



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

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

Date: December 28, 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, January 4, 2017

Location: Expo Office – 4921 Expo Drive, Manitowoc

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

**Other Expo-Ice
Center Board**

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

Absent & Excused:

Absent:

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

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

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

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

A. Advertising – Radio, Newspaper

Behnke reported on the marketing flyer and possible distribution based on the previous month's meeting and reviewed the advertising budget provided in the committee packet. Presentation from the Wisconsin Media-Herald Times Reporter was provided at the meeting to review potential advertising with impact in various counties to the south and north of Manitowoc County. Discussion included impact sites, printed insert, and online advertising.

Action Needed:

- Finance subcommittee meeting to be scheduled for February 1.

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 6:52pm. Motion carried unanimously.

Minutes taken by Krizek

Signed by Janowski



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

DATE: January 4, 2017
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. Tuesday-Sunday Events Entertainment – Kandu Contract; Convention Ideas
 - B. Reedsville Knights of Columbus – Polka Pavilion Update
4. Other Fair Projects and Issues Update – No Action
5. Adjourn

Date: December 28, 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, January 4, 2017

Location: Expo Office – 4921 Expo Drive, Manitowoc

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

**Other Expo-Ice
Center Board**

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

Absent & Excused: R. Kohlbeck

Absent:

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

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

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

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

A. *Tuesday-Sunday Events Entertainment – Kandu Contract; Convention Ideas*

Voss reported on the secured list of entertainment including Tuesday night fireworks and have been approved by the City, Friday Tractor Pull, Sunday Demo Derby. Voss reported that the committee is open for ideas for Wednesday and Thursday and looking to secure the Garden Tractor lawnmowers for Saturday.

Krizek presented the two year contract for Kandu for \$4,250 per year for approval. Motion was made by Newberg, seconded by Taylor to recommend approval to the board the two year contract for Kandu for \$4,250 per year. Motion carried unanimously.

Voss reported on the woodcarver and the committee was in consensus to have at the 2017 fair. Sleik will be researching possible woodcarvers for the February meeting. Discussion included scheduled carving times to be determined by the committee.

B. *Reedsville Knights of Columbus – Polka Pavilion Update*

Voss reported that the Reedsville Knights of Columbus are meeting to determine if participating at the 2017 fair due to damages occurred with the food trailer.

Other Fair Projects and Issues Update – No Action

No report.

Adjournment

Motion made by Zipperer, seconded by Taylor to adjourn at 5:48pm. Motion carried unanimously.

Minutes taken by Krizek

Signed by Sleik



MANITOWOC COUNTY

EXPO and ICE CENTER BOARD

MEETING NOTICE

DATE: January 4, 2017
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. Subcommittee Assignments
5. Review, Discussion, and Possible Action on Sub Committee Recommendations
 - A. FINANCE SUB-COMMITTEE:
 1. Advertising-Radio, Newspaper; 2017 Fair Budget
 - B. OPERATIONS SUB-COMMITTEE:
 1. No Committee Meeting-Committee Update on the following: Market Animal Committee Meeting Update; Ice Center Operations Update; Working Group Updates-Talent Show Competition, Brew Competition, Dairy Cattle (Ice Center) Show Ring, Education & Outreach, Fairest of the Fair
 - C. ENTERTAINMENT/VENDORS SUB-COMMITTEE:
 1. Tuesday-Sunday Events Entertainment-Kandu Contract; Reedsville Knights of Columbus – Polka Pavilion Update
 - D. PARKING/SECURITY SUB-COMMITTEE:
 1. No Committee Meeting-Committee Update
6. Review, Discussion, and Possible Action on 2017 Fair Matters
 - A. Social Media Update
 - B. Fair Update
7. Comptroller's Financial Report – Review
8. 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 – February 11; Volunteer Sign Up
 - C. Expo Property Sale Update
 - D. Expo-Ice Center Board Meetings – February 1 and February 22
 - E. Expo-Ice Center Board Vacancy
 - F. Expo-Ice Center Month Events; Expo Grounds Update
9. Adjourn

Date: December 28, 2016

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

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MINUTES of EXPO-ICE CENTER BOARD MEETING

Held Wednesday, January 4, 2017

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, D. Newberg, M. Plate, M. Sleik, J. Janowski, L. Taylor, B. Blatz, R. Voss, J. Beyer, D. Fitzgerald, B. Herr, D. Gauger, B. Cavanaugh, R. Kohlbeck

Absent & Excused: T. Dvorak

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 Kohlbeck, to approve the previous meeting minutes. Motion carried unanimously.

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

Election of Officers

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

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

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

Subcommittee Assignments

Vetting reported that the subcommittee chairs will remain the same for 2017 with Behnke, finance; Dvorak, operations; Beyer, parking & security; and Voss, entertainment & vendor. Vetting added that subcommittee assignments will also remain the same.

Review & Act on Subcommittee Recommendations:

A. Finance Subcommittee

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

Behnke reported on the marketing presentation provided by the Wisconsin Media-Herald Times Reporter.

Action Needed:

- Finance subcommittee to meet in February.

B. Operations Subcommittee

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

Pollen reported on the following:

- Market Animal Committee to meet Sunday, January 8.
- Ice Center – motor has been installed and air handling unit working fine.
- Education and Outreach meeting on January 26 at 5:30pm.
- Fairest of the Fair getting ready for the upcoming convention and competition.

C. Entertainment/Vendors Subcommittee:

1. ***Tuesday-Sunday Events Entertainment-Kandu Contract; Convention Ideas; Reedsville Knights of Columbus-Polka Pavilion Update***

Voss reported on the following:

- Review of week entertainment and need ideas for Wednesday entertainment.
- Recommend Kandu contract for approval.
- Reedsville Knights of Columbus – issues with food service trailer and meeting to decide if attending the 2017 fair.

Motion was made by Voss, seconded by Newberg 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. *Social Media Update*

Neuser reported that staff met with corporation counsel and personnel and Facebook cannot be an interactive site and must be reviewed by staff. Neuser added that submissions can be done and inputted on a time release. Neuser reported that the Fairest of the Fair Facebook page must also be reviewed by staff.

B. *Fair Update*

Vetting reported on the executive committee meeting with Rainbow Valley Rides.

Comptroller's Financial Report – Review

PW Director reported on the Financial Report provided in the board packet noting the following: Expo activities reflects payment for upgrade of internet data; Fair activities – looks good; Ice Center is overstated by one month of revenue; and maintenance activities expenses looks good. Neuser added that these activities reflect through November and the end of December will reflect the close of the sale.

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

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

Krizek noted that invoicing will occur after the convention.

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

Volunteer sign up was distributed.

C. *Expo Property Sale Update*

Neuser reported on the Expo Property sale which closed on December 21 and revenues will be deposited in special revenue account.

D. Expo-Ice Center Board Meetings – February 1 and February 22

Vetting reported that there will be meetings on February 1 and February 22 as staff will not be able to attend the March meeting due to other commitments.

E. Expo-Ice Center Board Vacancy

Vetting reported on the vacant Expo-Ice Center board position due to the retirement of Dan Schaut effective December 31, 2016.

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

Krizek reported on upcoming events as well as donations received from the Ant Hill Mob for bike racks, Gannett Foundation for the Multi-Purpose building, and Wisconsin Public Service for a hand blower unit.

Adjournment

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

Minutes taken by Krizek

Signed by Hawig



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

DATE: January 9, 10 and 11, 2017

TIME: 12:00 Noon

PLACE: State Fairs Conference—Chula Vista Resort
2501 River Road
Wisconsin Dells WI 53965

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 events, acts and other issues and items related to the 2017 Fair and provide recommendations to the Expo Board
 - a. Carnival Night Reception Update
 - b. Workshops-Round Table Update
 - c. Fairest of the Fair Competition Update
 - d. Entertainment Ideas
4. Other Fair Projects and Issues Update – No Action
5. Adjourn

Date: December 14, 2017

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

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NOTE: The meetings were not held due to a lack of quorum.

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

DATE: January 9, 10 and 11, 2017

TIME: 12:00 Noon

PLACE: State Fairs Conference—Chula Vista Resort
2501 River Road
Wisconsin Dells WI 53965

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 events, acts and other issues and items related to the 2017 Fair and provide recommendations to the Expo Board
 - a. Carnival Night Reception Update
 - b. Workshops-Round Table Update
 - c. Fairest of the Fair Competition Update
 - d. Entertainment Ideas
4. Other Fair Projects and Issues Update – No Action
5. Adjourn

Date: December 14, 2017

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

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MANITOWOC COUNTY EXPO and ICE CENTER BOARD MEETING NOTICE

DATE: February 1, 2017
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; 2017 Fair Budget
 - B. OPERATIONS SUB-COMMITTEE:
 1. Election of Officers; Annual Superintendent-Assistant Superintendent Meeting – April 19; Manitowoc County 4-H Silent Auction Request; Nichole Paulow – Fair Camping Request; Billboard Sign Competition; Club-FFA Display Signs; Market Animal Committee Meeting Update; Ice Center Operations Update; Working Group Updates-Talent Show Competition, Brew Competition, Dairy Cattle (Ice Center) Show Ring, Education & Outreach, Fairest of the Fair-Competition & Reception Date - Application Deadline -May 1
 - C. ENTERTAINMENT/VENDORS SUB-COMMITTEE:
 1. Election of Officers; Tuesday-Sunday Events Entertainment-Horse Pullers Contract, WI Garden Tractor Pull Contract – New Time; Modified Truck & Tractor Pull Contract, Woodcarver Update; Reedsville Knights of Columbus – Polka Pavilion Update
 - D. PARKING/SECURITY SUB-COMMITTEE:
 1. Election of Officers; Special Operations Detective Agency (SODA) Contract
4. Review, Discussion, and Possible Action on 2017 Fair Matters
 - A. Beer and Soda Vendor Meeting – March 15
 - B. Fair Update
5. Comptroller's Financial Report – Review
6. Update and Possible Action on Other Fair, Expo Buildings and Grounds Projects and Issues
 - A. WI Association of Fairs Convention – Update
 - B. Rummage-A-Rama – February 11; Volunteer Sign Up
 - C. Expo-Ice Center Board Meeting – February 22
 - D. Expo-Ice Center Board Vacancy
 - E. Expo-Ice Center Month Events; Expo Grounds Update
7. Adjourn

Date: January 24, 2017

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

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MINUTES of EXPO-ICE CENTER BOARD MEETING

Held Wednesday, February 1, 2017

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

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

Absent & Excused: D. Newberg, B. Blatz, 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 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. Election of Officers; Advertising-Radio, Newspaper; 2017 Fair Budget

Behnke reported the vice chair is Mike Plate and secretary is Joe Janowski.

Behnke recommended for approval the advertising budget to include the Herald Times Reporter marketing proposal, total \$26,497.50. Motion was made by Behnke, seconded by Cavanaugh to approve the advertising budget to include the Herald Times Reporter marketing proposal, total \$26,497.50. Motion carried unanimously.

B. Operations Subcommittee

1. Election of Officers; Annual Superintendent-Assistant Superintendent Meeting – April 19; Manitowoc County 4-H Silent Auction Request; Nichole Paulow – Fair Camping Request; Billboard Sign Competition; Club-FFA Display Signs; Market Animal Committee Meeting Update; Ice Center Operations Update; Working Group Updates-Talent Show Competition, Brew Competition, Dairy Cattle (Ice Center) Show Ring, Education & Outreach, Fairest of the Fair

Dvorak reported on the following:

- Vice chair is Dick Pollen; Secretary is Derek Fitzgerald.
- Superintendent-Assistant Superintendent meeting schedule for April 19 with parking & security in attendance to report.
- Manitowoc County 4-H Silent Auction Request – recommend approval.
- Nichole Paulow-Fair Camping – recommend approval at \$17.50 per day.
- Billboard Competition – recommend approval.
- Club-FFA Display Signs – verbally communicate with the superintendent regarding signs and no parameters.
- Market Animal Committee meeting set for February 12 at 6:30pm. Weigh-ins to begin earlier.
- Ice Center – contracts paid in full. Installation of new water softener.
- Talent Show – Bandwagon has been confirmed.
- Education & Outreach – meeting scheduled for March 9 at 5:30pm.
- Fairest of the Fair – May 1 application deadline. June 1 reception at 6:30pm.

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

C. Entertainment/Vendors Subcommittee:

1. Election of Officers; Tuesday-Sunday Events Entertainment-Horse Pullers Contract, WI Garden Tractor Pull Contract-New Time; Modified Truck & Tractor Pull Contract, Woodcarver Update Reedsville Knights of Columbus-Polka Pavilion Update

Voss reported on the following:

- Vice chair is Derek Fitzgerald; Secretary is Michelle Sleik.
- Horse Pullers Contract – recommend approval at \$2,000.
- WI Garden Tractor Pull Contract – recommend approval with time of 6pm.
- Modified Truck & Tractor Pulls – need to get contract from Pullers and compare with N.E.W. Motorsports.
- Woodcarvers – have three woodcarvers and need to get contracts to compare.
- Reedsville Knights of Columbus – will not be participating at the fair and need ideas for this area.

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

D. Parking/Security Subcommittee:

1. Election of Officers; Special Operations Detective Agency (SODA) Contract

Beyer reported that vice chair is Mike Plate and secretary is Dick Pollen. Beyer recommended approval of the Special Operations Detective Agency (SODA) contract. Motion was made by Beyer, seconded by Plate to approve the Special Operations Detective Agency (SODA) contract. Motion carried unanimously.

Review, Discussion and Possible Action on 2017 Fair Matters

A. Beer and Soda Vendor Meeting – March 15

Beer and Soda Vendor meeting scheduled for March 15 at 7pm.

B. Fair Update

Krizek reported that the website is up and running and the fairbook is available online.

Comptroller's Financial Report – Review

Krizek read a "Memo to the Expo Board" from the PW Director Gerry Neuser which included information on the progress of the Civil Engineering of the Expo Site which is underway with work to begin no later than May 1 with completion no later than Jun 16 and projected completion date of July 31.

Krizek reported on the Expo Maintenance & Improvements #54820 that was distributed at the meeting with highlights of areas board members should note including Sale of Land revenues, Outlay from Expo Land Sale expenses, and Multi-Purpose Building payback of \$120,000 to the line item Operating Transfer to General Fund.

Krizek reported, from the PW Director's notes, on the Expo activities showing a slightly larger deficit than last year due to the costs associated with the expense to connect Expo to the county's data network; Fair activities finished with a profit of \$107,101, right where anticipated it would be; Ice Center activities account appears higher than normal due to one month's rent from 2015 posted in 2016 as a result of changing payment schedule in the 2015-2016 contract; and Maintenance (Capital Projects) Account is now showing the profits from the Meijer sale.

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

A. WI Association of Fairs Convention Update

Pollen reported on the WI Association of Fairs convention noting that the convention went well and is streamlined with round tables being better attended. Voss reported on the meeting with N.E.W. Motorsports and other vendors.

B. Rummage-A-Rama – February 11; Volunteer Sign Up

Volunteer sign up was distributed.

C. Expo-Ice Center Board Meetings – February 22

Vetting reported that the next meeting will be February 22 with the Entertainment & Vendor meeting set for 5:30pm.

D. Expo-Ice Center Board Vacancy

Vetting reported on the vacancy noting that one interview conducted and one to be held on Friday.

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

Krizek reported on upcoming events including Brewfest on February 18, Fire and Ice Convention on February 24-26, and Chevy Classic set for March 5.

Adjournment

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

Minutes taken by Krizek

Signed by Hawig



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

DATE: February 1, 2017
TIME: 5:45 p.m.
PLACE: Expo Office – 4921 Expo Drive, Manitowoc

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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 2017 Fair:
 - A. Tuesday-Sunday Events Entertainment – Horse Pullers Contract; WI Garden Tractor Pull Contract – New Time; Modified Truck & Tractor Pull Contract; Woodcarver Update
 - B. Reedsville Knights of Columbus – Polka Pavilion Update
5. Other Fair Projects and Issues Update – No Action
6. Adjourn

Date: January 24, 2017

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, February 1, 2017

Location: Expo Office – 4921 Expo Drive, Manitowoc

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

**Other Expo-Ice
Center Board**

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

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

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

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.

Election of Officers

Derek Fitzgerald was nominated by Russ Zipperer as the Board Vice Chairperson. After three calls for other nominations a motion was made by Zipperer, 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 Russ Zipperer as the Board Secretary. After three calls for other nominations a motion was made by Zipperer, seconded by Voss, 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 2017 Fair:

A. Tuesday-Sunday Events Entertainment – Horse Pullers Contract; WI Garden Tractor Pull Contract – New Time; Modified Truck & Tractor Pull Contract; Woodcarver Update

Voss presented the Horse Pullers contract for approval noting an increase of \$100 for this year's fair. Discussion. Motion was made by Zipperer, seconded by Sleik to recommend to the board the approval of the Horse Pullers contract at \$2,000. Motion carried unanimously.

Voss presented the WI Garden Tractor Pull contract for approval noting a time change from 5pm to 6pm on Saturday. Discussion. Motion was made by Zipperer, seconded by Gauger to recommend to the board the approval of the WI Garden Tractor Pull contract with the time at 6pm. Motion carried unanimously.

Voss reported on the Modified Truck & Tractor Pull. Discussion.

Voss reported on the research done by Sleik on the three potential woodcarvers for the 2017 fair noting that Watson Woods is \$1,100 per day plus hotel with three carvings per day; Zoli's Woodcarving is \$850 per day with four carvings per day; Youngers is \$1,000 per day.

Action Needed:

- Staff to contact Pullers Inc for contract and N.E.W. Motorsports for additional contract information to include Buses.
- Sleik to contact woodcarvers to get more information including a contract with daily or full rate, hotel if needed, finished product details.

B. Reedsville Knights of Columbus – Polka Pavilion Update

Voss reported that staff has received verbal confirmation that Reedsville Knights of Columbus will not be participating at the 2017 fair. Voss noted that staff has requested written communication. Discussion included ideas to fill the vacant location, youth-oriented, non-alcoholic, DJ or other music entertainment, rest area.

Other Fair Projects and Issues Update – No Action

No report.

Adjournment

Motion made by Zipperer, seconded by Taylor to adjourn at 6:14pm. Motion carried unanimously.

Minutes taken by Krizek

Signed by Sleik



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

DATE: February 1, 2017
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. Election of Officers
4. Review, Discussion, and Possible Action on the following items for the 2017 Fair:
 - A. Annual Superintendent-Assistant Superintendent Meeting – April 19
 - B. Manitowoc County 4-H Silent Auction Request
 - C. Nichole Paulow – Fair Camping Request
 - D. Billboard Sign Competition
 - E. Club-FFA Display Signs
 - F. Market Animal Committee Meeting Update
 - 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
 - A. Competition & Reception Date
 - B. Application Deadline – May1
5. Other Fair Projects and Issues Update – No Action
6. Adjourn

Date: January 24, 2017

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, February 1, 2017

Location: Expo Office – 4921 Expo Drive, Manitowoc

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

**Other Expo-Ice
Center Board**

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

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

Absent:

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

Minutes Minutes were reviewed from the previous meeting. Motion was made by Cavanaugh, seconded by Janowski 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 Board Vice Chairperson. After three calls for other nominations a motion was made by Cavanaugh, seconded by Hawig, that nominations be closed and unanimous ballot be cast for Pollen as committee vice chair. Motion carried unanimously.

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

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

A. Annual Superintendent-Assistant Superintendent Meeting – April 19

Dvorak reported that the annual Superintendent and Assistant Superintendent meeting is set for April 19 with Exhibition building superintendents at 6pm and animal superintendents at 7:30pm. Discussion.

B. Manitowoc County 4-H Silent Auction Request

Dvorak reported on the Manitowoc County 4-H Silent Auction request noting that this is an annual request and the silent auction fundraiser is to raise funds for the 4-H Foundation. Motion was made by Herr, seconded by Hawig to recommend to the board approval of the Manitowoc County 4-H Silent Auction request. Motion carried unanimously.

C. Nichole Paulow – Fair Camping Request

Dvorak reported on the Fair Camping request for the beef superintendent, Nichole Paulow noting that the request is for a reduced camping fee of \$17.50 per day versus \$35 per day. Motion was made by Janowski, seconded by Pollen to recommend to the board approval of the Fair Camping Request for Nichole Paulow at a reduced rate of \$17.50 per day. Motion carried unanimously.

D. Billboard Sign Competition

Dvorak reported on the Billboard Sign competition included in the committee packet noting great participation. Motion was made by Pollen, seconded by Cavanaugh to recommend to the board approval of the Billboard Sign competition. Motion carried unanimously.

E. Club-FFA Display Signs

Dvorak reported on the request from the Llama-Alpaca superintendent to place club signs. Discussion included parameters and placement. Consensus of the committee to allow club signs with no parameters.

F. Market Animal Committee Meeting Update

Cavanaugh reported on the Market Animal Committee (MAC) meeting held on January 8 noting that weigh-ins will begin earlier and the committee will be working with Broken Plate catering for exhibitor meal. Cavanaugh added that educational meetings are underway. Cavanaugh reported that the next MAC meeting will be held February 12 at 6:30pm.

G. Ice Center Operations Update

Pollen reported that the water softener was leaking and is on order for installation, six (6) weeks of the ice season remaining, and March there will be a state hockey tournament.

H. Working Group Updates

The following was reported:

- Talent Show – Bandwagon has been confirmed. The 4-H Talent show is March 26.
- Brew Competition – Pollen, Russ Olp and Dvorak are working on plans and confirming drop off locations.
- Education and Outreach – next meeting is March 9 at 5:30pm. Pat Sampe, winter market, attended last meeting and bringing educational presenters. There will be gift baskets given out throughout the week.
- Fairest of the Fair – Met yesterday and applications due May 1 with Competition scheduled for June 1 at 6:30pm. Nicole Schoenberger, Fairest of the Fair, is reaching out to the schools to talk about the fairest position. Marketing was also discussed. Next meeting set for March 16 at 8:30am.

Other Fair Projects and Issues Update – No Action

No report.

Adjournment

Motion made by Cavanaugh, seconded by Pollen to adjourn at 6:40pm. Motion carried unanimously.

Minutes taken by Krizek

Signed by Fitzgerald



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

DATE: February 1, 2017
TIME: 6:45 p.m.
PLACE: Expo Office – 4921 Expo Drive, Manitowoc

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

1. Regular business
 - A. Roll Call
 - B. Previous Minutes
2. Public Comment
3. Election of Officers
4. Review, Discussion, and Possible Action on the following items for the 2017 Fair:
 - A. Special Operations Detective Agency (SODA) Contract
5. Other Fair Projects and Issues Update – No Action
6. Adjourn

Date: January 24, 2017

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

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

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

Held Wednesday, February 1, 2017

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, J. Janowski, R. Voss, J. Hawig, B. Cavanaugh, K. Behnke, D. Gauger, T. Dvorak, M. Bratt

Absent & Excused: B. Blatz, R. Kohlbeck
Absent:

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

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.

Election of Officers

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

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

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

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

Beyer presented the Special Operations Detective Agency (SODA) contract for security services during the week of fair noting that the contract is the same as 2016 and will discuss with SODA that the layout is changing and will need to move security services as needed during the week of fair. Motion was made by Zipperer, seconded by Taylor to recommend to the board approval of the Special Operations Detective Agency (SODA) contract. Motion carried unanimously.

Other Fair Projects and Issues Update – No Action

No report.

Adjournment

Motion made by Plate, seconded by Zipperer to adjourn at 6:47pm. Motion carried unanimously.

Minutes taken by Krizek

Signed by Pollen



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

DATE: February 1, 2017
TIME: 5:00 p.m.
PLACE: Expo Office – 4921 Expo Drive, Manitowoc

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

1. Regular Business
 - A. Roll Call
 - B. Previous Minutes
2. Public Comment
3. Election of Officers
4. Review, Discussion, and Possible Action on the following items for the 2017 Fair:
 - A. Advertising – Radio, Newspaper
 - B. 2017 Fair Budget
5. Update and Possible Action on Other Fair Operation Projects and Issues
6. Adjourn

Date: January 24, 2017

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 2, 2017

Location: Expo Office – 4921 Expo Drive, Manitowoc

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

**Other Expo-Ice
Center Board**

Members Present: J. Vetting, M. Sleik, B. Herr, T. Dvorak

Absent & Excused: J. Beyer

Absent:

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

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

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

Election of Officers

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

Joe Janowski was nominated by Mike Plate as the Board Secretary. After three calls for other nominations a motion was made by Bratt, seconded by Cavanaugh, 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 2017 Fair:

A. Advertising – Radio, Newspaper

Krizek reported on the marketing proposal provided by the Herald Times Reporter and included in the committee packet. Discussion included insert distribution, print ads, survey monkey, \$25,000 advertising budget. Motion was made by Pollen, seconded by Bratt to recommend to the board approval of the advertising budget at \$26,497.50 to include the Herald Times Reporter advertising plan. Motion carried unanimously.

B. 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 5:40pm. 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 22, 2017
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. Tuesday-Sunday Events Entertainment – Modified Truck & Tractor Pull Contracts – North Eastern WI (N.E.W) Motorsports and Pullers Inc.; Woodcarver Contracts – Watson Woods and Zoli's Woodcarving
 - B. New Rest-Youth Area – Potential Ideas
4. Other Fair Projects and Issues Update – No Action
5. Adjourn

Date: February 14, 2017

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, February 22, 2017
Location: Expo Office – 4921 Expo Drive, Manitowoc

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

**Other Expo-Ice
Center Board**

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

**Absent & Excused:
Absent:**

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

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

A. *Tuesday-Sunday Events Entertainment – Modified Truck & Tractor Pull Contracts – North Eastern WI (N.E.W) Motorsports and Pullers Inc.; Woodcarvers Contracts – Watson Woods and Zoli's Woodcarving*

Voss presented the Modified Truck and Tractor Pull Contracts from N.E.W Motorsports and Pullers Inc. The committee reviewed each contract. Discussion included the pit pass process. Motion was made by Zipperer, seconded by Taylor to recommend approval to the board the N.E.W. Motorsports contract for \$5,900. Motion carried unanimously.

Sleik presented the woodcarvers contracts for Watson Woods and Zoli's Woodcarving noting how many shows per day as well as number of carvings. Motion was made by Kohlbeck, seconded by Zipperer to recommend approval to the board Zoli's Woodcarving for \$4,250. Motion carried unanimously. Motion was made by Sleik, seconded by Zipperer to recommend approval to the board lodging for Zoli's Woodcarving. Motion carried. Newberg voted no.

B. *New Rest-Youth Area-Potential Ideas*

Voss reported on the new rest youth area. Discussion included: Talent Show relocation, Cream Puff Eating Contest, Rest Area, no Alcohol, relocation of food vendors, DJ, cheese carving, Special Olympics registration, Marine Band/High School Band, Dance Teams, Tae Kwon Do, Little Tree House Theater, Dunk Tank, Accordion Club, Mystic Moods. Also discussion on advertising fees, one hour blocks of entertainment and putting together a working group.

There was discussion on the Wednesday entertainment including BMX racing as well as potential vendors – Antoinnettes from Plymouth.

Other Fair Projects and Issues Update – No Action

No report.

Adjournment

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

Minutes taken by Krizek

Signed by Sleik



MANITOWOC COUNTY

EXPO and ICE CENTER BOARD

MEETING NOTICE

DATE: February 22, 2017
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 on the following: Youth Fair Leader's Update; Superintendent-Assistant Superintendent Meeting – April 19; Market Animal Committee Meeting Update; Ice Center Operations Update; Working Group Updates-Talent Show Competition, Brew Competition, Dairy Cattle (Ice Center) Show Ring, Education & Outreach, Fairest of the Fair
 - C. ENTERTAINMENT/VENDORS SUB-COMMITTEE:
 1. Tuesday-Sunday Events Entertainment- Modified Truck & Tractor Pull Contracts-North Eastern WI (N.E.W.) Motorsports and Pullers Inc.; Woodcarver Contracts – Watson Woods and Zoli's Woodcarving; New Rest-Youth Area-Potential Ideas
 - D. PARKING/SECURITY SUB-COMMITTEE:
 1. No Committee Meeting-Committee Update
4. Review, Discussion, and Possible Action on 2017 Fair Matters
 - A. Beer and Soda Vendor Meeting – March 15
 - B. Fair Grounds Layout Update
 - 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 – March 11; Volunteer Sign Up; 2017-2018 Rummage-A-Rama Schedule
 - B. Expo-Ice Center Board Appointment
 - C. Expo-Ice Center Month Events; Expo Grounds Update
7. Adjourn

Date: February 14, 2017

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

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MINUTES of EXPO-ICE CENTER BOARD MEETING

Held Wednesday, February 22, 2017

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

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

Absent & Excused: J. Janowski

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 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. **No Committee Meeting-Committee Update on the following: Youth Fair Leader's Update; Annual Superintendent-Assistant Superintendent Meeting – April 19; Market Animal Committee Meeting Update; Ice Center Operations Update; Working Group Updates-Talent Show Competition, Brew Competition, Dairy Cattle (Ice Center) Show Ring, Education & Outreach, Fairest of the Fair**

Dvorak reported on the following:

- Met with Kevin Palmer to discuss youth involvement and article placed in the TIDBITS newsletter. This is in the beginning stages.
- Superintendent-Assistant Superintendent meeting set for April 18.
- Market Animal Committee update included scholarships distributed, multi-purpose building and grounds layout reported by staff to the committee.
- Ice Center has less than thirty days then ice out. State Bantam tournament is March 4 and 5 and Figure Skating Show March 17, 18, and 19.
- Education and Outreach meeting set for March 9 at 5:30pm.
- Fairest of the Fair meeting set for March 16 at 8:30am. Fairest posters are available. Applications are due May 1 with competition on June 1.
- Talent Show – 4-H competition is March 4. Fair Talent Show application material is online and state paperwork has been submitted.
- Brew Competition meeting is set for Monday, February 27 at 6pm. Grapes, Grain and Bean will be a drop off location.

C. Entertainment/Vendors Subcommittee:

1. **Tuesday-Sunday Events Entertainment-Modified Truck & Tractor Pull Contracts – North Eastern (N.E.W.) Motorsports and Pullers Inc.; Woodcarver Contracts-Watson Woods and Zoli's Woodcarving; New Rest-Youth Area-Potential Ideas**

Voss reported on the following:

- Committee recommends for approval the N.E.W. Motorsports contract for the Modified Truck and Tractor Pull.

- Committee recommends for approval Zoli's Woodcarving contract and recommends to approve lodging.
- New Rest-Youth Area ideas were discussed and need four volunteers to help develop a schedule and entertainment. Newberg, Kohlbeck, Blatz, and Voss to be on the working group.

Motion was made by Voss, seconded by Gauger 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. *Beer and Soda Vendor Meeting – March 15*

Beer and Soda Vendor meeting scheduled for March 15 at 7pm. Lakeside Pepsi contract expired and staff has requested proposals from Lakeside Pepsi, Coca Cola and Dr. Pepper.

B. *Fair Grounds Layout Update*

Neuser provided a detailed review of the Fair Grounds Layout provided in the board packet noting that bids are out and due by March 6 with public works committee approval on March 8. Discussion.

C. *Fair Update*

Krizek reported on sponsorships.

Comptroller's Financial Report – Review

No report.

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

A. *Rummage-A-Rama – February 11; Volunteer Sign Up; 2017-2018 Rummage-A-Rama Schedule*

Volunteer sign up was distributed. Motion was made by Blatz, seconded by Gauger to have sales in November, December, February and March for the 2017-2018 schedule.

B. *Expo-Ice Center Board Appointment*

Vetting reported on the Expo-Ice Center Board appointment of Scott Konik with letter of the appointment included in the board packet. Motion was made by Newberg, seconded by Taylor to recommend for approval the Expo-Ice Center Board appointment of Scott Konik. Motion carried unanimously.

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

Krizek reported on upcoming events including Fire and Ice Game Convention February 24-27; Chevy Classic Auto Swap on March 5.

Vetting read a thank you card from the Fairest of the Fair Nicole Schoenberger.

Adjournment

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

Minutes taken by Krizek

Signed by Hawig



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

DATE: April 4, 2017
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. Beverage Agreement Proposals
 - B. Music Pavilions – Keg Charge
 - C. Special Entertainment Area – Concessions; Track Prep
 - D. Tuesday-Sunday Events Entertainment – FMX Contract
 - E. Vendor Layout Ideas
 - F. Family Entertainment-Rest Area – Potential Ideas
4. Other Fair Projects and Issues Update – No Action
5. Adjourn

Date: March 28, 2017

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, April 4, 2017

Location: Expo Office – 4921 Expo Drive, Manitowoc

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

**Other Expo-Ice
Center Board**

Members Present: J. Vetting, D. Pollen, K. Behnke, S. Konik

Absent & Excused:

Absent:

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

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 2017 Fair:

A. *Beverage Agreement Proposals*

Voss reported on the beverage agreement proposals noting that Lakeside Pepsi was the only vendor to submit a proposal. Krizek added that both Coca Cola and 7-Up were contacted to submit proposals. Motion was made by Zipperer, seconded Taylor to recommend approval to the board the Lakeside Pepsi beverage agreement. Motion carried unanimously.

B. *Music Pavilions – Keg Charge*

Voss reported on the current music pavilion keg charge with a brief history of the keg charge. Voss noted the keg charge revenue received included in the committee packet. Voss added that the clubs currently spend approximately \$15,000-\$18,000 on bands and Expo currently receives a \$10 keg charge. Discussion on the option to eliminate the \$10 keg charge. Motion was made by Newberg, seconded by Taylor to recommend approval to the Finance subcommittee to eliminate the \$10 keg charge starting in 2017 and for future fairs. Motion carried. Voss and Zipperer abstained.

C. *Special Entertainment Area – Concessions; Track Prep*

Voss reported on the special entertainment concessions and discussions with the music pavilion members to manage the concessions as Eastern WI Stock Car Racing club has not communicated interest in providing concessions. Voss noted that the pavilion members suggested working together and splitting the beer sales amongst the clubs.

Voss reported that track preparations would be needed for the special entertainment noting most nights would need minimal track prep and a wobble wheel and leveler would be needed. Gauger to contact North East Wisconsin (N.E.W.) for track prep needs for the modified truck and tractor pull and Konik to contact Schnell Aggravators for track prep needs for the tractor pull.

D. Tuesday-Sunday Events Entertainment – FMX Contract

Voss reported on the FMX contract for Wednesday entertainment for \$6,500. Discussion included language in the FMX contract pertaining to liability insurance. Motion was made by Zipperer, seconded by Newberg to recommend approval to the board the FMX contract with the exclusion of language of Expo's responsibility to provide liability insurance and contract not to exceed \$7,500 to allow FMX to cover the liability insurance. Motion carried unanimously.

E. Vendor Layout Ideas

Voss reported on the vendor layout map provided at the meeting. Discussion.

F. Family Entertainment – Rest Area – Potential Ideas

Voss reported on the Family Entertainment-Rest Area noting that the committee needs to seek free entertainment. Discussion included cheese carver with possible donation from Hennings and a potential line up.

Other Fair Projects and Issues Update – No Action

No report.

Adjournment

Motion made by Zipperer, seconded by Taylor to adjourn at 6:43pm. Motion carried unanimously.

Minutes taken by Krizek

Signed by Sleik



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

DATE: April 5, 2017
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 2017 Fair:
 - A. Music Pavilions-Keg Charge
 - B. 2017 Fair Budget
4. Update and Possible Action on Other Fair Operation Projects and Issues
5. Adjourn

Date: March 28, 2017

Kevin Behnke, 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
FINANCE SUBCOMMITTEE**

Wednesday, April 5, 2017

Location: Expo Office – 4921 Expo Drive, Manitowoc

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

**Other Expo-Ice
Center Board**

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

Absent & Excused: M. Bratt
Absent:

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

Minutes Minutes were reviewed from the previous meeting. Motion was made Plate, seconded by Janowski 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. *Music Pavilions – Keg Charge*

Krizek reported the recommendation for approval from the Entertainment and Vendor subcommittee to eliminate the \$10 keg charge beginning in 2017 and for future fairs. Discussion. Motion was made by Janowski, seconded by Gauger to recommend approval to the board the elimination of the \$10 keg charge beginning in 2017 and for future fairs. Motion carried unanimously.

B. *2017 Fair Budget*

Discussion included revenue versus costs.

Action Needed:

- Finance subcommittee to schedule meeting in the winter months for further discussion.

Update and Possible Action on Other Fair Operation Projects and Issues

None.

Adjourn

Motion made by Plate, seconded by Konik to adjourn at 6:25pm. Motion carried unanimously.

Minutes taken by Krizek

Signed by Janowski



MANITOWOC COUNTY EXPO and ICE CENTER BOARD MEETING NOTICE

DATE: April 5, 2017
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. Music Pavilions-Keg Charge; 2017 Fair Budget
 - B. OPERATIONS SUB-COMMITTEE:
 1. Annual Superintendent-Assistant Superintendent Meeting – April 19; Superintendent-Assistant Superintendent Rules and Regulations-Additional Language; Market Animal Committee Meeting Update; Ice Center Operations Update; Working Group Updates-Talent Show Competition, Brew Competition, Dairy Cattle (Ice Center) Show Ring, Education & Outreach, Fairest of the Fair-Competition & Reception Date-June 1, Application Deadline-May 1
 - C. ENTERTAINMENT/VENDORS SUB-COMMITTEE:
 1. Beverage Agreement Proposals; Music Pavilions- Keg Charge; Special Entertainment Area-Concessions, Track Prep; Tuesday-Sunday Events Entertainment-FMX Contract; Vendor Layout Ideas; Family Entertainment-Rest Area-Potential Ideas
 - D. PARKING/SECURITY SUB-COMMITTEE:
 1. No Committee Meeting-Committee Update
4. Review, Discussion, and Possible Action on 2017 Fair Matters
 - A. Beer and Soda Vendor Meeting Update
 - B. Fairest of the 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. Rummage-A-Rama – Net Profit Comparison
 - B. District 4 Meeting Update
 - C. Expo Grounds Layout Update
 - D. Expo-Ice Center Month Events; Expo Grounds Update
7. Adjourn

Date: March 28, 2017

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

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MINUTES of EXPO-ICE CENTER BOARD MEETING

Held Wednesday, April 5, 2017

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

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

Absent & Excused: M. Bratt

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 Taylor, 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. ***Music Pavilions-Keg Charge; 2017 Fair Budget***

Behnke reported on the recommendation for approval the elimination of the \$10 keg charge for 2017 and future fairs. Motion was made by Behnke, seconded by Newberg to eliminate the \$10 keg charge for 2017 and future fairs. Motion carried. Voss and Zipperer abstained.

B. Operations Subcommittee

1. ***Annual Superintendent-Assistant Superintendent Meeting – April 19; Superintendent-Assistant Superintendent Rules and Regulations-Additional Language; Market Animal Committee Meeting Update; Ice Center Operations Update; Working Group Updates-Talent Show Competition, Brew Competition, Dairy Cattle (Ice Center) Show Ring, Education & Outreach, Fairest of the Fair-Competition & Reception Date-June 1, Application Deadline-May 1***

Dvorak reported on the following:

- Annual Superintendent and Assistant Superintendent meeting is set for April 19.
- Market Animal Committee meeting – Tricia Tienor has raised \$4,550 out of \$8,000 the fan installation project in the Lesters Building. May 7 is the next meeting.
- Ice Center – ice is out and meeting for the next season's contract.
- Talent Show meeting following tonight's board meeting.
- Brew Competition – details getting set and judging the Saturday before fair. Stewards are needed.
- Education and Outreach meeting is scheduled for April 20 at 5:30pm.
- Fairest of the Fair application is available online and one applicant to date.
- Recommended for approval the following language to be added to the Superintendent and Assistant Superintendent Rules and Regulations – "Use of alcohol and other substances is not encouraged and superintendent-assistant superintendent must be fit for duty on entry day, judging day and/or the end of fair upon removal of animals and exhibit items, and when acting as a representative of the fair."

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

C. Entertainment/Vendors Subcommittee:

1. ***Beverage Agreement Proposals; Music Pavilions-Keg Charge; Special Entertainment Area-Concessions, Track Prep; Tuesday-Sunday Events Entertainment-FMX Contract; Vendor Layout Ideas; Family Entertainment-Rest Area-Potential Ideas***

Voss reported on the following:

- Review of the tentative vendor layout.
- Family Entertainment-Rest Area – working on ideas.
- Recommendation of approval to the Finance subcommittee elimination of the \$10 keg charge.
- Recommend approval the Lakeside Pepsi agreement.
- Recommend approval the FMX agreement at no more than \$7,500 with the exclusion of the insurance language from the contract.

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

D. Parking/Security Subcommittee:

1. *No Committee Meeting-Committee Update*

Beyer reported that a meeting will be scheduled before April 19.

Review, Discussion and Possible Action on 2017 Fair Matters

A. *Beer and Soda Vendor Meeting Update*

Voss reported that the vendors met and Lakeside Pepsi was not in attendance and Larry's Distributing the only beer vendor to attend adding that Triangle was invited. Voss noted that the vendors had discussion on the special entertainment area coverage.

B. *Fairest of the Fair Proclamation*

The Fairest of the Fair proclamation was presented for approval and included in the board packet. Motion was made by Beyer, seconded by Zipperer to recommend approval to the Public Works Committee the Fairest of the Fair proclamation. Motion carried unanimously.

C. *Fair Update*

Krizek reported on fair matters. Behnke added that there will be baby pigs in the Education and Outreach tent. Discussion included more time on WOMT.

Comptroller's Financial Report – Review

PW Director reported on the Financial Report provided in the board packet noting the following: Expo activities is steady; Fair activities – early for 2017; Ice Center reflects a good year with the delayed payment reflecting in 2016, capital work to be completed soon; and maintenance activities expenses remain steady.

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

A. *Rummage-A-Rama – Net Profit Comparison*

Vetting reported on the net profit comparison included in the committee packet.

B. *District 4 Meeting Update*

Dvorak, Herr, and Nancy Newberg will be attending the Antigo District meeting.

C. *Expo Grounds Layout Update*

Neuser reported on the pre-construction meeting held with Peters Concrete, Manitowoc Public Utilities (MPU), Rangeline Plumbing, Denor Electric, SMI, and staff. Neuser added that construction will begin May 1 with completion of the project by June 15. Neuser noted that a conference call was held with Meijer and working out the details for parking on the Meijer property at no cost to Expo, the potential upcoming demolition of the concessions and grandstand this year.

Expo-Ice Center Month Events; Expo Grounds Update

Krizek reported on past weekend's dog show noting that over 3,500 dogs and a revenue of approximately \$13,500. Krizek reported on the upcoming events including the Home Show, A Patch of Lakeshore Quilters Quilt Show, and the Ant Hill Mob Bike Show and Dance. Krizek added that there is an opening for one seasonal office worker and one general laborer.

Adjournment

Motion was made by Zipperer, seconded by Plate to adjourn at 7:44pm. Motion carried unanimously.

Minutes taken by Krizek

Signed by Hawig



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

DATE: April 5, 2017
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 2017 Fair:
 - A. Annual Superintendent-Assistant Superintendent Meeting – April 19
 - B. Superintendent-Assistant Superintendent Rules and Regulations – Additional Language
 - C. Market Animal Committee Meeting Update
 - D. Ice Center Operations Update
 - E. Working Group Updates:
 - a. Talent Show Competition
 - b. Brew Competition
 - c. Dairy Cattle (Ice Center) Show Ring
 - d. Education & Outreach
 - e. Fairest of the Fair
 - A. Competition & Reception Date – June 1
 - B. Application Deadline – May1
4. Other Fair Projects and Issues Update – No Action
5. Adjourn

Date: March 28, 2017

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 5, 2017

Location: Expo Office – 4921 Expo Drive, Manitowoc

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

**Other Expo-Ice
Center Board**

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

Absent & Excused:
Absent:

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

Minutes Minutes were reviewed from the previous meeting. Motion was made by Fitzgerald, seconded by Herr 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. *Annual Superintendent-Assistant Superintendent Meeting – April 19*

Dvorak reported that the annual Superintendent and Assistant Superintendent meeting is set for April 19 and main highlight would be on the fair layout.

B. *Superintendent-Assistant Superintendent Rules and Regulations – Additional Language*

Dvorak reported on a potential issue with a superintendent and has required some additional language to be added to the superintendent and assistant superintendent rules and regulations. Discussion. Motion was made by Cavanaugh, seconded by Blatz to recommend approval to the board that the following language be added to the superintendent and assistant superintendent rules and regulations – “Use of alcohol and other substances is not encouraged and superintendent-assistant superintendent must be fit for duty on entry day, judging day and/or the end of fair upon removal of animals and exhibit items, and when acting as a representative of the fair.” Motion carried unanimously.

C. *Market Animal Committee Meeting Update*

Cavanaugh reported on the Market Animal Committee (MAC) meeting held on April 2 noting that there are nine scholarship recipients and that Tricia Tienor has approximately \$4,550 in donations for the purchase and installation of fans for the Lesters Building. Next MAC meeting is scheduled for May 7.

D. *Ice Center Operations Update*

Pollen reported that the ice is out and compressors are off. Pollen added that both user groups will be meeting by the end of the month to discuss next year’s contract and rebuild of compressor #2.

E. Working Group Updates

The following was reported:

- Talent Show – meeting tonight after the regular board meeting.
- Brew Competition – getting details together. There will be multiple drop off locations. Judging will occur in the conference room and will need stewards.
- Dairy Cattle (Ice Center) Show Ring – Checklist to be provided at the next meeting.
- Education and Outreach – next meeting is April 20 at 5:30pm. Staff to check on costs for a 20'x80' tent.
- Fairest of the Fair – Application is online and one application received. May 1 deadline for applications. Food and sponsorship list distributed.

Other Fair Projects and Issues Update – No Action

No report.

Adjournment

Motion made by Cavanaugh, seconded by Janowski to adjourn at 6:14pm. Motion carried unanimously.

Minutes taken by Krizek

Signed by Fitzgerald



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

DATE: April 12, 2017
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. Fair Parking Layout – Fair Layout
4. Other Fair Projects and Issues Update – No Action
5. Adjourn

Date: April 6, 2017

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, April 12, 2017
Location: Expo Office, 4921 Expo Dr. Manitowoc WI 54220

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

**Other Expo-Ice
Center Board**

Members Present: J. Vetting

Absent & Excused: R. Zipperer

Absent:

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

Minutes Minutes were reviewed from the previous meeting. Motion was made by Plate, seconded by Herr 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 2017 Fair:

A. Fair Parking Layout – Fair Layout

Beyer reported on the fair parking layout and fair layout with map provided at the committee meeting for review. Discussion included: Emergency Services entrance, horse parker tent, board member camping – need to know number by July board meeting, SODA trailer location, fencing on south side of property, signage locations, committee working schedule, handicap parking stalls, approach to still be installed at office complex with use of barrier for traffic.

Horse Parker brochure was also distributed.

Committee toured the horse parker tent location.

Other Fair Projects and Issues Update – No Action

No report.

Adjournment

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

Minutes taken by Krizek

Signed by Pollen



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

DATE: May 3, 2017
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 2017 Fair:
 - A. Annual Superintendent-Assistant Superintendent Meeting – Update
 - B. Open Class Entries – Online 2018
 - C. Market Animal Committee Meeting Update
 - D. Ice Center Operations Update
 - E. Working Group Updates:
 - a. Talent Show Competition
 - b. Brew Competition
 - c. Dairy Cattle (Ice Center) Show Ring
 - d. Education & Outreach
 - e. Fairest of the Fair
 - A. Competition & Reception Date – June 1
4. Other Fair Projects and Issues Update – No Action
5. Adjourn

Date: April 25, 2017

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 3, 2017

Location: Expo Office – 4921 Expo Drive, Manitowoc

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

**Other Expo-Ice
Center Board**

Members Present: J. Vetting, M. Sleik, K. Behnke, S. Konik, L. Taylor, D. Gauger, R. Voss

Absent & Excused: T. Dvorak, D. Pollen

Absent:

Called to Order Meeting called to order – 5:15pm.

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

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

A. Annual Superintendent-Assistant Superintendent Meeting – Update

Krizek reported that the annual superintendent-assistant superintendent meeting went well.

B. Open Class Entries – Online 2018

Krizek reported on the recommendation from staff to have Open Class entries online for 2018. Discussion. Motion was made by Herr, seconded by Hawig to recommend approval to the board Open Class Entries to be online starting in 2018. Motion carried unanimously.

C. Market Animal Committee Meeting Update

Hawig reported on the exhibitor entry numbers as well as the next meeting is set for Sunday, May 7 at 6:30pm. Staff will be in attendance to report on the new fair layout.

D. Ice Center Operations Update

Vetting reported that a meeting has not been scheduled with the user groups and Pollen looking to schedule in the next one to two weeks.

E. Working Group Updates

The following was reported:

- Talent Show – meeting scheduled in the next one to two weeks.
- Brew Competition – moving along and working on getting online and posters created.
- Dairy Cattle – no update.
- Education and Outreach – solidifying each day. Swine on Wednesday; Alpacas on Thursday, Poultry and Rabbit on Friday; pedal tractors. Next meeting is July 10 at 5:30pm.
- Fairest of the Fair – Four contestants.

Other Fair Projects and Issues Update – No Action

Discussions included Running-A-Fair and the county fair is the largest fundraiser with \$13,000 raised last year; review of multi-purpose building layout and show ring.

Adjournment

Motion made by Hawig, seconded by Blatz to adjourn at 6:35pm. Motion carried unanimously.

Minutes taken by Krizek

Signed by Fitzgerald



MANITOWOC COUNTY

EXPO and ICE CENTER BOARD

MEETING NOTICE

DATE: May 3, 2017
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. Annual Superintendent-Assistant Superintendent Meeting – Update; Open Class Entries – Online 2018; Market Animal Committee Meeting Update; Ice Center Operations Update; Working Group Updates-Talent Show Competition, Brew Competition, Dairy Cattle (Ice Center) Show Ring, Education & Outreach, Fairest of the Fair-Competition & Reception Date-June 1
 - C. ENTERTAINMENT/VENDORS SUB-COMMITTEE:
 1. Family Entertainment-Rest Area-Potential Ideas; Fair Layout-Outdoor Vendor Applications-Review Date
 - D. PARKING/SECURITY SUB-COMMITTEE:
 1. Fair Parking Layout-Fair Layout
4. Review, Discussion, and Possible Action on 2017 Fair Matters
 - A. Lesters Building Fan Project Update – Tricia Tienor
 - B. Music Pavilions – Soda Vendor Meeting Update
 - C. Mural Design
 - 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. Expo Shirts
 - B. Breakfast on the Farm – June 11 – Habeck Homestead Farms – Volunteer Schedule
 - C. Expo Grounds – Construction Update
 - D. Expo-Ice Center Month Events; Expo Grounds Update
7. Adjourn

Date: April 25, 2017

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 3, 2017

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

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

Absent & Excused: M. Bratt, T. Dvorak, D. Pollen,
Absent:

Pledge of Allegiance

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

Minutes Minutes were reviewed from the previous meetings. Motion was made by Cavanaugh, seconded by Zipperer, 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. ***Annual Superintendent-Assistant Superintendent Meeting – Update; Open Class Entries – Online 2018; Market Animal Committee Meeting Update; Ice Center Operations Update; Working Group Updates-Talent Show Competition, Brew Competition, Dairy Cattle (Ice Center) Show Ring, Education & Outreach, Fairest of the Fair-Competition & Reception Date-June 1***

Fitzgerald reported on the following:

- Annual Superintendent and Assistant Superintendent meeting went well.
- Recommended for approval the Open Class entries move to online for 2018.
- Market Animal Committee meeting – exhibitor entries reported, next meeting is Sunday at 6:30pm.
- Ice Center – Pollen to meet with the user groups.
- Talent Show – will be meeting.
- Brew Competition – registering available online.
- Education and Outreach meeting is scheduled for July 10 at 5:30pm.
- Fairest of the Fair – four contestants.

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

C. Entertainment/Vendors Subcommittee:

1. ***Family Entertainment-Rest Area-Potential Ideas; Fair Layout-Outdoor Vendor Applications-Review Date***

Voss reported on the following:

- Review of Family Entertainment schedule.
- Fair Layout Review to schedule a meeting.

D. Parking/Security Subcommittee:

1. Fair Parking Layout-Fair Layout

Beyer reported on the following:

- Construction layout not changing.
- Need for more signage.
- Offsite parking at Office Complex.
- Sign Inventory taken.
- Board members to notify staff on camping during fair.
- Committee and board members availability to help.

Review, Discussion and Possible Action on 2017 Fair Matters

A. Lesters Building Fan Project Update – Fair Layout

Tricia Tienor reported on the market animal committee fundraising efforts for the Lesters Building fan project with a total of \$6,950 raised out of the \$10,000 goal. Tienor noted that there will be a fundraiser at Pizza Ranch on July 10.

B. Music Pavilions – Soda Vendor Meeting Update

Voss reported on the meeting with Lakeside Pepsi and the music pavilions noting that the clubs were happy with the elimination of the keg charge fee. Voss noted that the soda pricing remains the same and there was discussion regarding the concessions area logistics.

C. Mural Design

Staff reported on the mural designs distributed at the meeting noting that the mural will be placed on the east side of the Merchants Building bathrooms. Board members voted on the design.

D. Fair Update

Krizek reported on the pullorum testing and birds must be tested by June 21. Krizek added that information was emailed, provided in the newsletter, and will be in the Herald Times Reporter insert.

Comptroller's Financial Report – Review

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

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

A. Expo Shirts

Krizek reported on Expo shirts through Embroidery Plus.

B. Breakfast on the Farm – June 11 – Habeck Homestead Farms – Volunteer Schedule

Volunteer schedule was distributed.

C. Expo Grounds – Construction Update

Neuser reported on the work completed noting light poles and fencing removal from the ball diamonds, work at the pulling track and trees completely removed from camping area. Discussion.

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

Krizek reported on past weekend's Ant Hill Mob Bike Show and dance as well as the upcoming Stardust Circus, Horse-A-Rama, and Open House Train Show events.

Adjournment

Motion was made by Newberg, seconded by Zipperer to adjourn at 7:50pm. Motion carried unanimously.

Minutes taken by Krizek

Signed by Hawig



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

DATE: **June 12, 2017**
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
2. Public Comment
3. Review, Discussion, and Possible Action on the following items for the 2017 Fair:
 - A. 2017 Fairest of the Fair Responsibilities and Duties
4. Other Fair Projects and Issues Update – No Action
5. Adjourn

Date: June 8, 2017

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, June 12, 2017

Location: Expo Office – 4921 Expo Drive, Manitowoc

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

**Other Expo-Ice
Center Board**

Members Present: J. Vetting, K. Behnke, S. Konik, L. Taylor, D. Gauger, R. Voss, M. Plate, M. Bratt, J. Beyer, R. Kohlbeck, L. Taylor

Absent & Excused: J. Hawig

Absent:

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

Minutes No minutes were submitted for approval.

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

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

A. 2017 Fairest of the Fair Responsibilities and Duties

Dvorak provided an in-depth report on the 2017 Fairest of the Fair, Jennifer Binversie, including meeting discussions, responsibilities, WI State Association Fairest of the Fair new rules to be rolled out, and the working group meetings. Discussion included: fairest potential summer schedule, fairest current attendance at other functions, appearances require preapproval, availability, scholarship, having fairest attend as many events as possible in August. Motion was made by Blatz to recommend to the board approval to continue with the current fairest as originally planned and maximize August with the committee to focus on 2018 fairest of the fair rules and regulations. Motion carried 7-1. Janowski voted no.

Other Fair Projects and Issues Update – No Action

No report.

Adjournment

Motion made by Newberg, seconded by Fitzgerald to adjourn at 6:58pm. Motion carried unanimously.

Minutes taken by Krizek

Signed by Fitzgerald



MANITOWOC COUNTY EXPO and ICE CENTER BOARD MEETING NOTICE

DATE: June 7, 2017
TIME: 6:00 p.m. (Please note change in start time)
PLACE: Expo Office – 4921 Expo Drive, Manitowoc

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

1. Regular business
 - A. Pledge of Allegiance
 - B. Roll Call
 - C. Previous Minutes
2. Public Comment
3. Review, Discussion, and Possible Action on Sub Committee Recommendations
 - A. FINANCE SUB-COMMITTEE:
 1. No Committee Meeting; Committee Update
 - B. OPERATIONS SUB-COMMITTEE:
 1. No Committee Meeting; Committee Update; Market Animal Committee Meeting Update; Ice Center Operations Update; Working Group Updates-Talent Show Competition, Brew Competition, Dairy Cattle (Ice Center) Show Ring, Education & Outreach, Fairest of the Fair-Competition & Reception Date-June 1
 - C. ENTERTAINMENT/VENDORS SUB-COMMITTEE:
 1. No Committee Meeting; Committee Update; Family Entertainment-Rest Area-Potential Ideas; Fair Layout-Outdoor Vendor Applications Update
 - D. PARKING/SECURITY SUB-COMMITTEE:
 1. No Committee Meeting; Committee Update
4. Review, Discussion, and Possible Action on 2017 Fair Matters
 - A. Board Member Fair Camping
 - B. Billboard – Judges
 - 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. Breakfast on the Farm – June 11 – Habeck Homestead Farms – Volunteer Schedule
 - B. Expo Grounds – Construction Update
 - C. Expo-Ice Center Month Events; Expo Grounds Update
7. Adjourn

Date: May 31, 2017

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

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MINUTES of EXPO-ICE CENTER BOARD MEETING

Held Wednesday, June 7, 2017

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

Present: D. Pollen, R. Zipperer, J. Hawig, M. Plate, M. Sleik, L. Taylor, B. Herr, D. Gauger, B. Cavanaugh, R. Kohlbeck, D. Newberg, D. Fitzgerald, J. Janowski, S. Konik, M. Bratt

Absent & Excused: J. Vetting, T. Dvorak, K. Behnke, R. Voss, J. Beyer, B. Blatz
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 Zipperer, seconded by Cavanaugh, 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. ***No Committee Meeting; Committee Update; Market Animal Committee Meeting Update; Ice Center Operations Update; Working Group Updates-Talent Show Competition, Brew Competition, Dairy Cattle (Ice Center) Show Ring, Education & Outreach, Fairest of the Fair-Competition & Reception Date-June 1***

Pollen reported on the following:

- Market Animal Committee meeting – 11 exhibitors selected for scholarships; fan project is underway, next meeting is set for July 9 at 6:30pm.
- Ice Center – Contract was sent to user groups.
- Talent Show – had a meeting and will meet again soon.
- Brew Competition – registering available online.
- Dairy Cattle (Ice Center) Show Ring – preparing a spreadsheet of duties and will email out.
- Education and Outreach – relocating the AG tent to north side of Kandu.
- Fairest of the Fair – Jennifer Binversie was crowned the 2017 Manitowoc County Fairest of the Fair and provided a short bio to the board.

C. Entertainment/Vendors Subcommittee:

1. ***Family Entertainment-Rest Area-Potential Ideas; Fair Layout-Outdoor Vendor Applications Update***

Pollen reported on the following:

- Review of Family Entertainment schedule.
- Fair Layout.

D. Parking/Security Subcommittee:

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

Review, Discussion and Possible Action on 2017 Fair Matters

A. *Board Member Fair Camping*

Fair camping form included in board packet for completion prior to fair to ensure camping spot availability.

B. *Billboard – Judges*

Billboard guidelines were provided in the board packet. Janowski, Cavanaugh, Vetting and Pollen will judge billboards.

C. *Fair Update*

Herr reported on milk parlor and issue with no milk hauler for the fair.

Comptroller's Financial Report – Review

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

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

A. *Breakfast on the Farm – June 11 – Habeck Homestead Farms – Volunteer Schedule*

Volunteer schedule was distributed.

B. *Expo Grounds – Construction Update*

Neuser reported on the work completed at the Expo grounds noting that a new foreman is now onsite and work is being completed.

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

Krizek reported on upcoming events.

Adjournment

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

Minutes taken by Krizek

Signed by Hawig



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

DATE: June 12, 2017
TIME: 6:30 p.m. (Please note change in start time)
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
2. Public Comment
3. Review, Discussion, and Possible Action on Sub Committee Recommendations
 - A. OPERATIONS SUB-COMMITTEE:
 1. 2017 Fairest of the Fair Responsibilities and Duties
4. Adjourn

Date: June 8, 2017

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

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MINUTES of EXPO-ICE CENTER BOARD MEETING

Held Wednesday, June 12, 2017

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

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

Absent & Excused: J. Hawig, M. Sleik
Absent:

Pledge of Allegiance

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

Minutes No minutes were submitted for approval.

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

Review & Act on Subcommittee Recommendations:

A. Operations Subcommittee

1. *2017 Fairest of the Fair Responsibilities and Duties*

Dvorak reported on the Operations subcommittee meeting that occurred prior to the board meeting. Motion was made by Dvorak, seconded by Newberg to continue with the 2017 Manitowoc County Fairest of the Fair and the current role and maximize the responsibilities while out of state and reimburse the full scholarship and the subcommittee to begin rewriting the current rules and regulations for 2018. Discussion included fulfillment of obligations, attendance at the fair and state competition, notification to the fairest that WI State Fairest must reside in WI in order to win, and must attend the state competition. Motion denied with 8 voting yes, 10 voting no, 1 abstaining.

Discussion included penalty of scholarship and reduction to \$1,000.

Motion was made by Behnke, seconded by Taylor to continue with the 2017 Manitowoc County Fairest of the Fair and the current role and maximize the responsibilities while out of state with a reduction in the scholarship to \$1,000 with the ability to enhance to \$1,500 based on fulfillment of events and activities throughout the year to be determined by the working group, prepare a letter to include expectations, provide state fair requirements for instate residency, must be in attendance during the full fair week, the committee to begin rewriting current rules and regulations for 2018 with letter to be created and signed by Expo-Ice Center board chair and to include any additional activities to the master list. Discussion. Motion carried 18-0 with 1 abstention (Kohlbeck).

Adjournment

Motion was made by Zipperer, seconded by Taylor to adjourn at 7:35pm. Motion carried unanimously.

Minutes taken by Krizek

Signed by Hawig



MANITOWOC COUNTY

EXPO and ICE CENTER BOARD

MEETING NOTICE

DATE: July 5, 2017
TIME: 6:00 p.m. - (Please note change in start time)
PLACE: Expo Office – 4921 Expo Drive, Manitowoc

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

1. Regular business
 - A. Pledge of Allegiance
 - B. Roll Call
 - C. Previous Minutes
2. Public Comment
3. Review, Discussion, and Possible Action on Sub Committee Recommendations
 - A. FINANCE SUB-COMMITTEE:
 1. No Committee Meeting; Committee Update
 - B. OPERATIONS SUB-COMMITTEE:
 1. No Committee Meeting; Committee Update; Market Animal Committee Meeting Update; Ice Center Operations Update; Working Group Updates-Talent Show Competition, Brew Competition, Dairy Cattle (Ice Center) Show Ring, Education & Outreach, Fairest of the Fair 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 2017 Fair Matters
 - A. POW-MIA Display
 - B. Board Member Fair Camping
 - C. Billboard Judging Date
 - D. Gift Cards – Tractor Pull
 - E. Llamas-Alpacas – Lesters Building
 - F. Volunteer and Liaison Sign Up
 - G. 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 Conference – January 7-10, 2018
 - B. Breakfast on the Farm Update
 - C. Expo Grounds – Construction Update
 - D. Expo-Ice Center Month Events; Expo Grounds Update
7. Adjourn

Date: June 27, 2017

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

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MINUTES of EXPO-ICE CENTER BOARD MEETING

Held Wednesday, July 5, 2017

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

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

Absent & Excused: T. Dvorak, B. Blatz, D. Fitzgerald, D. Gauger, R. Kohlbeck
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 Cavanaugh, seconded by Bratt, 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. ***No Committee Meeting; Committee Update; Market Animal Committee Meeting Update; Ice Center Operations Update; Working Group Updates-Talent Show Competition, Brew Competition, Dairy Cattle (Ice Center) Show Ring, Education & Outreach, Fairest of the Fair Update***

Pollen reported on the following:

- Market Animal Committee meeting – no meeting update.
- Ice Center – both organizations to meet next week to review the contract.
- Dairy Cattle – responsibility list to be updated and distributed.
- Education and Outreach – meeting scheduled for Monday at 5:30pm.
- Fairest of the Fair – events that the current fairest and past fairest of the fairs have attended was reported.

C. Entertainment/Vendors Subcommittee:

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

Voss reported:

- Milt Wetenkamp has declined assisting with announcing for all future tractor pulls.
Possibility to contact Richard Duchow.
- Outdoor Vendor Layout – Mark layout on August 5 at 8am

D. Parking/Security Subcommittee:

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

Review, Discussion and Possible Action on 2017 Fair Matters

A. *POW-MIA Display*

Krizek reported on the POW-MIA display included in the board packet with discussion on the static display, location, roping off area, and accent lighting. Motion was made by Zipperer, seconded by Voss to approve the POW-MIA Display with placement in the Exhibition building. Motion carried unanimously.

B. *Board Member Fair Camping*

Fair camping form included in board packet for completion prior to fair to ensure camping spot availability.

C. *Billboard Judging Date*

Billboard judging date to be set the end of July.

D. *Gift Cards – Tractor Pull*

Motion was made by Behnke, seconded by Plate to approve the purchase of \$200 in Fleet Farm gift cards to be used in lieu of prize money for the tractor pulls, at the request of the tractor pull association. Motion carried unanimously.

E. *Llamas-Alpacas – Lesters Building*

Krizek reported that the Llamas-Alpacas will be housed in the Lesters building along with the swine and sheep.

F. *Volunteer and Liaison Sign Up*

Vetting noted that the volunteer and liaison signup sheets were now posted.

G. *Fair Update*

No update.

Comptroller's Financial Report – Review

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

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

A. *WI Association of Fairs Conference – January 7-10, 2018*

Reservations now being taken for the WI Association of Fairs conference. Board members to submit reservation dates by September board meeting.

B. *Breakfast on the Farm Update*

Update was provided and event went well.

C. *Expo Grounds – Construction Update*

Neuser reported on the work completed at the Expo grounds.

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

Krizek reported on upcoming events.

Adjournment

Motion was made by Zipperer, seconded by Taylor to adjourn at 6:44pm. Motion carried unanimously.

Minutes taken by Krizek

Signed by Hawig



MANITOWOC COUNTY EXPO and ICE CENTER BOARD MEETING NOTICE

DATE: August 2, 2017
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; Ice Center Operations Update; Working Group Updates-Talent Show Competition, Brew Competition, Dairy Cattle (Ice Center) Show Ring, Education & Outreach, Fairest of the Fair Update
 - C. ENTERTAINMENT/VENDORS SUB-COMMITTEE:
 1. Vendor Layout Set Up and Review – August 5
 - D. PARKING/SECURITY SUB-COMMITTEE:
 1. Fair Parking Layout
4. Review, Discussion, and Possible Action on 2017 Fair Matters
 - A. Board Member Fair Camping
 - B. Billboard Judging Update
 - C. Volunteer and Liaison Sign Up; Food List
 - 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 Conference – January 7-10, 2018
 - B. Rummage-A-Rama
 - C. Expo Grounds – Construction Update
 - D. Expo-Ice Center Month Events; Expo Grounds Update
7. Adjourn

Date: July 25, 2017

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

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MINUTES of EXPO-ICE CENTER BOARD MEETING

Held Wednesday, August 2, 2017

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

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

Absent & Excused: J. Vetting, T. Dvorak, R. Zipperer
Absent:

Pledge of Allegiance

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

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

Public Comment Vice 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; Ice Center Operations Update; Working Group Updates-Talent Show Competition, Brew Competition, Dairy Cattle (Ice Center) Show Ring, Education & Outreach, Fairest of the Fair Update***

Pollen reported on the following:

- Ice Center – Contract has been signed.
- Dairy Cattle – responsibility list to be updated and distributed.
- Talent Show Competition – Deadline was August 1 and only one applicant.
- Education and Outreach – meeting scheduled for Monday at 5:30pm. Master Gardeners has declined further participation with the garden project.
- Brew Competition – 30 applicants.

Motion was made by Fitzgerald, seconded by Blatz to cancel the Talent Show Competition for the 2017 Manitowoc County Fair. Motion carried unanimously.

C. Entertainment/Vendors Subcommittee:

1. ***Vendor Layout Set Up and Review – August 5***

Voss reported:

- Vendor Layout meeting on August 5 at 8am.
- Rustic Iron will bring items and looking to place items on the east side of Exhibition building. Newberg to contact Jim Schaus.
- Beer meeting following vendor layout meeting.

D. Parking/Security Subcommittee:

1. ***Fair Parking Layout***

Beyer reported on the fair parking layout meeting and have a volunteer signup sheet for additional help.

Review, Discussion and Possible Action on 2017 Fair Matters

- A. *Board Member Fair Camping***
No report.
- B. *Billboard Judging Date***
Billboard judging completed. Discussion on judging results.
- C. *Volunteer and Liaison Sign Up; Food List***
The volunteer and liaison signup sheets posted for members.
- D. *Fair Update***
No update.

Comptroller's Financial Report – Review

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

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

- A. *WI Association of Fairs Conference – January 7-10, 2018***
Reservations now being taken for the WI Association of Fairs conference. Board members to submit reservation dates by September board meeting.
- B. *Rummage-A-Rama***
Pollen presented the possibility of raising the table fee to \$12 per table and not charging admission.
Action Needed:
 - Place on the September agenda Rummage-A-Rama.
- C. *Expo Grounds – Construction Update***
Neuser reported on the work completed at the Expo grounds.
- D. *Expo-Ice Center Month Events; Expo Grounds Update***
Krizek reported on upcoming events.

Adjournment

Motion was made by Beyer, seconded by Taylor to adjourn at 7:46pm. Motion carried unanimously.

Minutes taken by Krizek

Signed by Hawig



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

DATE: August 2, 2017
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. Fair Parking Layout
4. Other Fair Projects and Issues Update – No Action
5. Adjourn

Date: July 25, 2017

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, August 2, 2017

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

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

**Other Expo-Ice
Center Board**

Members Present: D. Fitzgerald, B. Cavanaugh, R. Voss, K. Behnke, J. Hawig, J. Janowski, S. Konik

Absent & Excused: R. Zipperer

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 Pollen 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 2017 Fair:

A. *Fair Parking Layout*

Committee reviewed the new parking layout.

Other Fair Projects and Issues Update – No Action

No report.

Adjournment

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

Minutes taken by Krizek

Signed by Pollen



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

DATE: August 5, 2017 – **Please Note Date - Saturday**
TIME: 8:00 a.m. – **Please Note Time**
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. Vendor Layout Set Up and Review – August 5
4. Other Fair Projects and Issues Update – No Action
5. Adjourn

Date: July 25, 2017

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 Saturday, August 5, 2017

Location: Expo Office – 4921 Expo Drive, Manitowoc

Present: R. Voss, L. Taylor, D. Gauger, D. Newberg, S. Konik, L. Taylor, J. Vetting,

**Other Expo-Ice
Center Board**

Members Present: D. Pollen, J. Beyer

Absent & Excused:

Absent: R. Kohlbeck, D. Fitzgerald, M. Sleik R. Zipperer

Called to Order Meeting called to order – 8:00am.

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

A. *Vendor Layout Set Up and Review – August 5*

Committee members reviewed the vendor layout set up area.

Other Fair Projects and Issues Update – No Action

No report.

Adjournment

Motion made by Taylor, seconded by Konik to adjourn at 9:39am. Motion carried unanimously.

Minutes taken by Krizek

Signed by Sleik



MANITOWOC COUNTY EXPO and ICE CENTER BOARD MEETING NOTICE

DATE: August 22-27, 2017

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 2017 Fair
 - a. Obsolete Lifetime Membership Pass
 - b. Pit Passes – Special Entertainment Area
 - c. Prior Day's Activities Recap and Issues
 - d. Liaison Daily Recap and Issues
 - e. Current Day Activities
 - f. 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 2017 fair.
5. Other Fair Projects and Issues Update – No Action
6. Adjourn

Date: August 15, 2017

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 Tuesday, August 22, 2017
Location: Expo Office – 4921 Expo Drive, Manitowoc WI

Present: J. Vetting, 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, D. Gauger, S. Konik

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

Called to Order Meeting called to order – 11am.

Minutes No minutes were presented for approval.

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

Review, Discussion and Possible Action on items to the 2017 Fair

A. *Obsolete Lifetime Membership Pass*

Krizek reported on the process for the obsolete lifetime membership passes and that the gatekeepers have been informed of the procedures for issuance of the new pass.

B. *Pit Passes – Special Entertainment Area*

Board discussion on pit pass access.

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

- No discussion.

D. *Liaison Daily Recap and Issues*

The following Liaison Daily Recap and Issues were addressed:

- Ice Center set.
- Vendors set up.
- Need to add communication to outdoor vendors noting that prior to set up vendors must check in at the Expo office.

E. *Current Day Activities*

The following current day activities were addressed:

- Daily events were reviewed.

Daily Judging Recap

The following Daily Judging Recap was addressed.

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 2017 Fair

Other Fair Projects and Issues Update – No Action

No discussion.

Adjournment

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

Minutes taken by Krizek

Signed by Hawig

MINUTES of EXPO-ICE CENTER BOARD MEETING
Held Wednesday, August 23, 2017
Location: Expo Office – 4921 Expo Drive, Manitowoc WI

Present: J. Vetting, 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, D. Gauger, S. Konik, B. Blatz

Absent & Excused: J. Hawig
Absent:

Called to Order Meeting called to order – 11am.

Minutes No minutes were presented for approval.

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

Review, Discussion and Possible Action on items to the 2017 Fair

A. *Obsolete Lifetime Membership Pass*

No report.

B. *Pit Passes – Special Entertainment Area*

No report.

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

The following Prior Day's Activities Recap and Issues were addressed:

- Soda pricing.
- Dogs on the grounds.
- Festive Faces, outdoor vendor, wants to relocate.
- Rivers Bend email.

D. *Liaison Daily Recap and Issues*

The following Liaison Daily Recap and Issues were addressed:

- Firework paperwork issue – all resolved.
- Vendors set up.
- Need to add communication to outdoor vendors noting that prior to set up vendors must check in at the Expo office.

E. *Current Day Activities*

The following current day activities were addressed:

- Indoor-Outdoor-AG judges – Konik, Blatz, and Fitzgerald.
- Review the outdoor layout.
- Jr. Fair judging went well.
- Brew Competition had 60 entries with 55 showing.
- Market animal judging going well.

Daily Judging Recap

The following Daily Judging Recap was addressed.

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 2017 Fair

Other Fair Projects and Issues Update – No Action

No discussion.

Adjournment

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

Minutes taken by Krizek

Signed by Hawig

MINUTES of EXPO-ICE CENTER BOARD MEETING
Held Thursday, August 24, 2017
Location: Expo Office – 4921 Expo Drive, Manitowoc WI

Present: J. Vetting, 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, D. Gauger, S. Konik, J. Hawig

Absent & Excused: B. Blatz

Absent:

Called to Order Meeting called to order – 11am.

Minutes No minutes were presented for approval.

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

Review, Discussion and Possible Action on items to the 2017 Fair

A. *Obsolete Lifetime Membership Pass*

No report.

B. *Pit Passes – Special Entertainment Area*

No report.

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

The following Prior Day's Activities Recap and Issues were addressed:

- Open Class, Junior Fair and Tiny Tots in poultry and rabbits. Issue with a youth member signing up for tiny tots as well as open class. 2018 rules will reflect language that states individuals entering into tiny tots may not enter into Junior Fair or Open Class.
- Farm Tractor Display – great location.
- Stunt Show on today.
- Layout of multi-purpose building to be reviewed.

D. *Liaison Daily Recap and Issues*

The following Liaison Daily Recap and Issues were addressed:

- Fair camping fees – Motion was made by Zipperer, seconded by Behnke to approve the fair camping rate of \$40 per night to include electric and water. Motion carried. Gauger voted no.
- 2018 contract rates to stay the same.
- Discussion of tack space in dairy cattle barn.

Action Needed:

- Contract Fees to be added to future finance subcommittee agenda.

E. *Current Day Activities*

The following current day activities were addressed:

- New Teeny Weeny Donut competition and Cream Puff Eating contest.

Daily Judging Recap

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 2017 Fair

Other Fair Projects and Issues Update – No Action

No discussion.

Adjournment

Motion was made by Voss, seconded by Herr to adjourn at 5:00pm. Motion carried.

Minutes taken by Krizek

Signed by Hawig

MINUTES of EXPO-ICE CENTER BOARD MEETING
Held Friday, August 25, 2017
Location: Expo Office – 4921 Expo Drive, Manitowoc WI

Present: J. Vetting, D. Pollen, D. Newberg, 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, D. Gauger, S. Konik, J. Hawig, B. Blatz

Absent & Excused: M. Bratt

Absent:

Called to Order Meeting called to order – 11am.

Minutes No minutes were presented for approval.

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

Review, Discussion and Possible Action on items to the 2017 Fair

A. *Obsolete Lifetime Membership Pass*

No report.

B. *Pit Passes – Special Entertainment Area*

Discussion on issuance of wristbands for the tractor pull and the \$10 fee for all other entrants.

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

The following Prior Day's Activities Recap and Issues were addressed:

- Horse pull went well. Good crowd with 19 teams.
- Lesters fan project.
- Modified truck & tractor pull had a good crowd. Need to add pit passes for 2018 contract.
- Beef superintendent addressed.
- Gator use addressed.

D. *Liaison Daily Recap and Issues*

The following Liaison Daily Recap and Issues were addressed.

E. *Current Day Activities*

Current Day Activities were addressed:

- Booth judging results announced.
- Dairy Cattle exhibitor meeting.
- Fairest of the Fair on TV.
- Cheese carving at 1pm.

Daily Judging Recap

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 2017 Fair

Other Fair Projects and Issues Update – No Action

No discussion.

Adjournment

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

Minutes taken by Krizek

Signed by Hawig

MINUTES of EXPO-ICE CENTER BOARD MEETING
Held Saturday, August 26, 2017
Location: Expo Office – 4921 Expo Drive, Manitowoc WI

Present: J. Vetting, D. Pollen, D. Newberg, 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, D. Gauger, S. Konik, J. Hawig, B. Blatz, M. Bratt

Absent & Excused:
Absent:

Called to Order Meeting called to order – 11am.

Minutes No minutes were presented for approval.

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

Review, Discussion and Possible Action on items to the 2017 Fair

- A. *Obsolete Lifetime Membership Pass***
No report.
- B. *Pit Passes – Special Entertainment Area***
No report.
- C. *Prior Day's Activities Recap and Issues***
The following Prior Day's Activities Recap and Issues were addressed.
- D. *Liaison Daily Recap and Issues***
The following Liaison Daily Recap and Issues were addressed:
 - Dairy cattle barn space was discussed noting tack space.
- E. *Current Day Activities***
Current Day Activities were addressed.

Daily Judging Recap
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 2017 Fair

Other Fair Projects and Issues Update – No Action
West parking lot full and almost full in the south parking lot.

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

Minutes taken by Krizek

Signed by Hawig

MINUTES of EXPO-ICE CENTER BOARD MEETING
Held Sunday, August 27, 2017
Location: Expo Office – 4921 Expo Drive, Manitowoc WI

Present: J. Vetting, D. Pollen, D. Newberg, 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, D. Gauger, S. Konik, J. Hawig, B. Blatz, M. Bratt

Absent & Excused:
Absent:

Called to Order Meeting called to order – 11am.

Minutes No minutes were presented for approval.

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

Review, Discussion and Possible Action on items to the 2017 Fair

A. *Obsolete Lifetime Membership Pass*

No report.

B. *Pit Passes – Special Entertainment Area*

No report.

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

The following Prior Day's Activities Recap and Issues were addressed:

- Garden Tractor Pull started late and went four hours. Need to start earlier.
- Swine issue.
- Need contracts to include Pit Open Times.
- Futurity had 30 animals in attendance.

D. *Liaison Daily Recap and Issues*

The following Liaison Daily Recap and Issues were addressed.

E. *Current Day Activities*

Current Day Activities were addressed:

- Demo Derby Canceled.
- Horse Barns issue.
- Woodcarver auction.

Daily Judging Recap

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 2017 Fair

Other Fair Projects and Issues Update – No Action

No discussion.

Adjournment

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

Minutes taken by Krizek

Signed by Hawig



MANITOWOC COUNTY
EXPO and ICE CENTER BOARD
MEETING NOTICE

DATE: September 6, 2017
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; 2018 Theme-Colors; Ice Center Operations Update; Working Group Updates-Talent Show Competition, Brew Competition, Dairy Cattle (Ice Center) Show Ring, Education & Outreach, Fairest of the Fair Update-Parades-Convention 2018
 - 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 2017 and 2018 Fair Matters
 - A. Fair Concerns and Issues 2017; Comments and Recommendations for 2018
 - 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. Reappointments of Board Members
 - B. Expo Land Sale Capital Expenditures
 - C. District 4 Meeting – October 11 – Racine County
 - D. Rummage-A-Rama – Admission-Table Pricing; November 11; Volunteer Sign Up
 - E. Expo-Ice Center Month Events; Expo Grounds Update
7. Adjourn

Date: August 29, 2017

Jerome Vetting, BOARD 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

Held Wednesday, September 6, 2017

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

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

County Board Supervisors

Present: S. Maresh

Absent & Excused: D. Fitzgerald, R. Zipperer

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 Plate, seconded by Gauger, to approve the previous meeting minutes for August 2 and the week of fair. Motion carried unanimously.

Public Comment Bruce Kornely provided comment on the potential multi-purpose building layout change for the beef and goats.

Supervisor Maresh commented on the wonderful 2017 Manitowoc County Fair.

Review & Act on Subcommittee Recommendations:

A. Finance Subcommittee

1. No Committee Meeting-Committee Update

No report. Schedule meeting in April to review fee schedule.

B. Operations Subcommittee

1. Market Animal Committee Meeting Update; 2018 Theme-Colors; Ice Center Operations Update; Working Group Updates-Talent Show Competition, Brew Competition, Dairy Cattle (Ice Center) Show Ring, Education & Outreach, Fairest of the Fair Update-Parades-Convention 2018

Dvorak reported on the following:

- Market Animal Committee annual meeting is September 20.
- Next meeting will be working on Themes-Colors.
- Ice Center compressors start on September 28.
- Talent Show will be moving forward.
- Brew Competition meeting is October 2, 6pm, at Jenn's Java.
- Education & Outreach – Nancy Newberg will be helping out and reaching out to State Fair for items.
- Fairest of the Fair – packets distributed from the state office on requirements.

C. Entertainment/Vendors Subcommittee:

1. Indoor-Outdoor Vendor Survey Results

Voss reported that there are no updates and most vendors seemed pleased with the new layout.

D. Parking/Security Subcommittee:

1. *No Committee Meeting-Committee Update*

No report. Schedule meeting in October.

Review, Discussion and Possible Action on 2017 and 2018 Fair Matters

A. *Fair Concerns and Issues 2017; Comments and Recommendations for 2018*

Following was discussed:

- Schedule superintendents and assistant superintendents' meetings now instead of in April.
- Look at scheduling a polka band in the Family Entertainment-Rest Area and potential volunteer for assistance (Katie Scheredan).
- Work on getting volunteer badges.
- Work on creating a credential's card.
- Pulling track feedback was positive.
- Work on creating list of gates to open and times.
- Milk pick up went well. Screen door needs to be rebuilt.

B. *Fair Update*

No update.

Comptroller's Financial Report – Review

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

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

A. *Reappointments of Board Members*

Reappointments provided in the board packet. Motion was made by Dvorak, seconded by Taylor to recommend approval to the public works committee the reappointment of board members.

B. *Expo Land Sale Capital Expenditures*

Neuser reviewed in detail the 2018 Expo Land Sale Capital Expenditures provided at the board meeting with emphasis on the residing and reroofing costs of the Dairy Cattle Barn and complete construction costs of a new Dairy Cattle Barn. Motion was made by Herr, seconded by Kohlbeck to recommend approval to the public works committee the 2018 Expo Land Sale Capital Expenditures with the recommendation to approve the construction of a new Dairy Cattle Barn.

C. *District 4 Meeting – October 11 – Racine County*

Vetting reported on the upcoming District 4 meeting and to notify staff by October 4 if attending.

D. *Rummage-A-Rama – Admission-Table Pricing; November 11; Volunteer Sign Up*

Vetting reported on the potential to increase the table pricing and no longer have an admission fee. Discussion. Consensus of the board – no action.

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

Vetting read two thank you cards. Krizek reported on upcoming events.

Adjournment

Motion was made by Janowski, seconded by Taylor to adjourn at 8:06pm. Motion carried unanimously.

Minutes taken by Krizek

Signed by Hawig



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

DATE: September 6, 2017
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
2. Public Comment
3. Review, Discussion, and Possible Action on the following items for the 2018 Fair:
 - A. Market Animal Committee Meeting Update
 - B. 2018 Theme-Colors
 - C. Ice Center Operations Update
 - D. Working Group Updates
 - a. Talent Show Competition
 - b. Brew Competition
 - c. Dairy Cattle (Ice Center) Show Ring
 - d. Education & Outreach
 - e. Fairest of the Fair Update – Parades – Convention 2018
4. Other Fair Projects and Issues Update – No Action
5. Adjourn

Date: August 29, 2017

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

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

Held Wednesday, September 6, 2017

Location: Expo Office – 4921 Expo Drive, Manitowoc

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

**Other Expo-Ice
Center Board**

Members Present: J. Vetting, M. Plate, S. Konik, L. Taylor, M. Sleik

Absent & Excused: D. Fitzgerald

Absent:

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

Minutes No minutes were submitted for approval.

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

Review, Discussion and Possible Action on the following items for the 2018 Fair:

A. Market Animal Committee Meeting Update

Cavanaugh reported the Market Animal Committee annual banquet will be held on September 20.

B. 2018 Theme-Colors

Dvorak reminded the committee to bring theme and color ideas to the next Operations subcommittee meeting.

C. Ice Center Operations Update

Krizek reported contracts signed and ice season to start in October.

D. Working Group Updates

The following was reported:

- Talent Show – Blatz and Fitzgerald to lead and need to market better. Dan Duchow runs the 4-H Talent Show and coordinate with the 4-H show.
- Brew Competition – meeting set for October 2 at 6pm at Jenn's Java. 2017 59 entries and 55 showed. Moving the display to the Exhibition building.
- Dairy Cattle – Went well. Futurity was successful.
- Education and Outreach – Nancy Newberg to assist for 2018 and working on getting items from state and placing a height indicator for the pedal tractors.
- Fairest of the Fair Update-Parades-Convention 2018 – Discussion included the Fairest of the Fair 2017 schedule including the fair and participation at the Holiday parades as well as convention. The WI State Fairest of the Fair guidelines were distributed for use as a template for the Manitowoc County Fairest of the Fair program.

Other Fair Projects and Issues Update – No Action

Discussions included Running-A-Fair and the county fair is the largest fundraiser with \$13,000 raised last year; review of multi-purpose building layout and show ring.

Adjournment

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

Minutes taken by Krizek

Signed by Fitzgerald



MANITOWOC COUNTY
EXPO and ICE CENTER BOARD
MEETING NOTICE

DATE: October 4, 2017
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. 2017 Fair-Pictures-Convention; 2018 Theme-Colors; Jr. Fair-Open Class Rules & Regulations-Due Nov 1; Market Animal Committee Meeting Update; Ice Center Operations Update; Working Group Updates-Talent Show Competition, Brew Competition, Dairy Cattle (Ice Center) Show Ring, Education & Outreach, Fairest of the Fair
 - C. ENTERTAINMENT/VENDORS SUB-COMMITTEE:
 1. No Committee Meeting-Committee Update
 - D. PARKING/SECURITY SUB-COMMITTEE:
 1. Parking Layout
4. Review, Discussion, and Possible Action on 2018 Fair Matters
 - A. Ticket Sales – Attendance Report 2017
 - B. Fair Update
5. Comptroller's Financial Report – Review
6. Update and Possible Action on Other Fair, Expo Buildings and Grounds Projects and Issues
 - A. District 4 Meeting – October 11 – Racine County Fair
 - B. Rummage-A-Rama – November 11; Volunteer Sign Up
 - C. Expo-Ice Center Month Events; Expo Grounds Update
7. Adjourn

Date: September 22, 2017

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 4, 2017

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

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

**County Board
Supervisors
Present:**

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

Pledge of Allegiance

Called to Order Meeting called to order – 7:10pm.

Minutes Minutes were reviewed from the previous meeting. Motion was made by Zipperer, seconded by Taylor, 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. ***2017 Fair-Pictures-Convention; 2018 Theme-Colors; Jr. Fair-Open Class Rules & Regulations-Due Nov 1; Market Animal Committee Meeting Update; Ice Center Operations Update; Working Group Updates-Talent Show Competition, Brew Competition, Dairy Cattle (Ice Center) Show Ring, Education & Outreach, Fairest of the Fair***

Dvorak reported on the following:

- Vote for fair picture for convention.
- Jr. Fair-Open Class rules and regulations – changes due by November 1.
- Market Animal Committee – new officers selected.
- Ice Center compressors on and ice in.
- Talent Show to meet before next meeting.
- Dairy Cattle Ice Center Show Ring – Culvers attended event this year.
- Brew Competition – working on sponsorships and recommend approval of the rules and regulations.
- Education & Outreach – scheduling meeting soon.
- Fairest of the Fair – working group meeting on October 10 at 6pm. Recommend approval to reconsider the motion of June 12 and the current payment to the fairest of the fair.
- Themes were reviewed with All American Fair being selected with the colors of Red, White, and Royal Blue.

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***
Voss reminded the board members to bring suggestions for entertainment for the 2018 fair.

D. Parking/Security Subcommittee:

1. ***Parking Layout***
Beyer reported on the meeting held prior to the regular board meeting noting review of the fair layout and signage.

Review, Discussion and Possible Action on 2018 Fair Matters

A. *Ticket Sales – Attendance Report 2017*

Neuser reported on the Ticket Sales – Attendance Report 2017 provided in the committee packet noting that attendance was up through Saturday and down on Sunday due to rain and cancelation of the Demo Derby. Discussion.

B. *Fair Update*

Vetting read thank you letters from Special Olympics and Jennifer Binversie, fairest of the fair.

Comptroller's Financial Report – Review

PW Director reported on the Financial Report provided in the board packet. Neuser reported that the public works committee recommended unanimously to the county executive the replacement of the dairy cattle barn.

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

A. *District 4 Meeting – October 11 – Racine County Fair*

Three board members attending the district 4 meeting, Vetting, Pollen, and Dvorak.

B. *Rummage-A-Rama –November 11; Volunteer Sign Up*

Volunteer sign up full for the November 11 sale.

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

Krizek reported on the convention registration, volunteer badges, premium checks completed, distribution of the HTR insert, and county fair thank you cards.

Discussion regarding beef superintendent issues.

Adjournment

Motion was made by Gauger, seconded by Pollen to adjourn at 7:35pm. Motion carried unanimously.

Minutes taken by Krizek

Signed by Hawig



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

DATE: October 4, 2017
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 and 2018 Fair:
 - A. 2017 Fair Pictures – Convention
 - B. 2018 Theme; Colors
 - C. Jr. Fair-Open Class Rules & Regulations – Due Nov 1
 - D. Market Animal Committee Meeting Update
 - E. Ice Center Operations Update
 - F. 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: September 22, 2017

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, October 4, 2017

Location: Expo Office – 4921 Expo Drive, Manitowoc

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

**Other Expo-Ice
Center Board**

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

Absent & Excused: B. Herr

Absent:

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

Minutes No minutes were submitted for approval.

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

Review, Discussion and Possible Action on the following items for the 2018 Fair:

A. 2017 Fair-Pictures-Convention

Fair pictures provided in the committee packet were distributed for voting and selection for the upcoming state convention.

B. 2018 Theme-Colors

Dvorak reviewed the potential themes and colors provided in the committee packet and additional themes were added and reviewed. Three themes were selected to be presented to the full board for review and approval.

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

Dvorak reported that superintendents must submit department rule changes by November 1 and have been notified. Dvorak added that there will be an upcoming meeting to review the potential changes.

D. Market Animal Committee Meeting Update

Cavanaugh reported the Market Animal Committee meeting noting that there are three new officers and there will be upcoming educational meetings scheduled.

E. Ice Center Operations Update

Pollen reported that compressors are on, flooding has started and upcoming skating will begin Saturday, October 14.

F. Working Group Updates

The following was reported:

- Talent Show – will be meeting before November meeting.
- Brew Competition – distribution of material for 2018 with same set up as 2017. Will be working on sponsorships. Motion was made by Newberg, seconded by Cavanaugh to recommend approval to the board of the Brew Competition rules and regulations. Motion carried unanimously.
- Dairy Cattle – Went well. Culvers attended event.
- Education and Outreach – meeting to be scheduled. Discussion regarding Master Gardeners and Grow It Forward.
- Fairest of the Fair – Discussion included fairest of the fair not attending convention. Motion was made by Behnke, seconded by Taylor to reconsider the motion of June 12 and send back to the working group. Motion carried unanimously. Working group to meet on October 10 at 6pm.

Other Fair Projects and Issues Update – No Action

No report.

Adjournment

Motion made by Newberg, seconded by Hawig to adjourn at 6:50pm. Motion carried unanimously.

Minutes taken by Krizek

Signed by Fitzgerald



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

DATE: October 4, 2017
TIME: 6:45pm
PLACE: Expo Office – 4921 Expo Drive, Manitowoc

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

1. Regular business
 - A. Roll Call
 - B. Previous Minutes
2. Public Comment
3. Review, Discussion, and Possible Action on the following items for the 2018 Fair:
 - A. Parking Layout
4. Other Fair Projects and Issues Update – No Action
5. Adjourn

Date: September 22, 2017

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, October 4, 2017

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

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

**Other Expo-Ice
Center Board**

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

Absent & Excused: B. Herr

Absent:

Called to Order Meeting called to order - 6:52pm.

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

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

Review and Possible Action on the following items for the 2018 Fair:

A. Fair Parking Layout

Beyer reviewed the fair parking layout provided in the committee packet with the following discussion items:

- 35 staff and need more with multiple parking areas to cover.
- Goal – to become more efficient.
- Review signs – color showed well and use PVC to make sturdier.
- More shuttle bus signs.
- Painting of lines – cost for equipment.
- Thank you to board members.

Other Fair Projects and Issues Update – No Action

No report.

Adjournment

Motion made by Plate, seconded by Zipperer to adjourn at 7:08pm. Motion carried unanimously.

Minutes taken by Krizek

Signed by Pollen



MANITOWOC COUNTY EXPO and ICE CENTER BOARD MEETING NOTICE

DATE: November 1, 2017
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. Jr. Fair-Open Class Rules & Regulations-Due Nov 1; Market Animal Committee Meeting Update; Ice Center Operations Update; Working Group Updates-Talent Show Competition, Brew Competition, Dairy Cattle (Ice Center) Show Ring, Education & Outreach, 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 2018 Fair Matters
 - A. MIA Booth
 - B. Superintendent Update
 - 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 Update
 - B. Rummage-A-Rama – November 11; Volunteer Sign Up
 - C. Expo-Ice Center Month Events; Expo Grounds Update
7. Adjourn

Date: October 24, 2017

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

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MINUTES of EXPO-ICE CENTER BOARD MEETING

Held Wednesday, November 1, 2017

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

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

**County Board
Supervisors
Present:**

Absent & Excused: R. Zipperer
Absent:

Pledge of Allegiance

Called to Order Meeting called to order – 7:03pm.

Minutes Minutes were reviewed from the previous meeting. Motion was made by Newberg, 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. ***No Committee Meeting-Committee Update***
No report.

B. Operations Subcommittee

1. ***Jr. Fair-Open Class Rules & Regulations-Due Nov 1; Market Animal Committee Meeting Update; Ice Center Operations Update; Working Group Updates-Talent Show Competition, Brew Competition, Dairy Cattle (Ice Center) Show Ring, Education & Outreach, Fairest of the Fair***

Dvorak reported on the following:

- Jr. Fair-Open Class rules and regulations – changes due by November 1 and working group meeting to be set.
- Market Animal Committee – meeting scheduled for Sunday, November 5.
- Ice Center – two payments have been made and no issues.
- Talent Show – recommend to the board to have the talent show for 2018.
- Brew Competition – Brew House will be a drop off location for 2018.
- Education & Outreach – scheduling meeting soon.
- Fairest of the Fair – working group met regarding scholarship, rules, and ideas for 2018.

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

C. Entertainment/Vendors Subcommittee:

1. *No Committee Meeting-Committee Update*

Voss reminded the board members to bring suggestions for entertainment for the 2018 fair. Voss asked for consensus to renew Casady's Critters agreement with an increase to \$3,000, additional \$200. Discussion on other entertainment included a rodeo, monster trucks, chorus competition.

D. Parking/Security Subcommittee:

1. *No Committee Meeting-Committee Update*

No Report.

Review, Discussion and Possible Action on 2018 Fair Matters

A. *MIA Booth*

Vetting reported on the MIA Booth. Motion was made by Pollen, seconded by Herr to approve the MIA Booth for 2018. Motion carried unanimously.

B. *Superintendent Update*

Vetting reported that nine different people were interviewed and will provide an update at the next meeting.

C. *Fair Update*

Discussion included increasing the volunteer list, network at the convention to volunteer ideas.

Comptroller's Financial Report – Review

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

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

A. *District 4 Meeting Update*

Vetting reported on the District 4 meeting and Manitowoc County will host the fall meeting in October.

B. *Rummage-A-Rama –November 11; Volunteer Sign Up*

Volunteer sign up full for the November 11 sale.

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

Neuser reported on the dairy cattle barn and reappointments to the county board. Krizek reported on upcoming activities.

Adjournment

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

Minutes taken by Krizek

Signed by Hawig



MANITOWOC COUNTY EXPO and ICE CENTER BOARD MEETING NOTICE

DATE: December 6, 2017
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. Jr. Fair-Open Class Rules & Regulations Update; Market Animal Committee Meeting Update; Ice Center Operations Update; Working Group Updates-Talent Show Competition, Brew Competition, Dairy Cattle (Ice Center) Show Ring, Education & Outreach, Fairest of the Fair
 - C. ENTERTAINMENT/VENDORS SUB-COMMITTEE:
 1. Tuesday-Sunday Special Events Entertainment-Schnell Bros-Tractor Pull Contract; Casady's Critters Contract; Action Auto-Demo Derby Contract; Horse Pullers Contract; Family Entertainment-Rest Area-Competitions-Other Ideas; Convention Ideas
 - D. PARKING/SECURITY SUB-COMMITTEE:
 1. No Committee Meeting-Committee Update
4. *The Committee may convene in closed session pursuant to Wis. Stats. §19.85(1)(f) to consider the following matter:*

County Fair Superintendent Issues

If the Committee has convened in closed session it will reconvene in open session.
5. Review, Discussion, and Possible Action on 2018 Fair Matters
 - A. Superintendent Update
 - B. Fair Update
6. Comptroller's Financial Report – Review
7. Update and Possible Action on Other Fair, Expo Buildings and Grounds Projects and Issues
 - A. WI Association of Fairs Convention – Jan 7-10, 2018
 - B. Rummage-A-Rama – December 9; Volunteer Sign Up
 - C. Dairy Cattle Barn Update
 - D. Expo-Ice Center Month Events; Expo Grounds Update

8. Adjourn

Date: November 28, 2017

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

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MINUTES of EXPO-ICE CENTER BOARD MEETING

Held Wednesday, December 6, 2017

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

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

**County Board
Supervisors
Present:**

Absent & Excused: J. Beyer, M. Bratt, D. Fitzgerald
Absent:

Pledge of Allegiance

Called to Order Meeting called to order – 7:06pm.

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

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

Review & Act on Subcommittee Recommendations:

A. Finance Subcommittee

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

B. Operations Subcommittee

1. ***Jr. Fair-Open Class Rules & Regulations Update; Market Animal Committee Meeting Update; Ice Center Operations Update; Working Group Updates-Talent Show Competition, Brew Competition, Dairy Cattle (Ice Center) Show Ring, Education & Outreach, Fairest of the Fair***
Dvorak reported on the following:
 - Jr. Fair-Open Class rules and regulations with recommendation of approval including Alpaca arrival at 3pm on Thursday and departure at regular time on Sunday and exclude Dairy Cattle rule change at this time.
 - Market Animal Committee – meeting scheduled for Sunday, January 7.
 - Talent Show – rules updated and will present for approval.
 - Education & Outreach – scheduling meeting soon.
 - Fairest of the Fair – working group met rules and competition date.Motion was made by Dvorak, seconded by Taylor to approve the committee report and recommendations. Motion carried unanimously.

C. Entertainment/Vendors Subcommittee:

1. ***Tuesday-Sunday Special Events Entertainment-Schnell Bros-Tractor Pull Contract; Casady's Critters Contract; Action Auto-Demo Derby Contract; Horse Pullers Contract; Family Entertainment-Rest Area-Competitions-Other Ideas; Convention Ideas***
Voss reported on the contracts and ideas for both the special entertainment area and the family entertainment area. Voss recommended approval of the Casady's Critters contract and the Horse Pullers contract.
Motion was made by Voss, seconded by Gauger to approve the committee report and recommendations. Motion carried unanimously.

D. Parking/Security Subcommittee:

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

The Committee may convene in closed session pursuant to Wis. Stats. §19.85(1)(f) to consider the following matter:

County Fair Superintendent Issues

Motion was made by Pollen, seconded by Janowski to convene in closed session at 7:25pm pursuant to Wis. Stats §19.85(1)(f) to consider the following matter of County Fair Superintendent Issues. Motion carried unanimously.

If the Committee has convened in closed session it will reconvene in open session

Motion was made by Pollen, seconded by Cavanaugh to reconvene in open session pursuant to Wis. Stats §19.85(1)(f) at 7:37pm. Motion carried unanimously.

Review, Discussion and Possible Action on 2018 Fair Matters

- A. **Superintendent Update**
No report.
- B. **Fair Update**
Discussion on Jr. Fair and Open Class checks outstanding.

Comptroller's Financial Report – Review

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

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

- A. **WI Association of Fairs Convention – Jan 7-10, 2018**
Discussion on silent auction item for the convention with board members potentially providing items for the auction.
- B. **Rummage-A-Rama –December 9; Volunteer Sign Up**
Volunteer sign up full for the December 9 sale. Vetting reported on the November sale noting that there were 119 tables sold and 335 in attendance. Vetting added that 84 tables have been sold for the December sale.
- C. **Dairy Cattle Barn Update**
Neuser reported on the dairy cattle barn noting that demo bids are due by Tuesday, December 12 with fifteen contractors requesting bid packets.
- D. **Expo-Ice Center Month Events; Expo Grounds Update**
Vetting reported on a thank you card received.

Adjournment

Motion was made by Plate, seconded by Zipperer to adjourn at 7:53pm. Motion carried unanimously.

Minutes taken by Krizek

Signed by Hawig