J. Hawig, T. Dvorak, R. Voss, B. Herr, D. Newberg

Absent & Excused:

Absent:

Called to Order Meeting called to order – 6:33pm.

Minutes Minutes were reviewed from the previous meeting. Motion was made Gauger, seconded by Sleik 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 2016 Fair:

A. One Day Tickets – Ages

Behnke reviewed the motion from the April 6 meeting pertaining to the one day tickets and age requirements. Behnke added that a conference call was done with Rainbow Valley Rides (RVR) regarding RVR's concerns with the approved age. Discussion. Motion was made by Janowski, seconded by Bratt to approve the one day tickets at \$10 for ages 4 and up, 3 and under free, and tiny tot week pass for ages 4-5 for \$3 for exhibitor's families only. Motion carried. Gauger voted no.

B. 2016 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 6:50pm. Motion carried unanimously.

Minutes taken by Krizek

Signed by Janowski



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

DATE: May 4, 2016
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 2016 Fair:
 - A. Market Animal Committee Meeting Update
 - B. Swine Ban – No Kill Show 2017
 - C. Annual Superintendent-Assistant Superintendent Meeting Update
 - D. Beer Rules and Regulations Update
 - E. Work Days
 - F. Special Olympics Run Update
 - G. Talent Show Update
 - H. Education & Outreach Working Group Update
 - I. Ice Center Working Group Update
 - J. Fairest of the Fair Working Group Update – Competition & Reception – June 2
4. Other Fair Projects and Issues Update – No Action
5. Adjourn

Date: April 26, 2016

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 4, 2016

Location: Expo Office – 4921 Expo Drive, Manitowoc

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

**Other Expo-Ice
Center Board**

Members Present: J. Vetting, D. Schaut, M. Sleik, L. Taylor, M. Plate, K. Behnke, R. Voss

Absent & Excused: D. Fitzgerald, B. Blatz

Absent:

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

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

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

Review, Discussion and Possible Action on the following items for the 2016 Fair:

A. *Market Animal Committee Meeting Update*

Cavanaugh reported on the market animal committee meeting noting that educational meetings are going well and scholarships are finalized. Cavanaugh added that there will be four scholarships at \$1,000 each. Cavanaugh noted that market animals are up. Next meeting is scheduled for Sunday, May 8.

B. *Swine Ban – No Kill Show 2017*

Dvorak reported on the market animal committee request for a no kill show noting that the market animal committee has no current opinion on the potential no kill show. Discussion included District 4 ratio of terminal shows with majority as a terminal show, health concerns, year-to-year consistency of shows. Motion was made by Newberg, seconded by Hawig to continue as a terminal swine show. Motion carried unanimously.

C. *Annual Superintendent-Assistant Superintendent Meeting Update*

Dvorak reported on the annual informational meeting for superintendent-assistant superintendents. Dvorak added that following 2017, the committee may consider conducting these meetings biennial.

D. *Beer Rules and Regulations Update*

Dvorak reported there will be a meeting next week to discuss sponsorship for the competition.

Action Needed:

- Keep on the next Operations subcommittee agenda.

E. *Work Days*

Dvorak reported on the Expo Grounds evaluation completed by Blatz and the top five areas of need for potential work days noting the following painting projects:

- Lester's Building (inside)
- Milk House (outside)
- Benches and Railings
- Camping Markers
- Light Poles

Dvorak added that work days will be emailed out to the board and looking to paint the Lesters Building in June with coordination of weekdays and weeknights.

Action Needed:

- Keep on the next Operations subcommittee agenda.

F. Special Olympics Run – Logistical Support

Dvorak reported on the meeting with Kris Zolltheis, Special Olympics coordinator, to review race logistics during the week of fair. Dvorak added that the board will continue to determine the start and finish line, placement of cones, and provide approximately four people at the Lesters and Multi-Purpose buildings. Dvorak added that Special Olympics coordinates with police as well as fire and ambulance. Dvorak noted that Special Olympics would like to have a start and finish banner.

G. Talent Show Update

Dvorak reported that a meeting will be set up soon.

H. Education & Outreach Working Group Update

Behnke reported on the Education and Outreach Working group meeting held April 27 noting that the 20x60 tent will be placed on the southwest side of the dairy cattle barn. Discussion included layout, pedal tractor area, daily schedule, sponsorships, static displays, items from state fair, and goat milking demonstrations.

I. Ice Center Working Group Update

Pollen reported that the 2016-2017 contract is undergoing final review. Pollen added that hockey had a yearend meeting last night and figure skating is upcoming.

J. Fairest of the Fair Working Group Update – Competition & Reception – June 2

Dvorak reported on the fairest of the fair contestants noting that the current fairest made a list of potential contestants and sent out 27 invitational letters. Dvorak reminded the committee that sponsors must be submitted by May 15 and set up will be on Tuesday with the competition on June 2. Dvorak added that the judge's panel has been selected.

Other Fair Projects and Issues Update – No Action

None.

Adjournment

Motion made by Pollen, seconded by Hawig to adjourn at 6:32pm. Motion carried unanimously.

Minutes taken by Krizek

Signed by Hawig



MANITOWOC COUNTY
EXPO and ICE CENTER BOARD
MEETING NOTICE

DATE: June 1, 2016
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. No Committee Meeting-Committee Update; Market Animal Committee Meeting Update; Beer Rules and Regulations Update; Work Days; Talent Show Update; Education & Outreach Working Group Update; Ice Center Working Group Update; Fairest of the Fair Working Group Update – Competition & Reception – June 2
 - C. ENTERTAINMENT/VENDORS SUB-COMMITTEE:
 1. No Committee Meeting-Committee Update; Outdoor Vendor Applications – Review Date
 - D. PARKING/SECURITY SUB-COMMITTEE:
 1. Subcommittee Responsibilities and Objectives
4. Review, Discussion, and Possible Action on 2016 Fair Matters
 - A. Billboard – Judges
 - B. EWSC – Grandstand Work during week of Fair
 - C. Volunteer and Liaison Sign Up
 - D. Fair Update
5. Comptroller's Financial Report – Review
6. Update and Possible Action on Other Fair, Expo Buildings and Grounds Projects and Issues
 - A. CPR Training Update
 - B. Multi-Purpose Building Update
 - C. Breakfast on the Farm – Strutz Farm – June 12 – Volunteer Schedule
 - D. Expo-Ice Center Month Events; Expo Grounds Update
7. Adjourn

Date: May 17, 2016

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, June 1, 2016

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

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

Absent & Excused: D. Fitzgerald

Absent:

Pledge of Allegiance

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

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

Public Comment Board Chairperson called for public input three times. No public input 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; Beer Rules and Regulations Update; Works Days; Talent Show Update; Education & Outreach Working Group Update; Ice Center Working Group Update; Fairest of the Fair Working Group Update – Competition & Reception – June 2***

Dvorak reported on the following:

- Market Animal Committee – no updates. Keeping swine as a terminal show.
- Beer Rules – Need to begin advertising competition with posters.
- Works Days – Need to get dates set up.
- Talent Show – no update.
- Education and Outreach – Hidden Valley will participate on Thursday with milk goat demonstrations throughout the week.
- Ice Center – user groups getting together and closing out the season.
- Fairest of the Fair Competition – Eight contestants. Competition begins at 7pm with contestants arriving at 1:45pm for interviews.

C. Entertainment/Vendors Subcommittee:

1. ***No Committee Meeting-Committee Update; Outdoor Vendor Applications – Review Date***
No report.

D. Parking/Security Subcommittee:

1. ***Subcommittee Responsibilities and Objectives***
Beyer reported that there was a consensus to adopt the two main objectives.

Review, Discussion and Possible Action on 2016 Fair Matters

A. ***Billboard - Judges***

Janowski, Pollen, Vetting and Herr to conduct billboard judging on July 20 starting at 11am.

B. EWSC – Grandstand Work During Week of Fair

Krizek reported on the EWSC agreement included in the board packet to conduct grandstand work during the week of fair. Discussion. Motion was made by Newberg, seconded by Taylor to approve the EWSC agreement for \$1,000. Motion carried unanimously.

C. Volunteer and Liaison Sign Up

Staff to post volunteer and liaison sign up for the next meeting.

D. Fair Update

Krizek reported on the presentation to the Jaycee's for the AG Adventureland tent.

Comptroller's Financial Report – Review

PW Director reported on the Financial Report included in the board packet noting Expo Activities revenue includes the digital sign revenue, Fair activities is normal, Ice Center activities does not reflect any capital to date and the Makeup Air Unit expense, and Maintenance activities includes the West Foundation grant, Horse-A-Rama donation, County General Fund transfer of \$120,000 to be used toward the Agriculture Multi-Purpose building.

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

A. CPR Training Update

Krizek reported that staff is working on coordination of CPR training at the August meeting and is a noncertified training.

B. Multi-Purpose Building Update

Dvorak reported on the layout meeting with the animal superintendents. Neuser reported that utilities to be moved on Monday.

C. Breakfast on the Farm – Strutz Farm – June 12 – Volunteer Schedule

Volunteer schedule was distributed.

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

Krizek reported on the upcoming events.

Vetting reported on the Thank You card received from the Northeastern WI Dog Show Classic.

Adjournment

Motion was made by Plate, seconded by Taylor to adjourn at 7:30pm. Motion carried unanimously.

Minutes taken by Krizek

Signed by Sleik



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

DATE: June 1, 2016
TIME: 6:30pm
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 2016 Fair:
 - A. Subcommittee Responsibilities and Objectives
4. Other Fair Projects and Issues Update – No Action
5. Adjourn

Date: May 17, 2016

Jody Beyer, SUB-COMMITTEE 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 1, 2016

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

Present: J. Beyer, M. Plate, M. Sleik, B. Herr D. Pollen, L. Taylor, R. Zipperer, B. Blatz, R. Kohlbeck

**Other Expo-Ice
Center Board**

Members Present: J. Vetting, J. Janowski, R. Voss, J. Hawig

Absent & Excused:

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 Zipperer to approve the minutes. Motion carried unanimously.

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

Review and Possible Action on the following items for the 2016 Fair:

A. Subcommittee Responsibilities and Objectives

Discussion on the subcommittee responsibilities and objectives on the two main objectives included in the committee packet. The two main objectives (A & B as listed) were approved by the subcommittee by consensus.

Beyer reported on the following:

- Daily schedule with daily tasks has been created and will need a lead person and a vice-lead person for each task.
- Nightly Parking meetings held after horse-parkers are recalled from the lots, typically between 8:00 – 9:30 p.m.
- Daily Security meetings are held at 10:00 a.m. with the Special Ops Detective agency (SODA) and 4:00 p.m. with the Sheriff's Dept.
- Daily meetings with entire Parking & Security sub-committee could be held after the daily full Expo Board meeting
- New procedure for 2016 County Fair – Every day one of the Parking & Security leaders will take the Lead Role, being either Beyer, Plate, or Pollen, so there is cross-training and succession plan in place for future fairs.
- The sub-committee requests that Jennell email the pavilion groups and ask if they can supply info on how many vehicles to expect with each band

Other Fair Projects and Issues Update – No Action

No report.

Adjournment

Motion made by Plate, seconded by Pollen to adjourn at 6:55pm. Motion carried unanimously.

Minutes taken by Krizek

Signed by Sleik



MANITOWOC COUNTY
EXPO and ICE CENTER BOARD
MEETING NOTICE

DATE: July 6, 2016
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. No Committee Meeting-Committee Update; Market Animal Committee Meeting Update; Beer Rules and Regulations Update; Work Days – July 12 and 13; Talent Show Update; Education & Outreach Working Group Update; Ice Center Working Group Update; Fairest of the Fair Working Group Update
 - 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 2016 Fair Matters
 - A. Billboard Judging – July 20 at 11am
 - B. Alpaca-Llama Request
 - C. Volunteer and Liaison Sign Up
 - D. Fair Update
5. Comptroller's Financial Report – Review
6. Update and Possible Action on Other Fair, Expo Buildings and Grounds Projects and Issues
 - A. CPR Training – August 3 at 6pm
 - B. WI Association of Fairs Conference – January 8-11, 2017
 - C. Multi-Purpose Building Update
 - D. Breakfast on the Farm Update
 - E. JS Solutions Permanent Signage Request
 - F. Lifetime Membership Update – Old Passes
 - G. Fairest of the Fair and Expo-Ice Center Board Picture
 - H. Expo-Ice Center Month Events; Expo Grounds Update
7. Adjourn

Date: June 29, 2016

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, July 6, 2016

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

Present: J. Vetting, D. Pollen, M. Plate, L. Taylor, D. Schaut, B. Cavanaugh, R. Zipperer, B. Herr, J. Hawig, J. Janowski, R. Voss, M. Bratt, K. Behnke, T. Dvorak, J. Beyer, D. Newberg

Absent & Excused: D. Fitzgerald, B. Blatz, R. Kohlbeck, M. Sleik,
Absent:

Pledge of Allegiance

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

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

Public Comment Board Chairperson called for public input three times. No public input 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; Beer Rules and Regulations Update; Works Days – July 12 and 13; Talent Show Update; Education & Outreach Working Group Update; Ice Center Working Group Update; Fairest of the Fair Working Group Update***

Dvorak reported on the following:

- Market Animal Committee – Krizek attended the meeting and provided an update on the new multi-purpose building. The market animal committee booklet will be coming out for 2017.
- Beer Rules – August 13 is the judging date and need stewards. Poster was included in the packet.
- Works Days – July 12 at 4pm with Dvorak to lead; July 13 at 6pm with Blatz to lead. Lesters building is almost ready for fair. Focus will be to paint the outside of the milk parlor, horse barn doors, and benches.
- Talent Show – Judges and DJ are set along with the band shell.
- Education and Outreach – Next meeting scheduled for July 20 at 5pm. Secured pedal tractors, tent layout, and contributions from the dairy promotions committee and Manitowoc Jaycees.
- Ice Center – user groups to have contract completed by July 15.
- Fairest of the Fair Competition – photo shoot completed and parades coming up with drivers needed in August.

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 2016 Fair Matters

A. *Billboard Judging – July 20 at 11am*

Billboard judging set for July 20 at 11am. Janowski unable to attend and looking for another board member to help with judging.

B. *Alpaca-Llama Request*

The board reviewed the alpaca-llama request provided in the committee packet with discussion including health code regulations, potential selling days in the Exhibition building, permits, insurance. Motion was made by Cavanaugh, seconded by Herr to deny the alpaca-llama request and to recommend selling items through the 4-H Clover Café. Motion carried. Behnke voted no.

C. *Volunteer and Liaison Sign Up*

Volunteer and liaison list posted. Behnke added that a volunteer is needed to monitor the pedal tractor area.

D. *Fair Update*

No report.

Comptroller's Financial Report – Review

PW Director reported on the Financial Report distributed with a change from the original insert noting Expo Activities revenue includes the digital sign revenue, Fair activities is normal, Ice Center activities does not reflect any capital to date and the Makeup Air Unit expense, and Maintenance activities includes the new multi-purpose building initial payment of \$60,000.

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

A. *CPR Training – August 3 at 6pm*

The CPR training is scheduled for August 3 at 6pm.

B. *WI Association of Fairs Conference – January 8-11, 2017*

Board members to notify staff on attendance at the 2017 WI Association of Fairs Conference by end of September.

C. *Multi-Purpose Building Update*

Krizek reported that the building is in progress and going well.

D. *Breakfast on the Farm Update*

Bratt reported that there were approximately 4300 people in attendance.

E. *JS Solutions Permanent Signage Request*

Krizek reported on JS Solutions Permanent Signage request included in the board packet. Discussion included number of signs, size and use of fair pictures.

Action Needed:

- Place on next Expo-Ice Center board meeting agenda.

F. *Lifetime Membership Update – Old Passes*

Krizek reported on the old lifetime membership passes and request from members to retain the passes. Discussion included making signage, collection of all passes. Motion made by Behnke, seconded by Zipperer to retain all lifetime membership passes and not to return passes back to members. Motion carried unanimously.

G. *Fairest of the Fair and Expo-Ice Center Board Pictures*

Nicole Schoenberger, 2016 Manitowoc County Fairest of the Fair, introduced herself and provided an update of current parades and other events attended. Expo-Ice Center board picture taken.

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

Krizek reported on the upcoming events.

Adjournment

Motion was made by Dvorak, seconded by Bratt to adjourn at 7:55pm. Motion carried unanimously.

Minutes taken by Krizek

Signed by Sleik



MANITOWOC COUNTY
EXPO and ICE CENTER BOARD
AMENDED MEETING NOTICE
Revised for addition of new item 4.A.

DATE: August 3, 2016
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. No Committee Meeting-Committee Update; Market Animal Committee Meeting Update; Beer Rules and Regulations Update; Work Days Update; Talent Show Update; Education & Outreach Working Group Update; Ice Center Working Group Update; Fairest of the Fair Working Group Update
 - 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 2016 Fair Matters
 - A. Raffle Request – Republican Party of Manitowoc County*
 - B. Billboard Judging Update
 - C. Volunteer and Liaison Sign Up
 - D. Evacuation-Bad Weather Table Top Discussion
 - E. Fair Update
5. Comptroller's Financial Report – Review
6. Update and Possible Action on Other Fair, Expo Buildings and Grounds Projects and Issues
 - A. Lifetime Membership Request
 - B. Horse-A-Rama Signage Request
 - C. JS Solutions Permanent Signage Request
 - D. CPR Training – August 3 at 6pm
 - E. WI Association of Fairs Conference – January 8-11, 2017
 - F. Multi-Purpose Building Update
 - G. Expo-Ice Center Month Events; Expo Grounds Update
7. Adjourn

Date: July 26, 2016

Amended: August 1, 2016 at 12:30 p.m.

Jerome Vetting, BOARD CHAIRPERSON

By: Gerard Neuser, Public Works Director

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MINUTES of EXPO-ICE CENTER BOARD MEETING

Held Wednesday, August 3, 2016

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

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

Absent & Excused: M. Sleik, J. Janowski, J. Beyer, D. Gauger
Absent:

Pledge of Allegiance

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

Minutes Minutes were reviewed from the previous meeting. Motion was made by Cavanaugh, seconded by Bratt, to approve the minutes with corrections noting M. Plate was not in attendance as recorded at the July 6, 2016 meeting. Motion carried unanimously.

Public Comment Board Chairperson called for public input three times. No public input 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; Beer Rules and Regulations Update; Works Days Update; Talent Show Update; Education & Outreach Working Group Update; Ice Center Working Group Update; Fairest of the Fair Working Group Update***

Dvorak reported on the following:

- Market Animal Committee – no update. Cavanaugh has the meeting minutes for anyone to review.
- Beer Rules – attended beer competition with Pollen and Russ Olp for ideas. There are 29 registered entries and must be delivered by Aug 8. Still in need of stewards and can register by going to the fair website. Action Realty sponsoring items and lunch.
- Works Days Update – Benches completed as well as staining. Suggest to begin working on projects over the fall and winter months.
- Talent Show – Judges set as well as DJ. Five contestants. Event is Wednesday, Aug 24 at 2pm.
- Education and Outreach – Next meeting scheduled set for August 18 at 5:30pm at the tent location to review the layout. Need volunteers for 2 hour shifts.
- Ice Center – user groups have signed contract.
- Fairest of the Fair – Attending upcoming parades at Valders, Kiel, and Newton.

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 2016 Fair Matters

A. *Raffle Request – Republican Party of Manitowoc County*

Request withdrawn. No action.

B. *Billboard Judging Update*

Judging results included in board packet. Each club will receive individual club results.

C. *Volunteer and Liaison Sign Up*

Volunteer and liaison list posted.

D. *Evacuation-Bad Weather Table Top Discussion*

An evacuation-bad weather table top discussion was held with a power point presentation and review of steps to ensure a safe environment for fair attendees.

E. *Fair Update*

Neuser reported on the new gatekeeper process being rolled out at this year's fair noting that board members will be considered staff when handling the new process.

Taylor reported increased interest in the Sunday Demo Derby and concerns about future demo derby events at the fair. Neuser stated that the grandstand area will be the same excluding any type of oval track program.

Herr reported that there is no company at this point interested in removal of the milk during the county fair and the group is still seeking an interested party.

Comptroller's Financial Report – Review

PW Director reported on the Financial Report provided in the board packet noting that there are no significant changes. Neuser added the new digital sign should be completed in the next two weeks and will reflect payment out of the Expo Activities account. Neuser noted that the Fair activities are the same and Ice Center activities are good. Neuser reported that the Make Up Air Handling unit bids are due by August 8 and costs will reflect against the account of approximately \$15,000. Neuser reported that the Maintenance activities reflect the multi-purpose funding.

Neuser reported on the 2015 Audited Expo Results of Operation by Activity provided in the board packet and presented at the July County Board meeting.

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

A. *Lifetime Membership Request*

Lifetime membership request to issue the new Lifetime Membership passes without the current black and gold membership pass was reviewed and provided in the board packet. Discussion included handling of future requests to be done on a case by case basis through the board for approval. Motion was made by Behnke, seconded by Voss to approve the Lifetime Membership Request and new Lifetime Membership passes to be issued. Motion carried unanimously.

B. *Horse-A-Rama Signage Request*

Horse-A-Rama signage request provided in the board packet was reviewed. Neuser outlined the past and future support from the group and recommended approval to the public works committee for final approval. Discussion included future sign requests to be reviewed and approved on a case by case basis. Motion was made by Fitzgerald, seconded by Taylor to recommend approval to the public works committee the Horse-A-Rama signage request. Motion carried unanimously.

C. JS Solutions Permanent Signage Request

Krizek reported on JS Solutions Permanent Signage request noting that the signs would be 8x10 with 10 signs created to be mounted at the Expo grounds. Motion was made by Behnke, seconded by Voss to approve JS Solutions permanent signage request. Motion carried unanimously.

D. CPR Training – August 3 at 6pm

Vetting reported on the noncertified CPR training held prior to the regular board meeting with general information provided.

E. WI Association of Fairs Conference – January 8-11, 2017

Board members to notify staff on attendance at the 2017 WI Association of Fairs Conference by end of September.

Dvorak reported that Bob Williams, WI Department of Agriculture, Trade, and Consumer Protection (DATCP), is doing better and Jayme Buttke will be handling his responsibilities.

F. Multi-Purpose Building Update

Neuser reported that the building is structurally complete with the excavator to be onsite tomorrow along with the electrician and hydro-seeding by the following week.

Ribbon Cutting Ceremony will be held on Tuesday, August 23 at 7:30pm.

Expo-Ice Center Month Events; Expo Grounds Update

Krizek reported on the upcoming events.

Adjournment

Motion was made by Newberg, seconded by Plate to adjourn at 8:07pm. Motion carried unanimously.

Minutes taken by Krizek

Signed by Sleik



MANITOWOC COUNTY
EXPO and ICE CENTER BOARD
AMENDED MEETING NOTICE
Revised for addition of new item 3.c.

DATE: August 23-28, 2016

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 2016 Fair
 - a. Tuesday Meeting - Polka Plus Pavilion Packer Football Raffle Request
 - b. Tuesday Meeting - Clover Café Signage Request
 - c. Tuesday Meeting – Junior Fair Exhibitor Request**
 - d. Prior Day's Activities Recap and Issues
 - e. Liaison Daily Recap and Issues
 - f. Current Day Activities
 - g. 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 2016 fair.
5. Other Fair Projects and Issues Update – No Action
6. Adjourn

Date: August 15, 2016

Amended: August 16, 2016 @ 12:05 p.m.

Jerome Vetting, BOARD CHAIRPERSON

By: Gerard Neuser, Public Works Director

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MINUTES of EXPO-ICE CENTER BOARD MEETING
Held Tuesday, August 23, 2016
Location: Expo Office – 4921 Expo Drive, Manitowoc WI

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

Absent & Excused: B. Blatz
Absent:

Called to Order Meeting called to order – 11am.

Minutes No minutes were presented for approval.

Vouchers None.

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

Review, Discussion and Possible Action on items to the 2015 Fair

A. *Tuesday Meeting – Polka Plus Pavilion Packer Football Raffle Request*

Polka Plus Pavilion Packer Football raffle request was presented for approval. Motion was made by Zipperer, seconded by Taylor to approve the request as long as the drawing is held during the week of fair. Motion carried unanimously.

B. *Tuesday Meeting – Clover Café Signage Request*

Clover Café requested to place signage in traffic location away from Clover Café stand. Motion was made by Newberg, seconded by Schaut to deny the Clover Café signage request. Motion carried unanimously.

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

The following prior day's activities were addressed:

- Three exhibitors' entries were presented for approval for entries that were not finalized and in the pending entry file of the Martech Blue Ribbon Software. Motion was made by Zipperer, seconded by Voss to approve the pending entries. Motion carried unanimously.
- Request from Tim Swoboda, computer repair shop, to post flyers-posters. Consensus was no. Discussion included the option to purchase advertising on the TV's.
- Milk Parlor ready and procedure to be put into place. Inspector approved.
- Request from parking & security chair to raise hands of those assisting with parking & security.

D. *Liaison Daily Recap and Issues*

The following Liaison Daily Recap and Issues were addressed:

- Bleachers requested at Kandu and woodcarver areas.
- Outdoor vendor set up going well.
- Horse Show Ring ready.

E. *Current Day Activities*

The following current day activities were addressed:

- Daily events were reviewed.
- Special Olympics – need members to help direct traffic. Discussion of banner and location with high restriction of 7' and placement after 1pm.

- Gatekeepers new process briefly discussed and may need help from board members.
- Buttons distributed for Ribbon Cutting Ceremony of new multi-purpose building.
- Dairy cattle barn issues noted that Sunday prior to fair will no longer be a decorating day as damage occurred this year.
- Fireworks tonight and no one permitted on the track once the fireworks are being placed. Discussion included notification of the horse people, fairest of the fair to be in attendance, and Hailey Pankratz to perform the national anthem.

Daily Judging Recap

The following Daily Judging Recap was addressed:

- Dog judging completed prior to fair. Display of dogs, rabbit hopping, cats, covies, and small animals to be placed in the Exhibition building.
- Jr. Fair judging went well in the Exhibition building; down 72 in Junior Fair and increase of 250 in Open Class.

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 2016 Fair

Other Fair Projects and Issues Update – No Action

Outdoor, Indoor, and AG judges were selected to judge on Wednesday. Janowski, Kohlbeck, Bratt, and Sleik.

Adjournment

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

Minutes taken by Krizek

Signed by Sleik

MINUTES of EXPO-ICE CENTER BOARD MEETING
Held Wednesday, August 24, 2016
Location: Expo Office – 4921 Expo Drive, Manitowoc WI

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

Absent & Excused: B. Blatz, J. Hawig
Absent:

Called to Order Meeting called to order – 11am.

Minutes No minutes were presented for approval.

Vouchers None.

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

Review, Discussion and Possible Action on items to the 2016 Fair

A. *Tuesday Meeting – Polka Plus Pavilion Packer Football Raffle Request*

No report.

B. *Tuesday Meeting – Clover Café Signage Request*

No report.

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

The following prior day's activities were addressed:

- Special Olympics would like to core drill and add flush covers for the banner. Staff was ok with the idea and will work with Special Olympics. Discussion included number of runners, volunteers, need for police officers to stop traffic, need for schedule and layout.
- Daily attendance – no numbers.
- Compliment received on HTR insert.
- One injury – person fell and hit head; refused ambulance service.
- EMS Schedule was discussed. Need for more bandages.
- Tour with Fire department noting that fire hydrant south of Ice Center requires a special wrench and was placed in the Ice Center.
- Fireworks went well with positive feedback.

D. *Liaison Daily Recap and Issues*

The following Liaison Daily Recap and Issues were addressed:

- Dairy Cattle barn having issues with faucets.
- Milk parlor breaker box needs to be open. Discussion included that Denor Electric activates this box for the fair.
- Putting gators into the Ice Center to allow for cleaning of the Merchants building.

E. *Current Day Activities*

The following current day activities were addressed:

- Daily events were reviewed.
- Vendor judging today.
- Brew competition display in the Merchants building with awards tonight at 6pm.
- Talent show sound system ready.

- Races – infield looks good.
- Roaming vendor issue – vendor is part of the carnival.
- Sound system in the multi-purpose building – hard to hear and beef superintendent would not shut off fans during the ceremony.

Daily Judging Recap

The following Daily Judging Recap was addressed:

- Hog judging went well with compliments to the superintendent and market animal committee by the judge for organization of the show.

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 2016 Fair

Other Fair Projects and Issues Update – No Action

No report.

Adjournment

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

Minutes taken by Krizek

Signed by Sleik

MINUTES of EXPO-ICE CENTER BOARD MEETING
Held Thursday, August 25, 2016
Location: Expo Office – 4921 Expo Drive, Manitowoc WI

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

Absent & Excused: B. Blatz, J. Hawig
Absent:

Called to Order Meeting called to order – 11am.

Minutes No minutes were presented for approval.

Vouchers None.

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

Review, Discussion and Possible Action on items to the 2016 Fair

A. *Tuesday Meeting – Polka Plus Pavilion Packer Football Raffle Request*

No report.

B. *Tuesday Meeting – Clover Café Signage Request*

No report.

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

The following prior day's activities were addressed:

- Discussion regarding accident during the race program last evening. Discussion included the official statement made by the City of Manitowoc and the county executive's request for a statement to be made on behalf of the board.
- Attendance numbers were reported for Tuesday and Wednesday.
- AG tent went well. Pedal tractors were checked to ensure proper working order. Behnke thanked Taylor for overseeing the craft area.
- Complaint of obstruction of aisle ways in the multi-purpose building including vacuums in aisle ways.
- Talent show went well with five contestants. Dvorak, Bratt, Blatz and Fitzgerald to meet post fair to review program. DJ equipment went well.
- Request made by Rose Neff to replace four lost season passes. Motion was made by Pollen, seconded by Zipperer to deny the request to replace the four lost season passes but to allow purchase of one day worker passes. Motion carried unanimously.

D. *Liaison Daily Recap and Issues*

The following Liaison Daily Recap and Issues were addressed:

- Water pressure issue in the dairy cattle barn.
- Friday and Saturday need volunteers to help cover security in the Merchants building.

E. *Current Day Activities*

The following current day activities were addressed:

- Recap of daily events was reviewed.
- Open class going well.
- Need to keep two golf carts for gatekeepers in the Merchants building.

Daily Judging Recap

The following Daily Judging Recap was addressed:

- Hog judging went well with compliments to the superintendent and market animal committee by the judge for organization of the show.

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 2016 Fair

Other Fair Projects and Issues Update – No Action

No report.

Adjournment

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

Minutes taken by Krizek

Signed by Sleik

MINUTES of EXPO-ICE CENTER BOARD MEETING
Held Friday, August 26, 2016
Location: Expo Office – 4921 Expo Drive, Manitowoc WI

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

Absent & Excused: B. Blatz

Absent:

Called to Order Meeting called to order – 11am.

Minutes No minutes were presented for approval.

Vouchers None.

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

Review, Discussion and Possible Action on items to the 2016 Fair

A. *Tuesday Meeting – Polka Plus Pavilion Packer Football Raffle Request*

No report.

B. *Tuesday Meeting – Clover Café Signage Request*

No report.

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

The following prior day's activities were addressed:

- Attendance numbers were reported.
- Market animal sale went well with an unofficial total of over \$138,000.
- Horse pull went well with 20 teams.
- Department of AG inspector onsite to review all animals. Went well with some slight changes to be made.
- Modified Truck & Tractor Pull went well but not many in the grandstand.
- Cream Puff winner – James Downey from CP Feeds.

D. *Liaison Daily Recap and Issues*

The following Liaison Daily Recap and Issues were addressed:

- Ramona's to donate mannequin to Expo. Request made to give six one day passes for the mannequin. Motion was made by Taylor, seconded by Newberg to donate six one day passes. Motion carried unanimously.
- 4-H Horse Show delayed until noon on Wednesday and great turn out. Possibly interested in moving time to noon.
- Vendor poured deep fried grease down urinals and was told it was Shoto.
- Gray water being dumped in ditch area. Needs to be addressed.
- Plaques distributed to vendor winners except Peters Pantry. Peters Pantry has not staffed booth and request to move to fourth place. Motion was made by Newberg, seconded by Zipperer to move Peters Pantry to fourth place due to not following staffing rules. Motion carried unanimously.

E. Current Day Activities

The following current day activities were addressed:

- Daily events were reviewed.
- Dairy Cattle meeting tonight at 7pm. Discussion of food, alcohol, and possible underage drinking.

Daily Judging Recap

The following Daily Judging Recap was addressed:

- Beer display is up and done. There were sixteen people at the awards ceremony.

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 2016 Fair

Other Fair Projects and Issues Update – No Action

No report.

Adjournment

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

Minutes taken by Krizek

Signed by Sleik

MINUTES of EXPO-ICE CENTER BOARD MEETING
Held Saturday, August 27, 2016
Location: Expo Office – 4921 Expo Drive, Manitowoc WI

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

Absent & Excused: B. Blatz
Absent:

Called to Order Meeting called to order – 11am.

Minutes No minutes were presented for approval.

Vouchers None.

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

Review, Discussion and Possible Action on items to the 2016 Fair

A. *Tuesday Meeting – Polka Plus Pavilion Packer Football Raffle Request*
No report.

B. *Tuesday Meeting – Clover Café Signage Request*
No report.

C. *Prior Day's Activities Recap and Issues*
The following prior day's activities were addressed:

- Attendance numbers were reported.
- 81 tractors participated in the tractor pull. Discussion included were issues with announcer remarks including personal opinions.
- AG tent went well. Woolen mills happy and worm farm went well along with bicycle processor.

D. *Liaison Daily Recap and Issues*
The following Liaison Daily Recap and Issues were addressed:

- Attended dairy meeting and coordinating removal of sand and sawdust.

E. *Current Day Activities*
The following current day activities were addressed:

- Daily events were reviewed. WI Garden Tractor Pull is canceled as well as Brewing. Horse show delayed until 10:30am and moved to grass area.
- Ventilation issue in small animal building.

Daily Judging Recap
The following Daily Judging Recap was addressed:

- No report.

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 2016 Fair

Other Fair Projects and Issues Update – No Action

Discussion of fireworks for next year. Motion was made by Beyer, seconded by Taylor to pursue fireworks for the 2017 fair. Motion approved unanimously.

Discussion of size of goat pens and noted that the current pens being used are the incorrect size.

Adjournment

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

Minutes taken by Krizek

Signed by Sleik

MINUTES of EXPO-ICE CENTER BOARD MEETING
Held Sunday, August 28, 2016
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, M. Sleik, D. Fitzgerald, J. Beyer, B. Cavanaugh, B. Herr, J. Janowski, R. Kohlbeck, M. Plate, J. Vetting, D. Gauger, J. Hawig

Absent & Excused: B. Blatz, D. Schaut
Absent:

Called to Order Meeting called to order – 11am.

Minutes No minutes were presented for approval.

Vouchers None.

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

Review, Discussion and Possible Action on items to the 2016 Fair

A. *Tuesday Meeting – Polka Plus Pavilion Packer Football Raffle Request*
No report.

B. *Tuesday Meeting – Clover Café Signage Request*
No report.

C. *Prior Day's Activities Recap and Issues*
The following prior day's activities were addressed:

- Attendance numbers were reported.
- Issues with night duty and hogs.
- Person tried to steal half barrel of beer.
- Fight behind Keys Koncessions.
- Horse show did not finish but will finish at noon today.
- Alcohol is visible in the dairy cattle barns.
- Lesters and multi-purpose exhibitors were loading equipment already and should not be. Tricia Tienor, swine and sheep superintendent, sent out notice.
- Complaint of small animal building and ventilation noted yesterday was addressed and reason – small animal ventilation was closed due to the weather and has been opened back up.
- AG tent went well.

D. *Liaison Daily Recap and Issues*
The following Liaison Daily Recap and Issues were addressed:

- No report.

E. *Current Day Activities*
The following current day activities were addressed:

- Daily events were reviewed.
- Release times were discussed.
- Merchants building security coverage was addressed.
- Woodcarver auction at 3pm and at 4pm need assistance to move out items.

Daily Judging Recap

The following Daily Judging Recap was addressed:

- Dairy futurity went well with 29 animals and Todd Borgwardt won.

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 2016 Fair

Other Fair Projects and Issues Update – No Action

Barricades helped secure area by the Milk Parlor.

Special Olympics followed up with email regarding police traffic control and miscommunication from the police department. Special Olympics will communicate one hour prior to run/walk to ensure proper coverage.

Adjournment

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

Minutes taken by Krizek

Signed by Sleik



MANITOWOC COUNTY
EXPO and ICE CENTER BOARD
MEETING NOTICE

DATE: September 7, 2016
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; 2017 Theme-Colors; Talent Show Competition Update; Brew Competition Update; Ice Center Show Ring Update; Education & Outreach Working Group Update; Ice Center Working Group Update; Fairest of the Fair Working Group Update
 - C. ENTERTAINMENT/VENDORS SUB-COMMITTEE:
 1. Indoor-Outdoor Vendor Survey Results
 - D. PARKING/SECURITY SUB-COMMITTEE:
 1. No Committee Meeting-Committee Update
4. Review, Discussion, and Possible Action on 2016 and 2017 Fair Matters
 - A. Fair Concerns and Issues 2016; Comments and Recommendations for 2017
 - B. Beef Superintendent Potential Candidate
 - C. 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 – October 13 – Kenosha County
 - B. Rummage-A-Rama – November 12; Volunteer Sign Up
 - C. Expo-Ice Center Month Events; Expo Grounds Update
7. Adjourn

Date: August 30, 2016

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 7, 2016

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

Present: J. Vetting, D. Pollen, D. Schaut, B. Cavanaugh, R. Zipperer, B. Herr, J. Hawig, M. Bratt, K. Behnke, T. Dvorak, D. Newberg, M. Plate, D. Fitzgerald, R. Kohlbeck, M. Sleik, J. Janowski, D. Gauger

Absent & Excused: L. Taylor, B. Blatz, R. Voss, J. Beyer
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 Behnke, seconded by Zipperer, to approve all August minutes to include minutes during the week of the 2016 fair. Motion carried unanimously.

Public Comment Board Chairperson called for public input three times. No public input 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; 2017 Theme-Colors; Talent Show Competition Update; Brew Competition Update; Ice Center Show Ring Update; Education & Outreach Working Group Update; Ice Center Working Group Update; Fairest of the Fair Working Group Update***

Dvorak reported on the following:

- Market Animal Committee – no update. Next meeting is in October. Unofficial auction proceeds was incorrectly reported at last meeting and is approximately \$105,000.
- 2017 Theme-Colors – start working on getting ideas for the 2017 theme and colors.
- All working groups begin streamlining process and to limit the number of meetings, the Talent Competition, Education and Outreach, Ice Center Show Ring and Fairest of the Fair working groups are all now well established and would recommend transitioning the planning of those now-standard events from a meeting format to a check list format.
- Brew competition submission complete and only Best of Show submitted.
- Education and Outreach to have wrap up meeting in October.
- Fairest of the Fair – working on application to participate at the state level.
- Ice Center – met with both user groups and deciding this week when compressor to be turned on. Freon testing took place and looks good.
- Fairbook changes due November 1.

C. Entertainment/Vendors Subcommittee:

1. ***Indoor-Outdoor Vendor Survey Results***
Discussion included: survey results coming in and issues with indoor vendors leaving early on Sunday.

D. Parking/Security Subcommittee:

1. ***No Committee Meeting-Committee Update***
Plate extended thank you to board members for helping out during the week of fair.

Review, Discussion and Possible Action on 2016 and 2017 Fair Matters

A. *Fair Concerns and Issues 2016; Comments and Recommendations for 2017*

Discussion included the following:

- Mad Dog and Merrill event at Sheboygan County Fair at \$1,200 per day. No seating available.
- Thank you card from Horse Pullers.
- Dan Duchow-Special Olympics Issue.
- Release times for Exhibition building – possibly 6pm.
- Market animal check in and weighing of animals not complete when fairgoers coming through.
- Beef Superintendent – Eric Wetenkamp request to become the beef superintendent was reviewed along with discussion of the current superintendent and protocol for replacement of any superintendents. Discussion.

B. *Fair Update*

Krizek reported that reports are being prepared for submission to the state.

Comptroller's Financial Report – Review

PW Director reported on the Financial Report provided in the board packet noting that Expo will show a final payment for the electronic sign which will be offset by the sponsor's final payment, Fair will reflect changes over the next few months as revenue and expenses are still being reflected, Ice Center has a new makeup air handling unit being installed at \$17,000, a new freezer purchased at \$3,000 and \$1,000 for installation of a new concession door, and maintenance has final payments for the new multi-purpose building with \$45,000 to be used from the reserve fund.

Budget Review – PW Director reported that the proceeds from the sale will be very transparent to include a separate line entry for the sale as well as expenses for grounds improvements with an aggressive schedule to begin in 2017.

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

A. *District 4 Meeting – October 13 – Kenosha County*

Reminder to let staff know who will be attending the District 4 meeting.

B. *Rummage-A-Rama – November 12; Volunteer Sign Up*

Volunteer sign up was distributed.

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

Krizek reported on upcoming events and noted that racing is done.

Adjournment

Motion was made by Plate, seconded by Zipperer to adjourn at 7:36pm. Motion carried unanimously.

Minutes taken by Krizek

Signed by Sleik



MANITOWOC COUNTY
EXPO and ICE CENTER BOARD
MEETING NOTICE

DATE: October 5, 2016
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; Multi-Purpose Building Layout Issues-Concerns; Fair Issues-Update-Tricia Tienor Feedback; 2016 Fair Pictures-Convention; 2017 Theme-Colors; Jr. Fair-Open Class Rules & Regulations-Due Nov 1; Fall Work Days; Special Olympics Logistics; Talent Show Competition Working Group Update; Brew Competition Update; Ice Center Show Ring Working Group Update; Education & Outreach Working Group Update; Ice Center Working Group Update; Fairest of the Fair Working Group Update
 - C. ENTERTAINMENT/VENDORS SUB-COMMITTEE:
 1. No Committee Meeting; Indoor-Outdoor Vendor Survey Results
 - D. PARKING/SECURITY SUB-COMMITTEE:
 1. No Committee Meeting-Committee Update
4. Review, Discussion, and Possible Action on 2016 and 2017 Fair Matters
 - A. Ticket Sales – Attendance Report 2016
 - B. Lifetime Membership – Bart Kasten
 - C. Fair Contracts – Demo Derby, Action Auto Promotions
 - D. 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 – October 13 – Kenosha County
 - B. Reappointments and New appointments of Board Members
 - C. Rummage-A-Rama – November 12; Volunteer Sign Up
 - D. Expo-Ice Center Month Events; Expo Grounds Update
7. Adjourn

Date: September 27, 2016

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, October 5, 2016

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

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

Absent & Excused: D. Fitzgerald, B. Herr
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 Behnke, seconded by Gauger, to approve the previous meeting minutes. Motion carried unanimously.

Public Comment Board Chairperson called for public input three times. No public input 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; Multi-Purpose Building Layout Issues-Concerns; Fair Issues-Update-Tricia Tienor Feedback; 2016 Fair Pictures-Convention; 2017 Theme-Colors; Jr. Fair-Open Class Rules and Regulations-Due Nov 1; Fall Work Days; Special Olympics Logistics; Talent Show Competition Working Group Update; Brew Competition Update; Ice Center Show Ring Working Group Update; Education & Outreach Working Group Update; Ice Center Working Group Update; Fairest of the Fair Working Group Update***

Dvorak reported on the following:

- Market Animal Committee – hosted exhibitor's banquet and new members were elected.
- Multi-Purpose building issues were discussed and reviewed.
- Tricia Tienor provided feedback to the committee.
- Special Olympics logistics – consensus to move the start and stop location to the milk parlor and will continue discussions for the upcoming fair.
- Ice is in and both compressors are running.
- 2017 Fair Themes were reviewed with the selected fair theme of Barnyard Mardi Gras and colors Purple and Bright Green.

C. Entertainment/Vendors Subcommittee:

1. ***No Committee Meeting; Indoor-Outdoor Vendor Survey Results***
No report.

D. Parking/Security Subcommittee:

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

Review, Discussion and Possible Action on 2016 and 2017 Fair Matters

A. *Ticket Sales – Attendance Report 2016*

Ticket sales – attendance report provided in the board packet for review.

B. *Lifetime Membership – Bart Kasten*

Bart Kasten Lifetime membership status was reviewed. Motion was made by Behnke, seconded by Zipperer to allow issuance of the photo ID lifetime membership pass. Motion carried unanimously.

C. *Fair Contracts – Demo Derby, Action Auto Promotions.*

Contract referred to Entertainment & Vendor subcommittee.

D. *Fair Update*

Krizek reported that reports are completed and submitted to the state.

Comptroller's Financial Report – Review

PW Director reported on the Financial Report provided in the board packet noting the following: Expo activities reflecting final payments from sign and Festival Foods making payment in full; Fair activities – expenses continue to come in; Ice Center has a new makeup air handling unit being installed at \$21,000, a new freezer purchased and \$1,000 for installation of a new concession door, and maintenance reflects all expenses for multi-purpose building with \$30,000 in expenses that will reduce the unreserved-undesignated fund.

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

A. *District 4 Meeting – October 13 – Kenosha County*

District 4 meeting next week.

B. *Reappointments and New Appointments of Board Members*

Reappointments were submitted to the board for approval. Motion was made by Zipperer, seconded by Beyer to recommend approval to the public works committee the Expo-Ice Center board reappointments. Motion carried unanimously.

C. *Rummage-A-Rama – November 12; Volunteer Sign Up*

Volunteer sign up was distributed.

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

Krizek reported on upcoming events.

Vetting reported on the Eastern WI Stock Car Racing request for letter of recommendation. Consensus of the board was to sign the letter.

Neuser provided an update on the Meijer sale noting that the Certified Survey map was approved by the county board and forwarded to the city council for approval.

Adjournment

Motion was made by Newberg, seconded by Taylor to adjourn at 7:28pm. Motion carried unanimously.

Minutes taken by Krizek

Signed by Sleik



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

DATE: October 5, 2016
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 2016 and 2017 Fair:
 - A. Market Animal Committee Meeting Update
 - B. Multi-Purpose Building Layout Issues-Concerns
 - C. Fair Issues-Update; Tricia Tienor Feedback
 - D. 2016 Fair Pictures – Convention
 - E. 2017 Theme; Colors
 - F. Jr. Fair-Open Class Rules & Regulations – Due Nov 1
 - G. Fall Work Days
 - H. Special Olympics Logistics
 - I. Talent Show Competition Working Group Update
 - J. Brew Competition Update
 - K. Ice Center Show Ring Working Group Update
 - L. Education & Outreach Working Group Update
 - M. Ice Center Working Group Update
 - N. Fairest of the Fair Working Group Update
4. Other Fair Projects and Issues Update – No Action
5. Adjourn

Date: September 27, 2016

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, October 5, 2016
Location: Expo Office – 4921 Expo Drive, Manitowoc

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

**Other Expo-Ice
Center Board**

Members Present: J. Vetting, M. Sleik, M. Plate, K. Behnke, R. Kohlbeck

Absent & Excused: D. Fitzgerald, B. Blatz, B. Herr

Absent:

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

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

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

Review, Discussion and Possible Action on the following items for the 2016 and 2017 Fair:

A. *Market Animal Committee Meeting Update*

Cavanaugh reported on the market animal committee meeting noting that the exhibitor's banquet was last Wednesday with a good turn out, new officers were elected and checks were distributed.

B. *Multi-Purpose Building Layout Issues-Concerns*

Dvorak reported on multi-purpose building layout issues and concerns provided in the committee packet noting issues with aisles, size of pens, ventilation, and release times.

C. *Fair Issues-Update; Tricia Tienor Feedback*

Tricia Tienor, swine and sheep superintendent, provided feedback pertaining to the 2016 fair and provided a summarization of items to be addressed. Tienor included moving exhibitor meeting time to 1:45 prior to weigh ins, meeting with Department of AG and requirements, message board to display communication during week of fair, non-terminal swine show for 2017, Lesters building upgrade of ventilation, hog panel issues, and ventilation issues with the new multi-purpose building. Discussion.

Action Needed:

- Swine Show – Terminal or Non-Terminal 2017

D. *2016 Fair Pictures – Convention*

2016 Fair pictures were distributed for voting and selection for the WI Association of Fairs Convention.

E. *2017 Theme; Colors*

Themes were presented and reviewed by the committee with the top six selected to be presented at the board meeting. Following themes to be forwarded for approval: Pig Tails and Country Trails; From Wagon Wheels to Ferris Wheels; Stars, Stripes, and Fair Delights; Barn in the USA; Dancing with the Steers; and Barnyard Mardi Gras.

F. *Jr. Fair-Open Class Rules and Regulations – Due Nov 1*

Dvorak reported that the Jr. Fair and Open class rules and regulations changes are due by November 1 and will schedule a meeting following the due date to review the recommended changes.

G. Fall Work Days

Dvorak reported that there are no significant projects at the time and staff will be painting the Lesters building fencing during the off season.

H. Special Olympics Logistics

Dvorak reported on issues and concerns provided in the committee packet. Discussion included: moving the run from Tuesday to Wednesday, moving entry day to Monday, safety issues, change of exhibitor entry times and race later, move start location to the milk parlor. Consensus of the committee was to move the start of the race to the milk parlor.

I. Talent Show Update

Dvorak reported that Blatz, Fitzgerald and Bratt will be working on the logistics and noted that all working groups will have a master list of items to be completed.

J. Brew Competition

Dvorak reported that the working group will comprise of Pollen and Dvorak and any other members that are interested in helping.

K. Ice Center Show Ring Working Group Update

No report.

L. Education & Outreach Working Group Update

No report.

M. Ice Center Working Group Update

No report.

N. Fairest of the Fair Working Group Update – Competition & Reception – June 2

No report.

Other Fair Projects and Issues Update – No Action

No report.

Adjournment

Motion made by Pollen, seconded by Hawig to adjourn at 6:52pm. Motion carried unanimously.

Minutes taken by Krizek

Signed by Hawig



MANITOWOC COUNTY
EXPO and ICE CENTER BOARD
MEETING NOTICE

DATE: November 2, 2016
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; Swine Show-Terminal or Non-Terminal 2017; Jr. Fair-Open Class Rules & Regulations-Set Meeting Date; Gate and Release Hours; Social Media; Special Olympics Logistics; Ice Center Operations Update; Working Group Updates-Talent Show Competition, Brew Competition, Ice Center Show Ring, Education & Outreach, Fairest of the Fair
 - C. ENTERTAINMENT/VENDORS SUB-COMMITTEE:
 1. Indoor-Outdoor Survey Results; Tuesday-Sunday Grandstand and Special Events Entertainment-Casady's Critters Contract; Demo Derby-Action Auto Contract
 - D. PARKING/SECURITY SUB-COMMITTEE:
 1. No Committee Meeting-Committee Update
4. Review, Discussion, and Possible Action on 2016 and 2017 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. WI Association of Fairs Convention – Jan 8-11, 2017; Auction Item Policy Reminder
 - B. Rummage-A-Rama – November 12; Volunteer Sign Up
 - C. Expo-Ice Center Month Events; Expo Grounds Update
7. Adjourn

Date: October 24, 2016

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, November 2, 2016

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

Present: J. Vetting, D. Pollen, D. Schaut, R. Zipperer, J. Hawig, M. Bratt, K. Behnke, T. Dvorak, D. Newberg, M. Plate, R. Kohlbeck, M. Sleik, J. Janowski, L. Taylor, B. Blatz, R. Voss, J. Beyer, D. Fitzgerald, B. Herr

Absent & Excused: D. Gauger, B. Cavanaugh
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 Zipperer, seconded by Behnke, to approve the previous meeting minutes. Motion carried unanimously.

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

Review & Act on Subcommittee Recommendations:

A. Finance Subcommittee

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

No report.

Action Needed:

- Finance subcommittee to meet in December.

B. Operations Subcommittee

1. ***Market Animal Committee Meeting Update; Swine Show-Terminal or Non-Terminal 2017; Jr. Fair-Open Class Rules and Regulations-Set Meeting Date; Gate and Release Hours; Social Media; Special Olympics Logistics; Ice Center Operations Update; Working Group Updates-Talent Show Competition, Brew Competition, Ice Center Show Ring, Education & Outreach, Fairest of the Fair***

Dvorak reported on the following:

- Market Animal Committee – Hawig will be attending the market animal committee meetings with Cavanaugh to expand presence from the board.
- Swine Show – recommend terminal show for the market animal sale and implement a breeding stock class for Jr. Fair only.
- Jr. Fair-Open Class Rules – Pollen, Taylor, Blatz, Janowski, Dvorak to schedule a meeting and anyone else is invited to attend.
- Gate and Release Hours – Exhibition building closing at 6pm and release time 6pm-8pm; Will clarify verbiage for those animals released at 5pm and 5:30pm.
- Social Media – Bratt and Dvorak to coordinate the social media plan and work with staff.
- Special Olympics – great with the location change and verbiage the same on the Open Class rules.
- Ice Center – running on one compressor.
- Education & Outreach – meeting at 5pm tomorrow.
- Fairest of the Fair – getting ready for convention.

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

C. Entertainment/Vendors Subcommittee:

1. *Indoor-Outdoor Vendor Survey Results; Tuesday-Sunday Grandstand and Special Events Entertainment-Casady's Critters Contract; Demo Derby-Action Auto Contract*

Voss reported on the following:

- Indoor-Outdoor vendor results were reviewed.
- Casady's Critters contract and Demo Derby recommended for approval with location language to be omitted from Casady contract and a slight increase of \$400 in the Demo Derby contract to \$6,000.
- Reminder to all board members attending conference to get grandstand entertainment ideas and pass them on to the committee.

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

D. Parking/Security Subcommittee:

1. *No Committee Meeting-Committee Update*

No report.

Review, Discussion and Possible Action on 2017 Fair Matters

A. *Fair Update*

Dvorak reported that club members are excited about the theme.

Comptroller's Financial Report – Review

PW Director reported on the Financial Report provided in the board packet noting the following: Expo activities does not reflect final payment and one more revenue payment for digital sign; Fair activities – expenses continue to come in; Ice Center has a make up air unit to be installed for \$17,000, the freezer and concessions door projects have been completed and just paid at \$4,000 total; and maintenance activities had \$45,000 allocated for new multi-purpose building and \$43,000 was used. Activities doing very well.

Discussion regarding the potential Meijer sale noting that no closing date as of today and looking to close in December 2016.

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

A. *WI Association of Fairs Convention – Jan 8-11, 2017; Auction Item Policy Reminder*

Neuser reported that the board members are no longer authorized to bid on the auction baskets at the convention but can bid on their own if they choose.

B. *Rummage-A-Rama – November 12; Volunteer Sign Up*

Volunteer sign up was distributed. A&W providing the concessions.

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

Krizek reported on upcoming events.

Adjournment

Motion was made by Janowski, seconded by Zipperer to adjourn at 7:26pm. Motion carried unanimously.

Minutes taken by Krizek

Signed by Sleik



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

DATE: November 2, 2016
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 2017 Fair:
 - A. Market Animal Committee Meeting Update
 - B. Swine Show – Terminal or Non-Terminal 2017
 - C. Jr. Fair-Open Class Rules & Regulations – Set Meeting Date
 - D. Gate and Release Hours
 - E. Social Media
 - F. Special Olympics Logistics
 - G. Ice Center Operations Update
 - H. 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
4. Other Fair Projects and Issues Update – No Action
5. Adjourn

Date: October 24, 2016

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, November 2, 2016

Location: Expo Office – 4921 Expo Drive, Manitowoc

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

**Other Expo-Ice
Center Board**

Members Present: J. Vetting, M. Sleik, M. Plate, K. Behnke, D. Schaut, R. Voss, R. Zipperer, L. Taylor

Absent & Excused: B. Cavanaugh

Absent:

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

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

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

Review, Discussion and Possible Action on the following items for the 2017 Fair:

A. *Market Animal Committee Meeting Update*

Tonya reported that the market animal committee will meet the first Sunday of the month at 7pm at the UW-Extension. Tonya noted that along with Cavanaugh, Hawig will also be an advocate to expand the presence of the Operations subcommittee and the board.

B. *Swine Show – Terminal or Non-Terminal 2017*

Dvorak reported on the swine show terminal or non-terminal for 2017 noting that per Debbie Gregare, Department of Agriculture, Trade and Consumer Protection (DATCP), and Dr. Tim McGraw, although the show is not state mandated, it is recommended to have a terminal show. Tricia Tienor provided input regarding other fairs and noted the educational position of a non-terminal show. Hawig added that the terminal show addresses the market sale specifically. Discussion. Motion was made by Hawig, seconded by Pollen to recommend approval to the board to keep the market animal swine show as a terminal show and add a breeding stock class to Jr. Fair only as a non-terminal show. Motion carried unanimously.

C. *Jr. Fair-Open Class Rules and Regulations – Set Meeting Date*

Dvorak reported that following the board meeting a date and time will be set up to review the changes submitted for the Jr. Fair and Open Class rules and regulations. Janowski, Blatz, Taylor, Pollen and Dvorak will be part of the reviewing group.

D. *Gate and Release Hours*

Dvorak reported on the Gate and Release hours provided in the committee packet. Discussion included: gate hours remain the same; change Exhibition building from 6pm-8pm with vehicle access to begin at 6:30pm; Merchants building to remain the same; Release schedule to be expanded including authorized hauler name.

E. *Social Media*

Dvorak reviewed the County Social Media policy provided in the committee packet noting that the committee goal was to get more visibility on Facebook and to grow Twitter and Instagram. Discussion included that the formats must be informational and not interactive per County policy.

Action Needed:

- Staff to research information on video posting as well as other social media sites.

F. Special Olympics Logistics

Dvorak reported that the Special Olympics contact agreed with the relocation to the Milk Parlor site and needs to establish a location for the banner. Consensus from the committee was to keep the language the same for Open Class rules pertaining to the race. Discussion included using the Ice Center as a holding area and having the racers connect through the Ice Center to get to the new race location.

G. Ice Center Operations Update

Pollen reported that the Ice Center is running on only one compressor and the user groups have not sent in the motor to be repaired.

H. Working Group Updates

Dvorak reported that the Education and Outreach group have a meeting at 5pm tomorrow and the fairest of the fair is preparing for convention with 40 contestants competing and working on the auction item, theme is WI Association of Fairs – The Price is Right.

Other Fair Projects and Issues Update – No Action

No report.

Adjournment

Motion made by Newberg, seconded by Hawig to adjourn at 6:56pm. Motion carried unanimously.

Minutes taken by Krizek

Signed by Hawig



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

DATE: November 2, 2016
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 2016 and 2017 Fair:
 - A. Indoor-Outdoor Vendor Survey Results
 - B. Tuesday-Sunday Grandstand and Special Events Entertainment – Casady's Critters Contract; Demo Derby – Action Auto Contract
4. Other Fair Projects and Issues Update – No Action
5. Adjourn

Date: October 24, 2016

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 2, 2016

Location: Expo Office – 4921 Expo Drive, Manitowoc

Present: R. Voss, M. Sleik, L. Taylor, D. Schaut, R. Zipperer, D. Newberg, D. Fitzgerald

**Other Expo-Ice
Center Board**

Members Present: J. Vetting, D. Pollen, B. Herr, J. Janowski, T. Dvorak, K. Behnke

Absent & Excused: R. Kohlbeck

Absent: D. Gauger

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

Minutes Minutes were reviewed from the previous meeting. Motion was made by Newberg, seconded by Taylor 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 2016 and 2017 Fair:

A. Indoor-Outdoor Vendor Survey Results

Discussion included the following:

- Indoor vendors leaving early issues. Giving the vendor an initial warning and following year assessing a deposit fee. Information to be placed in contract as well as email.
- Specific hours for outdoor vendors.
- Potentially no future meetings for indoor vendors.
- Water splitter connection per health department was reviewed.

Action Needed:

- Staff to contact Comcast and give verbal warning on early breakdown.

B. Tuesday-Sunday Grandstand and Special Events Entertainment – Casady's Critters Contract; Demo Derby – Action Auto Contract

Discussion included the following:

- Review of the Action Auto's past 2 years' contracts and costs: 2015 - \$4,200; 2016 - \$5,600. Proposed contract for 2017 - \$6,000. Motion was made by Zipperer, seconded by Fitzgerald to recommend approval to the board the 2017 Action Auto contract at \$6,000. Motion carried unanimously.
- Casady's Critter's contract was reviewed with discussion pertaining to the specific language on placement location. There was discussion on the proposed location for the AG Adventureland tent to be located on the southeast corner of the Dairy Cattle Barn and one of the current locations of Casady's Critters. Motion was made by Fitzgerald, seconded by Taylor to recommend approval to the board the contract for Casady's Critters conditionally upon the location language being omitted from the contract. Motion carried unanimously.

Other Fair Projects and Issues Update – No Action

No report.

Adjournment

Motion made by Newberg, seconded by Zipperer to adjourn at 6:00pm. Motion carried unanimously.

Minutes taken by Krizek

Signed by Sleik



MANITOWOC COUNTY

EXPO and ICE CENTER BOARD

MEETING NOTICE

DATE: December 7, 2016
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. Advertising-Radio, Newspaper; 2016 Fair Budget; 2017 Fair Budget
 - B. OPERATIONS SUB-COMMITTEE:
 1. Market Animal Committee Meeting Update; Swine Show-Terminal or Non-Terminal 2017; Lesters Building – Fan Project; Jr. Fair-Open Class Rules & Regulations Update; Social Media 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
 - C. ENTERTAINMENT/VENDORS SUB-COMMITTEE:
 1. Tuesday-Sunday Grandstand and Special Events Entertainment-Schnell Bros-Tractor Pull Contract; Convention Ideas; Music Pavilions Nightly Entertainment-Contract Update
 - D. PARKING/SECURITY SUB-COMMITTEE:
 1. No Committee Meeting-Committee Update
4. Review, Discussion, and Possible Action on 2017 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. WI Association of Fairs Convention – Jan 8-11, 2017
 - B. Rummage-A-Rama – December 10; Volunteer Sign Up
 - C. Expo Property Sale Update
 - D. Executive Committee Working Group Update
 - E. Expo-Ice Center Month Events; Expo Grounds Update
7. Adjourn

Date: November 29, 2016

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

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MINUTES of EXPO-ICE CENTER BOARD MEETING

Held Wednesday, December 7, 2016

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

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

Absent & Excused: 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 Zipperer, seconded by Gauger, to approve the previous meeting minutes. Motion carried unanimously.

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

Review & Act on Subcommittee Recommendations:

A. Finance Subcommittee

1. *Advertising-Radio, Newspaper; 2016 Fair Budget; 2017 Fair Budget*

Behnke reported on the discussion of reallocating the advertising budget and the potential use of a direct mail flyer.

Action Needed:

- Finance subcommittee to meet in January.

B. Operations Subcommittee

1. *Market Animal Committee Meeting Update; Swine Show-Terminal or Non-Terminal 2017; Lesters Building-Fan Project; Jr. Fair-Open Class Rules & Regulations Update; Social Media 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*

Pollen requested board approval for the following:

- Recommend approval terminal show only show.
- Recommend approval of Junior Fair and Open Class rules and regulations changes.
- Recommend to the public works committee approval of the Lesters Building Fan Project.

Motion was made by Pollen, seconded by Janowski to approve the recommendations as listed above.

Motion carried unanimously.

C. Entertainment/Vendors Subcommittee:

1. *Tuesday-Sunday Grandstand and Special Events Entertainment-Schnell Bros-Tractor Pull Contract; Convention Ideas; Music Pavilion Nightly Entertainment-Contract Update*

Voss reported on the following:

- Schnell Bros-Tractor Pull contract recommended for approval for \$4,200.
- No current change or addition to the music pavilion contracts.

Motion was made by Voss, seconded by Schaut to approve the committee report and recommendations.

Motion carried unanimously.

D. Parking/Security Subcommittee:

1. *No Committee Meeting-Committee Update*

No report.

Review, Discussion and Possible Action on 2017 Fair Matters

A. *Fair Update*

No report.

Comptroller's Financial Report – Review

PW Director reported on the Financial Report provided in the board packet noting the following: Expo activities does not reflect final payment and one more revenue payment for digital sign; Fair activities – account will continue to go down for labor costs which are allocated over 12 months; Ice Center has a make up air unit that is completed and will be invoiced for \$17,000; and maintenance activities expenses for the multi-purpose building have all be realized.

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

A. *WI Association of Fairs Convention – Jan 8-11, 2017*

There are nine board members attending convention.

B. *Expo Property Sale Update*

Neuser reported on the Expo Property sale noting that closing will be December 21 and staff is working on salvaging items and removal by December 16. Neuser added that Eastern Wisconsin Stock Car (EWSC) is also working on salvaging items and going well. Krizek read a press release that was sent to the local newspapers.

C. *Rummage-A-Rama – November 12; Volunteer Sign Up*

Volunteer sign up was distributed.

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

Vetting read a Thank You card from Crime Prevention day. Krizek reported on upcoming events.

Adjournment

Motion was made by Zipperer, seconded by Voss to adjourn at 7:20pm. Motion carried unanimously.

Minutes taken by Krizek

Signed by Sleik



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

DATE: December 7, 2016
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 2017 Fair:
 - A. Advertising – Radio, Newspaper
 - B. 2016 Fair Budget; 2017 Fair Budget
4. Update and Possible Action on Other Fair Operation Projects and Issues
5. Adjourn

Date: November 29, 2016

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 7, 2016

Location: Expo Office – 4921 Expo Drive, Manitowoc

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

**Other Expo-Ice
Center Board**

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

Absent & Excused: J. Beyer

Absent:

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

Minutes Minutes were reviewed from the previous meeting. Motion was made Pollen, 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 2017 Fair:

A. Advertising – Radio, Newspaper

Behnke reported on the Sheboygan County Fair flyer mailer distributed to Sheboygan County with information pertaining to the Sheboygan County Fair. Behnke reported that the cost to mail to Manitowoc County residents may run approximately \$10,000 to \$12,000. Behnke added that he is working with corporation counsel to change the parameters for use of social media, like Facebook, Twitter and Instagram. Discussion included reviewing of the radio advertisement, social media, and budget.

Action Needed:

- Staff to obtain regional map for January 4 meeting.

B. 2016 Fair Budget; 2017 Fair Budget

No update.

Update and Possible Action on Other Fair Operation Projects and Issues

None.

Adjourn

Motion made by Plate, seconded by Bratt to adjourn at 6:02pm. Motion carried unanimously.

Minutes taken by Krizek

Signed by Janowski



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

DATE: December 7, 2016
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 2017 Fair:
 - A. Market Animal Committee Meeting Update
 - B. Swine Show – Terminal or Non-Terminal 2017
 - C. Lesters Building – Fan Project
 - D. Jr. Fair-Open Class Rules & Regulations Update
 - E. Social Media Update
 - F. Ice Center Operations Update
 - 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
4. Other Fair Projects and Issues Update – No Action
5. Adjourn

Date: November 29, 2016

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

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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, December 7, 2016

Location: Expo Office – 4921 Expo Drive, Manitowoc

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

**Other Expo-Ice
Center Board**

Members Present: J. Vetting, M. Sleik, M. Plate, K. Behnke, D. Schaut, R. Voss, R. Zipperer, L. Taylor, J. Plate

**Absent & Excused:
Absent:**

Called to Order Meeting called to order – 6:33pm.

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 Chairperson called for public input three times. No public comment given.

Review, Discussion and Possible Action on the following items for the 2017 Fair:

A. Market Animal Committee Meeting Update

Cavanaugh reported that the market animal committee had an issue with showing both terminal and breeding stock swine and issues with weigh in times. Discussion.

B. Swine Show – Terminal or Non-Terminal 2017

Dvorak reported on the terminal versus non-terminal swine show noting that Dr. McGraw supports a terminal show. Discussion. Motion was made by Cavanaugh, seconded by Pollen to recommend to the board approval of a terminal show for 2017. Motion carried unanimously.

C. Lesters Building – Fan Project

Tricia Tienor reported on the Lesters Building Fan Project included in the committee packet. Discussion. Motion was made by Cavanaugh, seconded by Herr to recommend to the board approval of the Lesters Building Fan Project. Motion carried unanimously.

D. Jr. Fair-Open Class Rules & Regulations Update

Dvorak reported that Pollen, Janowski, Taylor, Blatz, Nancy Newberg, and Dvorak reviewed the Junior Fair and Open Class rules and regulations changes submitted by the superintendents noting that the Dairy Futurity will be added to ensure for space accommodations, Foods is adding gluten free, Dogs will be judged on August 12. Dvorak added that the beef superintendent submitted changes in numbering of the beef lot numbers and has done so over the past several years by regrouping or re-categorizing. Dvorak noted that the superintendent has been informed that the committee will no longer accept these types of changes as there is a task to updating the Blue Ribbon software. Motion was made by Janowski, seconded by Blatz to recommend to the board approval of the Junior Fair and Open Class rules and regulations changes. Motion carried unanimously.

E. Social Media Update

Dvorak to obtain more information for next meeting.

Action Needed:

- Keep Social Media on next Operations subcommittee meeting agenda.

F. Ice Center Operations Update

Pollen reported that the motor will be returned on Friday and cost approximately \$4,000 to repair. Pollen added that the resurfacers cutter is being replaced on Friday at an approximate cost of \$5,000 and user groups are purchasing a new skate sharpener. Pollen added that the air handling unit project is complete.

G. Working Group Updates

The following was reported:

- The bandwagon request has been submitted. Fitzgerald would like to review the placement of the bandwagon.
- Brew Competition date to be selected.
- Education and Outreach group meeting on Monday at 5:30pm. Moving tent location to southeast corner of the dairy cattle barn.
- The fairest of the fair attended the holiday parades and is currently working on the auction basket for convention using the Blue Jeans and Country Dreams 2016 fair theme. There are 40 contestants participating.

Other Fair Projects and Issues Update – No Action

No report.

Adjournment

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

Minutes taken by Krizek

Signed by Hawig



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

DATE: December 7, 2016
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 2017 Fair:
 - A. Tuesday-Sunday Grandstand and Special Events Entertainment – Schnell Bros – Tractor Pull Contract; Convention Ideas
 - B. Music Pavilions Nightly Entertainment – Contract Update
4. Other Fair Projects and Issues Update – No Action
5. Adjourn

Date: November 29, 2016

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, December 7, 2016

Location: Expo Office – 4921 Expo Drive, Manitowoc

Present: R. Voss, M. Sleik, L. Taylor, D. Schaut, R. Zipperer, D. Newberg, D. Fitzgerald, D. Gauger

**Other Expo-Ice
Center Board**

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

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 by Gauger, seconded by Fitzgerald 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 2016 and 2017 Fair:

A. *Tuesday-Sunday Grandstand and Special Events Entertainment – Schnell Bros – Tractor Pull Contract; Convention Ideas*

Voss reported on the Schnell Bros Tractor Pull contract that will include the driver's payments and is the same cost as 2016 for \$4,200. Discussion. Motion was made by Newberg, seconded by Taylor to recommend to the board approval of the Schnell Bros Tractor contract at \$4,200. Motion carried unanimously.

Voss reminded convention attendees to look at potential entertainment and obtain pricing, what the vendor supplies for the event, and what is expected for Expo to supply for the event.

B. *Music Pavilions Nightly Entertainment – Contract Update*

Krizek reported on the request from the Rock Pavilion music pavilion to possibly change the entertainment or potentially no entertainment during a night of the fair. Krizek added there is no language requiring that entertainment be provided. Discussion. Consensus of the committee to not add any additional language at this time.

Other Fair Projects and Issues Update – No Action

No report.

Adjournment

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

Minutes taken by Krizek

Signed by Sleik