



**MANITOWOC COUNTY
PUBLIC WORKS COMMITTEE
& SOLID WASTE ADVISORY COMMITTEE
MEETING NOTICE**

DATE: January 9, 2013
TIME: 4:30 p.m.
PLACE: Recycling Center – 3000 Basswood, Manitowoc

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

1. Regular Business
 - a. Roll Call
 - b. Previous Minutes
 - c. Vouchers
 - d. Donations Spreadsheets
 2. Public Input
- SOLID WASTE**
3. Recycling and Solid Waste Programs – Update; Discussion and Possible Action - Gerry
 4. Request for Overnight Stay in Green Bay – Winter Solid Waste Conference
 5. Adjourn Solid Waste Committee
- PUBLIC WORKS**
6. Courthouse Grounds After Hours Policy – Follow up and discussion
 7. UW-Manitowoc Facility Planning Task Force – Discussion and Action
 8. County Radio & Antenna Project - Status; Update; Pay Requests & Change Orders; Discussion and possible action on the following items: Revised Resolution & Agreement on sale of Viebahn Tower, Towers, Project Timeline, Project Balance Sheet
 9. Health Department Building Project – Update; Discussion and possible action on the following items: Pay Requests & Change Orders; Engineering; Razing of old Public Health Building; Follow up from 9/12/12 meeting regarding public parking and parking after hours at current health department building location- will be addressed at future meeting.
 10. Expo/Fair/Ice Center – Update; Agendas and minutes; Discussion and possible action on the following items: 2012/2013 Fairs; Electronic Signage at Expo Location; Mission Statement
 11. Assistant Public Works Director Report: Review and possible action on the following items: Budgeted Items; Unbudgeted Items; Staffing and Contracted Services; Department Activities; Comptrollers Expo Special Revenue Fund Report; School Street Sale & Brownsfield work; 2013 Budget
 12. Adjourn Committee

Date: January 2, 2013

Donald Weiss, COMMITTEE CHAIRPERSON
By: Jeffery Beyer, Public Works Director

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

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

MINUTES OF PUBLIC WORKS COMMITTEE MEETING

Held Wednesday, January 09, 2013

Location: Manitowoc County MRF

- Present:** Supervisor D. Weiss, D. Korinek, R. Gerroll, R. Cavanaugh
- Also Present:** R. Wagner, D. Kieckenbusch, H. Jannette, J. Reisenbuechler, G. Neuser
- Absent & Excused:** None.
- Called to Order** The meeting was called to order at 4:30pm by the Committee Chairperson.
- Minutes** Minutes were reviewed from the previous Committee meeting after which a motion was made by Korinek, seconded by Gerroll to approve the minutes as submitted. Motion carried unanimously.
- Vouchers** No vouchers were submitted
- Donation Spreadsheet** The donation spreadsheet was reviewed and a motion was made by Gerroll, seconded by Korinek to approve the Expo donation of \$500 made by Dan Newberg. Motion carried unanimously.
- Public Input** Public Input was called for three times. No public input was heard and this portion of the meeting was closed.
- Solid Waste**
Recycling Program – Markets, Jon Reisenbuechler
Reisenbuechler reported on the prepared recycling documents provided in the committee packets including Residential and Commercial Solid Waste Tonnages, Total Tons of Recyclables Shipped, MRF Revenues, Screened Compost Sales, Woodchip Sales, Plastic Shipments – Tonnage and Revenues, Mixed Paper – Tonnage and Revenues, OCC – Tonnage and Revenues, Annual Electronics Shipments, Monthly Electronics Shipments, and Market Trends.
Reisenbuechler added that recyclable shipments should be higher in December.
Reisenbuechler also commented on the substantial increase in compost and wood chip revenues over the years, from annual sales of \$5,000 in 2005 to over \$20,000 in 2012.
Discussion was also had on electronics recycling, carton recycling being up & running, and the potential dump truck purchase still being investigated.
Action Needed: none
- Request For Overnight Stay in Green Bay for Public Works Director***
Neuser updated the committee on the request from Jeff Beyer to stay overnight at County expense during the WIMRC Winter Conference being held in Green Bay the evenings of Feb. 20-21 due to his position on the conference planning committee. Motion made by Gerroll, seconded by Cavanaugh to approve overnight stays. Motion carried unanimously.

Adjourn Solid Waste Advisory Committee

Public Works

Courthouse Grounds After Hours Policy - Discussion

No report. The committee requested this agenda item either be addressed in a timely manner by the Corporation Counsel and Public Works Director or be removed from the agenda until such time as a decision on policy can be presented to the committee.

Action Needed:

- PW Director to contact Corp. Counsel to determine status of potential policy

UW Manitowoc Facility Planning Task Force – Discussion and Action

No report as the task force has not met since the last meeting. Meetings will resume later this month.

County Radio & Antenna Project – Status; Update; Pay Requests& Change Orders; Discussion and action on the following items: Revised resolution and agreement on sale of Viebahn Tower, Towers, Project Timeline, Project Balance sheet:

Neuser reported on the project including the following:

- No pay requests or change orders at this time.
- All construction and equipment implementation is essentially completed.
- Minor items and sporadic coverage issues will continue to be addressed throughout 2013
- Coroner has reported coverage issue in St. Nazianz area. Public Works is waiting on detailed information from the Coroner so we can address his issue.
- No movement on the Viebahn Tower sale issue with the City of Manitowoc. The Committee questioned if the 30 day deadline asked for by the PW Director to the City was implemented. Neuser commented that meetings with the City Fire Chief were held in December and a framework for the new agreement was made. The City Attorney needs to draft the new agreement and we are now waiting on that document.

Action Needed:

PW Director to contact City of Manitowoc to finalize Viebahn Tower Agreement

Health Dept. Building Project – Update; Discussion and possible action on the following items: Pay Requests and Change Orders; Engineering; Razing of old Public Health Building:

Neuser reported on the project including the following:

- No pay requests or change orders at this time.
- Waiting on draft construction documents for staff review.
- Anticipate construction documents being approved and sent out for bids in February. Should have bids before the Committee at the March meeting if documents are completed on time. If bids are accepted construction likely to start in April with completion of the project around the end of summer.
- Nothing new to report on the razing of the old Public Health building. The Historian contracted with by the County should be starting his report soon.

Expo/Fair/Ice Center – Update, Agendas and minutes; Discussion and Possible Action on the following items: 2012/2013 Fairs; Electronic Signage at Expo Location, Mission Statement:

Neuser reported on the following:

- Annual WI Fairs Convention being held this week with Staff and Expo Board members attending.
- No report on electronic signage until the City of Manitowoc re-writes their code during the 1st quarter of 2013.
- Expo mission statement was approved by the Expo Board. Supervisor Cavanaugh commented that it was well written and appropriate.
- Neuser reported on the ice center compressor repairs made during the last month with expenditures expected to be in the \$20,000 range. After the ice season further repairs will be needed and the Committee will be updated as information and projected costs for the repairs becomes available.

Asst. Public Works Director Report: review and action on the following items: Unbudgeted items; Staffing and contracted services; Department activities; Comptrollers Expo Special Revenue Fund Report; School Street sale and Brownsfield work; 2013 budget;

Neuser reported on the following:

- One ½ time custodial position has been filled by a contracted custodial employee who was converted to County employment and another ½ time custodial position is in the process of being filled with interviews scheduled for next week.
- The Comptrollers Expo Special Revenue Fund was reviewed with the Committee with all fund balances being where they should be at this time. Discussion was had on how the current ice center expenses affect the fund.
- There is an underground fuel oil tank on the School Street property that needs to be removed. The Public Works Director has started the process for the removal that is scheduled to happen this spring.

Adjournment

Motion was made by Gerroll, seconded by Cavanaugh to adjourn the meeting at 5:03pm. Motion carried unanimously.

Minutes taken by Neuser

Signed by Gerroll



MANITOWOC COUNTY PUBLIC WORKS COMMITTEE MEETING NOTICE

DATE: February 13, 2013
TIME: 4:30 p.m.
PLACE: Manitowoc County Administration Office
1110 S. 9th Street, Manitowoc, WI
Conference Room A

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

1. Regular Business – Review and possible Action
 - a. Roll Call
 - b. Previous Minutes
 - c. Vouchers
 - d. Donations Spreadsheets
 - e. Ethics Code Reports
2. Public Input
3. Recycling and Solid Waste Programs – Update; Discussion and possible action
4. Resolution for out-of-state Travel for Communications Engineer – Discussion and possible action
5. Offer to Purchase Wetlands Bank Property – Discussion and possible action
6. Discussion and possible action on the Lower Cato Falls Lease
7. UW-Manitowoc Facility Planning Task Force – Update, discussion, and possible action
8. County Radio & Antenna Project - Update; Discussion and possible action on the following items: Pay Requests & Change Orders; Pay Request-Word Systems, Inc; Resolution & Agreement on sale of Viebahn Tower; Towers, Project Timeline
9. Health Department Building Project – Update; Discussion and possible action on the following items: Pay Requests & Change Orders; Engineering; Razing of old Public Health Building; Bid Packet
10. Expo/Fair/Ice Center –Update, Jennell Krizek; Agendas and minutes; Discussion and possible action on the following items: 2012/2013 Fairs; Horse-A-Rama Request
11. Public Works Director Report: Review and possible action on the following items: Budgeted Items; Unbudgeted Items; Staffing and Contracted Services; Department Activities; Comptrollers Expo Special Revenue Fund Report; School Street Sale & Brownsfield work; 2013 Budget
12. Adjourn Committee

Date: February 7, 2013

Donald Weiss, COMMITTEE CHAIRPERSON
By: Jeffery Beyer, Public Works Director

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

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

MINUTES OF PUBLIC WORKS COMMITTEE MEETING

Held Wednesday, February 13, 2013

Location: Manitowoc County Administration Office, Manitowoc, Conference Room A

Present: Supervisor D. Korinek, B. Cavanaugh, D. Weiss, R. Gerroll

Also Present: J. Beyer, G. Neuser, J. Krizek, Adam Backus

Absent & Excused:

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

Minutes Minutes were reviewed from the previous Committee meetings after which a motion was made by Gerroll, seconded by Korinek to approve the minutes as submitted. Motion carried unanimously.

Vouchers No vouchers.

Donations Donation tracker was submitted for approval. Motion was made by Korinek, seconded by Gerroll to approve the donation tracker. Motion carried unanimously.

Ethics Code Reports Beyer reported on the reporting procedure for the Ethics Code reports which will be included in the committee packet.

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

Recycling and Solid Waste Programs – Update; Discussion and Possible Action

Beyer reported on the recycling and solid waste programs including that market prices for recyclables are basically the same with only plastics prices being lower. Beyer noted that the carton recycling program has started and information on recycling batteries, landfill fees and the Drug Take Back program is included in the committee packet.

Resolution for out-of-state Travel for Communications Engineer – Discussion and possible action

Beyer reported on the training for the DPW Communications Engineer to be held in Denver and will request approval once dates have been established for the training. This training is required if this employee is to service the 911 system as only an authorized technician can work on it.

Offer to Purchase Wetlands Bank Property – Discussion and possible action

Beyer reported on the offer to purchase wetland bank property previously emailed to the committee. Motion was made by Cavanaugh, seconded by Korinek to reject the offer to purchase of the wetlands bank property. Motion carried unanimously.

Discussion and possible action on the Lower Cato Falls Lease

Beyer reported on the Lower Cato Falls lease and the need to discontinue the lease based on an audit conducted and the requirements of the funds that were used to originally purchase the property. Backus added that the area would be converted to open space with the possibility of planting trees. Beyer will send a letter to the leasee informing them of the County's intention to exercise the option to break the lease.

UW Manitowoc Facility Planning Task Force – Update, discussion, and possible action

Beyer reported on the presentation given to the UW Manitowoc foundation along with a summary of the slides provided in the committee packet. Discussion.

County Radio & Antenna Project – Update; Discussion and possible action on the following items: Pay Requests & Change Orders; Pay Request – Word Systems, Inc.; Resolution & Agreement on sale of Viebahn Tower; Towers, Project Timeline

Beyer reported on the following information provided in the committee packet:

- Recording System Pay Request – request for approval of pay request #4 for \$56,776.62. Motion was made by Korinek, seconded by Cavanaugh to approve pay request #4 for \$56,776.62. Motion carried unanimously. This is the final pay request for this portion of the project.
- Radio Project – DPW Communications Engineer is contacting each fire department's Fire Chief for a status update. Most radios performing well with results report provided in the committee packet. Tisch Mills and Mishicot are the only two populated areas that are being looked at in an effort to possibly improve radio coverage propagation. Other radio coverage issues have been more isolated and have not been due to equipment issues.
- Viebahn Tower – The City of Manitowoc negotiated an agreement with MPU to provide fiber-optic infrastructure as part of the Viebahn Tower Transfer Agreement between the City and County. The agreement calls for the County to make a one time payment of \$5,000 for the fiber construction, and a \$200 annual payment for fiber maintenance. The Return On Investment for the County on this expenditure is approx. 13 months, as after the fiber is in place and active we can discontinue special telephone circuits to connect the City into the County's radio system.. Resolution included in the committee packet. Discussion. Motion was made by Cavanaugh, seconded by Korinek to approve the Viebahn Tower Transfer agreement. Motion carried unanimously.

Expo/Fair/Ice Center – Update, Jennell Krizek; Agendas and minutes; Discussion and possible action on the following items: 2012/2013 Fairs; Horse-A-Rama Request

Krizek reported on the upcoming events at the Expo and Ice Center, including Brewfest, Fire & Ice as well as secured sponsorships with United Cooperative, Orion, GreenStone Farm Credit Services and tablets donated by Lakefield. Krizek reported that Manitowoc County's Fairest of the Fair placed in the top 5 at the WI Association of Fairest of the Fairs competition.

Beyer reported on the request received from Horse-A-Rama to waive the 2013 fee of \$5,000 as agreed upon in the event rental contract in order for Horse-A-Rama to apply the \$5,000 to their building fund. Motion was made by Cavanaugh, seconded by Gerroll to approve the request from Horse-A-Rama, with the \$5,000 being held by HAR in escrow and payable to the County should the building not be built within 5 years. Motion carried unanimously.

Public Works Director Report: Review and possible action on the following items: Budgeted Items; Unbudgeted Items; Staffing and Contracted Services; Department Activities; Comptrollers Expo Special Revenue Fund Report; School Street Sale & Brownsfield Work; 2013 Budget

Beyer reported on low staffing due to medical leave issues.

Adjournment

Motion was made by Gerroll, seconded by Cavanaugh to adjourn the meeting at 5:41pm. Motion carried unanimously.

Minutes taken by Krizek

Signed by Gerroll



MANITOWOC COUNTY
PUBLIC WORKS COMMITTEE
AMENDED MEETING NOTICE
(Before County Board Meeting)

Revised for New Item #2

DATE: February 26, 2013
TIME: 6:30 P.M.
PLACE: UW-Manitowoc
705 Viebahn Street, Manitowoc WI 54220

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

1. Resolution for out-of-state Travel for Communications Engineer – Discussion and possible action
2. *Review of Radio System Questions – Discussion and possible action*
3. Adjourn Committee

Date: February 19, 2013
Amended: February 25, 2013 @ 10:28 a.m.

Donald Weiss, COMMITTEE CHAIRPERSON
By: Jeffery Beyer, Public Works Director

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MINUTES OF PUBLIC WORKS COMMITTEE MEETING

Held Wednesday, February 26, 2013

Location: UW Manitowoc, Manitowoc

Present: Supervisor D. Korinek, B. Cavanaugh, D. Weiss,

Also Present: J. Beyer, M. Rasmus, P Kappa, J. Baumann

Absent & Excused: R. Gerroll

Called to Order The meeting was called to order at 6:30pm by the Committee Chairperson.

Resolution for Out-of-State Travel – Discussion and Possible Action

The committee reviewed with the Public Works Director the revised resolution regarding Out-of-State travel for Bill Jones. After review a motion was made by Korinek, seconded by Cavanaugh, to approve and send to the County the resolution regarding Out-of-State travel for Bill Jones. Motion carried unanimously.

Review of Radio System Questions – Discussion and Possible Action.

The committee reviewed various communications regarding the radio system which raised and addressed several questions and concerns raised by the County Coroner and Fire Association. After discussion with the Public Works Director no action was taken.

Adjournment

Motion was made by Korinek, seconded by Cavanaugh to adjourn the meeting at 6:46pm. Motion carried unanimously.

Minutes taken by Beyer

Signed by Gerroll



MANITOWOC COUNTY

PUBLIC WORKS COMMITTEE

MEETING NOTICE

DATE: March 13, 2013
TIME: 4:30 p.m.
PLACE: Manitowoc County Communications & Tech Building
1024 S. 9th Street, Manitowoc, WI
Conference Room 111/112

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

1. Regular Business – Review and possible Action
 - a. Roll Call
 - b. Previous Minutes
 - c. Vouchers
 - d. Donations Spreadsheets
 - e. Ethics Code Reports
2. Tour of C & T Building
3. Public Input
4. Recycling and Solid Waste Programs – Update; Discussion and possible action
5. Earth day raffle prizes – discussion and possible action
6. 2013 Clean Sweep – discussion and possible action
7. Request for use of Courthouse Grounds 4/1/13 event – Discussion and possible action
8. UW-Manitowoc Facility Planning Task Force – Update, discussion, and possible action
9. County Radio & Antenna Project - Update; Discussion and possible action on the following items: Pay Requests & Change Orders; Towers, Project Timeline; System Operations
10. Health Department Building Project – Update; Discussion and possible action on the following items: Pay Requests & Change Orders; Engineering; Razing of old Public Health Building; Bid Packet
11. Expo/Fair/Ice Center –Update, Jennell Krizek; Agendas and minutes; Discussion and possible action on the following items: 2013 Fair; Ice Center Equipment Issues; Fairest of the Fair and Superintendents recognition meeting
12. Public Works Director Report: Review and possible action on the following items: Budgeted Items; Unbudgeted Items; Staffing and Contracted Services; Department Activities; Comptrollers Expo Special Revenue Fund Report; School Street Sale & Brownsfield work; 2013 Budget
13. Adjourn Committee

Date: March 5, 2013

Donald Weiss, COMMITTEE CHAIRPERSON
By: Jeffery Beyer, Public Works Director

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MINUTES OF PUBLIC WORKS COMMITTEE MEETING

Held Wednesday, March 13, 2013

Location: Manitowoc County Communications & Tech Building, 1024 S. 9th Street, Manitowoc WI
Conference Room 111/112

Present: Supervisor D. Korinek, B. Cavanaugh, D. Weiss, R. Gerroll, M. Rasmus
Also Present: J. Beyer, G. Neuser, J. Krizek, J. Reisenbuechler, Bob Blashe, Bill Jones, Nancy Crowley, Scott Ahl

Absent & Excused:

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

Minutes Minutes were reviewed from the previous Committee meetings after which a motion was made by Korinek, seconded by Gerroll to approve the minutes as submitted. Motion carried unanimously.

Vouchers No vouchers.

Donations/ Spreadsheets Donation tracker was submitted for approval. Motion was made by Cavanaugh seconded by Gerroll to approve the donation tracker. Motion carried unanimously.

Ethics Code Reports No Report.

Tour of C&T Building Committee took a tour of the C&T building.

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

Recycling and Solid Waste Programs – Update; Discussion and Possible Action
No Report.

Earth Day Raffle Prizes – Discussion and Possible Action

Beyer reported on the raffle at Earth Day for prizes including a home composter, voucher for one yard of sifted compost, one yard of mulch, and other items. Reisenbuechler added that an Earth Day flyer will be in the next committee packet and Earth Day is scheduled for April 20 at JFK fieldhouse. Motion was made by Korinek, seconded by Gerroll to approve the Earth Day raffle prizes. Motion carried unanimously.

Action Needed:

- Staff to place Earth Day flyer in next committee meeting packet.

2013 Clean Sweep – Discussion and Possible Action

Reisenbuechler reported on the Clean Sweep program along with the request for a meal to be provided for the volunteers at a cost of \$400. Reisenbuechler added that the volunteers are responsible for surveying, directing traffic, unloading cars. Motion was made by Gerroll, seconded by Korinek to approve the meal program for Clean Sweep volunteers. Motion carried unanimously.

Action Needed:

- Staff to place Clean Sweep flyer in next committee meeting packet.

Request for use of Courthouse Grounds 4/1/13 event – Discussion and Possible Action

Beyer reported on the request from the Child Abuse Prevention Task Force to have a small event on the courthouse grounds. Discussion. Motion was made by Cavanaugh, seconded by Rasmus to approve the request with a \$100 nonrefundable fee and \$250 deposit. Motion carried unanimously.

UW Manitowoc Facility Planning Task Force – Update, discussion, and possible action

Beyer reported on the draft being reviewed by the co-chairs of the task force group and have prepared an analysis and costs of the project. Beyer added that he is working with individual professors prior to presenting to the committee. Beyer noted that requests include increase in space, additional space needs, remodels, and updates of lab. Discussion.

County Radio & Antenna Project – Update; Discussion and possible action on the following items: Pay Requests & Change Orders; Towers, Project Timeline; System Operations

No Report.

Health Department Building Project – Update; Discussion and possible action on the following items: Pay Requests & Change Orders; Engineering; Razing of old Public Health Building; Bid Packet

Beyer reported on the Health department building project including bids due April 3 and will have recommendation at the next committee meeting, pre-bid meeting held with eight contractors in attendance, and this week to have feedback from state on the historical status of the building. Beyer added that there will be a meeting with a furniture supplier and a presentation to be held with the health department.

Expo/Fair/Ice Center – Update, Jennell Krizek; Agendas and minutes; Discussion and possible action on the following items: 2013 Fair; Ice Center Equipment Issues; Fairest of the Fair and Superintendents Recognition Meeting

Krizek reported on the upcoming events at the Expo and Ice Center including the figure skating show, Homebuilders event, Patch of Lakeshore Quilters event, and a reminder of the upcoming fair scheduled for August 20-25. Krizek added that a donation of three tables was received from Lakefield.

Beyer reported on the following: the state dart ball tournament scheduled for next year, working with the city for digital signs at the Expo grounds, and major repairs have been done on the compressor at the Ice Center with more repairs to be complete with a total estimate of approximately \$27,000 in repairs done.

Beyer reported on the upcoming Fairest of the Fair and Superintendents Recognition meeting and requested the approval of \$400 for the event. Motion was made by Cavanaugh, seconded by Gerroll to approve the \$400 for the event. Motion carried unanimously.

Public Works Director Report: Review and possible action on the following items: Budgeted Items; Unbudgeted Items; Staffing and Contracted Services; Department Activities; Comptrollers Expo Special Revenue Fund Report; School Street Sale & Brownsfield Work; 2013 Budget

Beyer reported on the community trustee and community service program provided in the committee packet along with the 2011 Household Recycling survey provided in the committee packet.

The Comptrollers Expo Special Revenue Fund was reviewed with the Committee with all fund balances being where they should be at this time.

Adjournment

Motion was made by Gerroll, seconded by Korinek to adjourn the meeting at 5:49pm. Motion carried unanimously.

Minutes taken by Krizek

Signed by Gerroll



**MANITOWOC COUNTY
PUBLIC WORKS COMMITTEE
MEETING NOTICE
(Before County Board Meeting)**

DATE: March 19, 2013

TIME: 6:30 P.M.

PLACE: UW-Manitowoc
705 Viebahn Street, Manitowoc WI 54220

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

1. Amended Request for use of Courthouse Grounds 4/1/13 Event – Discussion and Possible Action
2. Adjourn Committee

Date: March 14, 2013

Donald Weiss, COMMITTEE CHAIRPERSON
By: Jeffery Beyer, Public Works Director

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MINUTES OF PUBLIC WORKS COMMITTEE MEETING

Held Tuesday, March 19, 2013

Location: UW Manitowoc, Manitowoc

Present: Supervisor D. Korinek, B. Cavanaugh, D. Weiss, M. Rasmus, R. Gerroll

Also Present: J. Beyer, R. Hendrickson

Absent & Excused: None

Called to Order The meeting was called to order at 6:30pm by the Committee Chairperson.

Review of Amended Request for use of Courthouse Grounds 4/1/13 Event – Discussion and Possible Action.

The committee reviewed the amended request for use of the courthouse grounds which was amended for the group to carry a 3 X 5 foot banner that had “Manitowoc County Child Abuse Prevention Task Force” written on it and their logo of which a picture was shown to the Committee. After review a motion was made by Korinek, seconded by Gerroll, to approve the amended request. Motion carried unanimously.

Adjournment

Motion was made by Korinek, seconded by Cavanaugh to adjourn the meeting at 6:32pm. Motion carried unanimously.

Minutes taken by Beyer

Signed by Gerroll



**MANITOWOC COUNTY
PUBLIC WORKS COMMITTEE
&
PUBLIC SAFETY COMMITTEE
JOINT MEETING NOTICE**

DATE: April 10, 2013

TIME: 5:00 p.m.

PLACE: Manitowoc County Admin Building – 1110 S 9th Street, Manitowoc
Conference Room A

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

1. Manitowoc County Radio System –Update, Discussion and Possible Action
2. Adjourn Meeting

Date: April 2, 2013

Donald Weiss, COMMITTEE CHAIRPERSON

By: Jeffery Beyer, 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 JOINT PUBLIC WORKS & PUBLIC SAFETY COMMITTEES MEETING

Held Wednesday, April 10, 2013

Location: Manitowoc County Admin Building – 1110 S 9th Street, Manitowoc – Conference Room A

Present:

Public Works Committee Supervisor D.Weiss, D. Korinek, B. Cavanaugh, R. Gerroll, M. Rasmus

Public Safety Committee Supervisor R.Henrickson, J. Baumann, M. Kopecky, D. Nickels, R. Vogel

Also Present:

J. Beyer, G. Neuser, J. Krizek, B. Ziegelbauer, Lynn Schneider, Mark Rohrer, Lynn Zigmunt, Brian Kohlmeier, Bridget Brennan, Bill Riesterer, Curt Green, Pat Koppa, Bill Manis, Angela Kedrowski, Robert Hermann

Absent & Excused: None

Called to Order The meeting was called to order at 5pm by the Public Works Committee Chairperson.

Update, Discussion and possible action on the Manitowoc County Radio System –

Weiss explained the reason for the joint meeting between the Public Works and Public Safety committees.

Beyer was asked to give a brief history of the Radio Project and where we are now.

Items reported on:

- History of how we came to have an 800 system with the VH1 overlay, noting that lack of available frequencies was the driving force behind going to 800 for the Sheriff's Dept. and Highway Dept.
- Based on FCC rules, maxed out on power on all VHF frequencies.
The VHF/800 Gateway is a county-wide mobile frequency for law enforcement. Portable coverage in the open on the Gateway frequency is good, but is not County-wide and was never intended to be as it was licensed by the FCC as a mobile frequency.
- Jurisdictions establish the protocols and policies for the radio systems use with the Joint Dispatch Center (JDC). Public Works (PW) only provides technical support.
- PW responds to issues as soon as possible.
- Discussion topics included scenarios of issues that could arise, frequency channels, additional towers and bringing in an outside agency to provide an analysis.

Motion was made by Henrickson, seconded by Baumann to contact the State regional coordinator to work with agencies and law enforcement on the existing radio system and report back to the Public Safety Committee and PW Committee on recommendations. Motion carried unanimously.

Adjournment

Motion was made by Gerroll, seconded by Vogel to adjourn the solid waste meeting at 5:35pm. Motion carried unanimously.

Minutes taken by Krizek and Beyer

Signed by Gerroll



**MANITOWOC COUNTY
PUBLIC WORKS COMMITTEE
& SOLID WASTE ADVISORY COMMITTEE
MEETING NOTICE**

DATE: April 10, 2013
TIME: 4:30 p.m.
PLACE: Manitowoc County Admin Building – 1110 S 9th St, Manitowoc
Conference Room A

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

1. Regular Business
 - a. Roll Call
 - b. Previous Minutes
 - c. Vouchers
 - d. Donations Spreadsheets
 - e. Ethics Code Reports

SOLID WASTE

2. Public Input – Solid Waste Issues Only
3. Recycling and Solid Waste Programs – Update; Discussion and Possible Action – Jeff Beyer
4. Solid Waste/Recycling Contracts – Discussion and Possible Action
5. Earth Day and Clean Sweep Programs – Discussion and Possible Action -Jon Reisenbuechler
6. Holiday House Contract – Discussion and Possible Action
7. Adjourn Solid Waste Committee

*****Joint Meeting of Public Works and Public Safety Committee will convene at 5:00 p.m.*****

PUBLIC WORKS – Conference Room B – Public Works Committee will reconvene immediately following adjournment of Public Works/Public Safety Joint Meeting.

8. Public Input – Public Works Issues
9. UW-Manitowoc Facility Planning Task Force – Discussion and Action
10. Future 911 Texting Capabilities – Discussion and Possible Action
11. County Radio & Antenna Project - Update; Discussion and possible action on the following items: Pay Requests & Change Orders; Towers, Project Timeline, System Operations
12. Health Department Building Project – Update; Discussion and possible action on the following items: Pay Requests & Change Orders; Engineering; Razing of old Public Health Building; Review of Remodeling Bids Received
13. Expo/Fair/Ice Center – Update; Agendas and minutes; Discussion and possible action on the following items: 2013 Fair; Fairest of the Fair Proclamation; Steps for Grandstand/EWSC
14. Public Works Director Report: Review and possible action on the following items: Budgeted Items; Unbudgeted Items; Staffing and Contracted Services; Department Activities; Comptrollers Expo Special Revenue Fund Report; School Street Sale & Brownsfield work; 2013 Budget
15. Adjourn Committee

Date: April 2, 2013

Donald Weiss, COMMITTEE CHAIRPERSON
By: Jeffery Beyer, Public Works Director

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

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

MINUTES OF PUBLIC WORKS COMMITTEE & SOLID WASTE ADVISORY MEETING

Held Wednesday, April 10, 2013

Location: Manitowoc County Admin Building – 1110 S 9th Street, Manitowoc – Conference Room A

Present: Supervisor D. Weiss, D. Korinek, B. Cavanaugh, R. Gerroll, M. Rasmus
Also Present: J. Beyer, G. Neuser, J. Krizek, J. Reisenbuechler, D. Kieckbusch, H. Jannette, B. Ziegelbauer

Absent & Excused: None

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

Minutes Minutes were reviewed from the previous Committee meetings after which a motion was made by Gerroll, seconded by Korinek to approve the minutes as submitted. Motion carried unanimously.

Vouchers No vouchers.

Donations/ Spreadsheets Donation tracker was submitted for approval. Motion was made by Gerroll seconded by Rasmus to approve the donation tracker. Motion carried unanimously.

Ethics Code Reports Ethics Code Report was submitted for approval. Motion was made by Rasmus seconded by Korinek to approve the ethics code report. Motion carried unanimously.

SOLID WASTE

Public Input – Solid Waste Issues Only

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

Recycling and Solid Waste Programs – Update; Discussion and Possible Action – Jeff Beyer

Reisenbuechler reported on the prepared recycling documents provided in the committee packets including Residential and Commercial Solid Waste Tonnages, Total Tons of Recyclables Shipped, MRF Revenues, Screened Compost Sales, Woodchip Sales, Plastic Shipments – Tonnage and Revenues, Mixed Paper – Tonnage and Revenues, OCC – Tonnage and Revenues, Annual Electronics Shipments, Monthly Electronics Shipments, and Market Trends. Reisenbuechler added that tonnage totals were similar to past trends, shipments low, plastics same, mixed paper down. Discussion.

Solid Waste/Recycling Contracts – Discussion and Possible Action

Beyer reported that all contracts are due May of 2014 with decisions on renewal of contracts and programs for municipalities to be decided by the end of this year. Beyer added that contracts will be reviewed with the County Executive, a survey will be conducted of services, and will then need to decide if contracts should be on an automatic renewal or negotiate for a new agreement with contracts to be completed by end of the year. Discussion.

Earth Day and Clean Sweep Programs – Discussion and Possible Action – Jon Reisenbuechler

Reisenbuechler reported that all flyers out for Earth Day and Clean Sweep and provided in the committee packet. Discussion

Holiday House Contract – Discussion and Possible Action

Beyer reported on the Holiday House contract for the operations of the recycling facility. Beyer added that the Master Contracts with the municipalities and landfill for solid waste and recycling will have an impact on the Holiday House contract. Motion was made by Gerroll, seconded by Kornik to approve the renewal of the Holiday House contract for 1 year (through May 2014) so that the next renewal coincides with the Master Contracts. Motion carried unanimously.

Other Solid Waste

Beyer reported on the following:

- Article for mercury thermostats included in the committee packet.
- Reappointments of members to the Solid Waste Advisory.
- Contaminated oil dry can again be landfilled as long as there is no free flowing oil.

Adjourn Solid Waste Committee

Motion was made by Cavanaugh, seconded by Gerroll to adjourn the solid waste meeting at 4:48pm.
Motion carried unanimously.

Public Works – Conference Room B – Public Works Committee reconvened following adjournment of Public Works/Public Safety Joint Meeting at 5:35 PM

Present: Supervisor D. Weiss, D. Korinek, B. Cavanaugh, R. Gerroll, M. Rasmus

Also Present: J. Beyer, G. Neuser, J. Krizek

Absent & Excused: None

Called to Order The meeting was called to order at 5:42pm by the Committee Chairperson.

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

UW Manitowoc Facility Planning Task Force – Discussion and possible action

Beyer reported on the meetings held with professors from UW Manitowoc and discussed tentative recommendations. Beyer added that storage area was a priority. Beyer noted that no further work on a potential remodel or addition would happen without development of housekeeping programs, PM programs, and continual development of the master plan.

Future 911 Texting Capabilities – Discussion and Possible action

Beyer reported on the availability of Text-911 sometime in mid-2014. At this time it is expected that PSAP's will not be required to be Text-911 compliant but could be on a voluntary basis if they choose to. More information will be coming out as the year progresses and Beyer will report back to the Committee on this as well forthcoming NG (Next Generation) Dispatch Center upgrades.

County Radio & Antenna Project – Update; Discussion and possible action on the following items: Pay Requests & Change Orders; Towers, Project Timeline; System Operations

No Report.

Health Department Building Project – Update; Discussion and possible action on the following items: Pay Requests & Change Orders; Engineering; Razing of old Public Health Building; Review of Remodeling Bids Received

Bids for the remodel of the new Health Dept. Building were reviewed. Motion by Cavanaugh, second by Korinek to accept the base bid and alternates #1 & #3 by Mike Koenig Construction. After some discussion the motion passed unanimously.

Expo/Fair/Ice Center – Update; Agendas and minutes; Discussion and possible action on the following items: 2013 Fair; Fairest of the Fair Proclamation; Steps for Grandstand/EWSC

Krizek reported on the upcoming events at the Expo and Ice Center including the Home Show, Packerland Kennel Club, Shipbuilders and noted that ice is out. Krizek displayed the new tablet donated by Lakefield and reported that three were donated for use at the fair.

Beyer presented the Fairest of the Fair proclamation for approval. Motion was made by Cavanaugh, seconded by Korinek to forward the Fairest of the Fair proclamation to the County Board. Motion carried unanimously.

Beyer presented the EWSC recommendation for installation of steps at the grandstand. Motion was made by Gerroll, second by Weiss to allow EWSC to complete the grandstand steps work at no cost to the County contingent upon an approved engineering study by a structural engineering firm and local building inspection approval. Motion carried unanimously.

Public Works Director Report: Review and possible action on the following items: Budgeted Items; Unbudgeted Items; Staffing and Contracted Services; Department Activities; Comptrollers Expo Special Revenue Fund Report; School Street Sale & Brownsfield Work; 2013 Budget

Beyer reviewed the Comptrollers Expo Fund Financial Report and that the upcoming Ice Center compressor repairs would likely put the Ice center in the red until late 2013 when rental revenues will bring it back into the black.

Beyer reported that Ecology Technology plans a building on the property that adjoins UW Manitowoc's driveway and they are requesting an easement to use the driveway. Beyer indicated, unless the committee objected, that he would develop an agreement for the use of the driveway that would contain several stipulations to address any potential damage, repairs or maintenance from the use of the driveway by Ecology Technology. The UW Manitowoc would have a chance to review the draft before it was sent out to Ecology Technology. The committee had no objections.

Beyer updated the Committee on the School Street property and that a Phase II environmental study was in process as was securing potential grant funding for an UG fuel tank removal.

Beyer reported the UG fuel tank had some residual fuel in it that was pumped out and donated to Habitat for Humanity.

Adjournment

Motion was made by Korinek, seconded by Gerroll to adjourn the meeting at 6:13pm. Motion carried unanimously.

Minutes taken by Krizek and Beyer

Signed by Gerroll



MANITOWOC COUNTY PUBLIC WORKS COMMITTEE MEETING NOTICE

DATE: May 8, 2013
TIME: 4:30 p.m.
PLACE: Manitowoc County Office Complex
4319 Expo Drive, Manitowoc, WI
Conference Room 300

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

1. Regular Business – Review and possible Action
 - a. Roll Call
 - b. Previous Minutes
 - c. Vouchers
 - d. Donations Spreadsheets
 - e. Ethics Code Reports
2. Public Input
3. Tour Office Complex
4. Recycling and Solid Waste Programs – Update; Discussion and possible action
5. Earth Day – Update; Discussion and possible action
6. 2013 Clean Sweep – discussion and possible action
7. Solid Waste/Recycling Contracts – Update, discussion and possible action
8. UW-Manitowoc Facility Planning Task Force – Update, discussion, and possible action
9. Future 911 Texting Capabilities – Update; Discussion and possible action
10. Courthouse Tuckpointing Bids – Review, Discussion and possible action
11. County Radio & Antenna Project - Update; Discussion and possible action on the following items: Pay Requests & Change Orders; Towers, Project Timeline; System Operations
12. LBR Lease Extension – Discussion and possible action
13. Health Department Building Project – Update; Discussion and possible action on the following items: Pay Requests & Change Orders; Engineering; Razing of old Public Health Building
14. Expo/Fair/Ice Center –Update, Jennell Krizek; Agendas and minutes; Discussion and possible action on the following items: 2013 Fair
15. Public Works Director Report: Review and possible action on the following items: Budgeted Items; Unbudgeted Items; Staffing and Contracted Services; Department Activities; Comptrollers Expo Special Revenue Fund Report; School Street Sale & Brownsfield work; Commerical Park Purchase and Sale; 2013 Budget
16. Adjourn Committee

Date: May 1, 2013

Donald Weiss, COMMITTEE CHAIRPERSON
By: Jeffery Beyer, Public Works Director

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

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

MINUTES OF PUBLIC WORKS COMMITTEE MEETING

Held Wednesday, May 8, 2013

Location: Manitowoc County Office Complex – 4319 Expo Drive,
Conference Rm 300, Manitowoc

Present: Supervisor D. Weiss, D. Korinek, B. Cavanaugh, R. Gerroll, M. Rasmus
Also Present: J. Beyer, G. Neuser, J. Krizek
Absent & Excused: None.

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

Minutes Minutes were reviewed from the previous Committee meetings after which a motion was made by Korinek, seconded by Cavanaugh to approve the public works committee meeting minutes and the joint public works and public safety committee meeting minutes as submitted. Motion carried unanimously.

Vouchers No vouchers.

Donations/Spreadsheets Donation tracker was submitted for approval. Motion was made by Cavanaugh seconded by Korinek to approve the donation tracker. Motion carried unanimously.

Ethics Code Reports Ethics Code Report was submitted for approval. Motion was made by Rasmus seconded by Korinek to approve the ethics code report. Motion carried unanimously.

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

Tour Office Complex
Beyer provided a tour of the office complex to the committee members.

Recycling and Solid Waste Programs – Update; Discussion and Possible Action
Beyer reported on the recycling and solid waste programs adding that legislative items have been passed, one being extra protection for sanitary workers. Discussion.

Earth Day – Update; Discussion and Possible Action
Beyer reported that the Earth Day event went well.

2013 Clean Sweep – Discussion and Possible Action
Beyer reported that the upcoming Clean Sweep is scheduled for May 17 and 18.

Solid Waste/Recycling Contracts – Update, Discussion and Possible Action
No further report.

UW-Manitowoc Facility Planning Task Force – Update, Discussion, and Possible Action
Beyer reported that he completed the interview process with designated UW professors and has completed a narrative of those meetings. While an addition to address space needs and laboratory upgrades is preferred, a remodel in place of existing spaces could also serve the UW's needs if an addition was not possible. Some storage space would need to be added either way.

Future 911 Texting Capabilities – Discussion and Possible action
Beyer reported that he and the department's Communications Engineer attended the annual AT&T meeting in Madison. AT&T is still in the alpha-testing phase, so nothing will be happening on this issue soon.

Courthouse Tuckpointing Bids – Review, Discussion, and Possible Action
Beyer reported that the courthouse tuckpointing bids have been received and county executive would like to include this work with the public health department project financing. Beyer explained the Bid Recording Sheet included in the committee packet and reviewed the resolution for the tuckpointing project. Discussion. Motion was made by Rasmus, seconded by Korinek to recommend to the county board approval of the courthouse tuckpointing project at \$335,000. Motion carried.

County Radio & Antenna Project – Update; Discussion and possible action on the following items: Pay Requests & Change Orders; Towers, Project Timeline; System Operations

Beyer reported on the meetings with the County Fire, City of Manitowoc Fire department, Kiel and Two Rivers Police departments and the request to have each user group approve the notes from the meetings. Beyer added that the City of Two Rivers has not identified any areas that the Gateway does not cover, Kiel was tested 800 radios which have a strong signal in their City limits and beyond. Discussion.

LBR Lease Extension – Discussion and Possible Action

Beyer reported that LBR has a lease in the new Public Health building and would like to extend the lease agreement. Consensus of the committee was to extend another two to three months.

Health Department Building Project – Update; Discussion and possible action on the following items: Pay Requests & Change Orders; Engineering; Razing of old Public Health Building

Beyer reported an issue with asbestos flooring in the new public health building which will be removed. Beyer added that there are no health issues and will only be removing on the first floor and small area on the second and third floors. Beyer reported on the razing of the old public health building including the paperwork is almost complete with the state historical group and will be using the space for parking.

Expo/Fair/Ice Center – Update; Agendas and minutes; Discussion and possible action on the following items: 2013 Fair

Krizek reported on the compressor repairs, meter work, and events at the Expo grounds. Beyer added that there will be a dart ball tournament next year, two camping shows this year, and the Fairest of the Fair Competition and Reception is scheduled for May 22.

Public Works Director Report: Review and possible action on the following items: Budgeted Items; Unbudgeted Items; Staffing and Contracted Services; Department Activities; Comptrollers Expo Special Revenue Fund Report; School Street Sale & Brownsfield Work; Commercial Park Purchase; 2013 Budget

Beyer reviewed the Comptrollers Expo Fund Financial Report and that the upcoming Ice Center compressor repairs would likely put the Ice center in the red until late 2013 when rental revenues will bring it back into the black.

Beyer reported on the commercial park explaining that five acres were sold by the county and the purchaser would like to sell acres back. Beyer added that the county has a buyer for the acreage and will report back at a future meeting.

Adjournment

Motion was made by Cavanaugh, seconded by Korinek to adjourn the meeting at 5:30pm. Motion carried unanimously.

Minutes taken by Krizek and Neuser

Signed by Gerroll



MANITOWOC COUNTY PUBLIC WORKS COMMITTEE MEETING NOTICE

DATE: June 12, 2013
TIME: 4:30 p.m.
PLACE: Manitowoc County Administration Building
1110 S 9th Street, Manitowoc, WI
Conference Room A

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

1. Regular Business – Review and possible Action
 - a. Roll Call
 - b. Previous Minutes
 - c. Vouchers
 - d. Donations Spreadsheets
 - e. Ethics Code Reports
2. Public Input
3. Recycling and Solid Waste Programs – Update; Discussion and possible action
4. 2013 Clean Sweep – Update; discussion and possible action; Volunteer Resolution
5. Solid Waste/Recycling Contracts – Update, discussion and possible action
6. Solid Waste Advisory Board appointments Expiring July 2013 – discussion and possible action
7. UW-Manitowoc Facility Planning Task Force – Update, discussion, and possible action
8. UW Manitowoc Roof #3 Bids – Review, Discussion and possible action
9. Human Services Building Roofs C & D Bids – Review, Discussion and possible action
10. County Radio & Antenna Project - Update; Discussion and possible action on the following items: Pay Requests & Change Orders; Towers, Project Timeline; System Operations
11. Health Department Building Project – Update; Discussion and possible action on the following items: Pay Requests & Change Orders; Engineering; Razing of old Public Health Building; Furniture RFP Proposals Received
12. AT & T Centrex Lines Renewal – Discussion and possible action
13. Expo/Fair/Ice Center –Update, Jennell Krizek; Agendas and minutes; Discussion and possible action on the following items: 2013 Fair; Blacktopping needs
14. Public Works Director Report: Review and possible action on the following items: Budgeted Items; Unbudgeted Items; Staffing and Contracted Services; Department Activities; Comptrollers Expo Special Revenue Fund Report; School Street Sale & Brownsfield work; Commerical Park Purchase and Sale; 2013 Budget; Jail-Chiller
15. Adjourn Committee

Date: June 3, 2013

Donald Weiss, COMMITTEE CHAIRPERSON
By: Jeffery Beyer, Public Works Director

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

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

MINUTES OF PUBLIC WORKS COMMITTEE MEETING

Held Wednesday, June 12, 2013

Location: Manitowoc County Administration Building, 1110 S 9th Street, Manitowoc, WI
Conference Room A

Present: Supervisor D. Weiss, D. Korinek, B. Cavanaugh, R. Gerroll
Also Present: J. Beyer, G. Neuser, J. Krizek
Absent & Excused: M. Rasmus

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

Minutes Minutes were reviewed from the previous Committee meetings after which a motion was made by Korinek, seconded by Cavanaugh to approve the public works committee meeting minutes and the joint public works and public safety committee meeting minutes as submitted. Motion carried unanimously.

Vouchers No vouchers.

Donations/Spreadsheets Donation tracker was submitted for approval. Motion was made by Cavanaugh seconded by Gerroll to approve the donation tracker. Motion carried unanimously.

Ethics Code Reports No report.

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

Recycling and Solid Waste Programs – Update; Discussion and Possible Action

Beyer reported on the recycling and solid waste programs noting that staff and the county executive have reviewed the solid waste and recycling programs and will be reviewing the related contracts with Corporation Counsel and plan to present the contracts that will be going out for the next five years for the programs at the next regular meeting. Discussion.

2013 Clean Sweep – Update; Discussion and Possible Action; Volunteer Resolution

Beyer reported on the clean sweep results with increased household turnout. Beyer presented the Volunteer Proclamation thanking volunteers at clean sweep included in the committee packet. Motion was made by Korinek, seconded by Cavanaugh to recommend to the county board for approval the proclamation. Motion carried unanimously.

Solid Waste/Recycling Contracts – Update, Discussion and Possible Action

Waste tire collection flyer included in the committee packet. No further discussion.

Solid Waste Advisory Board appointments Expiring July 2013 – Discussion and Possible Action

Appointments to be reviewed at next meeting.

UW-Manitowoc Facility Planning Task Force – Update, Discussion, and Possible Action

Beyer reported that the Facility Master Plan draft is completed and the Task Force is currently reviewing the document. Beyer added that upon approval the plan will be forwarded to the UW Foundation and the Public Works Committee for their review and approval.

UW Manitowoc Roof #3 Bids – Review, Discussion, and Possible Action

Beyer reported on the three bids received and provided in the committee packet with the low bid of \$40,980 from Weinert Roofing being accepted, and the roof replacement planned to be completed within 30 days.

Human Services Building Roofs C&D Bids – Review, Discussion and Possible Action

Beyer reported on the two bids received and provided in the committee packet with the low bid of \$20.039 from Schaus Roofing being accepted, and the roof replacement planned to be completed at the end of summer.

County Radio & Antenna Project – Update; Discussion and possible action on the following items: Pay Requests & Change Orders; Towers; Project Timeline; System Operations

Beyer reported that the interviews with the Police and Fire Chiefs were completed and provided a summary of those interviews. The general conclusion was that the County radio system is working as designed, but that policies and procedures needed to be worked out if an officer or fire fighter were to lose radio reception while in the field. Beyer indicated that he is working to coordinate the agencies getting together, one-on-one to work out these details, but it is the responsibility of the Public Safety agencies to develop, implement, and train their personnel on all radio use policies and procedures.

Health Department Building Project – Update; Discussion and possible action on the following items: Pay Requests & Change Orders; Engineering; Razing of old Public Health Building; Furniture RFP Proposals Received

Beyer reported on the progress of the project and requested approval of Change Order 1, Change Order 2, and Pay Request 1 provided in the committee packet. Motion was made by Gerroll, seconded by Korinek to approve Change Order 1 for a deduct to the contract of \$105,201.44; Change Order 2 for an add to the contract of \$4,599.23; and Pay Request 1 for \$143,750.91. Motion carried unanimously.

Beyer reported on the office furniture proposals received and the summary included in the committee packet. Motion was made by Korinek, seconded by Cavanaugh to approve the office furniture proposal from Lakeshore Business Interiors for \$59,890. Motion carried unanimously. Beyer also reported that that the conference room furniture would be purchased from Business Solutions Inc. utilizing State Contract pricing.

AT&T Centrex Lines Renewal – Discussion and Possible Action

Beyer reported that the contract for AT&T centrex phone lines has expired and recommended for approval a contract with AT&T for centrex phone lines through 2018. Pricing for these lines are set by the State Contract.

Motion was made by Gerroll, seconded by Korinek to approve a new contract with AT&T for centrex phone lines through 2018. Motion carried unanimously.

Expo/Fair/Ice Center – Update; Agendas and minutes; Discussion and possible action on the following items: 2013 Fair; Blacktopping Needs

Krizek reported on the past and upcoming events as well as work completed in the Ice Center and work being completed at the Expo grounds.

Beyer reported on the blacktop repairs needed at the Merchants Gate entrance to maintain a safe access for pedestrians and vehicles. Discussion. Motion was made by Gerroll, seconded by Cavanaugh to approve the blacktop repairs at \$30,000 for the Merchants Gate Entrance. Motion carried unanimously.

Public Works Director Report: Review and possible action on the following items: Budgeted Items; Unbudgeted Items; Staffing and Contracted Services; Department Activities; Comptrollers Expo Special Revenue Fund Report; School Street Sale & Brownsfield Work; Commercial Park Purchase; 2013 Budget; Jail-Chiller

Neuser reported on the status of the Jail air conditioning chiller. The current chiller was damaged during start up by Johnson Controls Inc., and they have provided a temporary chiller at no cost to the County until a decision is made to repair the circa 1991 chiller, or replace it with a new more energy efficient model. More information will be available to the Committee at the July meeting.

Neuser also reported on the Courthouse Repointing Project and the on-site repointing training provided by US Heritage (of Chicago) to the contractor and County staff. Discussion.

Adjournment

Motion was made by Gerroll, seconded by Korinek to adjourn the meeting at 5:05pm. Motion carried unanimously.

Minutes taken by Krizek

Signed by Gerroll



**MANITOWOC COUNTY
PUBLIC WORKS COMMITTEE
& SOLID WASTE ADVISORY COMMITTEE
MEETING NOTICE**

DATE: July 10, 2013
TIME: 4:30 p.m.
PLACE: Recycling Center – 3000 Basswood Drive, Manitowoc

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

1. Regular Business
 - a. Roll Call
 - b. Previous Minutes
 - c. Vouchers
 - d. Donations Spreadsheets
 - e. Ethics Code Reports
 2. Public Input
- SOLID WASTE**
3. Recycling and Solid Waste Programs – Update; Discussion and Possible Action – Jeff Beyer
 4. Solid Waste/Recycling Contracts – Update; Discussion and Possible Action – Jeff Beyer
 5. Solid Waste Advisory Board appointments Expiring July 2013 – Review, Discussion and Possible Action
 6. Adjourn Solid Waste Committee
- PUBLIC WORKS**
7. Jail Chiller – Discussion and Possible Action
 8. UW-Manitowoc Facility Planning Task Force – Discussion and Possible Action
 9. UW-Manitowoc Proposed Development Plan – Discussion and Possible Action
 10. County Public Safety Radio System - Update; Discussion and possible action on the following items:
System Operations
 11. Health Department Building Project – Update; Discussion and possible action on the following items: Pay Requests & Change Orders; Engineering; Razing of old Public Health Building
 12. Expo/Fair/Ice Center – Update; Agendas and minutes; Discussion and possible action on the following items: 2013 Fair
 13. Wetland Bank Proposal – Discussion and Possible Action
 14. Public Works Director Report: Review and possible action on the following items: Budgeted Items; Unbudgeted Items; Staffing and Contracted Services; Department Activities; Comptrollers Expo Special Revenue Fund Report; School Street Sale & Brownsfield work; 2013 Budget
 15. Adjourn Committee

Date: July 2, 2013

Donald Weiss, COMMITTEE CHAIRPERSON
By: Jeffery Beyer, Public Works Director

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

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

MINUTES OF PUBLIC WORKS COMMITTEE MEETING
Held Wednesday, July 10, 2013
Location: Recycling Center – 3000 Basswood Drive, Manitowoc

Present: Supervisor D. Weiss, D. Korinek, B. Cavanaugh, R. Gerroll, M. Rasmus
Also Present: J. Beyer, G. Neuser, J. Krizek, J. Reisenbuechler, H. Jannette, D. Kieckbusch
Absent & Excused:

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

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

Vouchers No vouchers.

Donations/Spreadsheets Donation tracker was submitted for approval. Motion was made by Korinek seconded by Rasmus to approve the donation tracker. Motion carried unanimously.

Ethics Code Reports No report.

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

SOLID WASTE

Recycling and Solid Waste Programs – Update; Discussion and Possible Action – Jeff Beyer

Reisenbuechler reported on the recycling and solid waste programs plastics and paper while electronics is down. Discussion.

Solid Waste/Recycling Contracts – Update, Discussion and Possible Action – Jeff Beyer

Beyer reported on the solid waste/recycling contracts are under review and included in the committee packet along with explanation of the history of the waste disposal agreements. Discussion on the current waste disposal agreement and the original county municipal recycling agreement.

Solid Waste Advisory Board appointments Expiring July 2013 – Review, Discussion, and Possible Action

Beyer provided a brief explanation of the Solid Waste Advisory Committee noting that the advisory committee was created in the 1980's when the County was proposing to build a landfill to help advise the Public Works committee on landfill issues. Currently the advisory committee keeps the Public Works Committee abreast of solid waste issues in the members respective areas and gets information from the Public Works Department to bring back to their constituents. Motion was made by Gerroll, seconded by Korinek to recommend to the county executive for approval the advisory committee appointments included in the committee packet. Motion carried unanimously.

Other Solid Waste

Beyer reported on the clean sweep program results and information provided in the committee packet.

Beyer also explained how the master solid waste contract came to be, and the creation of the surcharges and tipping fees at the Ridgeview landfill.

PUBLIC WORKS

Jail Chiller – Discussion and Possible Action

Beyer reported on the jail chiller situation and potential costs for repair or replacement provided in the committee packet along with a staff recommendation. Beyer added that a load analysis needs to be completed prior to acceptance and would recommend conducting the load analysis study at a cost not to exceed \$4,500 to obtain the correct size of a replacement chiller and the true cost for it. Discussion. Motion made by Cavanaugh, seconded by Korinek to approve the load analysis study at \$4,500. Motion carried unanimously. Rasmus requested more information on overall mechanical equipment replacement and budgeting, and how the DPW plans for replacements.

Action Needed:

- Staff to prepare a report explaining the department's mechanical systems replacement plan.

UW-Manitowoc Facility Planning Task Force – Discussion, and Possible Action

No report.

UW Manitowoc Proposed Development Plan – Discussion, and Possible Action

Beyer reported on obtaining a study from Bray Associates Architects of Sheboygan for retrofitting the labs, with a cost for the study under \$8,000. Motion was made by Gerroll, seconded by Weiss to approve deferment of budgeted 2013 classroom carpet replacement and use those funds to pay for the study for retrofitting labs. Motion carried unanimously.

County Public Safety Radio System – Update; Discussion and Possible Action on the following items: System Operations

No report.

Health Department Building Project – Update; Discussion and possible action on the following items: Pay Requests & Change Orders; Engineering; Razing of old Public Health Building

Beyer reported on the progress of the project and requested approval of Pay Request 2 provided in the committee packet. Motion was made by Gerroll, seconded by Cavanaugh to approve Pay Request 2 for \$146,735.88. Motion carried unanimously.

Neuser reported that the project is on schedule for an August 16th substantial completion date. Beyer noted that the public works administration will move to the third floor of the building, and the storage garage is on hold until the project is finished.

Expo/Fair/Ice Center – Update; Agendas and minutes; Discussion and possible action on the following items: 2013 Fair

Krizek reported on the past and upcoming events as well as work asphalt work starting next week.

Wetland Bank Proposal – Discussion and Possible Action

Beyer reported on interest from TallGrass LLC on an offer to purchase the Coenen site to develop a wetland bank with different scenarios on the purchase, possible partnership arrangements for the site development, sale of credits, and long-term maintenance of the site. Information provided in the committee packet. Discussion. Motion was made by Gerroll, seconded by Korinek to approving staff to investigate further and bring more information back to the Committee. Motion carried unanimously.

Public Works Director Report: Review and possible action on the following items: Budgeted Items; Unbudgeted Items; Staffing and Contracted Services; Department Activities; Comptrollers Expo Special Revenue Fund Report; School Street Sale & Brownsfield Work; 2013 Budget

Beyer reviewed the Comptrollers Expo Fund Financial Report and that the Ice Center will likely fall into the red until late 2013 when rental revenues will bring it back into the black.

Neuser reported on the hail damage form the June 27th storm provided in the committee packet.

Adjournment

Motion was made by Cavanaugh, seconded by Korinek to adjourn the meeting at 6:00pm. Motion carried unanimously.

Minutes taken by Krizek

Signed by Gerroll



MANITOWOC COUNTY PUBLIC WORKS COMMITTEE MEETING NOTICE

DATE: August 14, 2013
TIME: 4:30 p.m.
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 committee may convene in closed session. The following matters may be considered at the meeting:

1. Regular Business – Review and possible Action
 - a. Roll Call
 - b. Previous Minutes
 - c. Vouchers
 - d. Donations Spreadsheets
 - e. Ethics Code Reports
2. Public Input
3. Recycling and Solid Waste Programs – Update; Discussion and possible action
4. Shingle Recycling – Discussion and possible Action
5. Battery Recycling Revenues & Costs – Discussion and possible action
6. Request for Courthouse Grounds Use Sept 7 – Discussion and possible action
7. UW-Manitowoc Facility Planning Task Force – Update, discussion, and possible action
8. Courthouse Tuckpointing Project – Update, discussion, and possible action; Pay Request
9. County Public Safety Radio System - Update; Discussion and possible action
10. Health Department Building Project – Update; Discussion and possible action on the following items: Pay Requests & Change Orders; Engineering; Razing of old Public Health Building; Dedication Plaque; Move Dates; Public Works Offices.
11. Public Works Mechanical Systems Replacement Plan – Discussion and possible action
12. Expo/Fair/Ice Center –Update, Jennell Krizek; Agendas and minutes; Discussion and possible action on the following items: 2013 Fair
13. Public Works Director Report: Review and possible action on the following items: Budgeted Items; Unbudgeted Items; Staffing and Contracted Services; Department Activities; Comptrollers Expo Special Revenue Fund Report; School Street Sale & Brownsfield work; Commercial Park Purchase and Sale; 2013 Budget; Jail-Chiller; 2014 Budget
14. Adjourn Committee

Date: August 6, 2013

Donald Weiss, COMMITTEE CHAIRPERSON
By: Jeffery Beyer, Public Works Director

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

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

MINUTES OF PUBLIC WORKS COMMITTEE MEETING

Held Wednesday, August 14, 2013

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

Present: Supervisor D. Weiss, B. Cavanaugh, R. Gerroll, M. Rasmus
Also Present: J. Beyer, G. Neuser, J. Krizek, J. Reisenbuechler
Absent & Excused: D. Korinek

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

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

Vouchers No vouchers.

Donations/ Spreadsheets Donation tracker was submitted for approval. Motion was made by Gerroll seconded by Cavanaugh to approve the donation tracker. Motion carried unanimously.

Ethics Code Reports No report.

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

Recycling and Solid Waste Programs – Update; Discussion and Possible Action

Beyer reported on the proposed recycling and solid waste contracts noting that the contracts are in review with corporation counsel. Beyer added that the recycling contract has been streamlined and the solid waste contract is similar to the previous contract. Motion was made by Gerroll, seconded by Rasmus to approve the Recycling and Solid Waste contracts. Motion carried unanimously.

Shingle Recycling – Discussion and Possible Action

Beyer reported on the shingle recycling program based on the past storms that went through Manitowoc County. Beyer added that the community contacted the public works department about recycling the shingles and creating a shingle recycling program. Beyer also noted that the locations were reviewed with the county executive with the quarry as a possible location to be used for the recycling program. Beyer reported that an RFP and licenses have been requested for the collection site and storage facility with an outside company handling the program. Discussion on the RFP included in the committee packet, location of the site, and the possibility of making this a continuous program. Motion was made by Cavanaugh, seconded by Gerroll to approve the Shingle Recycling program. Motion carried unanimously.

Battery Recycling Revenues & Costs – Discussion, and Possible Action

Reisenbuechler reported on the process of the current free battery recycling program and recommended to the committee a price structure for batteries with some batteries with no charge and fee schedule included in the committee packet. Discussion on communication going out in October. Motion was made by Gerroll, seconded by Cavanaugh to approve the battery recycling fee structure. Motion carried unanimously.

Request for Courthouse Grounds Use Sept 7 – Discussion and possible action

No report. Request was not received.

UW-Manitowoc Facility Planning Task Force – Update, Discussion, and Possible Action

Beyer reported that there is a UW Manitowoc facility planning task force meeting scheduled for tonight and will report at the next meeting.

Courthouse Tuckpointing Project – Update, Discussion and Possible Action; Pay Request

Beyer reported on the courthouse tuckpointing project and submitted pay request #1 for \$31,700.88 for approval. Motion was made by Gerroll, seconded by Rasmus to approve pay request #1 for \$31,700.88. Motion carried unanimously.

County Public Safety Radio System – Update, Discussion and Possible Action

Beyer reported on the first meeting held with the City of Manitowoc, Sheriff's department, and Public Works noting that the Sheriff's department will take the lead with Public Works support. Beyer added that there was a power point presentation on policies and procedures and each group would be responsible for creating their own policies and procedures.

Health Department Building Project – Update; Discussion and possible action on the following items: Pay Requests & Change Orders; Engineering; Razing of old Public Health Building; Dedication Plaque; Move Dates; Public Works Offices

Beyer presented change orders #3 for \$8,156.66 and #4 for \$3,769.99 for approval. Neuser gave a brief explanation of each change order. Motion was made by Gerroll, seconded by Weiss to approve change order #3 for \$8,156.66. Motion carried unanimously. Motion was made by Gerroll, seconded by Cavanaugh to approve change order #3 for \$3,769.99. Motion carried unanimously.

Neuser presented pay request #3 for \$105,238.09 including a brief explanation of the pay request. Motion was made by Gerroll, seconded by Rasmus to approve pay request #3 for \$105,238.09. Motion carried unanimously.

Beyer reported on the plaque details included in the committee packet noting that the plaque was funded by the contractors.

Public works move date will be in October after the public health department has been moved.

Beyer reported on the capital outlay and improvements spreadsheet provided in the committee packet with a detailed explanation of the deferred maintenance program. Discussion on providing a presentation to the county board.

Expo/Fair/Ice Center – Update; Agendas and minutes; Discussion and possible action on the following items: 2013 Fair

Krizek reported on the upcoming fair.

Public Works Director Report: Review and possible action on the following items: Budgeted Items; Unbudgeted Items; Staffing and Contracted Services; Department Activities; Comptrollers Expo Special Revenue Fund Report; School Street Sale & Brownsfield Work; Commercial Park Purchase and Sale; 2013 Budget; Jail-Chiller; 2014 Budget

Beyer reviewed the Comptrollers Expo Fund Financial Report and noted that the Ice Center was in the negative but by end of the year should be back into the positive and that the blacktopping will show on the budget in the next month.

Beyer reported on the jail chiller noting that reengineering of the chiller was done and can get a smaller chiller with a savings of approx. \$6-8,000. Discussion on funding analysis being conducted and will provide at the next committee meeting.

Neuser updated the committee on the hail storm with a preliminary approval from the insurance of approximately \$305,000 in damages under the public works department buildings with 5 major roof's damaged and other miscellaneous damage and looking to appeal some areas. Beyer added that there were no issues with the radio towers.

Adjournment

Motion was made by Gerroll, seconded by Cavanaugh to adjourn the meeting at 5:29pm. Motion carried unanimously.

Minutes taken by Krizek

Signed by Gerroll



MANITOWOC COUNTY

PUBLIC WORKS COMMITTEE

MEETING NOTICE

DATE: September 11, 2013
TIME: 4:30 p.m.
PLACE: **Manitowoc County Public Health Building**
1028 South 9th Street, Manitowoc, WI
2nd Floor Conference Room 207

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

1. Regular Business – Review and possible Action
 - a. Roll Call
 - b. Previous Minutes
 - c. Vouchers
 - d. Donations Spreadsheets
 - e. Ethics Code Reports
2. Tour of Public Health Building
3. Public Input
4. Recycling and Solid Waste Programs – Update; Discussion and possible action
5. America Recycles Day Proclamation – Discussion and possible action
6. Shingle Recycling – Update; Discussion and possible Action
7. UW-Manitowoc Facility Planning Task Force – Engineering Study, Update, discussion, and possible action
8. Courthouse Tuckpointing Project – Update, discussion, and possible action; Pay Request
9. County Public Safety Radio System - Update; Discussion and possible action
10. Health Department Building Project – Update; Discussion and possible action on the following items: Pay Requests & Change Orders; Razing of old Public Health Building; Move Dates; Public Works Offices.
11. Jail Chiller – Update, Discussion and possible action
12. Public Works Mechanical Systems Replacement Plan – Discussion and possible action
13. Expo/Fair/Ice Center –Update, Jennell Krizek; Agendas and minutes; Discussion and possible action on the following items: 2013 Fair
14. Public Works Director Report: Review and possible action on the following items: Budgeted Items; Unbudgeted Items; Staffing and Contracted Services; Department Activities; Comptrollers Expo Special Revenue Fund Report; School Street Sale & Brownsfield work; Commercial Park Purchase and Sale; 2013 Budget; 2014 Budget
15. Adjourn Committee

Date: September 3, 2013

Donald Weiss, COMMITTEE CHAIRPERSON
By: Jeffery Beyer, Public Works Director

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

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

MINUTES OF PUBLIC WORKS COMMITTEE MEETING

Held Wednesday, September 11, 2013

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

Present: Supervisor D. Weiss, B. Cavanaugh, R. Gerroll, M. Rasmus, D. Korinek
Also Present: J. Beyer, G. Neuser, J. Krizek, J. Reisenbuechler, J. Blaha, A. Wergin
Absent & Excused:

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

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

Vouchers No vouchers.

Donations/ Spreadsheets Donation tracker was submitted for approval. Motion was made by Gerroll seconded by Korinek to approve the donation tracker. Motion carried unanimously.

Ethics Code Reports No report.

Tour of Public Health Building
Committee took a tour of the public health building

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

Recycling and Solid Waste Programs – Update; Discussion and Possible Action

The Committee reviewed the drug disposal program and the final version of the Solid Waste contract. Discussion.

America Recycles Day Proclamation – Discussion and Possible Action

Reisenbuechler reported on the promotion of the America Recycles Day program on November 15 and marketing will focus on carton recycling and plastics. Motion was made by Gerroll, seconded by Korinek to recommend to the county executive for approval of the America Recycles Day proclamation. Motion carried unanimously. Other discussion included the Manitowoc County battery collection included in the committee packet.

Shingle Recycling – Update, Discussion and Possible Action

Reisenbuechler reported on the county shingle recycling promotion included in the committee packet and the program began on September 9. Discussion.

UW-Manitowoc Facility Planning Task Force – Engineering Study, Update, Discussion, and Possible Action

Beyer reported that the UW Foundation approved the Facility Use and Planning study that was completed by the Public Works Director and UW Planning Committee. Engineering is on going to complete the final section of the study. Beyer added that he will provide a report to the county board in the near future, likely at a Committee of the Whole meeting after the engineering work is complete.

Courthouse Tuckpointing Project – Update, Discussion and Possible Action; Pay Request

Neuser reported that work on the north elevation is approx. 90% completed. Work is currently being done on the south side of the courthouse and that elevation is estimated to be complete in about one week. Neuser added that the architect is performing one inspection per elevation of the completed work, and confirming quantities and quality of the repairs. Discussion included that work will then move to the east elevation, with the west elevation to be completed next year at no added cost to the county. No pay requests or change orders at this time.

County Public Safety Radio System – Update, Discussion and Possible Action

Beyer reported on the county public safety radio system noting that in future agendas Public Safety Radio items will be referenced under Communications Division Report. Beyer added that the Public Safety

Radio project is complete with no major issues. There are a few frequency issues at this time that staff are working on. One of the issues is another agency that is being picked up from Indiana on City of Manitowoc PD which has been a long-standing issue and a new issue with County Fire which is picking up an agency from Wausau. It is not a problem with the Radio System, but a problem with frequencies and PL (Private Line) codes being used. Beyer also reported that the Cato Tower receive antenna will need to be moved to counter a build-up of static electricity at the current height. The costs for the moving of the antenna to be divided amongst the system users. Discussion also included a reminder to the Committee that the main radio system software provided by Motorola will need to be upgraded before we get too far behind the latest version that is released. To become current the costs will be in the \$300,000 range and will likely be required in one to two years.

Health Department Building Project – Update; Discussion and possible action on the following items: Pay Requests & Change Orders; Razing of old Public Health Building; Move Dates; Public Works Offices

Neuser reported that the move of the Public Health Department to the new building went well. Neuser requested that change order #5 for \$897.75 be approved. Motion was made by Cavanaugh, seconded by Korinek to approve change order #5 for \$897.75. Motion carried unanimously. Neuser requested pay request #4 for \$99,291.07 be approved which takes the contract balance due down to the final contingency of \$26,951.24 which will be retained until the project is complete. Motion was made by Gerroll, seconded by Rasmus to approve pay request #4 for \$99,291.07. Motion carried unanimously.

Beyer reported on the razing of the old public health building and that he is currently working with the State of Wisconsin historical department on documenting any historical items or conditions, and that we will retain Mr. Bob Fay of Olde Northwest Research to complete this work to satisfy the State requirements. . After that process is completed the City of Manitowoc's required demolition process will commence. Discussion.

Public Works is scheduled to move into the 3rd floor office suite on October 29.

Jail Chiller – Update, Discussion and Possible Action

Beyer reported on the Chiller Repair vs. Replacement options provided in the committee packet noting that no tax levy money will be used and will be using the jail assessment fund to fund the recommended replacement. Discussion. Motion was made by Gerroll, seconded by Weiss to recommend to the county board for approval the chiller replacement following the recommendation included in the report. Motion carried unanimously.

Expo/Fair/Ice Center – Update; Agendas and minutes; Discussion and possible action on the following items: 2013 Fair

Krizek reported on upcoming events at the Expo grounds and the Manitowoc County Fair.

Public Works Director Report: Review and possible action on the following items: Budgeted Items; Unbudgeted Items; Staffing and Contracted Services; Department Activities; Comptrollers Expo Special Revenue Fund Report; School Street Sale & Brownsfield Work; Commercial Park Purchase and Sale; 2013 Budget; 2014 Budget

Beyer reviewed the Comptrollers Expo Fund Financial Report and noted that the Ice Center was in the negative but by end of October should be back into the positive and that the blacktopping will show on the budget in the next month. Beyer added that the 2013 budget is in good shape. Beyer also noted that recycling should have money to place into reserves.

Beyer reported on the Capital Outlay and Capital Improvement presentation that will be provided to the county board and was included in the committee packet for review.

Adjournment

Motion was made by Gerroll, seconded by Korinek to adjourn the meeting at 6:13pm. Motion carried unanimously.

Minutes taken by Krizek

Signed by Gerroll



MANITOWOC COUNTY
PUBLIC WORKS COMMITTEE
& SOLID WASTE ADVISORY COMMITTEE
AMENDED MEETING NOTICE
for New Item #7

DATE: October 9, 2013
TIME: 4:30 p.m.
PLACE: Recycling Center – 3000 Basswood Drive, Manitowoc

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

1. Regular Business

- a. Roll Call
- b. Previous Minutes
- c. Vouchers
- d. Donations Spreadsheets
- e. Ethics Code Reports

2. Public Input

SOLID WASTE

3. Recycling and Solid Waste Programs – Update; Discussion and Possible Action – Jeff Beyer
4. Solid Waste/Recycling Contracts – Update; Discussion and Possible Action – Jeff Beyer
5. Shingle Recycling Program – Update, Discussion and Possible Action
6. Adjourn Solid Waste Committee

PUBLIC WORKS

- 7. *Application for After Hours use of Courthouse – Discussion and Possible Action***
8. Jail Chiller – Update, Discussion and Possible Action
9. Human Services Building Tuckpointing Report – Discussion and Possible Action
10. Law Enforcement Center Canopy Removal – Discussion and Possible Action
11. Courthouse Dome Copper Inspection – Discussion and Possible Action
12. UW-Manitowoc Facility Planning Task Force – Discussion and Possible Action
13. Communications Division Report - Discussion and possible action on the following items: System Operations
14. Courthouse Tuckpointing Project – Update Discussion and possible action; Pay Requests & Change Orders
15. Health Department Building Project – Update; Discussion and possible action on the following items: Pay Requests & Change Orders; Engineering; Razing of old Public Health Building
16. Expo/Fair/Ice Center – Update; Agendas and minutes; Discussion and possible action on the following items: 2013 Fair; Bleacher Campaign, Expo Board Appointments
17. Wetland Bank Proposal – Discussion and Possible Action
18. Public Works Director Report: Review and possible action on the following items: Budgeted Items; Unbudgeted Items; Staffing and Contracted Services; Department Activities; Comptrollers Expo Special Revenue Fund Report; School Street Sale & Brownsfield work; 2013 Budget; 2014 Budget
19. Adjourn Committee

Date: October 2, 2013
Amended: October 8, 2013 @ 1:53 p.m.

Donald Weiss, COMMITTEE CHAIRPERSON
By: Jeffery Beyer, Public Works Director

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

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

MINUTES OF PUBLIC WORKS COMMITTEE MEETING

Held Wednesday, October 9, 2013

Location: Recycling Center – 3000 Basswood Drive, Manitowoc

Present: Supervisor D. Weiss, B. Cavanaugh, R. Gerroll, M. Rasmus, D. Korinek
Also Present: J. Beyer, G. Neuser, J. Krizek, J. Reisenbuechler, H. Jannette, D. Kieckbusch
Absent & Excused:

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

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

Vouchers No vouchers.

**Donations/
Spreadsheets** Donation tracker was submitted for approval. Motion was made by Gerroll, seconded by Korinek to approve the donation tracker. Motion carried unanimously.

Ethics Code Reports Ethics Code Report was submitted for approval. Motion was made by Gerroll, seconded by Cavanaugh to approve the ethics code report. Motion carried unanimously.

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

SOLID WASTE

Recycling and Solid Waste Programs – Update; Discussion and Possible Action – Jeff Beyer

Reisenbuechler reported on the prepared recycling documents provided in the committee packets including Residential and Commercial Solid Waste Tonnages, Total Tons of Recyclables Shipped, MRF Revenues, Screened Compost Sales, Woodchip Sales, Plastic Shipments – Tonnage and Revenues, Mixed Paper – Tonnage and Revenues, OCC – Tonnage and Revenues, Annual Electronics Shipments, Monthly Electronics Shipments, and Market Trends. Reisenbuechler added that since the inception of the Recycling and composting programs the yearly 56,000 tons of solid waste has dropped to around 36,000 tons of solid waste per year. Compost and wood chips sales have been slower this year, a large quantity of plastics shipped out in August, and electronics recycling is down due to more locations available to dispose of electronics. Discussion.

Solid Waste/Recycling Contracts – Update; Discussion and Possible Action – Jeff Beyer

Beyer reported that contracts have been reviewed and approved by the Corp. Counsel, and will be sent out to all the municipalities in the next thirty days.

Shingle Recycling – Update, Discussion and Possible Action

Reisenbuechler reported on the Manitowoc County Shingle Recycling Summary included in the committee packet reviewing four weeks of revenues and tonnages.

Other Solid Waste Items

Beyer reported on the Business Recycling Outreach Summary conducted by Recycling and included in the committee packet. Discussion.

Beyer reported on the coal tar-based asphalt sealcoating article included in the committee packet.

Motion was made by Gerroll, seconded by Rasmus to adjourn the Solid Waste portion of the committee meeting. Motion carried unanimously.

PUBLIC WORKS

Application for After Hours Use of Courthouse – Discussion and Possible Action

Beyer reviewed the costs of use of the courthouse after hours along with insurance requirements. Final written request was not received, no action.

Jail Chiller – Update, Discussion and Possible Action

Neuser reported on the jail chiller noting that the temporary chiller has been removed and the proposal for the new chiller has been signed. Neuser added that there is a thirteen week lead time and Johnson Controls has guaranteed to have the new chiller completely installed by April 1, 2014.

Human Services Building Tuckpointing Report – Discussion and Possible Action

Neuser reported on the tuckpointing needed at the Human Services building noting that a cast iron drain pipe was cracked and will be epoxy-lined, and there is approx. \$5,000 of tuckpointing and brick replacement needed on the west side of the building. Beyer added that tuckpointing needs to be done on the northside of the building, but to access the elevation they would need to reroute the main high voltage utility lines. Discussion.

Law Enforcement Center Canopy Removal – Discussion and Possible Action

Beyer reported on the canopy located in front of the sheriffs office entrance noting that there is corrosion in the pipes and cracks in the concrete canopy, and removal is being scheduled for 2014 or 2015.

Courthouse Dome Copper Inspection – Discussion and Possible Action

Beyer distributed pictures of the upper courthouse dome and cupola to inform the committee that repairs are needed, noting that the firm who took the pictures and was investigating the copper was the same that did the lower dome repairs in 2010, and they will provide a written report in the near future. Discussion.

UW-Manitowoc Facility Planning Task Force – Discussion, and Possible Action

Beyer reported that a meeting will occur with the engineers and two site visits have been completed.

Courthouse Tuckpointing Project – Update, Discussion and Possible Action; Pay Requests & Change Orders

Neuser reported that the north side of the courthouse is complete and the south side is approximately 95% complete. Neuser added that the east side is more weathered than the south or north side were. Next spring will begin work on the west side. Neuser presented pay request #2 for \$38,845.12 which was reviewed and approved by staff and the architect. Motion was made by Gerroll, seconded by Korinek to approve pay request #2 for \$38,845.12. Motion carried unanimously.

Health Department Building Project – Update; Discussion and possible action on the following items: Pay Requests & Change Orders; Engineering Razing of old Public Health Building

Beyer stated that an open house will be in November and the final pay request for the remodel project to be presented at next month's meeting. Beyer reported that he is still working on the historical information for razing of the old public health building. Discussion on the old Public Health Building included minimizing heat, draining the plumbing, and SWAT training being held in the building.

Expo/Fair/Ice Center – Update; Agendas and minutes; Discussion and possible action on the following items: 2013 Fair; Bleacher Campaign, Expo Board Appointments

Krizek reported on upcoming events at the Expo grounds as well as the ice season begins Oct 12.

Krizek presented the bleacher campaign information noting that the campaign will fall under the Expo foundation 501(c)3 and bleacher seats will be \$200 per naming. Motion was made by Cavanaugh, seconded by Rasmus to approve the bleacher campaign. Motion carried unanimously.

Beyer reported on the Expo Board appointments noting that one board member is having difficulties attending meetings and referenced the Expo-Ice Center Board Attendance Report included in the committee packet. Beyer added that there will be three vacancies to fill and will be conducting interviews.

Wetland Bank Proposal – Discussion and Possible Action

Beyer reported on the request from TallGrass LLC for a partnership development for the wetland banks. Motion was made by Gerroll, seconded by Cavanaugh to approve staff to meet with TallGrass LLC to discuss a framework for a potential partnership development regarding the wetland bank, and bringing that information back to the committee. Motion carried unanimously.

Public Works Director Report: Review and possible action on the following items: Budgeted Items; Unbudgeted Items; Staffing and Contracted Services; Department Activities; Comptrollers Expo Special Revenue Fund Report; School Street Sale & Brownsfield Work; 2013 Budget; 2014 Budget

Beyer reviewed the Comptrollers Expo Fund Financial Report noting that the Ice Center is in the negative, the first payment for ice has been received and expenses have not come in yet.

Beyer reported that the School Street Brownsfield work is on hold due to an underground fuel tank that needs to be removed.

Beyer reported on the 2014 budget noting that the capital outlay initially proposed was reduced.

Adjournment

Motion was made by Gerroll, seconded by Korinek to adjourn the meeting at 5:41pm. Motion carried unanimously.

Minutes taken by Krizek

Signed by Gerroll



MANITOWOC COUNTY

PUBLIC WORKS COMMITTEE

MEETING NOTICE

DATE: November 13, 2013
TIME: 4:30 p.m.
PLACE: **Manitowoc County Public Health Building**
1028 South 9th Street, Manitowoc, WI
Conference Room 207

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

1. Regular Business – Review and possible Action
 - a. Roll Call
 - b. Previous Minutes
 - c. Vouchers
 - d. Donations Spreadsheets
 - e. Ethics Code Reports
2. Public Input
3. Recycling and Solid Waste Programs – Update; Discussion and possible action
4. Shingle Recycling – Update; Discussion and possible Action
5. UW-Manitowoc Facility Planning Task Force – Engineering Study, Update, discussion, and possible action
6. Courthouse Tuckpointing Project – Update, discussion, and possible action; Pay Request
7. County Public Safety Radio System - Update; Discussion and possible action
8. Health Department Building Project – Update; Discussion and possible action on the following items: Pay Requests & Change Orders; Razing of old Public Health Building
9. Jail Chiller – Update, Discussion and possible action
10. Expo/Fair/Ice Center –Update, Jennell Krizek; Agendas and minutes; Discussion and possible action on the following items: 2013 Fair, Expo Board Appointments
11. Wetland Bank Proposal – Update and Possible Action
12. Public Works Director Report: Review and possible action on the following items: Budgeted Items; Unbudgeted Items; Staffing and Contracted Services; Department Activities; Comptrollers Expo Special Revenue Fund Report; School Street Sale & Brownsfield work; 2013 Budget; 2014 Budget
13. Adjourn Committee

Date: November 5, 2013

Donald Weiss, COMMITTEE CHAIRPERSON
By: Jeffery Beyer, Public Works Director

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

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

MINUTES OF PUBLIC WORKS COMMITTEE MEETING

Held Wednesday, November 13, 2013

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

Present: Supervisor D. Weiss, B. Cavanaugh, R. Gerroll, M. Rasmus, D. Korinek
Also Present: J. Beyer, G. Neuser, J. Krizek
Absent & Excused:

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

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

Vouchers No vouchers.

Donations/ Spreadsheets Donation tracker was submitted for approval. Motion was made by Gerroll, seconded by Cavanaugh to approve the donation tracker. Motion carried unanimously.

Ethics Code Reports No reports.

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

Recycling and Solid Waste Programs – Update; Discussion and Possible Action

Beyer reported on the drug disposal program included in the committee packet along with the tire collections results included in the committee packet.

Shingle Recycling – Update, Discussion and Possible Action

Beyer reported on the shingle recycling program and newspaper article included in the committee packet.

UW-Manitowoc Facility Planning Task Force – Engineering Study, Update, Discussion, and Possible Action

Beyer reported that the engineering report will be complete next week and a report will be made to the Committee in December.

Courthouse Tuckpointing Project – Update, Discussion and Possible Action; Pay Requests

Neuser reported that the project is 99% complete on 3 of the 4 elevations. Neuser added that some stone patching may still happen yet this year if temperatures allow and the contractor will re-mobilize in Spring to complete the last elevation.

County Public Safety Radio System – Update, Discussion and Possible Action

No report.

Health Department Building Project – Update; Discussion and possible action on the following items: Pay Requests & Change Orders; Razing of old Public Health Building

Beyer requested approval of pay request #5 for \$26,951.24 as a final payment to complete the contract. Motion was made by Gerroll, seconded by Korinek to approve pay request #5 for \$26,951.24. Motion carried unanimously.

Beyer reported that paperwork is being processed by the State for razing of the old public health building. After that process is completed the City review process will start.

Jail Chiller – Update, Discussion and Possible Action

Neuser reported that jail chiller has been ordered and paperwork signed with an install of February 2014.

Expo/Fair/Ice Center – Update; Agendas and minutes; Discussion and possible action on the following items: 2013 Fair; Expo Board Appointments

Krizek reported on the bleacher campaign, storage revenue increase, and other events on the Expo grounds.

Beyer reported on the 2013 fair noting a potential net of \$120,000 for the fair revenue. Beyer added that there were capital expenses for 2013 including black top and large repairs at the Ice Center.

Beyer reported on the Expo board appointments and three open positions on the Expo-Ice Center board.

Wetland Bank Proposal – Update and Possible Action

Beyer reported on the review of the wetland site with the DNR and working on development of an agreement. Discussion.

Public Works Director Report: Review and possible action on the following items: Budgeted Items; Unbudgeted Items; Staffing and Contracted Services; Department Activities; Comptrollers Expo Special Revenue Fund Report; School Street Sale & Brownsfield Work; 2013 Budget; 2014 Budget

Beyer reported on the following:

- Expo financial activities noting that the Ice Center may be in the negative at the end of the year.
- EWSC – a list of improvements done at the grandstand and race track are included in the committee packet.
- A possible request for Out-of-State travel and the registration fee for a convention in Las Vegas on recycling and construction materials for the Public Works Director.
- Member of the State Advisory Committee.
- Milwaukee County Radio system FAQ included in committee packet.
- Brownsfield – on hold – waiting on a special grant for removal of underground fuel tank.
- Hail storm – repairs underway for major damage and have not received final report.
- Laundromat in Two Rivers sold for approx. \$5,100.

Beyer reported to the committee on deferred maintenance items and capital outlay, and explained that projects that are being deferred are typically not in imminent danger of failure. Beyer added that those projects that are in need of immediate repair have been handled immediately.

Adjournment

Motion was made by Korinek, seconded by Gerroll to adjourn the meeting at 5:12pm. Motion carried unanimously.

Minutes taken by Krizek

Signed by Gerroll



MANITOWOC COUNTY
PUBLIC WORKS COMMITTEE
AMENDED MEETING NOTICE
Revised for New Item #14

DATE: December 11, 2013
TIME: 4:30 p.m.
PLACE: **Manitowoc County Public Health Building**
1028 South 9th Street, Manitowoc, WI
Conference Room 207

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

1. Regular Business – Review and possible Action
 - a. Roll Call
 - b. Previous Minutes
 - c. Vouchers
 - d. Donations Spreadsheets
 - e. Ethics Code Reports
2. Tour of Jail
3. Public Input
4. Recycling and Solid Waste Programs – Update; Discussion and possible action
5. Clean Sweep 2014 – Grant award and Request to participate in; Resolution; Discussion and Possible Action
6. Shingle Recycling – Update; Discussion and possible Action
7. Recycling Center Receivable Write offs – Discussion and possible Action
8. UW-Manitowoc Facility Planning Task Force – Engineering Study, Update, Review of Energy Conservation Report, discussion, and possible action
9. Courthouse Tuckpointing Project – Update, discussion, and possible action; Pay Request
10. County Public Safety Radio System - Update; Discussion and possible action
11. Health Department Building Project – Update; Discussion and possible action on the following items: Razing of old Public Health Building
12. Jail Chiller – Update, Discussion and possible action
13. Expo/Fair/Ice Center –Update, Jennell Krizek; Agendas and minutes; Discussion and possible action on the following items: 2013 Fair, Expo Board Appointments
- 14. Discussion and possible action on subordination, non-disturbance, and attornment (SNDA) agreement with Manitowoc Place and Verizon***
14. Wetland Bank Proposal – Update and Possible Action
15. Request for Out of State Travel – Jeff Beyer
16. Sale of 16th Street HSD Home – Discussion and Possible Action
17. January Meeting Date Change Due to Fairs Convention Jan 5-9, 2014 – Discussion and Possible Action
18. Public Works Director Report: Review and possible action on the following items: Budgeted Items; Unbudgeted Items; Staffing and Contracted Services; Department Activities; Comptrollers Expo Special Revenue Fund Report; School Street Sale & Brownsfield work; 2013 Budget; 2014 Budget
19. Adjourn Committee

Date: December 3, 2013

Amended: December 11, 2013 @ 12:45 p.m.

Donald Weiss, COMMITTEE CHAIRPERSON

By: Jeffery Beyer, Public Works Director

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MINUTES OF PUBLIC WORKS COMMITTEE MEETING

Held Wednesday, December 11, 2013

Location: 1028 South 9th Street, Manitowoc

Present: Supervisor D. Weiss, B. Cavanaugh, R. Gerroll, D. Korinek
Also Present: J. Beyer, G. Neuser, J. Krizek
Absent & Excused: M. Rasmus

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

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

Vouchers No vouchers.

**Donations/
Spreadsheets** No activity.

Ethics Code Reports No reports.

Tour of Jail Committee took tour of jail to review maintenance issues, chiller replacement, and overall basic functions of the jail.

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

Recycling and Solid Waste Programs – Update; Discussion and Possible Action

No report.

Clean Sweep 2014 – Grand award and Request to participate in; Resolution; Discussion and Possible Action

Beyer reported that Clean Sweep was awarded a grant for 2014 and the program is doing well.

Shingle Recycling – Update, Discussion and Possible Action

Beyer reported on the shingle recycling program and that collection is closed for the winter and a summary is provided in the committee packet.

Recycling Center Receivables Write Offs – Discussion and Possible Action

Beyer reported on the annual write off procedure on credits and overpayments that is allowable under County Code. Motion was made by Gerroll, seconded by Korinek to write off the (2) \$1.00 account credits. Motion carried unanimously.

UW-Manitowoc Facility Planning Task Force – Engineering Study, Review of Energy Conservation Report, Discussion, and Possible Action

Beyer reported that the engineering report and projected remodeling and construction costs for different options to address lab space needs is complete and that he reviewed those options with the UW Management staff. The report does not include any mechanical systems replacements from the 1962 original building construction, but those systems will need to be replaced at the same time or before any proposed lab space project commences.

A recommendation will now be made to the full UW planning committee, and Beyer will report back to the Public Works Committee after that meeting.

Courthouse Tuckpointing Project – Update, Discussion and Possible Action; Pay Request

Neuser reported that the project is shut down for the winter and will mobilize back in spring. Neuser recommended payment of pay request #3 for \$41,726.80. Motion was made by Cavanaugh, seconded by Gerroll to approve pay request #3 for \$41,726.80. Motion carried unanimously.

County Public Safety Radio System – Update, Discussion and Possible Action

Beyer reported that project will be closed by end of year with only ongoing maintenance to the system after that.

Health Department Building Project – Update; Discussion and possible action on the following items: Razing of old Public Health Building

Beyer reported that verbal information was received from the State of WI Historical Society regarding the razing of the old public health building. and currently waiting for paperwork from the State regarding those discussions.

Jail Chiller – Update, Discussion and Possible Action

Neuser reported that the committee was able to see the old chiller during the tour. The new chiller is on order with installation still scheduled for February 2014. Discussion.

Expo/Fair/Ice Center – Update; Agendas and minutes; Discussion and possible action on the following items: 2013 Fair; Expo Board Appointments

Krizek reported on the bleacher campaign, storage revenue increase, and other events on the Expo grounds.

Beyer reported on the appointments to the Expo-Ice Center board included in the committee packet.

Discussion and Possible Action on Subordination, Non-Disturbance, and Attornment (SNDA) Agreement with Manitowoc Place and Verizon

Beyer reported on the request from Verizon. Motion was made by Korinek, seconded by Gerroll to approve the agreement. Motion carried unanimously.

Wetland Bank Proposal – Update and Possible Action

No report.

Request for Out of State Travel – Jeff Beyer

Beyer presented the resolution for out of state travel included in the committee packet. Motion was made to recommend to the county board approval of the out of state travel and payment of registration fees only for Jeff Beyer. Motion carried unanimously.

Sale of 16th Street HSD Home – Discussion and Possible Action

Beyer reported that HSD owns a shelter home located on S. 16th street. Client service requirements have changed and the Human Services Department no longer needs to own this house. Beyer added that the current caregiver is interested in purchasing the home. Beyer noted that public works has obtained one appraisal on the house and another has been ordered to verify the fair market value of the house. Motion was made by Gerroll, seconded by Cavanaugh to approve staff to begin negotiations on selling the home at as close to the appraised value as possible. Motion carried unanimously.

January Meeting Date Change Due to Fairs Convention Jan 5-9, 2014 – Discussion and Possible Action

Beyer reported that a date change is no longer required.

Public Works Director Report: Review and possible action on the following items: Budgeted Items; Unbudgeted Items; Staffing and Contracted Services; Department Activities; Comptrollers Expo Special Revenue Fund Report; School Street Sale & Brownsfield Work; 2013 Budget; 2014 Budget

Beyer reported on the following:

- Expo financial activities noting that there were approximately \$106,000 in capital outlay for 2013.
- Continuing to work on the Brownsfield property.
- Courthouse Dome Copper Survey is completed and a prepared binder copy was presented to the committee for review. There are substantial repairs and copper replacements that need to be made in the near future.

Adjournment

Motion was made by Gerroll, seconded by Cavanaugh to adjourn the meeting at 5:51pm. Motion carried unanimously.

Minutes taken by Krizek

Signed by Gerroll