



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

**DATE:** January 15, 2020  
**TIME:** 7:00 p.m.  
**PLACE:** Expo Office – 4921 Expo Drive, Manitowoc

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

1. Regular business
  - A. Pledge of Allegiance
  - B. Roll Call
  - C. Previous Minutes
2. Public Comment
3. Election of Officers
4. Review, Discussion, and Possible Action on Sub Committee Recommendations
  - A. FINANCE SUB-COMMITTEE:
    1. No Committee Meeting-Committee Update
  - B. OPERATIONS SUB-COMMITTEE:
    1. Small Animal Silent Auction; Market Animal Committee Meeting Update; Ice Center Operations Update; Working Group Updates-Brew Competition; Dairy Cattle (Ice Center) Show Ring; Education & Outreach; Teeny Weeny Donut Contest; Celebrity Cream Puff Eating Contest; Fairest of the Fair-Convention 2020-Convention Auction Item
  - C. ENTERTAINMENT/VENDORS SUB-COMMITTEE:
    1. Wednesday-Sunday Special Events Entertainment – Family Entertainment; Rodeo; Woodcarvers; North Eastern WI Motorsports
  - D. PARKING/SECURITY SUB-COMMITTEE:
    1. No Committee Meeting-Committee Update
5. Review, Discussion, and Possible Action 2020 Fair Matters
  - A. Fair Update
6. Comptroller's Financial Report – Review
7. Update and Possible Action on Other Fair, Expo Buildings and Grounds Projects and Issues
  - A. WI Association of Fairs Convention – Update
  - B. Rummage-A-Rama – February 8; Volunteer Sign Up
  - C. Capital Projects Update
  - D. Expo-Ice Center Month Events; Expo Grounds Update
8. Adjourn

Date: January 7 2020

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 15, 2020

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

**Present:** J. Vetting, D. Pollen R. Voss, D. Gauger, B. Cavanaugh, J. Hawig, T. Dvorak, R. Zipperer, K. Behnke, D. Newberg, M. Plate, J. Zipperer, B. Blatz, K. Potter

**County Board  
Supervisors  
Present:**

**Absent & Excused:** B. Herr, M. Lentz, R. Kohlbeck, D. Fitzgerald  
**Absent:**

### Pledge of Allegiance

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

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

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

### Election of Officers

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

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

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

### Review & Act on Subcommittee Recommendations:

#### A. Finance Subcommittee

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

#### B. Operations Subcommittee

1. ***Small Animal Silent Auction; Market Animal Committee Meeting Update; Ice Center Operations Update; Working Group Updates-Brew Competition; Dairy Cattle (Ice Center) Show Ring; Education & Outreach; Teeny Weeny Donut Contest; Celebrity Cream Puff Eating Contest; Fairest of the Fair Update- Convention 2020-Convention Auction Item***  
Motion was made by Dvorak, seconded by Hawig to approve the Small Animal Silent Auction request for the Manitowoc County Fair. Motion carried unanimously.

2019 Manitowoc County Fairest of the Fair Marlee Meulemans and 2020 Manitowoc County Fairest of the Fair Lydia Luebke gave a brief report.

**C. Entertainment/Vendors Subcommittee:**

**1. *Wednesday-Sunday Special Events Entertainment – Family Entertainment; Rodeo; Woodcarvers; North Eastern WI Motorsports***

Voss reported on the following:

- Recommend Lee Andrews Production contract for \$5,000 for approval.
- Recommend no rodeo entertainment on Saturday and pursue the Sea Lion week long entertainment.
- Recommend no woodcarver at this year's fair.
- Recommend North Eastern WI Motorsports contract for \$6,650 for approval.

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

**D. Parking/Security Subcommittee:**

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

No report. Schedule meeting in February with working group meeting set for January 30 at 6pm at Pollen's residence.

**Review, Discussion and Possible Action on 2020 Fair Matters**

**A. *Fair Update***

Shelton reported on the fair financials status to the state.

**Comptroller's Financial Report – Review**

Neuser 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 – Update***

Discussion included the 2020 fairest of the fair attendance was positive.

**B. *Rummage-A-Rama – February 8; Volunteer Sign Up***

Volunteer signup sheet distributed.

**C. *Capital Projects Update***

Shelton reported on the Capital Projects provided in the board packet.

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

Shelton gave a report on the upcoming events.

**Adjournment**

Motion was made by R. Zipperer, seconded by Hawig to adjourn at 7:42pm. Motion carried unanimously.

Minutes taken by Shelton

---

Signed by Blatz



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

**DATE:** February 12, 2020  
**TIME:** 7:00 p.m.  
**PLACE:** Expo Office – 4921 Expo Drive, Manitowoc

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

1. Regular business
  - A. Pledge of Allegiance
  - B. Roll Call
  - C. Previous Minutes
2. Public Comment
3. Review, Discussion, and Possible Action on Sub Committee Recommendations
  - A. FINANCE SUB-COMMITTEE:
    1. Election of Officers; Advertising-Radio, Newspaper; Outdoor-Indoor Vendor Fees; Admission Fees; 2020 Fair Budget
  - B. OPERATIONS SUB-COMMITTEE:
    1. Election of Officers; Manitowoc County 4-H Silent Auction Request; Nichole Paulow-Fair Camping Request; Special Olympics Date and Route; Market Animal Committee Meeting Update; Ice Center Operations Update; Working Group Updates-Brew Competition; Dairy Cattle (Ice Center) Show Ring; Education & Outreach; Teeny Weeny Donut Contest; Celebrity Cream Puff Eating Contest; Fairest of the Fair-Competition Date-Application Deadline
  - C. ENTERTAINMENT/VENDORS SUB-COMMITTEE:
    1. Election of Officers; Tents Inc Contract; Sea Lion Contract
  - D. PARKING/SECURITY SUB-COMMITTEE:
    1. Election of Officers; Frank's Radio Contract; Building Hours, Release Times, and Load-Unload Location; Shuttle Bus Parking-Hours; Parking Attendants-Civic Groups; Digital Signs
4. Review, Discussion, and Possible Action 2020 Fair Matters
  - A. Beer and Soda Vendor Meeting – March 18
  - B. Fair Update
5. Comptroller's Financial Report – Review
6. Update and Possible Action on Other Fair, Expo Buildings and Grounds Projects and Issues
  - A. WI Association of Fairs Convention – Update
  - B. Rummage-A-Rama – March 14; Volunteer Sign Up
  - C. Capital Projects Update
  - D. Expo-Ice Center Month Events; Expo Grounds Update
7. Adjourn

Date: February 4 2020

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, February 12, 2020

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

**Present:** J. Vetting, D. Pollen, R. Zipperer, K. Behnke, D. Newberg, M. Plate, J. Zipperer, B. Blatz, K. Potter, M. Lentz, R. Kohlbeck, D. Fitzgerald

**County Board  
Supervisors  
Present:**

**Absent & Excused:** R. Voss, D. Gauger, B. Cavanaugh, J. Hawig, T. Dvorak, 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 R. Zipperer, seconded by J. Zipperer, to approve the previous meeting minutes. Motion carried unanimously.

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

### **Review & Act on Subcommittee Recommendations:**

#### **A. Finance Subcommittee**

##### **1. Election of Officers; Advertising-Radio, Newspaper; Outdoor-Indoor Vendor Fees; Admission Fees; 2020 Fair Budget**

Behnke reported on the following:

- Recommend approval of the Advertising-Radio, Newspaper budget with the following changes – Y100 - \$1,000; WBFM - \$2,000; and add The Sheboygan Press at \$500.
- Recommend approval of the Outdoor-Indoor Vendor Fees to be the same for 2021.
- Recommend approval of the Admission Fees to be the same for 2021.
- Recommend approval of the Master Gardeners budget of \$200.

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

#### **B. Operations Subcommittee**

##### **1. Election of Officers; Manitowoc County 4-H Silent Auction Request; Nichole Paulow-Fair Camping Request; Special Olympics Date and Route; Market Animal Committee Meeting Update; Ice Center Operations Update; Working Group Updates-Brew Competition; Dairy Cattle (Ice Center) Show Ring; Education & Outreach; Teeny Weeny Donut Contest; Celebrity Cream Puff Eating Contest; Fairest of the Fair-Competition Date-Application Deadline**

Vetting reported on the following:

- Recommend approval of the Manitowoc County 4-H Silent Auction.
- Recommend approval of the Nichole Paulow – Fair Camping request of half rate for the week of fair.
- Consensus to remain the same for Special Olympics and hold on Wednesday, August 26 at 6pm.

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

**C. Entertainment/Vendors Subcommittee:**

**1. Election of Officers; Tents Inc Contract; Sea Lion Contract**

Vetting reported on the following:

- Recommend for approval the Tents Inc Contract.
- Recommend for approval the Sea Lion Contract.

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

**D. Parking/Security Subcommittee:**

**1. Election of Officers; Frank's Radio Contract; Building Hours, Release Times, and Load-Unload Location; Shuttle Bus Parking-Hours; Parking Attendants-Civic Groups; Digital Signs**

Pollen reported on the following:

- Recommend approval of Frank's Radio Contract.
- Recommend approval of the Building Hours, Release Times, and Load-Unload Locations.
- Recommend approval of the Shuttle Bus Parking-Hours.
- Recommend to decline the two digital signs previously used on Rapids Road.

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

**Review, Discussion and Possible Action on 2020 Fair Matters**

**A. Beer and Soda Vendor Meeting – March 18**

No report.

**B. Fair Update**

Shelton reported on the fair..

**Comptroller's Financial Report – Review**

Neuser 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 – Update**

No report.

**B. Rummage-A-Rama – March 14; Volunteer Sign Up**

Volunteer signup sheet distributed.

**C. Capital Projects Update**

Shelton reported on the Capital Projects provided in the board packet.

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

Shelton gave a report on the upcoming events.

**Adjournment**

Motion was made by Behnke, seconded by R. Zipperer to adjourn at 7:225pm. Motion carried unanimously.

Minutes taken by Shelton

---

Signed by Blatz



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

DATE: March 11, 2020  
TIME: 7:00 p.m.  
PLACE: Expo Office – 4921 Expo Drive, Manitowoc

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

1. Regular business
  - A. Pledge of Allegiance
  - B. Roll Call
  - C. Previous Minutes
2. Public Comment
3. Review, Discussion, and Possible Action on Sub Committee Recommendations
  - A. FINANCE SUB-COMMITTEE:
    1. Election of Officers; 2020 Fair Budget
  - B. OPERATIONS SUB-COMMITTEE:
    1. Election of Officers; Large Animal Superintendent Camping Rate; Thank a Farmer Banner; Youth Art Show; Market Animal Committee Meeting Update; Ice Center Operations Update; Working Group Updates-Brew Competition; Dairy Cattle (Ice Center) Show Ring; Education & Outreach; Teeny Weeny Donut Contest; Celebrity Cream Puff Eating Contest; Fairest of the Fair-Competition Date-Application Deadline
  - C. ENTERTAINMENT/VENDORS SUB-COMMITTEE:
    1. Election of Officers
  - D. PARKING/SECURITY SUB-COMMITTEE:
    1. Election of Officers
4. Review, Discussion, and Possible Action on 2020 Fair Matters
  - A. Beer and Soda Vendor Meeting – March 18
  - 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. Expo-Ice Center Board Appointment Recommendations
  - B. District 4 Meeting – April 8 – WI State Fair
  - C. Rummage-A-Rama – March 14; Volunteer Sign Up
  - D. 2020 Capital Projects Update
  - E. Expo-Ice Center Month Events; Expo Grounds Update
7. Adjourn

Date: March 3, 2020

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, March 11, 2020

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

(corrected 6/10/2020)

**Present:** J. Vetting, D. Pollen, R. Zipperer, K. Behnke, D. Newberg, M. Plate, J. Zipperer, B. Blatz, R. Kohlbeck, R. Voss, D. Gauger, B. Cavanaugh, J. Hawig, T. Dvorak

**County Board  
Supervisors  
Present:**

**Absent & Excused:** K. Potter, M. Lentz, B. Herr D. Fitzgerald  
**Absent:**

### Pledge of Allegiance

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

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

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

### Review & Act on Subcommittee Recommendations:

#### A. Finance Subcommittee

##### 1. *Election of Officers*

Behnke reported on the following:

- Recommend Hawig as Vice Chair.
- Recommend Gauger as Secretary.

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

#### B. Operations Subcommittee

##### 1. *Election of Officers; Large Animal Superintendent Camping Rate; Thank a Farmer Banner; Youth Art Show; Market Animal Committee Meeting Update; Ice Center Operations Update; Working Group Updates-Brew Competition; Dairy Cattle (Ice Center) Show Ring; Education & Outreach; Teeny Weeny Donut Contest; Celebrity Cream Puff Eating Contest; Fairest of the Fair-Competition Date-Application Deadline*

Dvorak reported on the following:

- Recommend Hawig as Vice Chair.
- Recommend Fitzgerald as Secretary.
- Recommend approval of the Large Animal Superintendent camping at a half per day rate and will be determined on a case-by-case basis, contingent on superintendent staying onsite during the entire duration of the fair, and subject to availability.

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

#### C. Entertainment/Vendors Subcommittee:

##### 1. *Election of Officers*

Voss reported on the following:

- Recommend R. Zipperer as Vice Chair.
- **Recommend J. Zipperer as Secretary.**

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

**D. Parking/Security Subcommittee:**

**1. Election of Officers**

Pollen reported on the following:

- Recommend J. Zipperer as Vice Chair.
- Recommend Lentz as Secretary.

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

**Review, Discussion and Possible Action on 2020 Fair Matters**

**A. Beer and Soda Vendor Meeting – March 17**

No report.

**B. Fair Update**

Shelton reported on the fair.

**Comptroller's Financial Report – Review**

Neuser 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. Expo-Ice Center Board Appointment Recommendations**

Vetting reported on the Expo-Ice Center Board Appointment Recommendations to include Jordan Herrmann and Barbara Palzewicz. Motion was made by Pollen, seconded by Voss to recommend approval to the public works committee the Expo-Ice Center Board Appointment Recommendations, Jordan Herrmann and Barbara Palzewicz. Motion carried unanimously.

**B. District 4 Meeting – April 8 – WI State Fair**

Reservation reminder.

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

Volunteer signup sheet distributed.

**D. Capital Projects Update**

Shelton reported on the Capital Projects provided in the board packet.

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

Shelton gave a report on the upcoming events.

**Adjournment**

Motion was made by Plate, seconded by R. Zipperer to adjourn at 7:19pm. Motion carried unanimously.

Minutes taken by Shelton

---

Signed by Blatz



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

DATE: June 10, 2020  
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:

1. Regular business
  - A. Pledge of Allegiance
  - B. Roll Call
  - C. Previous Minutes
2. Public Comment
3. Review, Discussion, and Possible Action on 2020 Fair Matters
  - A. Status of the Manitowoc County Fair
4. Adjourn

Date: June 9, 2020

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 10, 2020

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

**Present:** J. Vetting, D. Pollen, R. Zipperer, K. Behnke, M. Plate, J. Zipperer, B. Blatz, R. Kohlbeck, R. Voss, B. Cavanaugh, J. Hawig, T. Dvorak, K. Potter, M. Lentz, B. Herr, D. Fitzgerald, K. Sitkiewitz, B. Palzewicz

**County Board Supervisors Present:** Supervisor J. Brey, M. Linsmeier

**Absent & Excused:** D. Newberg, J. Herrmann  
**Absent:**

### **Pledge of Allegiance**

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

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

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

### **Review, Discussion and Possible Action on 2020 Fair Matters**

#### **A. *Status of the Manitowoc County Fair***

Discussion on the Status of the Manitowoc County Fair included Manitowoc County Health Department's recommendation of no mass gatherings, the WEDC Guidelines as well as other information provided to the board. Motion was made by R. Zipperer, seconded by D. Pollen to recommend to the Public Works Committee the cancelation of the 2020 Manitowoc County Fair. Motion carried unanimously.

### **Adjournment**

Motion was made by R. Zipperer, seconded by Herr to adjourn at 6:13pm.  
Motion carried unanimously.

Minutes taken by Shelton.

---

Signed by Blatz



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

DATE: August 12, 2020

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
2. Public Comment
3. Review, Discussion, and Possible Action on Sub Committee Recommendations
  - A. FINANCE SUB-COMMITTEE:
    1. Election of Officers; Potential COVID-19 Impact for 2021 Fair Planning; WI Association of Fairs Convention – Jan 10-13; RVR Contract; Ticket Takers; 2021 Merchants Building Capital Improvement – Americollect Sponsorship; 2021 Expo Capital from Land Sale Budget; 2021 Fair Budget
  - B. OPERATIONS SUB-COMMITTEE:
    1. No Committee Meeting; Committee Update; Potential COVID-19 Impact for 2021 Fair Planning; 2021 Theme-Colors; Thank a Farmer Banner; Youth Art Show; Market Animal Committee Meeting Update; Ice Center Operations Update; Working Group Updates-Brew Competition; Dairy Cattle (Ice Center) Show Ring; Education & Outreach-AG Adventureland Tent-Sanitary Requirements; Teeny Weeny Donut Contest; Celebrity Cream Puff Eating Contest; Fairest of the Fair-Competition – Convention 2021
  - C. ENTERTAINMENT/VENDORS SUB-COMMITTEE:
    1. No Committee Meeting; Committee Update; Potential COVID-19 Impact for 2021 Fair Planning
  - D. PARKING/SECURITY SUB-COMMITTEE:
    1. No Committee Meeting; Committee Update; Potential COVID-19 Impact for 2021 Fair Planning
4. Review, Discussion, and Possible Action on 2021 Fair Matters
  - A. Potential COVID-19 Impact for 2021 Fair Planning
  - B. Fair Update
5. Comptroller's Financial Report – Review; Capital Projects Update; COVID-19 Revenue Impact
6. Update and Possible Action on Other Fair, Expo Buildings and Grounds Projects and Issues
  - A. Fairest of the Fair-Expo Board Group Picture – Schedule Date
  - B. Fall District Meetings – Virtual – October Date to be Scheduled
  - C. Rummage-A-Rama – 2020-2021 Status
  - D. Expo-Ice Center Month Events; Expo Grounds Update
7. Adjourn

Date: August 4, 2020

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, August 12, 2020

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

**Present:** J. Vetting, D. Pollen, R. Zipperer, K. Behnke, D. Newberg, M. Plate, J. Zipperer, B. Blatz, R. Kohlbeck, B. Cavanaugh, J. Hawig, M. Lentz, B. Herr, K. Sitkiewitz, B. Palzewicz

**County Board  
Supervisors  
Present:**

**Absent & Excused:** K. Potter, R. Voss, D. Fitzgerald, T. Dvorak

**Absent:**

### **Pledge of Allegiance**

**Called to Order** Meeting called to order – 7:008pm.

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

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

### **Review & Act on Subcommittee Recommendations:**

#### **A. Finance Subcommittee**

- 1. Election of Officers; Potential COVID-19 Impact for 2021 Fair Planning; WI Association of Fairs Convention – Jan 10-13; RVR Contract; Ticket Takers; 2021 Merchants Building Capital Improvement – Americollect Sponsorship; 2021 Expo Capital from Land Sale Budget; 2021 Fair Budget***

Hawig reported on the following:

- Recommend Pollen as Vice Chair.
- Recommend Kohlbeck as Secretary.
- Convention – review itinerary and reserve rooms.
- RVR – Recommend to approve the RVR contract addendum.
- Ticket Takers – potential ideas being reviewed.
- Americollect – ceiling tiles in. Recommend approval of storage building extension.
- Capital from Land Sale – recommend approval.
- 2021 Fair Budget – recommend approval.

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

#### **B. Operations Subcommittee**

- 1. No Committee Meeting; Committee Update; Potential COVID-19 Impact for 2021 Fair Planning; 2021 Theme-Colors; Thank a Farmer Banner; Youth Art Show; Market Animal Committee Meeting Update; Ice Center Operations Update; Working Group Updates-Brew Competition; Dairy Cattle (Ice Center) Show Ring; Education & Outreach; Teeny Weeny Donut Contest; Celebrity Cream Puff Eating Contest; Fairest of the Fair-Competition-Convention***

No meeting held. Hawig reported on the following:

- 2021 Theme and Colors – Consensus to keep the same for 2021.
- Market Animal Committee – having a one day show only event.
- Ice Center – Pollen reported that both organizations have been meeting. There will be no public skate through the end of the year.
- Fairest of the Fair – Lydia Luebke will remain the fairest of the fair and compete at the 2022 Convention.

**C. Entertainment/Vendors Subcommittee:**

1. ***No Committee Meeting; Committee Update; Potential COVID-19 Impact for 2021 Fair Planning***  
No report.

**D. Parking/Security Subcommittee:**

1. ***No Committee Meeting; Committee Update; Potential COVID-19 Impact for 2021 Fair Planning***  
No report.

**Review, Discussion and Possible Action on 2021 Fair Matters**

- A. ***Potential COVID-19 Impact for 2021 Fair Planning***  
No report.

- B. ***Fair Update***

Shelton reported on the carryover of sponsorships, outdoor and indoor vendors, contracts completed.

Pollen reported on the cancelations, modifications, and private shows for WI county fairs noting that 55 fairs canceled, 12 were modified, and 19 with no outside public attendance.

**Comptroller's Financial Report – Review; Capital Projects Update; COVID-19 Revenue Impact**

Neuser reported on the Financial Reports included in the board packet.

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

- A. ***Fairest of the Fair Expo Board Group Picture – Schedule Date***  
Nancy Newberg reported on an idea to take each board member's picture and have a bio on the website with a future picture date.
- B. ***Fall District Meeting – Virtual – October Date to be Scheduled***  
Vetting reported that the Fall District Meeting will be virtual and more information coming.
- C. ***Rummage-A-Rama –2020-2021 Status***  
Motion was made by Cavanaugh, seconded by Sitkiewitz to cancel the 2020-2021 Rummage-A-Rama season. Motion carried unanimously.
- D. ***Expo-Ice Center Month Events; Expo Grounds Update***  
Shelton gave a report on the upcoming events.

**Adjournment**

Motion was made by Plate, seconded by Hawig to adjourn at 7:34pm. Motion carried unanimously.

Minutes taken by Shelton

---

Signed by Blatz



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

**DATE:** September 9, 2020  
**TIME:** 6:00 p.m.  
**PLACE:** Heritage Center – County Board Meeting Room  
1701 Michigan Avenue, Manitowoc WI 54220

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; Potential COVID-19 Impact for 2021 Fair Planning; 2021 Fair Budget
  - B. OPERATIONS SUB-COMMITTEE:
    1. No Committee Meeting; Committee Update; Potential COVID-19 Impact for 2021 Fair Planning; Thank a Farmer Banner; Youth Art Show; Market Animal Committee Meeting Update; Ice Center Operations Update; Working Group Updates-Brew Competition; Dairy Cattle (Ice Center) Show Ring; Education & Outreach-AG Adventureland Tent-Sanitary Requirements; Teeny Weeny Donut Contest; Celebrity Cream Puff Eating Contest; Fairest of the Fair-Competition – Convention 2021
  - C. ENTERTAINMENT/VENDORS SUB-COMMITTEE:
    1. No Committee Meeting; Committee Update; Potential COVID-19 Impact for 2021 Fair Planning; Lee Andrews Contract; NE WI Motorsports Contract; Ta-Da Contract; Tents Inc Contract; Sea Lion Contract; Schnell Bros – Tractor Pull Contract; Hollywood Motorsports – Demo Derby Contract; Casady's Critter's Contract
  - D. PARKING/SECURITY SUB-COMMITTEE:
    1. No Committee Meeting; Committee Update; Potential COVID-19 Impact for 2021 Fair Planning
4. Review, Discussion, and Possible Action on 2021 Fair Matters
  - A. Potential COVID-19 Impact for 2021 Fair Planning
  - B. Social Media
  - C. Fair Update
5. Comptroller's Financial Report – Review; Capital Projects Update; COVID-19 Revenue Impact
6. Update and Possible Action on Other Fair, Expo Buildings and Grounds Projects and Issues
  - A. Reappointments of Board Members
  - B. Board Member Picture – October 14 – Expo Shirts
  - C. Fall District Meetings – Virtual – October 7
  - D. Expo-Ice Center Month Events; Expo Grounds Update
7. Adjourn

Date: September 1, 2020

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 9, 2020

Location: Heritage Center

**Present:** J. Vetting, D. Pollen, K. Behnke, D. Newberg, M. Plate, J. Zipperer, R. Kohlbeck, B. Cavanaugh, J. Hawig, K. Sitkiewitz, B. Palzewicz, R. Voss, T. Dvorak

**County Board  
Supervisors  
Present:**

**Absent & Excused:** K. Potter, D. Fitzgerald, R. Zipperer, B. Blatz, M. Lentz, B. Herr  
**Absent:**

**Pledge of Allegiance**

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

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

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

**Review & Act on Subcommittee Recommendations:**

**A. Finance Subcommittee**

1. ***No Committee Meeting; Committee Update; Potential COVID-19 Impact for 2021 Fair Planning; 2021 Fair Budget***  
No report.

**B. Operations Subcommittee**

1. ***No Committee Meeting; Committee Update; Potential COVID-19 Impact for 2021 Fair Planning; Thank a Farmer Banner; Youth Art Show; Market Animal Committee Meeting Update; Ice Center Operations Update; Working Group Updates-Brew Competition; Dairy Cattle (Ice Center) Show Ring; Education & Outreach; Teeny Weeny Donut Contest; Celebrity Cream Puff Eating Contest; Fairest of the Fair-Competition-Convention 2021***  
Dvorak reported on the fairest of the fair documents to be submitted to staff for inclusion on the website. Dvorak noted that the current fairest of the fair attended the August county board meeting.

**C. Entertainment/Vendors Subcommittee:**

1. ***No Committee Meeting; Committee Update; Potential COVID-19 Impact for 2021 Fair Planning; Lee Andrews Contract; NE WI Motorsports Contract; Ta-Da Contract; Tents Inc Contract; Sea Lion Contract; Schnell Bros – Tractor Pull Contract; Hollywood Motorsports – Demo Derby Contract; Casady's Critter's Contract***  
Voss reported on the entertainment contracts for the 2021 Manitowoc County Fair. Motion made by Voss, seconded by Sitkiewitz to approve the following contracts for the 2021 Manitowoc County Fair: Lee Andrews Contract; NE WI Motorsports Contract; Ta-Da Contract; Tents Inc Contract; Sea Lion Contract; Schnell Bros – Tractor Pull Contract; Hollywood Motorsports – Demo Derby Contract; Casady's Critter's Contract. Motion carried unanimously.

**D. Parking/Security Subcommittee:**

**1. *No Committee Meeting; Committee Update; Potential COVID-19 Impact for 2021 Fair Planning***

Pollen reported that the parking signs are completed and will be installed by end of the year.

**Review, Discussion and Possible Action on 2021 Fair Matters**

**A. *Potential COVID-19 Impact for 2021 Fair Planning***

No report.

**B. *Social Media***

J. Zipperer reported on the nonexistence of social media for the Manitowoc County Fair and included information in support of developing a social media presence. Discussion included adherence to the Manitowoc County Computer Resources policies. A Social Media Working Group or potential Sub-Committee will be formed to work on this issue. The working group to include: J. Zipperer, Dvorak, Pollen, Behnke, Voss, and Hawig.

**C. *Fair Update***

Shelton reported on the carryover of sponsorships, outdoor and indoor vendors, contracts completed.

Palzewicz reported on the idea of a Ladies' Day event with options and other supporting ideas. Discussion.

**Comptroller's Financial Report – Review; Capital Projects Update; COVID-19 Revenue Impact**

Neuser reported on the Financial Reports included in the board packet.

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

**A. *Reappointments of Board Members***

Shelton reported on the reappointments of Board Members noting that Fitzgerald and Blatz have elected to opt out of reappointment.

**B. *Board Member Picture – October 14 – Expo Shirts***

Shelton reported on the Board Member Picture date scheduled for October 14, next board meeting.

**C. *Fall District Meeting – Virtual – October 7***

Shelton reported that the Fall District meeting is set virtually on September 15 from 6pm-8pm and members must preregister. Motion was made by Pollen, seconded by Hawig to vote for Amy Thistle for reelection at the Fall District virtual meeting. Motion carried unanimously. Discussion included that Dvorak would cast the vote on behalf of Manitowoc County Fair.

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

Shelton gave a report on the upcoming events.

**Adjournment**

Motion was made by Voss, seconded by J. Zipperer to adjourn at 6:53pm. Motion carried unanimously.

Minutes taken by Shelton.

---

Signed by Blatz



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

DATE: October 14, 2020  
TIME: 6:00 p.m.  
PLACE: Heritage Center – County Board Meeting Room  
1701 Michigan Avenue, Manitowoc WI 54220

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; Thank a Farmer Banner; Youth Art Show; Market Animal Committee Meeting Update; Ice Center Operations Update; Working Group Updates-Brew Competition; Dairy Cattle (Ice Center) Show Ring; Education & Outreach-AG Adventureland Tent-Sanitary Requirements; Teeny Weeny Donut Contest; Celebrity Cream Puff Eating Contest; Ladies' Day Event; Fairest of the Fair-Competition – Convention 2021
  - 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 2021 Fair Matters
  - A. Fair Update
5. Comptroller's Financial Report – Review; Capital Projects Update; COVID-19 Revenue Impact
6. Update and Possible Action on Other Fair, Expo Buildings and Grounds Projects and Issues
  - A. Expo-Ice Center Board Appointment Recommendations
  - B. Dissolution of Finance Subcommittee – Creation of Marketing-Advertising Working Group or Subcommittee
  - C. Board Member Picture – October 14
  - D. Board Member Attendance Requirements
  - E. Fall District Meeting Update
  - F. WI Association of Fairs Convention – Jan 10-13
  - G. Expo-Ice Center Month Events; Expo Grounds Update
7. Adjourn

Date: October 6, 2020

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 14, 2020

Location: Heritage Center

**Present:** J. Vetting, D. Pollen, K. Behnke, D. Newberg, J. Zipperer, R. Kohlbeck, B. Cavanaugh, K. Sitkiewitz, B. Palzewicz, R. Voss, T. Dvorak, M. Lentz, B. Herr

### County Board

#### Supervisors

**Present:**

**Absent & Excused:** K. Potter, D. Fitzgerald, R. Zipperer, B. Blatz, J. Hawig, M. Plate

**Absent:**

### Pledge of Allegiance

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

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

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

### Review & Act on Subcommittee Recommendations:

#### A. Finance Subcommittee

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

#### B. Operations Subcommittee

1. ***No Committee Meeting; Committee Update; Potential COVID-19 Impact for 2021 Fair Planning; Thank a Farmer Banner; Youth Art Show; Market Animal Committee Meeting Update; Ice Center Operations Update; Working Group Updates-Brew Competition; Dairy Cattle (Ice Center) Show Ring; Education & Outreach; Teeny Weeny Donut Contest; Celebrity Cream Puff Eating Contest; Fairest of the Fair-Competition-Convention 2021***  
Dvorak reported that the Holiday Parade was canceled. Lydia Luebke, Manitowoc County Fairest of the Fair gave a brief presentation and explanation of the event attended.

#### 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 2021 Fair Matters

#### A. ***Fair Update***

Shelton reported on the county fair including superintendent and judges' contracts.

Palzewicz reported on the Ladies' Day event.

### Comptroller's Financial Report – Review; Capital Projects Update; COVID-19 Revenue Impact

Neuser reported on the Financial Reports included in the board packet.

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

### **A. *Expo-Ice Center Board Appointment Recommendations***

Vetting recommended approval of Kristin Winkel for the Expo-Ice Center Board. Motion was made by Herr, seconded by Cavanaugh to recommend approval to the public works committee the appointment of Kristin Winkel. Motion carried unanimously.

### **B. *Dissolution of Finance Subcommittee – Creation of Marketing-Advertising Working Group or Subcommittee***

Neuser reported on retaining the Finance Subcommittee. J. Zipperer reported and recommended approval of the Creation of the Marketing-Advertising Subcommittee. Motion was made by Dvorak, seconded by Voss to recommend approval to the public works committee the Creation of the Marketing-Advertising Subcommittee. Motion carried unanimously.

### **C. *Board Member Picture – October 14***

Shelton reported on the Board Member Pictures and biographies.

### **D. *Board Member Attendance Requirements***

Vetting reported on the board member attendance requirements. Discussion included number of openings on the board and making a list of what each subcommittee's job duties include.

### **E. *Fall District Meeting Update***

Dvorak reported on the attendance of the Virtual Fall District meeting noting that officers will be rolled over to next year, there will be a change in by-laws, premiums paid 100% to county fairs that participated in 2020, market animals sales, and concerns with 4-H system.

### **F. *WI Association of Fairs Convention – Jan 10-13***

Discussion included limiting the number of attendees for the upcoming WI Association of Fairs Convention. Motion was made by Behnke, seconded by Kohlbeck to have a max number of attendees of three board members attend the WI Association of Fairs Convention to be designated by the chair with any additional members required to self-pay for attendance. Motion carried. Newberg voted no.

### **G. *Expo-Ice Center Month Events; Expo Grounds Update***

Shelton gave a report on the upcoming events.

Vetting reported on the passing of Dan Schaut and Victor Voigt.

## **Adjournment**

Motion was made by Voss, seconded by J. Zipperer to adjourn at 6:46pm. Motion carried unanimously.

Minutes taken by Shelton

---

Signed by Blatz



# **MANITOWOC COUNTY**

## **EXPO and ICE CENTER BOARD**

### **MEETING NOTICE**

DATE: November 11, 2020  
TIME: 7:00 p.m.  
PLACE: Heritage Center – County Board Meeting Room  
1701 Michigan Avenue, Manitowoc WI 54220

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. Ladies' Day Event; Thank a Farmer Banner; Youth Art Show; Veteran's Day-Governor's Day; Market Animal Committee Meeting Update; Ice Center Operations Update; Working Group Updates-Brew Competition; Dairy Cattle (Ice Center) Show Ring; Education & Outreach-AG Adventureland Tent; Teeny Weeny Donut Contest; Celebrity Cream Puff Eating Contest; Fairest of the Fair
  - 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 2021 Fair Matters
  - A. MIA Booth
  - B. Hollywood Motorsports – Demo Derby Contract
  - C. Fireworks Contract
  - D. Fair Update
5. Comptroller's Financial Report – Review; Capital Projects Update; COVID-19 Revenue Impact
6. Update and Possible Action on Other Fair, Expo Buildings and Grounds Projects and Issues
  - A. Expo-Ice Center Month Events; Expo Grounds Update
7. Adjourn

Date: November 3, 2020

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, November 11, 2020

Location: Heritage Center – County Boardroom

**Present:** J. Vetting, D. Pollen, K. Behnke, D. Newberg, J. Zipperer, R. Kohlbeck, B. Cavanaugh, K. Sitkiewitz, B. Palzewicz, T. Dvorak, M. Lentz, J. Hawig, M. Plate, R. Zipperer

**County Board  
Supervisors  
Present:**

**Absent & Excused:** K. Potter, D. Fitzgerald, B. Blatz, B. Herr, R. Voss  
**Absent:**

**Pledge of Allegiance**

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

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

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

**Review & Act on Subcommittee Recommendations:**

**A. Finance Subcommittee**

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

**B. Operations Subcommittee**

1. ***Ladies' Day Event; Thank a Farmer Banner; Youth Art Show; Veteran's Day-Governor's Day; Market Animal Committee Meeting Update; Ice Center Operations Update; Working Group Updates-Brew Competition; Dairy Cattle (Ice Center) Show Ring; Education & Outreach; Teeny Weeny Donut Contest; Celebrity Cream Puff Eating Contest; Fairest of the Fair***

Dvorak reported on the following:

- Youth Art Show – ideas discussed.
- Veteran's Day – expand current opening day, ideas discussed.
- Market Animal Committee – meeting next week.
- Ice Center Operations – up and running.
- Brew Competition – date set for August 14.
- Education & Outreach – meeting to be scheduled.
- Teeny Weeny and Cream Puff – ideas to be discussed.
- Ladies' Day Event – recommend approval to host the Ladies' Day event on Saturday, 10am-noon, with no expenses.
- Fairest of the Fair – recommend approval to host an Appreciation Reception post fair.

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

**C. Entertainment/Vendors Subcommittee:**

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

**D. Parking/Security Subcommittee:**

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

**Review, Discussion and Possible Action on 2021 Fair Matters**

**A. MIA Booth**

Motion was made by Dvorak, seconded by R. Zipperer to approve the MIA Booth at no cost at the 2021 Manitowoc County Fair. Motion carried unanimously.

**B. Hollywood Motorsports – Demo Derby Contract**

Motion was made by Sitkiewitz, seconded by Lentz to approve the Hollywood Motorsports Demo Derby contract for 2021 and 2022. Motion carried unanimously.

**C. Fireworks Contract**

Motion was made by Plate, seconded by Hawig to approve the Fireworks contract for 2021 Manitowoc County Fair. Motion carried unanimously.

**D. Fair Update**

Shelton reported on the county fair including indoor and outdoor vendor contracts.

**Comptroller's Financial Report – Review; Capital Projects Update; COVID-19 Revenue Impact**

Neuser reported on the Financial Reports included in the board packet.

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

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

Shelton gave a report on the upcoming events.

**Adjournment**

Motion was made by Plate, seconded by R. Zipperer to adjourn at 7:19pm. Motion carried unanimously.

Minutes taken by Shelton

---

Signed by Blatz



# **MANITOWOC COUNTY**

## **EXPO and ICE CENTER BOARD**

### **MEETING NOTICE**

DATE: December 9, 2020  
TIME: 7:00 p.m.  
PLACE: Heritage Center – County Board Meeting Room  
1701 Michigan Avenue, Manitowoc WI 54220

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; Ladies' Day Event; Thank a Farmer Banner; Youth Art Show; Veteran's Day-Governor's Day; Market Animal Committee Meeting Update; Ice Center Operations Update; Working Group Updates-Brew Competition; Dairy Cattle (Ice Center) Show Ring; Education & Outreach-AG Adventureland Tent; Teeny Weeny Donut Contest; Celebrity Cream Puff Eating Contest; Fairest of the Fair
  - C. ENTERTAINMENT/VENDORS SUB-COMMITTEE:
    1. No Committee Meeting; Committee Update
  - D. PARKING/SECURITY SUB-COMMITTEE:
    1. No Committee Meeting; Committee Update
  - E. MARKETING-ADVERTISING SUB-COMMITTEE
    1. Election of Officers; Social Media Plan; Advertising-Media Budget
4. Review, Discussion, and Possible Action on 2021 Fair Matters
  - A. 4-H Enrollment
  - B. Fair Update
5. Comptroller's Financial Report – Review; Capital Projects Update; COVID-19 Revenue Impact
6. Update and Possible Action on Other Fair, Expo Buildings and Grounds Projects and Issues
  - A. WI Association of Fairs Convention – Canceled
  - B. Expo-Ice Center Month Events; Expo Grounds Update
7. Adjourn

Date: December 1, 2020

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, December 9, 2020

Location: Heritage Center – County Boardroom

**Present:** J. Vetting, D. Pollen, K. Behnke, D. Newberg, J. Zipperer, R. Kohlbeck, B. Cavanaugh, K. Sitkiewitz, B. Palzewicz, T. Dvorak, M. Lentz, J. Hawig, M. Plate, R. Zipperer, B. Herr, R. Voss

**County Board  
Supervisors  
Present:**

**Absent & Excused:** K. Potter, D. Fitzgerald, B. Blatz

**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 Hawig, seconded by J. Zipperer to approve the previous meeting minutes. Motion carried unanimously.

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

### Review & Act on Subcommittee Recommendations:

#### A. Finance Subcommittee

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

#### B. Operations Subcommittee

1. ***No Committee Meeting; Ladies' Day Event; Thank a Farmer Banner; Youth Art Show; Veteran's Day-Governor's Day; Market Animal Committee Meeting Update; Ice Center Operations Update; Working Group Updates-Brew Competition; Dairy Cattle (Ice Center) Show Ring; Education & Outreach; Teeny Weeny Donut Contest; Celebrity Cream Puff Eating Contest; Fairest of the Fair***

Dvorak reported on the following:

- Superintendent retirement.
- MAC – Dvorak and Hawig attended Zoom meeting. YQCA education per WI State Fair will waive annual renewal of YQCA. Dvorak reported the uncertainty that the Manitowoc County Fair should waive annual renewal and needs to discuss further. 2020 Exhibitors will be graduating this year and add on next agenda to approve these graduates to participate in the 2021 fair.
- AG Adventureland – working on hours and set up.
- Need to watch for Pullorum testing rules and regulations.
- Will provide staff with FOF packet.

#### C. Entertainment/Vendors Subcommittee:

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

#### D. Parking/Security Subcommittee:

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

**E. Marketing-Advertising Subcommittee:**

**1. Election of Officers; Social Media Plan; Advertising-Media Budget**

J. Zipperer reported on the following:

- No elections were held.
- Social Media – reactivate Facebook page and will work with Dvorak to get FOF videos and create a promotional calendar.
- Advertising Budget – was reviewed and staff to obtain additional information.

**Review, Discussion and Possible Action on 2021 Fair Matters**

**A. 4-H Enrollment**

4-H Enrollment data was reviewed and discussed. Staff to obtain additional information from the 4-H Office to include numbers specific to animal or exhibition building items.

**B. Fair Update**

No report.

**Comptroller's Financial Report – Review; Capital Projects Update; COVID-19 Revenue Impact**

Neuser reported on the Financial Reports 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 – Canceled**

Vetting reported that the WI Association of Fairs Convention was canceled. Dvorak reported that there will be a webinar in February.

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

Pollen reported that the ice season is halfway completed.

Shelton read a message from Blatz for his final farewell to the board.

Shelton gave a report on the upcoming events.

**Adjournment**

Motion was made by J. Zipperer, seconded by Plate to adjourn at 7:25pm. Motion carried unanimously.

Minutes taken by Shelton

---

Signed by Blatz