



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

DATE: January 8, 2014
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 – Jon R.
 4. Solid Waste/Recycling Contracts – Update; Discussion and Possible Action – Jeff Beyer
 5. Adjourn Solid Waste Committee
- PUBLIC WORKS**
6. UW-Manitowoc Facility Planning Task Force – Discussion and Possible Action
 7. County Public Safety Radio System - Discussion and possible action
 8. Health Department Building Project – Update; Discussion and possible action on the following items:
Razing of old Public Health Building
 9. Expo/Fair/Ice Center – Update; Agendas and minutes; Discussion and possible action on the following items: 2013 Fair; Bleacher Campaign
 10. Wetland Bank Proposal – Discussion and Possible Action
 11. Jail Chiller – Update, Discussion and Possible Action
 12. Discussion and possible action on subordination, non-disturbance, and attornment (SNDA) resolution with Manitowoc Place and Verizon
 13. Jeff Beyer Overnight Stay Request 2/26-28/14 – 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; 2014 Budget
 15. Adjourn Committee

Date: December 26, 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 8, 2014

Location: Recycling Center, 3000 Basswood Road, Manitowoc

Present: Supervisor D. Weiss, B. Cavanaugh, R. Gerroll,
Also Present: J. Beyer, G. Neuser, Jon Reisenbuechler, S. Ahl, R. Wegner, H. Jannette, D. Kieckbusch
Absent & Excused: M. Rasmus; 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 Gerroll, seconded by Weiss 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.

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

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

Reisenbuechler gave a report on the recycling markets. Discussion on the effect China has for the price and marketing of plastic.

Solid Waste/Recycling Contracts

Beyer reported on the status of renewing the solid waste and recycling contracts.

Adjourn the Solid Waste Advisory Committee

Motion was made by Gerroll, seconded by Cavanaugh, to adjourn the Solid Waste Advisory Committee. Motion carried unanimously.

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

Beyer reported that he had met with the UW-Manitowoc staff and there were some items that needed to be clarified and that there was another meeting set for tomorrow.

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

Beyer reported that the project is closed with only ongoing maintenance to the system.

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

Razing of old Public Health Building

Beyer reported that a report is being worked on and should be done in January.

Expo/Fair/Ice Center – Update; Agendas and minutes; Discussion and possible action on the following items: 2014 Fair;

Beyer Reported on the Fairs Conference.

Wetland Bank Proposal – Update and Possible Action

No report.

Jail Chiller – Update, Discussion and Possible Action

No Report.

Discussion and Possible Action on Subordination, Non-Disturbance, and Attornment (SNDA) Resolution

Beyer reported that a resolution was needed to approve the agreement that the Committee had approved last month. Discussion. Motion was made by Gerroll, seconded by Cavanaugh, to approve the resolution. Motion carried unanimously.

Request for Overnight Stay – Jeff Beyer

Beyer requested approval to stay overnight in Green Bay for the length of the State Solid Waste Conference February 25 - 28. Motion was made by Gerroll, seconded by Cavanaugh, to approve Jeff Beyer staying overnight in GB for the State Solid Waste Conference. 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 reported on the following:

- Status of the 2013 budget.
- Continuing to work on the Brownsfield property.
- The Committee will review the Cell phone contract at the February meeting.

Adjournment

Motion was made by Cavanaugh, seconded by Gerroll to adjourn the meeting at 5:18 pm. Motion carried unanimously.

Minutes taken by Beyer

Signed by Gerroll



MANITOWOC COUNTY

PUBLIC WORKS COMMITTEE

MEETING NOTICE

DATE: February 12, 2014
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. Waste Management Surety Bond Requirement – Review, Discussion and Possible Action
5. UW-Manitowoc Facility Planning Task Force – Discussion and possible action
6. County Public Safety Radio System - Discussion and possible action
7. Health Department Building Project – Update; Discussion and possible action on the following items: Razing of old Public Health Building
8. Wetland Bank Proposal – Update and Possible Action
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: 2014 Fair, Bleacher Campaign, EWSC Contract Extension, Horse-A-Rama Rental Fee Waiver
11. Cell Phone Service Contract renewal vs. RFP – Discussion 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: February 4, 2014

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

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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 12, 2014

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, S. 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 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.

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 that staff is currently working on contracts including contracts for the compost site. Beyer added that the baler has been repaired.

Waste Management Surety Bond Requirement – Review, Discussion and Possible Action

Beyer reported on the surety bond process and request to waive the surety bond for 2014 and 2015. Motion was made by Korinek, seconded by Gerroll to waive the surety bond for 2014 and 2015. Motion carried unanimously.

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

Beyer reported that UW task force has reviewed plan B and submitted possible changes. Beyer added that staff has met with engineers to obtain costs and will bring a report to the next committee meeting.

County Public Safety Radio System – Discussion and Possible Action

Beyer reported that there is one outstanding issue, that being weak coverage in certain areas in the Village of Cleveland. Staff and Law enforcement have been testing and trying different remedies. Added amplification of the signal is the latest attempt to fix the situation. Beyer added that if this fix does not work there are only two other options to try, which range from \$50,000 to \$350,000. Discussion.

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

Beyer reported the historical report was received and will be forwarded to the State Historical Society. Beyer added that staff is waiting for a Letter of Understanding from the State and once received, will present to the City of Manitowoc to start the local process to raze the building.

Wetland Bank Proposal – Update and Possible Action

No report.

Jail Chiller – Update, Discussion and Possible Action

Neuser reported that the old chiller has been disconnected and is ready to be removed. New chiller scheduled to arrive in mid-March.

Expo/Fair/Ice Center – Update; Jennell Krizek; Agendas and minutes; Discussion and possible action on the following items: 2014 Fair; Bleacher Campaign; EWSC Contract Extension; Horse-A-Rama Rental Fee Waiver

Krizek reported on upcoming events at the Expo grounds including Brewfest, Fire and Ice Convention and the Chevy Swap. Krizek reported on the news release received from the Department of Ag regarding ban on spring fair weigh in included in the committee packet and the bleacher campaign.

Beyer Reported on the following:

- Dartball tournament – there was discussion to use some the funds from the dartball tournament towards the bleacher campaign.
- Entertainment contracts – most contracts complete.
- Horse Parkers – Issues with organization paying horse parkers and need to look at another alternative.
- EWSC – contract ends 2015 and EWSC is interested in a 5 year extension through 2020. Motion was made by Rasmus, seconded by Cavanaugh to have staff enter into negotiations with EWSC with final approval by PW committee. Motion carried unanimously.
- Horse-A-Rama – Discussion on the contract for 2014 noting that the contract includes \$5,000 for building rental use and \$5,000 for capital outlay. Motion was made by Cavanaugh, seconded by Korinek to enter into the Horse-A-Rama contract as outlined in 2013. Motion carried unanimously.

Cell Phone Service Contract Renewal vs. RFP – Discussion and Possible Action

Beyer reported on the current contract with Cellcom, that coverage for the County's use is very good and that Cellcom offers competitive rates which are lower than the State Contract rates.

Beyer presented the option to extend the contract which currently expires in mid 2014 to exercise an option for two additional years with Cellcom, or to request new proposals from any interested vendors. Motion was made by Gerroll, seconded by Weiss to extend the contract with Cellcom for two 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; 2014 Budget

Beyer reported on the following:

- Final report included in the committee packet. Expo activity was in the negative and money moved from the reserve account. Pre-audited reserve total was \$48,665.
- Expo Activities Report will be presented at the March county board meeting.
- 2013 Recycling budget was approximately \$12,000 negative due to the many equipment repairs required.
- 2014 budget – heating costs, snow removal, and associated labor will be higher for 2014.

Adjournment

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

Minutes taken by Beyer

Signed by Gerroll



MANITOWOC COUNTY

PUBLIC WORKS COMMITTEE

MEETING NOTICE

DATE: March 12, 2014
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. Request for use of Courthouse Grounds – Discussion and Possible Action
4. Resolution authorizing Public Works Director to sign Solid Waste and Recycling Contracts – Discussion and possible action.
5. Recycling and Solid Waste Programs – Update; Discussion and possible action
6. Shingle Recycling Program – Update, Discussion and Possible Action
7. UW-Manitowoc Facility Planning Task Force – Report Review, Update, Discussion and possible action
8. County Public Safety Radio System - Discussion and possible action
9. Health Department Building Project – Update; Discussion and possible action on the following items: Razing of old Public Health Building
10. Courthouse Tuckpointing Project – Update, Discussion and possible action; Pay Requests & Change Orders
11. Wetland Bank Proposal – Update and Possible Action
12. Jail Chiller – Update, Discussion and possible action
13. AT & T PBX ISDN (3) contract renewal – Discussion and Possible Action
14. Expo/Fair/Ice Center –Update, Jennell Krizek; Agendas and minutes; Discussion and possible action on the following items: 2014 Fair, Bleacher Campaign, EWSC Contract Extension-negotiation update
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; 2013 Budget; 2014 Budget
16. Adjourn Committee

Date: March 4, 2014

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 PUBLIC WORKS COMMITTEE MEETING

Held Wednesday, March 12, 2014

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, S. Ahl, Ashley Bender

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 Rasmus 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 Rasmus seconded by Korinek 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.

Request for Use of Courthouse Grounds – Discussion and Possible Action

Beyer presented the request from Lakeshore CAP which was also included in the committee packet noting that a security deposit is required, event scheduled for April 1 from 3:30pm-6pm, approx. 220 people. Motion was made by Cavanaugh, seconded by Korinek to approve the request from Lakeshore CAP. Motion carried unanimously.

Resolution Authorizing Public Works Director to Sign Solid Waste and Recycling Contracts – Discussion and Possible Action

Beyer reported that the public works director's authorization to sign the contracts has expired and presented the resolution included in the committee packet for approval to authorize the public works director to sign solid waste and recycling contracts. Motion made by Gerroll, seconded by Korinek to approve the public work's authorization to sign solid waste and recycling contracts. Motion carried unanimously.

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

No report.

Shingle Recycling Program – Update, Discussion and Possible Action

Beyer reported on issues with contractor as well as operational issues that occurred during the 2013 shingle recycling program. Discussion.

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

Beyer reported that the report is still under review by UW staff.

County Public Safety Radio System – Discussion and Possible Action

Beyer reported that there was only one outstanding issue with the system, that being a small area in the Village of Cleveland with poor 800Mhz coverage. Adjustments to the Liberty Tower site have been made and preliminary feedback has been positive. Further testing of signal strength is on-going.

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

Razing of old Public Health Building

Beyer reported that the historical report has been completed, but he has not received a final agreement from the State Historical Society. Follow up inquiries have been made to the State Historical Society and the time delays now necessitate more intense contact.

Wetland Bank Proposal – Update and Possible Action

Beyer reported that staff needs to meet with the Comptroller and Corporation Counsel for review of the TallGrass LLC proposal, and that changes will need to be made before it can be presented to the committee for their consideration. Discussion.

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

Beyer reported that the project will resume when weather permits.

Jail Chiller – Update, Discussion and Possible Action

Neuser reported that the new chiller is in place and piped ahead of schedule and will be ready for the cooling season.

AT&T PBX ISDN (3) Contract Renewal – Discussion and Possible Action

Beyer reported on the county phone system and leased trunk lines with AT&T. The County has the opportunity to piggy back on the state contract with a guarantee of three years of service with AT&T at an annual savings of approx. \$2,000 per year. Motion was made by Cavanaugh, seconded by Korinek to approve the contract with AT&T for three years. Motion carried unanimously.

Expo/Fair/Ice Center – Update; Jennell Krizek; Agendas and minutes; Discussion and possible action on the following items: 2014 Fair; Bleacher Campaign; EWSC Contract Extension-Negotiation Update

Krizek reported on upcoming events at the Expo grounds including the Pee Wee 4A Hockey Tournament, Home Show, Packerland Dog Show, and Dartball Tournament. Krizek also reported on the bleacher campaign and open positions at the Expo grounds.

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:

- First part of the year going well. Snow removal, supplies and labor will affect the beginning of the year budget.
- Reviewed Community and Trusty Report provided in the committee packet.
- Reviewed 2013 budget noting that Expo spent approx. \$117,000 in capital outlay and Recycling also spent money in capital outlay which affected the end of the year budget numbers.

Adjournment

Motion was made by Cavanaugh, seconded by Korinek to adjourn the meeting at 4:59pm. Motion carried unanimously.

Minutes taken by Krizek

Signed by Gerroll



MANITOWOC COUNTY
PUBLIC WORKS COMMITTEE
& SOLID WASTE ADVISORY COMMITTEE
2nd AMENDED MEETING NOTICE
Revised for New Item #9
Revised for New Item #10

DATE: April 9, 2014

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 – Jon R.
4. New Products and Rate Adjustments – Discussion and Possible Action
5. Earth Day Flyer – Discussion and Possible Action
6. Earth day Raffle Prizes – Discussion and Possible Action
7. Clean Sweep Flyer – Discussion and Possible Action
8. Meal for Clean Sweep Workers – Discussion and Possible Action
9. *Restore the Shore Discount/Donation Request – Discussion and Possible Action*
10. *Woodland Drive Compost Site Lease (June Pasch) – Discussion and Possible Action*
11. Senior Fair Drug Collection May 22 – Discussion and Possible Action
12. Shingle Recycling Program – Update; Discussion and Possible Action – Jeff Beyer
13. Adjourn Solid Waste Committee

PUBLIC WORKS

14. UW-Manitowoc Facility Planning Task Force – Discussion and Possible Action
15. County Public Safety Radio System - Discussion and possible action
16. Health Department Building Project – Update; Discussion and possible action on the following items:
Razing of old Public Health Building
17. Courthouse Tuckpointing Project – Update, Discussion and Possible Actions; Pay requests & Change Orders
18. Expo/Fair/Ice Center – Update; Agendas and minutes; Discussion and possible action on the following items: 2014 Fair; Bleacher Campaign, EWSC Privacy Fence Request; Fairest of the Fair Proclamation
19. Holiday House Contract – Discussion and Possible Action
20. Wetland Bank Proposal – Discussion and Possible Action
21. Jail Chiller – Update, Discussion and Possible Action
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; 2014 Budget
23. Adjourn Committee

Date: April 1, 2014

Amended: April 4, 2014 @ 12:24 p.m.

Amended: April 7, 2014 @ 3:25 p.m.

Donald Weiss, COMMITTEE CHAIRPERSON

By: Jeffery Beyer, Public Works Director

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MINUTES OF PUBLIC WORKS COMMITTEE and SOLID WASTE ADVISORY COMMITTEE MEETING

Held Wednesday, April 9, 2014

Location: Manitowoc County Recycling Center – 3000 Basswood Drive, Manitowoc

Present: Supervisor D. Weiss, Supervisor B. Cavanaugh, Supervisor R. Gerroll, J. Kieckbusch, R. Wegner, H. Janette
Also Present: J. Beyer, G. Neuser, J. Krizek, J. Reisenbuechler
Absent & Excused: M. Rasmus, 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 The Ethics Code Reports were submitted for approval. Motion was made by Cavanaugh, seconded by Gerroll, to approve the Ethics Code Reports. 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 – Jon R

Reisenbuechler reported on the recycling markets. February is historically a month with low volumes and revenues, and this year is no exception.

New Products and Rate Adjustments – Discussion and Possible Action

Reisenbuechler reported on the idea of screening the wood mulch to separate out the very small organic materials, yielding a more desirable mulch. Reisenbuechler added that the rate for the screened wood mulch would be higher and added that the recycling facility does not have screening equipment and would need to have the screening contracted out at the same time compost is being screened. Motion was made by Gerroll, seconded by Cavanaugh to approve the screening of the mulch to sell at a higher rate. Motion carried unanimously.

Earth Day Flyer – Discussion and Possible Action

Reisenbuechler reported on the Earth Day flyer included in the committee packet and added that the flyer has been approved by the MPSD superintendent.

Earth Day Raffle Prizes – Discussion and Possible Action

Reisenbuechler reported on the Earth Day raffle with donations from the recycling center for a voucher for a television recycling, yard of screened compost, wood mulch, and a home composter. Motion was made by Gerroll, seconded by Cavanaugh to approve the Earth Day raffles. Motion carried unanimously.

Clean Sweep Flyer – Discussion and Possible Action

Clean Sweep flyer included in the committee packet for review.

Meal for Clean Sweep Workers - Discussion and Possible Action

It was reported that the Clean Sweep program relies on volunteers to help run the collection program and that through the efforts of the volunteers the County saves over \$5,000 in cost to the program. Due to the amount of time that several of the volunteers spend at the program it has been customary to provide a food for the volunteers at the program. After discussion a motion was made by Cavanaugh, seconded by Gerroll, to approve provide a meal to the volunteers. Motion carried unanimously.

Restore the Shore Discount/Donation Request – Discussion and Possible Action

Beyer reported on the last county board meeting approval of a resolution to support the Restore the Shore program. Reisenbuechler added that there would be a 1-to-1 match of compost and wood mulch where the MRF would donate 1 yard of each material for each yard the Restore the Shore program purchased. The MRF would then be listed as a program sponsor. Discussion. Motion was made by Cavanaugh, seconded by Gerroll to approve the Restore the Shore discount and donation request. Motion carried unanimously.

Woodland Drive Compost Site Lease (June Pasch) – Discussion and Possible Action

Reisenbuechler reported on the renewal of the lease of the Woodland Drive compost site with June Pasch for a five year lease with no change in terms. Motion was made by Gerroll, seconded by Cavanaugh to approve the Woodland Drive compost site lease with June Pasch for the new agreement of five years and other terms remaining the same. Motion carried unanimously.

Senior Fair Drug Collection May 22 – Discussion and Possible Action

Beyer reported that the ADRC senior fair would like to hold a drug collection, noting that there are no funds in the DPW budget allocated for this event. Beyer added that he would support this event by having the MRF coordinate and run the program in cooperation with the ADRC, but that the ADRC would have to cover all costs. Beyer reported that the cost would be approximately \$3,000 and would also need the support of the Metro Drug Unit. Consensus of the committee is to follow the public works director's direction.

Shingle Recycling Program – Update; Discussion and Possible Action – Jeff Beyer

Reisenbuechler reported on the PSA included in the committee packet. The site is set to open April 14 and the DNR permit is scheduled to be in place by that date. Reisenbuechler added that the last year's main issue was the timing of the outgoing shipments with 3,000 tons allowed on site and this year's permit would only allow 800 tons on site, necessitating more frequent shipments.

Other Solid Waste Items

Beyer reported on the compost site hours flyer included in the committee packet along with other recycling information provided in the committee packet.

Adjourn Solid Waste Committee

Motion was made by Cavanaugh, seconded by Gerroll, to adjourn the Solid Waste Advisory Committee. Motion carried unanimously.

PUBLIC WORKS**UW-Manitowoc Facility Planning Task Force – Discussion and Possible Action**

Beyer reported that the final draft is being completed.

County Public Safety Radio System – Discussion and Possible Action

Beyer reported that no further feedback has been received since the last Committee meeting from the Sheriff's Dept. regarding coverage in the Cleveland area after the recent tower signal amplification.

**Health Department Building Project – Update; Discussion and Possible Action on the following items:
Razing of Old Public Health Building**

Beyer reported that the agreement has been received from the state for demolition of the building and he will now be seeking approval from the City. The Committee reviewed the E-mail guidelines from the State and accepted the communication from the State.

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

Neuser reported that the courthouse tuckpointing project will begin once the temperature is consistently above freezing at night. Neuser added that he expects work to begin sometime in the next thirty days on the west elevation. Beyer noted that costs to repair the copper on the upper dome will be approximately \$3.3 million and a report summary from the engineering firm is included in the committee packet.

Expo/Fair/Ice Center – Update; Agendas and minutes; Discussion and possible action on the following items: 2014 Fair; Bleacher Campaign; EWSC Privacy Fence Request; Fairest of the Fair Proclamation

Krizek reported on events at the Expo grounds including the dartball tournament. Motion was made by Gerroll, seconded by Cavanaugh to approve \$5,000 from the dartball tournament to be used towards the bleacher campaign. Motion carried unanimously. Krizek also reported on the new hire and Jr. Fair moving to online only registration.

Beyer presented the Fairest of the Fair proclamation for approval. Motion was made by Cavanaugh, seconded by Gerroll to approve the Fairest of the Fair proclamation. Motion carried unanimously.

Beyer reported on the capital outlay spreadsheet included in the committee packet.

Beyer reported on the Eastern WI Stock Car Racing (EWSC) project to build a pavilion and donate it to the county noting that all city requirements must be met for it's construction. Beyer added that EWSC would also like to install a privacy screen and recommend that EWSC have full responsibility for any damage to the fence caused by the screen. Motion was made by Gerroll, seconded by Cavanaugh to approve the building of the pavilion with donation to the county and the use of the privacy screen with full liability of any fence damage by EWSC. Motion carried unanimously.

Beyer reported on the Winterfest program and net results of this program with the Expo Board involvement. After discussion it was the Committee's recommendation that staff work to make this a stand-alone program with limited to no involvement from the Expo Board.

Holiday House Contract – Discussion and Possible Action

Beyer reported on the Holiday House contract in the committee packet. Beyer recommended a five year agreement with Holiday House. Motion was made by Gerroll, seconded by Weiss to approve the Holiday House contract for five years. Motion carried unanimously.

Wetland Bank Proposal – Discussion and Possible Action

Beyer reported on the Wetland Bank proposal by TallGrass LLC. The proposal has been reviewed by staff, comptroller and the corporation counsel and it is unacceptable in the current form. The proposal has been sent back to TallGrass LLC with recommendations.

Jail Chiller – Update, Discussion and Possible Action

Neuser reported that the chiller will be started up next week. The project is on time and on budget.

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; 2014 Budget

Neuser reported on the Courthouse electrical panel thermal-imaging survey and the sample form included in the committee packet. The Courthouse and Human Services Building were surveyed this year as part of the preventative maintenance plan and that all buildings will be surveyed over time.

Beyer reported on the following:

- Expo fund is in good shape.
- School Street – discussion of selling and currently working with the comptroller.
- 2014 budget will include higher heating and labor costs due to the severe winter, with natural gas prices up 8% over last year. Discussion.
- Citizens Academy Program will be held in the Courthouse again this year on May 7th

Adjournment

Motion was made by Gerroll, seconded by Cavanaugh to adjourn the meeting at 5:24pm. Motion carried unanimously.

Minutes taken by Krizek

Signed by Gerroll



MANITOWOC COUNTY PUBLIC WORKS COMMITTEE MEETING NOTICE

DATE: May 14, 2014
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. Election of Officers
3. Public Input
4. Recycling and Solid Waste Programs – Update; Discussion and possible action
5. Liberty Tire 2014 agreement – Discussion and possible action
6. Shingle Recycling Program – Update, Discussion and Possible Action
7. UW-Manitowoc Facility Planning Task Force – Report Review, Update, Discussion and possible action
8. Courthouse Dome Flag – Discussion and possible action
9. Courthouse Facilities Master Plan – Discussion and possible action
10. County Public Safety Radio System - Discussion and possible action on the following items: Motorola Upgrade proposal
11. Health Department Building Project – Update; Discussion and possible action on the following items: Razing of old Public Health Building
12. Courthouse Tuckpointing Project – Update, Discussion and possible action; Pay Requests & Change Orders
13. Wetland Bank Proposal – Update and Possible Action
14. Jail Chiller – Update, Discussion and possible action
15. School Street Lease Agreement modification – Discussion and possible Action (sublease)
16. Expo/Fair/Ice Center –Update, Jennell Krizek; Agendas and minutes; Discussion and possible action on the following items: 2014 Fair, Bleacher Campaign, EWSC Contract Extension-negotiation update; Area Animal Science days; Winterfest 2015 Rate
17. 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; 2014 Budget
18. Adjourn Committee

Date: May 6, 2014

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 and SOLID WASTE ADVISORY COMMITTEE MEETING

Held Wednesday, May 14, 2014

Location: Manitowoc County Recycling Center – 1028 South 9th Street, Manitowoc, WI
Conference Room 207

- Present:** Supervisors D. Weiss, R. Gerroll, B. Cavanaugh, D. Dyzak
Also Present: J. Beyer, G. Neuser, J. Krizek, J. Reisenbuechler, Scott Ahl, Kevin Palmer
Absent: D. Zimmer
- Called to Order** The meeting was called to order at 4:30pm by the Committee Chairperson.
- Minutes** Minutes were reviewed from the previous Committee meetings after which a motion was made by Gerroll, seconded by Dyzak 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 Dyzak to approve the donation tracker. Motion carried unanimously.
- Ethics Code Reports** No ethics code report submitted.
- Election of Officers** Rick Gerroll was nominated by Bob Cavanaugh as the vice chairperson. After three calls for other nominations a motion made by Cavanaugh, seconded by Dyzak, that nominations be closed and unanimous ballot be cast for Gerroll as committee vice chair. Motion carried unanimously.
- Bob Cavanaugh was nominated by Rick Gerroll as the secretary. After three calls for other nominations a motion made by Gerroll, seconded by Dyzak, that nominations be closed and unanimous ballot be cast for Cavanaugh as committee secretary. Motion carried unanimously.
- Public Input** Board Chairperson called for public input three times. No public input given.
- Recycling and Solid Waste Programs – Update; Discussion and Possible Action**
Reisenbuechler reported on the recycling markets noting that Spring, March-April, has been slower and will rebound during the compost season. Beyer addressed the quarterly spreadsheets included in the committee packet and gave a review of the solid waste advisory committee.
- Liberty Tire 2014 Agreement – Discussion and Possible Action**
Beyer reported that staff has been working on a contractor for the tire disposal program this fall and recommends an agreement with Liberty Tire with the same rates as 2013. Motion was made by Cavanaugh, seconded by Gerroll to approve the Liberty Tire 2014 agreement at the 2013 rates. Motion carried unanimously. Reisenbuechler added information on the program and costs.
- Shingle Recycling Program – Update, Discussion, and Possible Action**
Beyer reported on the shingle recycling summary chart included in the committee packet including the accumulated date and marketing of the program.

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

Beyer updated the committee on the status of the UW Manitowoc Facility Planning Task Force noting that he will be updating the facility master plan for presentation to the UW Manitowoc for approval. Beyer added once approved by the UW College and UW Foundation, the master plan will be presented to the public works committee. Dyzak has accepted the volunteer position on the task force.

Action Needed:

- Beyer to send a complete report to Dyzak.

Courthouse Dome Flag – Discussion and Possible Action

Neuser reported on the courthouse dome flag noting that there is wear on the rope from the copper roof which has caused the rope to fray. Neuser added that a contractor will be restringing the flag pole and staff will monitor it regularly. If the copper edges cause the rope to fray excessively, it is possible that the flag may need to be removed until the copper dome can be repaired.

Courthouse Facilities Master Plan – Discussion and Action

Beyer reported that he will be recommending that the County contracts with an architectural firm to complete a Courthouse Facilities Master Plan to address space and security needs, and will include funding for this in the 2015 budget request to the County Executive. Discussion.

County Public Safety Radio System – Discussion and Possible Action on the following items: Motorola Upgrade Proposal

No report.

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

Beyer reported that he has submitted a demolition permit request to the City of Manitowoc. As part of the process a request for demolition was also presented to the City Planning Commission.

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

Neuser reported on the status of the Courthouse Tuckpointing project. The contractor re-mobilized on May 1st and is working on the last of the 4 sides of building project completion should be on or about August 1st. There are no pay requests or change orders pending at this time.

Wetland Bank Proposal – Update and Possible Action

No report.

Jail Chiller – Update, Discussion and Possible Action

Neuser reported that this project has been successfully completed on time and on budget. This item will be removed from the agenda.

School Street Lease Agreement Modification – Discussion and Possible Action (sublease)

The lessee of the School Street has requested the ability to sub-lease a portion of the adjacent (White) property to the RV dealer for storage of RV's. This would require a modification of his existing lease. Discussion. Motion was by Gerroll, seconded by Weiss, to approve the lease modification to allow for this sub-lease. Motion approved unanimously.

Expo/Fair/Ice Center – Update, Jennell Krizek; Agendas and minutes; Discussion and possible action on the following items: 2014 Fair; Bleacher Campaign; EWSC Contract Extension-negotiation update; Area Animal Science days; Winterfest 2015 Rate

Krizek reported on events at the Expo grounds including the upcoming Fairest of the Fair competition set for May 21, Online Jr. Fair entries, dartball tournament results, and the bleacher campaign.

Kevin Palmer reported on the upcoming Area Animal Science Days noting that there are twenty-two counties involved in the program. Beyer reported that the event is set for a weekday and 4-H is a county program and has received discounts for rental. Beyer added that 4-H will be providing a large TV monitor as an in-kind donation for use on the grounds. Motion was made by Gerroll, seconded by Cavanaugh to approve the TV as compensation for the grounds rental for Area Animal Science Days. Motion carried unanimously.

Beyer reported on other 4-H projects including the 4-H horse shows and the 4-H rabbit program with a request to use the horse arena for the horse show and the exhibition building for the rabbit program. Motion was made by Gerroll, seconded by Dyzak to approve the 4-H county governmental youth program. Motion carried unanimously.

Beyer reported on the negotiations with EWSC adding that the current contract is through 2015 and continuing to work with EWSC on a potential contract extension.

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; 2014 Budget

Beyer reported on a retirement in the department and that we are re-filling the open position. The Comptrollers Report was reviewed. Discussion. The status of the 2014 budget was reviewed with comments made on the higher than usual costs for the winter months due to increase snow removal and utility costs. Discussion. A list of 2014 budgeted projects was reviewed with the accompanying bid information. All projects came in at or under budget and were approved. Discussion.

Adjournment

Motion was made by Gerroll, seconded by Cavanaugh to adjourn the meeting at 5:40pm. Motion carried unanimously.

Minutes taken by Krizek/Beyer

Signed by Cavanaugh



MANITOWOC COUNTY

PUBLIC WORKS COMMITTEE

MEETING NOTICE

DATE: June 11, 2014
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. 2014 Clean Sweep – Update; discussion and possible action; Volunteer Proclamation
5. Shingle Recycling Program – Update, Discussion and Possible Action
6. UW-Manitowoc Facility Planning Task Force – Report Review, Update, Discussion and possible action
7. County Public Safety Radio System - Discussion and possible action on the following items: Motorola Upgrade proposal, Gateway; City of Manitowoc-800
8. Health Department Building Project – Update; Discussion and possible action on the following items: Razing of old Public Health Building
9. Courthouse Tuckpointing Project – Update, Discussion and possible action; Pay Requests & Change Orders
10. Wetland Bank Proposal – Update and Possible Action
11. Expo/Fair/Ice Center –Update, Jennell Krizek; Agendas and minutes; Discussion and possible action on the following items: 2014 Fair, Bleacher Campaign, EWSC Contract Extension-negotiation update
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; 2014 Budget
13. Adjourn Committee

Date: June 3, 2014

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 and SOLID WASTE ADVISORY COMMITTEE MEETING

Held Wednesday, June 11, 2014

Location: Manitowoc County Public Health Building, 1028 South 9th Street, Manitowoc WI 54220
Conference Room 207

Present: Supervisors D. Weiss, R. Gerroll, B. Cavanaugh, D. Dyzak
Also Present: J. Beyer, G. Neuser, J. Krizek, Bob Ziegelbauer
Absent: D. Zimmer

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

Minutes Minutes were reviewed from the previous Committee 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 Cavanaugh to approve the donation tracker. Motion carried unanimously.

Ethics Code Reports No ethics code report submitted.

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.

2014 Clean Sweep – Update; Discussion and Possible Action; Volunteer Proclamation

Beyer reported on the Clean Sweep survey provided in the committee packet. Discussion included advertising focus, volunteers, dates and locations. Beyer presented the Volunteer proclamation included in the committee packet for approval. Motion was made by Cavanaugh, seconded by Dyzak to approve the Volunteer Proclamation. Motion carried unanimously.

Shingle Recycling Program – Update, Discussion, and Possible Action

Beyer reported on the Shingle Recycling Summary included in the committee packet noting that volumes are down. Discussion.

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

Beyer reported on the draft Executive Summary included in the committee packet which was submitted to the UW Task Force and will be reviewed by the UW Foundation, public works committee, county executive, and county board as listed in the summary. Discussion included long range plan and review of recommendations.

County Public Safety Radio System – Discussion and Possible Action on the following items: Motorola Upgrade Proposal, Gateway; City of Manitowoc-800

Beyer reported on the software upgraded required for the Motorola System and will plan to include that funding in the budget submittal to the County Executive. Beyer reported on the Gateway frequency and that the power on it would be increased substantially in the very near future. Beyer reported on the City of Manitowoc contact requesting information to join onto the 800 system. Beyer also reported that the microwave system went down for approximately eight hours on June 9 with County staff along with Baycom and Motorola servicing the issue. No cause for the outage was identified as of yet, and they will continue to work on it until the cause is found and corrections are made. Beyer noted that the backups were activated and worked.

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

Beyer reported on the City of Manitowoc Plan Commission recommendation and letter included in the committee packet. Discussion.

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

Neuser reported that the project is 75% complete for the west elevation and once complete will move onto the sandstone level. Neuser added that pay requests will be submitted at the next committee meeting and to date there have been no unforeseen issues that were not originally identified.

Wetland Bank Proposal – Update and Possible Action

Beyer reported that an additional proposal was submitted by TallGrass LLC and was reviewed with the comptroller and corporation counsel. Discussion on wetland bank.

Expo/Fair/Ice Center – Update, Jennell Krizek; Agendas and minutes; Discussion and possible action on the following items: 2014 Fair; Bleacher Campaign; EWSC Contract Extension-negotiation update

Krizek reported on events at the Expo grounds including the upcoming Online Jr. Fair registrations, OstrichFest, fairest of the fair winner Anna Gries, and update on bleacher campaign.

Beyer reported that EWSC contract extension negotiations were being worked on.

Beyer reported that the Ice Center contract will be approved at the Ice Center subcommittee meeting and contract complete within thirty days and added the contract is identical to last year's with the only changes being added maintenance responsibilities for the User Groups and an increased charge of \$10,000 over-and-above the base rental contract for capital outlay.

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; 2014 Budget

Beyer reported on the comptroller's report provided in the committee packet noting that finances look good through April and if no unforeseen expenses are incurred through end of summer the balances should be improved from last year as the revenues are close to the same as last year without the large expenses.

Beyer reported that an underground tank was found at the School Street brownsfield property and the owner has agreed to remove the tank as long as the county removes the concrete saddles, at an estimated cost of \$10,500.

Beyer reported on the 2014 budget and noted that the 2013 budget audit report will be done next week.

Beyer reported on staff achievements: Doreen Bessert was named to an editorial advisory board for a national custodial publication and a copy was included in the committee packet; The Bleacher Campaign organized and run by Jennell Krizek was an outstanding success, with targets being met and progress already taking place on the project; and that Jon Reisenbuechler will be conducting an educational presentation at the Midwest Compost convention.

Adjournment

Motion was made by Dyzak, seconded by Cavanaugh to adjourn the meeting at 5:20pm. Motion carried unanimously.

Minutes taken by Krizek

Signed by Cavanaugh



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

DATE: July 9, 2014
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 – Jon R.
4. Shingle Recycling Program – Update; Discussion and Possible Action – Jeff Beyer
5. 2014 Clean Sweep Results – Discussion and Possible Action
6. Drug Collection Program, Future of Program – Discussion and Possible Action
7. Adjourn Solid Waste Committee

PUBLIC WORKS

8. UW-Manitowoc Facility Planning Task Force – Discussion and Possible Action
9. County Public Safety Radio System - Discussion and possible action on the following items: None
10. Health Department Building Project – Update; Discussion and possible action on the following items: Razing of old Public Health Building
11. Courthouse Tuckpointing Project – Update, Discussion and Possible Action; Pay requests & Change Orders
12. Wetland Bank Proposal – Update and possible action
13. Weapons Policy Resolution No. 2011/2012-88 ¶ 3d. – amendment for New Public Health Building – Discussion and Possible Action
14. Lease – White Property – Discussion and Possible Action; Resolution
15. Expo/Fair/Ice Center – Update; Agendas and minutes; Discussion and possible action on the following items: 2014 Fair; Bleacher Campaign, EWSC Contract Extension Negotiations Update
16. 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; 2014 Budget
17. Adjourn Committee

Date: July 1, 2014

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 and SOLID WASTE ADVISORY COMMITTEE MEETING

Held Wednesday, July 9, 2014

Location: Manitowoc County Recycling Center – 3000 Basswood Drive, Manitowoc

- Present:** Supervisors D. Weiss, R. Gerroll, B. Cavanaugh, D. Dyzak, D. Zimmer, S. Ahl, R. Wegner, H. Jannette, D. Kieckbusch
- Also Present:** J. Beyer, G. Neuser, J. Krizek, Christine Barry
- Absent:** D. Koski, R. Neils
- 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 Cavanaugh to approve the donation tracker. Motion carried unanimously.
- Ethics Code Reports** No ethics code report submitted.
- 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 – Jon R.

Reisenbuechler gave a report on the recycling markets noting that electronics are shipping less and less collection at events. Discussion on future events and revenue from free collection and the market change.

Shingle Recycling Program – Update, Discussion, and Possible Action – Jeff Beyer

Reisenbuechler reported that there were 50 to 80 tons per week being shipped out which is lower than expected, but the site is being managed more orderly this year.

2014 Clean Sweep Results – Discussion and Possible Action

Reisenbuechler reported on the clean sweep program results included in the committee packet along with market trends noting that in the past latex paint was collected and boosted volumes and now with reduced grants accepting latex paint has been eliminated. Reisenbuechler added that latex paint is not hazardous and can be disposed of with regular waste when dried.

Drug Collection Program, Future of Program – Discussion and Possible Action

Beyer reported there are changes in process with all drugs likely being classified as controlled substances, and the discontinuing of local drop-boxes for medications at the police departments. This would substantially increase collection program volumes and the cost of disposal, which would impact the overall program. More information will be presented to the Committee as it becomes available.

Other Solid Waste Items

Beyer reported that Reisenbuechler was asked to present at a Midwest Composting event.

Adjourn Solid Waste Committee

Motion was made by Zimmer, seconded by Cavanaugh, to adjourn the Solid Waste Advisory Committee. Motion carried unanimously.

PUBLIC WORKS

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

Beyer reported the revised final report that was submitted and accepted by the task force and will now be submitted this month to the UW-Manitowoc foundation for approval.

County Public Safety Radio System – Discussion and Possible Action on the following items: None

Beyer reported on the June 10th loss of radio communications. The system did not go down completely, but failed-safe to site trunking modes. To reset the system routers at the master sites had to be re-booted which did bring the entire system back on-line, but also deleted the error files that would be needed to see why the incident happened in the first place. Beyer reported on WISCOM and a request for a state radio to be placed on the Franklin tower noting that the general policy is to allow another governmental agency to use tower space at no charge. Beyer added that WISCOM would be asked to pay half the tower maintenance fee costs and this would be put into the final agreement if this project moves forward.

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

Beyer reported on the health department building project with information provided in the committee packets on demolishing of the building and making contact with the historical society to take any historical items out of the building by next week Tuesday. Beyer added that there will be advertising for the purchase and relocation of the building.

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

Neuser reported that the west elevation is substantially complete. The base contract project is now ninety-five percent complete with all items being identified and repaired, and the contractor is working on miscellaneous punch list items. Neuser submitted pay request #4 for \$46,186.90 for approval and has been reviewed by the architect and staff with \$52,000 in retainage remaining. Motion was made by Dyzak, seconded by Zimmer to approve pay request #4 for \$46,186.90. Motion carried unanimously.

Neuser submitted change order for \$5,500 for approval. This change order is for the entire re-pointing of the red sandstone level on all elevations of the Courthouse. The change order has been reviewed and recommended by the architect and staff. Motion was made by Zimmer, seconded by Cavanaugh to approve the change order for \$5,500.

Wetland Bank Proposal – Update and Possible Action

Beyer reported on the revised proposal that was submitted to corporation counsel, comptrollers and staff to review.

Weapons Policy Resolution No. 2011/2012-88 ¶ 3d. – amendment for New Public Health Building – Discussion and Possible Action

Beyer reported on the Concealed carry signs posted on the building, and that posting signs on this building was not included in the code. The Public Health department is requesting the building to be added to paragraph 3d of the Weapons Policy. Beyer added that this requires a county board resolution. Discussion. **Action Needed:**

- **Public Health Director to attend public works committee meeting with the reasons for the request.**

Lease – White Property – Discussion and Possible Action; Resolution

Beyer reported on the Two Rivers property located at School Street noting the clause in the agreement for the property located at 1910 S. 20th Street also known as Seneca/White property. Beyer reported that Chard Industries is looking at expansion and a lease on the property. Discussion. Motion was made by Gerroll, seconded by Cavanaugh, to approve the lease agreement with right of first refusal. Motion carried unanimously.

Expo/Fair/Ice Center – Update, Jennell Krizek; Agendas and minutes; Discussion and possible action on the following items: 2014 Fair; Bleacher Campaign; EWSC Contract Extension Negotiation Update

Krizek reported on events at the Expo grounds including update on OstrichFest event, Monaco 2015, Dutch Rabbit Show 2016, bleacher update and fair dates of August 19-24.

Beyer added that staff is working with EWSC for extension on current contract.

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; 2014 Budget

Beyer reported on the comptroller's report provided in the committee packet noting that finances look good through May and have made up shortfalls and should have more funds in reserve account at end of year. Beyer elaborated on the Expo activities and maintenance accounts that run in the red noting that maintenance is not a revenue account and will always run in the red.

Adjournment

Motion was made by Zimmer, seconded by Dyzak to adjourn the meeting at 5:40pm. Motion carried unanimously.

Minutes taken by Krizek

Signed by Cavanaugh



MANITOWOC COUNTY PUBLIC WORKS COMMITTEE MEETING NOTICE

DATE: August 13, 2014
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. Razing of old Public Health Building – Update; Discussion and possible action
4. Courthouse Tuckpointing Project – Update, Discussion and possible action; Pay Requests & Change Orders
5. Expo/Fair/Ice Center –Update, Jennell Krizek; Agendas and minutes; Discussion and possible action on the following items: 2014 Fair, Bleacher Campaign, EWSC Contract Extension-negotiation update
6. 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; 2014 Budget; 2015 Budget
7. Adjourn Committee

Date: August 5, 2014

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

Held Wednesday, August 13, 2014

Location: Manitowoc County Public Health Building, 1028 South 9th Street, Manitowoc WI 54220
Conference Room 207

Present: Supervisors D. Weiss, R. Gerroll, B. Cavanaugh, D. Dyzak, D. Zimmer
Also Present: J. Beyer, G. Neuser

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 Gerroll, seconded by Cavanaugh to approve the public works committee meeting minutes as submitted. Motion carried unanimously.

Vouchers No vouchers.

**Donations/
Spreadsheets** Donation trackers were submitted for approval. Motion was made by Cavanaugh, seconded by Dyzak to approve the donation trackers. Motion carried unanimously.

Ethics Code Reports A ethics code report was submitted by Krizek which was reviewed by the committee. After the review a motion was made by Cavanaugh, seconded by Dyzak, to approve the ethics report. Motion carried unanimously.

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

Razing of the old Public Health Building – Update; Discussion and Possible Action on the following items:

Beyer reported the last of the ads for the relocation of the building had run last Sunday and that proposals were due on Friday, August 15. The final report that will be submitted to the State Historical Society will be completed shortly. The ads for demolition will run around the end of August and demolition to happen after September.

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

Neuser reported that the project is complete but there are still a few things to be done for close out of the project. Submitted for approval was Change Order number 2, an add in the amount of \$10,349.20 and two pay requests, Pay request number 5 for \$45,738.70 and number 6 in the amount of \$16,650.80. After reviewing the Change Order (which used \$15,849.20 of the \$50,000 reserve for this project) and the two pay requests - number 6 will only be paid once all of the project is closed out - a motion was made by Gerroll, seconded by Cavanaugh, to approve the change order and the two pay requests. Motion carried unanimously.

Expo/Fair/Ice Center – Update, Agendas and minutes; Discussion and possible action on the following items: 2014 Fair; Bleacher Campaign; EWSC Contract Extension-negotiation

Beyer reported on activities taking place for the fair which is next week and other events at the Expo grounds. He also reported that the Ice contract had been signed and is in place for the 2014 – 2015 skating season.

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; 2014 Budget; 2015 Budget

Beyer reported on the comptroller's report provided in the committee packet noting that finances look good through June. If no unforeseen expenses are incurred through the end of the year and a good fair, the balances should be improved from last year as the revenues are close to the same as last year without the large expenses.

Beyer reported the status of the Brownsfield property and the ads for the sale of the property.

Beyer reported on the 2015 budget noting that both the Solid Waste and Expo funds were nearing the point where other steps may need to be taken in the future to get these budgets to come out in 2015 and beyond.

Beyer reported the need to purchase another loader for the recycling program and that these funds would have to come out of the reserve. Motion was made by Gerroll, seconded by Zimmer, to approve this purchase but not exceed the reserve. Motion carried unanimously.

Beyer reported on the Courthouse Security Committee in that the group was going to concentrate on addressing the issues with B-15.

Adjournment

Motion was made by Gerroll, seconded by Dyzak to adjourn the meeting at 5:17pm. Motion carried unanimously.

Minutes taken by Beyer

Signed by Cavanaugh



MANITOWOC COUNTY
PUBLIC WORKS COMMITTEE
AMENDED MEETING NOTICE

Revised for New Item #15

DATE: September 10, 2014
TIME: 4:30 p.m.
PLACE: Manitowoc County Courthouse
1010 South 8th Street, Manitowoc, WI
Conference Room 309

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 Courthouse
3. Public Comment
4. Tire Recycling Program – Update, Discussion and possible action
5. Recycling and Solid Waste Programs – Update: Discussion and possible action
6. Shingle Recycling Program – Update; Discussion and Possible Action
7. UW-Manitowoc Facility Planning Task Force – Report Review, Update, Discussion and possible action
8. County Public Safety Radio System – Discussion and possible action
9. Razing of old Public Health Building – Update; Discussion and possible action on the following items: 823 Washington Street Demolition proposals received
10. County Ball Diamonds Property future use zoning – Discussion and possible action
11. Wetland Bank Proposal – Update and possible action
12. Expo Winter Storage Proposed Rate Increase – Discussion and possible action
13. Expo/Fair/Ice Center – Update, Jennell Krizek; Agendas and minutes; Discussion and possible action on the following items: 2014 Fair, EWSC Contract Extension-negotiation update
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; 2014 Budget; 2015 Budget; Commercial Horizons Sale Agreement
- 15. Appointment of Successor – Public Works Director – Discussion & Possible Action**
16. Adjourn Committee

Date: September 4, 2014
Amended: September 9, 2014 @ 8:46 a.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

Held Wednesday, September 10, 2014

Location: Manitowoc County Courthouse – 1010 South 8th Street, Manitowoc
Conference Room 309

Present: Supervisors D. Weiss, R. Gerroll, B. Cavanaugh, D. Dyzak,
Also Present: J. Beyer, G. Neuser, J. Krizek, B. Ziegelbauer
Absent: D. Zimmer

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

Minutes Minutes were reviewed from the previous Committee meetings after which a motion was made by Gerroll, seconded by Dyzak 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 Dyzak to approve the donation tracker. Motion carried unanimously.

Ethics Code Reports No ethics code report submitted.

Tour of Courthouse Committee went on a tour of the B15 courtroom reviewing security concerns, escape routes, and intake process. Discussion also included the Circuit Branch 3 remodel needs and Branch 1 layout.

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

Tire Recycling Program – Update, Discussion and Possible Action

Beyer reported on the flyer included in the committee packet. Discussion.

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

Recycling and solid waste reports included in the committee packet.

Shingle Recycling Program – Update, Discussion, and Possible Action

Beyer reported that the volumes are decreasing and are nearing a decision to shut down the site permanently at the end of the season, based on the decreased volume and contractor recommendation. Beyer added that a notice would be sent out when this happens.

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

Beyer reported on the facility planning task force meeting held last night noting that the dean and county executive will be meeting in two weeks. Beyer recommended presenting the information at a special public works committee meeting.

Action Needed:

- Special Public Works meeting to be scheduled for Monday, September 22 at 4:30pm. Room to be determined.

County Public Safety Radio System – Discussion and Possible Action

Beyer reported that there will be a meeting with WISCOM tomorrow to review tower options for a possible WISCOM site in Manitowoc County.

Razing of old Public Health Building – Update; Discussion and Possible Action on the following items: 823 Washington Street Demolition Proposals received

Beyer reported that proposals were received and were higher than the projected price. Beyer noted that the project specifications have been revised and new requests for proposal will be advertised. Discussion.

County Ball Diamonds Property future use zoning – Discussion and Possible Action

Beyer reported on the potential use of this parcel for billboard signage along the I-43 highway. Beyer noted that the parcel could potentially qualify for rezoning from an R1 to C1 parcel and would eliminate one ball diamond. Beyer added that once the City of Manitowoc has given approval the second step would be to submit a request through the Department of Transportation (DOT). Neuser reported on the current use of the diamonds and a meeting he had with the Manitowoc Youth Baseball Association, where no objection was stated to eliminate the unlighted diamond if the lighted diamond would remain. Neuser also reported on the numerous large-scale capital maintenance needs at the Expo facility and how potential revenue from a signage lease could be used to fund those repairs. Discussion. Motion was made by Dyzak, seconded by Gerroll to recommend approval to rezone the parcel from R1 to C1. Motion carried unanimously.

Wetland Bank Proposal – Update and Possible Action

No report.

Expo Winter Storage Proposed Rate Increase – Discussion and Possible Action

Beyer reported on the recommendation from the Expo-Ice Center board to increase the current storage rate to \$15 per foot. Discussion. Motion was made by Gerroll, seconded by Cavanaugh to increase the storage rate to \$15 per foot. Motion carried unanimously.

Expo/Fair/Ice Center – Update, Jennell Krizek; Agendas and minutes; Discussion and possible action on the following items: 2014 Fair; EWSC Contract Extension Negotiation Update

Krizek reported on events at the Expo grounds including Campfest, Manitowoc County Kennel Club and noted that the fair financials as well as state paperwork is complete. Beyer added that the board has been very active and will have one board member not seeking reappointment.

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; 2014 Budget; 2015 Budget; Commercial Horizons Sale Agreement

Beyer reported on the comptroller's report provided in the committee packet noting that finances are ahead of last year and it should be a fairly good year for the reserve fund if no unanticipated major issues arise.

Beyer reported on the White property Sale noting that final advertising is completed and there is an interested party in White property.

Beyer reported on the Commercial Horizons sale agreement for the former Health Care Center property, noting there are basic language issues that are making future parcel sales difficult. In consultation with the Corporation Counsel, these language issues are easily corrected and will not affect the integrity of the original sale agreement. Beyer added that the County Board resolution that approved the sale allowed the County Executive and County Clerk to address the issues and make the language changes.

Appointment of Successor – Public Works Director – Discussion and Possible Action

Ziegelbauer informed the committee that the Public Works Director, Beyer, will be retiring on October 10. Ziegelbauer recommended the nomination of Gerry Neuser for the Public Works Director position. Discussion. Motion was made by Gerroll, seconded by Cavanaugh to recommend support of the resolution and the appointment of Gerry Neuser to the Public Works Director position. Motion carried unanimously.

Adjournment

Motion was made by Dyzak, seconded by Cavanaugh to adjourn the meeting at 5:53pm. Motion carried unanimously.

Minutes taken by Krizek

Signed by Cavanaugh



MANITOWOC COUNTY

PUBLIC WORKS COMMITTEE

MEETING NOTICE

DATE: September 22, 2014
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 Comment
3. Lease – 1910 20th Street – Amendment – Discussion and Possible Action; Resolution
4. UW-Manitowoc Facility Planning Task Force – Report Review, Update, Discussion and possible action
5. Adjourn Committee

Date: September 16, 2014

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

Held Wednesday, September 22, 2014

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

Present: Supervisors D. Weiss, R. Gerroll, B. Cavanaugh, D. Dyzak,
Also Present: J. Beyer, G. Neuser, J. Stangle, R. Stache, G. Henze, C. Beringer, S. Wildeck, B.
Lutsia,
C. Clark, J. Wright, R. Hein, B. Peters, A. Kabrhel
Absent & Excused: D. Zimmer

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

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

Lease – 1910 20th Street - Amendment – Discussion and Possible Action; Resolution
No report or action

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

The UW Manitowoc Facility Planning Task Force reviewed the final report and findings with the Public Works Committee. After review and discussion a motion was made by Gerroll, seconded by Cavanaugh, to accept the report and to forward on to the County Executive to determine the next steps, funding, etc.. Motion carried unanimously.

Adjournment

Motion was made by Gerroll, seconded by Dyzak to adjourn the meeting at 6:17pm. Motion carried unanimously.

Minutes taken by Beyer

Signed by Cavanaugh



**MANITOWOC COUNTY
PUBLIC WORKS COMMITTEE
& SOLID WASTE ADVISORY COMMITTEE
AMENDED MEETING NOTICE
*Revised for New Item #18***

DATE: October 8, 2014
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. Tour of Recycling Facility
3. Public Comment

SOLID WASTE

4. Recycling and Solid Waste Programs – Update; Discussion and Possible Action – Jon R.
5. Shingle Recycling Program – Update; Discussion and Possible Action – Jeff Beyer
6. Tire Recycling Program – Update; Discussion and Possible Action
7. Drug Collection Program, Future of Program – Discussion and Possible Action
8. Permit to treat for phragmites at Recycling Center – Discussion and Possible Action
9. Recycling Facility Services Rates – Discussion and Possible Action
10. America Recycles Day Proclamation – Discussion and Possible Action
11. Adjourn Solid Waste Committee

PUBLIC WORKS

12. UW-Manitowoc Facility Planning Task Force – Discussion and Possible Action
13. Razing of old Public Health Building – Update; Discussion and possible action on the following items: 823 Washington Street Demolition Proposals Received in response to modified RFP.
14. Hunting Waivers – Discussion and possible action.
15. Wetland Bank Proposal – Update; Discussion and Possible Action
16. Lease – 1910 20th Street – Amendment - Discussion and Possible Action; Resolution
17. Request for Short Term Lease Metro North Communications on Tax Deed Property 031-028-003-0093.04 Cleveland – Discussion and Possible Action ; Resolution

18. Tax Foreclosed Properties – Review, Discussion, and Possible Action

19. Expo/Fair/Ice Center – Update; Agendas and minutes; Discussion and possible action on the following items: 2014 Fair; EWSC Contract Extension Negotiations Update; Water Infrastructure Project
20. Public Works Director Report: Review and possible action on the following items: Budgeted Items; Unbudgeted Items; Staffing and Contracted Services; Communications Division Report; Department Activities; Comptrollers Expo Special Revenue Fund Report; School Street Sale & Brownsfield work; 2014 Budget; 2015 Budget
21. Adjourn Committee

Date: October 1, 2014
Amended: October 3, 2014 @ 8:08 a.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 and SOLID WASTE ADVISORY COMMITTEE MEETING

Held Wednesday, October 8, 2014

Location: Recycling Center – 3000 Basswood Drive, Manitowoc

- Present:** Supervisors D. Weiss, B. Cavanaugh, D. Dyzak, D. Zimmer, H. Jannette, D. Kieckbusch, R. Wegner
- Also Present:** J. Beyer, G. Neuser, J. Krizek, J. Reisenbuechler
- Absent:** R. Gerroll, S. Ahl, D. Koski, R. Neils
- 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 Zimmer, seconded by Dyzak 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 Cavanaugh, seconded by Dyzak to approve the donation tracker. Motion carried unanimously.
- Ethics Code Reports** Ethics Code Report was submitted for approval. Motion was made by Dyzak, seconded by Cavanaugh to approve the Ethics Code Reports. Motion carried unanimously.
- Tour of Recycling Facility**
Committee went on a tour of the Manitowoc Recycling Facility reviewing processes, major equipment condition, and recycled / marketable products.
Discussion.
- Public Comment** Board Chairperson called for public input three times. No public comment given.

SOLID WASTE

Recycling and Solid Waste Programs – Update; Discussion and Possible Action – Jon R.

Reisenbuechler reported on the reports included in the committee packet noting that: solid waste tonnages was down for the month of August, recyclables shipment remains consistent, a small spike in revenues should be seen in September due to tire collection revenues, screened compost revenue down due to product shortage, and plastic shipment amounts were up.

Shingle Recycling Program – Update; Discussion and Possible Action – Jeff Beyer

Beyer reported the shingle recycling program will be closed out by end of December.

Tire Recycling Program – Update; Discussion and Possible Action

Reisenbuechler reported that the tire recycling program is complete and product shipped out noting that the program went well with net receipts of approximately \$2,900.

Drug Collection Program, Future of Program – Discussion and Possible Action

Reisenbuechler reported that the Drug Enforcement Administration (DEA) changed rules which could have an effect on the costs of disposal. More information on costs should be available by December to determine the extent of the 2015 Drug Collection program.

Permit to Treat for Phragmites at Recycling Center – Discussion and Possible Action

Included in the committee packet for informational purposes only with no costs to the recycling center.

Recycling Facility Services Rates – Discussion and Possible Action

Reisenbuechler recommended the proposed rate changes to the fee-based programs for 2015 included in the committee packet. Neuser added that without the increases the programs will run in the negative. Discussion. Motion was made by Zimmer, seconded by Cavanaugh to approve the proposed rate changes for 2015. Motion carried. Dyzak voted no.

America Recycles Day Proclamation – Discussion and Possible Action

Beyer reported on the America Recycles Day Proclamation included in the committee packet. Motion was made by Cavanaugh, seconded by Zimmer to recommend approval to the county executive and county board. Motion carried unanimously.

Adjourn Solid Waste Committee

Motion was made by Zimmer, seconded by Dyzak to adjourn the solid waste committee meeting at 5:42pm. Motion carried unanimously.

PUBLIC WORKS

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

Beyer reported that a meeting was held last week and the County Executive will be reviewing the report and options and will follow up with his recommendation in February or March of 2015.

Razing of Old Public Health Building – Update; Discussion and Possible Action on the Following Items: 823 Washington Street Demolition Proposals Received in response to modified RFP

Bid results were included in the Committee packet. Neuser reported that due to the changed specifications bid amounts received were reduced by over 20% from the original bid amounts. Motion was made by Cavanaugh, seconded by Dyzak to approve the bid from Bob Braun Excavating at \$37,925. Motion carried unanimously. Discussion included project to begin ninety days from Notice to Proceed and thirty days to finish once project is started.

Hunting Waivers – Discussion and Possible Action

Neuser reported on the current process of allowing hunters to hunt on Manitowoc County property, and the current Hunting Waiver form was included in the committee packet. Neuser noted that there is no hunting in county parks or In-Rem tax delinquent properties. Neuser recommended consistency in the hunting request and waiver form to allow bow, gun, or both types of hunting on properties. Neuser added that data will be provided at the next committee meeting listing property size, location, and type of hunting currently allowed to aid the Committee in setting policy.

Wetland Bank Proposal – Update and Possible Action

Neuser reported that corporation counsel and comptroller reviewed the Coenen Property Wetland Bank proposal and they recommend not pursuing establishing a Wetland Bank and to continue leasing the land as farmland. This information was reviewed with the County Executive who accepted the recommendation. Consensus of the committee was not to proceed and keep leasing the land as farmland.

Lease – 1910 20th Street – Amendment – Discussion and Possible Action, Resolution

Beyer reported that an option for the offer to purchase was received for the property at 1910 20th Street and it is very similar to the School Street property lease/purchase. This is the second phase of the brownsfield reclamation project for these properties as was previously discussed and planned. Discussion. Motion was made by Dyzak, seconded by Cavanaugh to recommend approval to finance committee and county board for the offer to purchase at 1910 20th Street. Motion carried unanimously.

Request for Short Term Lease Metro North Communications on Tax Deed Property 031-028-003-0093.04 Cleveland – Discussion and Possible Action; Resolution

Neuser reported on the request from Mark Heller for short term lease to park vehicles at Metro North Communications on tax deed property 031-028-003-0093.04 Cleveland. Discussion included concerns with consistency, property currently for sale, zoning issues. Motion was made by Dyzak, seconded by Zimmer to deny the short term lease request. Motion carried unanimously.

Tax Foreclosed Properties – Review, Discussion, and Possible Action

Neuser reported on the tax foreclosed properties noting that the houses are in poor condition. Neuser reported on a house located in Reedsville and family currently living in the house noting that the family stated they had a verbal agreement/land contract. Neuser added that Corporation Counsel has contacted public works staff and per Corporation Counsel, the family may be able to stay in the property, provided they pay rent and utilities to the county and must show proof of insurance while the house goes through the In Rem sale process where they then have a right to bid on the property. Motion was made by Cavanaugh, seconded by Zimmer to approve the agreement as worked out by the Corporation Counsel with the family until property is sold. Motion carried unanimously.

Expo/Fair/Ice Center – Update, Jennell Krizek; Agendas and minutes; Discussion and possible action on the following items: 2014 Fair; EWSC Contract Extension Negotiations Update; Water Infrastructure Project

Krizek reported on events at the Expo grounds including rummage-a-rama.

Neuser reported on the Manitowoc County Ice Center crack in the floor and associated refrigerant leak. Neuser gave a brief description of the base structure of the rink and that while this leak is very minor at this time and it was approved by the mechanical contractor to move forward with the installation of the ice sheet, the leak could potentially become worse necessitating that the ice sheet be removed for repairs and if that were to become necessary, the costs could be significant. The Ice center liason of the Expo Board is aware of this situation also. The crack in the floor will be re-evaluated after the ice season and a repair will be planned.

Neuser reported on the water infrastructure project for the Walters and Lesters buildings as well as the horse arena noting that a temporary service had been used from Manitowoc Public Utilities (MPU). Neuser added that MPU has advised staff that the temporary service will no longer be available. Motion was made by Dyzak, seconded by Zimmer to approve the water infrastructure project. Motion carried unanimously.

Public Works Director Report: Review and possible action on the following items: Budgeted Items; Unbudgeted Items; Staffing and Contracted Services; Communications Division Report; Department Activities; Comptrollers Expo Special Revenue Fund Report; School Street Sale & Brownsfield Work; 2014 Budget; 2015 Budget

Beyer reported on the comptroller's report provided in the committee packet noting that finances are ahead of last year.

Beyer reported on the State of WI Historical Society letter on the former Health Dept. Building and that all paperwork has been received and accepted by them.

Neuser reported on the re-organization of the Public Works department upon his appointment as Director. The Assistant Public Works Director position to be filled as a Buildings & Grounds Superintendent and the current Accounting Technician position to be changed to a Business Manager position.

Adjournment

Motion was made by Dyzak, seconded by Cavanaugh to adjourn the meeting at 6:29pm. Motion carried unanimously.

Minutes taken by Krizek

Signed by Cavanaugh



MANITOWOC COUNTY

PUBLIC WORKS COMMITTEE

MEETING NOTICE

DATE: November 12, 2014
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 Comment
3. SOLID WASTE & RECYCLING DIVISION – Discussion and possible action on the following items:
 - a. Recycling and Solid Waste Programs
 - b. Shingle Recycling Program
 - c. DNR Recycling Excellence Award – Two Rivers
4. BUILDINGS AND GROUNDS DIVISION – Discussion and possible action on the following items:
 - a. Razing of old Public Health Building – Update
 - b. Courthouse Electrical Service Upgrade Bid Results
 - c. Hunting Waivers – Update and action
 - d. Ag Leases Proposal process and results of current advertising
 - e. Tax Foreclosed Real Estate – Class III Advertisement
 - f. 2014 Budget and 2015 Budget
5. COMMUNICATIONS DIVISION – Discussion and possible action on the following items:
 - a. Report on activities by Public Works Director Gerry Neuser
6. EXPO/FAIR/ICE CENTER DIVISION – Discussion and possible action on the following items:
 - a. Report on activities by Facility manager Jennell Krizek
 - b. 2014 Fair
 - c. Large Scale Camping Events – Grounds Rental Rates
 - d. Expo Racing Program (EWSC 2014 Season Results)
 - e. Sale of County Equipment – Water Truck
 - f. Recommendations for appointments/reappointments for Expo-Ice Center Board Members with terms expiring December 31, 2014
 - g. Comptroller's Expo Special Revenue Fund Report
7. Adjourn Committee

Date: November 4, 2014

Donald Weiss, COMMITTEE CHAIRPERSON
By: Gerard Neuser, Public Works Director

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

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

MINUTES OF PUBLIC WORKS COMMITTEE MEETING

Held Wednesday, November 12, 2014

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

Present:	Supervisors D. Weiss, D. Dyzak, R. Gerroll
Also Present:	G. Neuser, J. Krizek, Tomerot Lambert, Jake Wagner, Mckenna Elliott, Maria Pozorski, Alex Mielczarek, Alex Xiong, Jonathan Gallenberger
Absent:	B. Cavanaugh, D. Zimmer
Called to Order	The meeting was called to order at 4:30pm by the Committee Chairperson.
Minutes	Minutes were reviewed from the previous Committee meetings after which a motion was made by Gerroll, seconded by Dyzak to approve the public works committee meeting minutes as submitted. Motion carried unanimously.
Vouchers	No vouchers.
Donations/ Spreadsheets	Donation trackers were submitted for approval. Motion was made by Gerroll, seconded by Dyzak to approve the donation trackers. Motion carried unanimously.
Ethics Code Reports	Ethics Code Report was submitted for approval. Motion was made by Gerroll, seconded by Dyzak to approve the Ethics Code Report. Motion carried unanimously.
Public Comment	<p>Board Chairperson called for public comment three times. No public comment given.</p> <p>Chairperson Weiss then commented that this is the first meeting with the new Public Works Director and asked Neuser to comment on future meeting protocols and electronic submittals of packets. Electronic information packets to be sent via email one week prior to the meeting date to give committee members time to review the upcoming meeting materials and agendas and call the DPW office if they have any questions. Hard copy packets will still be provided for a time and eventually will be transitioning to an electronic format as described in the memo sent to the Public Works Committee. A Government Studies class from Roncalli High School was present at the meeting and Chairperson Weiss welcomed them and asked the Public Works Director to explain the process and procedures they would be witnessing.</p>

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

Recycling and Solid Waste Programs

Neuser reported there are no significant changes to markets or volumes of recyclables received. An Estimated Savings by Area under Master Solid Waste Contract informational spreadsheet was provided in the committee packet noting that this spreadsheet will now be provided quarterly at the Solid Waste Advisory Committee meetings. Neuser added that the savings that Manitowoc County municipalities receive for being party to the Master Contract is approximately \$68,000 per month. Discussion.

Shingle Recycling Program

Neuser reported that the shingle recycling program will be shut down for the season on November 13 and the contract with Forward Vision Environmental runs through May 1, 2015. Neuser added that the volumes received in the shingle recycling program have gone down substantially and it may not re-start next year.

DNR Recycling Excellence Award – Two Rivers

Neuser reported that the City of Two Rivers was recognized by the DNR with the most improved recycling rate from 2012 to 2013.

BUILDING AND GROUNDS DIVISION – Discussion and possible action on the following items:**Razing of old Public Health Building – Update**

Neuser reported that the contractor has not mobilized on site yet and will be demolishing the interior of the building first once the project starts. Neuser added that the projected start date is December 1. The windows were removed by an abatement company due to asbestos containing materials in the glazing compounds and caulking.

Courthouse Electrical Service Upgrade Bid Results

Neuser reported on the proposal recording sheet provided in the committee packet. Neuser added that the proposals were reviewed by staff as well as Muermann Engineering and recommend the low bidder, Nichols Electric be awarded the work. Discussion included service size, safety issues, how electricity would be provided to the courthouse, and that a performance bond is a requirement of this project. Motion was made by Gerroll, seconded by Dyzak to approve the low bidder, Nichols Electric. Motion carried unanimously.

Hunting Waivers – Update and Action

Neuser reported on the hunting waiver locations and types provided in the committee packet along with photos of the locations. Discussion. Motion was made by Dyzak, seconded by Gerroll to approve the following hunting methods: For the Recycling Center property - Bow hunting only, and for the Hecker & Viebahn property - Gun and Bow hunting. Motion carried unanimously.

Ag Leases Proposal process and Results of Current Advertising

Neuser reported on the Proposal Recording Sheet, Proposal received on Lease of Agricultural lands, for Hecker/Viebahn and Coenen properties provided in the committee packet. Discussion. Motion was made by Gerroll, seconded by Weiss to approve the high bidder for both properties. Motion carried unanimously.

Tax Foreclosed Real Estate – Class III Advertisement

Neuser reported on the Tax Foreclosed Real Estate list provided in the committee packet and provided for informational purposes.

2014 Budget and 2015 Budget

No report.

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

Neuser reported that there are four functions of the communications division including public safety radio, telephony, computer data, and audio/video systems. All areas are operating without issues at this time.

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

Krizek reported on the expo-ice center activities and upcoming events at the grounds.

2014 Fair

Krizek reported that the expo-ice center board are working on the 2015 fair noting that the theme is Sew It! Grow It! Show It!

Large Scale Camping Events – Grounds Rental Rates

Neuser reported on the large scale camping events held at the expo grounds and recommended allowing staff to negotiate contracts with a potential discount of up to twenty-five percent for these types of events. Discussion. Motion was made by Gerroll, seconded by Dyzak to approve staff negotiation of building and grounds rentals with a discount of up to twenty-five percent for large-scale camping events. Motion carried unanimously.

Expo Racing Program (EWSC 2014 Season Results)

Neuser reported that staff met with Eastern WI Stock Car Racing (EWSC) noting that per the contract a meeting to review financials is required. Neuser added that the race program did not do well financially this year and they are working on increasing car counts and attendance for next year. Neuser noted that a request for proposal (RFP) may be issued in early 2015 for the 2016 season and beyond, as the contract with EWSC expires after the 2015 season.

Sale of County Equipment – Water Truck

Neuser reported on the Expo water truck that is no longer being used and is considered surplus property. Neuser added that the equipment is a 1966 Oshkosh truck and it has not worked properly in many years, and there are no plans to use it in the future. Motion was made by Dyzak, seconded by Gerroll to approve the sale of the Expo water truck on the auction site. Motion carried unanimously.

Recommendations for Appointments/Reappointments for Expo-Ice Center Board Members with Terms Expiring December 31, 2014

Neuser reported on the draft letter provided in the committee packet of recommended appointments/reappointments for the Expo-Ice Center board. Neuser added that one seat will remain open and seeking more than one applicant to interview. Motion was made by Gerroll, seconded by Dyzak to recommend approval to the county executive. Motion carried unanimously.

Comptroller's Expo Special Revenue Fund Report

Neuser reported on the cover letter and balance sheet provided in the committee packet noting that the complete financial report is provided to all Supervisors via e-mail from Comptroller Todd Reckelberg. Neuser added that the bottom line is good and does not include the Ice Center revenues for October to present of \$21,600 per month. Neuser noted that the county fair bills and expenses have not all come in and the bottom line will reflect the balance at the end of the year. Discussion on the under-floor refrigerant leak at the Ice Center was addressed noting that there are no current issues with the leak at this time and barring any change in the status, it will be addressed after ice is removed in spring.

Adjournment

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

Minutes taken by Krizek

Signed by Cavanaugh



MANITOWOC COUNTY PUBLIC WORKS COMMITTEE MEETING NOTICE

DATE: December 10, 2014
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 Comment
3. SOLID WASTE & RECYCLING DIVISION – Discussion and possible action on the following items:
 - a. Recycling and Solid Waste Programs
 - b. Loader Purchase
4. BUILDINGS AND GROUNDS DIVISION – Discussion and possible action on the following items:
 - a. Razing of old Public Health Building – Update
 - b. MPU Northwest Water Tower – County's Right of First Refusal Waiver
 - c. Tax Foreclosed Real Estate – Update
 - d. Brownsfield Properties – SAG Grant Award
 - e. Department Staffing Report
 - f. 2014 Budget and 2015 Budget
5. COMMUNICATIONS DIVISION – Discussion and possible action on the following items:
 - a. 911 System Upgrade
 - b. Report on activities by Public Works Director Gerry Neuser
6. EXPO/FAIR/ICE CENTER DIVISION – Discussion and possible action on the following items:
 - a. Report on activities by Facility manager Jennell Krizek
 - b. 2014 Fair
 - c. 2015 Fair
 - d. Comptroller's Expo Special Revenue Fund Report
7. Adjourn Committee

Date: December 2, 2014

Donald Weiss, COMMITTEE CHAIRPERSON
By: Gerard Neuser, Public Works Director

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

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

MINUTES OF PUBLIC WORKS COMMITTEE MEETING

Held Wednesday, December 10, 2014

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

Present: Supervisors D. Weiss, D. Dyzak, R. Gerroll, B. Cavanaugh, D. Zimmer
Also Present: G. Neuser, J. Krizek
Absent:

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 Dyzak to approve the public works committee meeting minutes as submitted. Motion carried unanimously.

Vouchers No vouchers.

**Donations/
Spreadsheets** No report.

Ethics Code Reports No report.

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

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

Recycling and Solid Waste Programs

Neuser reported that the programs are running as expected and the markets are steady. The chart "estimated savings by area under master solid waste contract" is included in the committee packet for informational purposes. Discussion included a future Public Works and Solid Waste Advisory committee meeting and tour of the Ridgeview Landfill in 2015, the master solid waste contract noting that the town Franklin is not charged at the landfill as it is located in their township, and landfill licensing agreements are handled through the State.

Neuser reported on the thank you letter included in the committee packet to Jon Reisenbuechler at the recycling center adding that Reisenbuechler performs educational seminars throughout the year.

BUILDING AND GROUNDS DIVISION – Discussion and possible action on the following items:

Razing of old Public Health Building – Update

Neuser reported the demolition work has begun in the interior of the old public health building with wood, plaster, carpet, etc., being removed. Neuser added that once the exterior demolition begins the company has thirty days to completely remove the building and added that public works will be working with the highway department for the asphalt paving work in the Spring.

MPU Northwest Water Tower – County's Right of First Refusal Waiver

Neuser reported that Manitowoc Public Utilities (MPU) owns a parcel of land on Basswood Drive as outlined in the map distributed at the committee meeting and is interested in selling the parcel. Neuser added that the county has right of first refusal and explained the process of how the parcel was obtained and sold from the county to MPU. Discussion included the conditions of the sale including MPU's request that the county provide a survey and plot of the parcel at an approx. cost of \$1,000 including the cost of the parcel. Motion was made by Gerroll, seconded by Cavanaugh to waive the right of first refusal and to not pursue a purchase of this parcel. Motion carried unanimously.

Tax Foreclosed Real Estate – Update

Neuser reported on the process of tax foreclosed properties including a detailed description of Class 1 and 3 notifications with final approval by the finance committee. Discussions included properties and the administration process by public works.

Brownsfield Properties – SAG Grant Award

Neuser reported on the WI Economic Development Corporation (WEDC) Site Assessment Grant (SAG) award of \$77,000 with communication included in the committee packet. Neuser added that the grant is intended for more investigations and explorative excavations, possible well diggings and borings to assess the sites contamination levels and to plan for clean-up and redevelopment of the site. Neuser added that the grant is for assessment purposes only and not for cleaning up the site, and that he will be working with the environmental engineers throughout the assessment project and will give periodic update reports to the committee. Discussion.Discussion.

Department Staffing Report

Neuser reported on the new hire, Wesley Hockers, who will start on January 12, 2015 as the buildings and grounds supervisor adding that there were eighty-one applicants and of those seven were interviewed. Neuser reported that the department is currently advertising for one full-time 2nd shift custodian and one fill-in custodian.

2014 Budget and 2015 Budget

No report.

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

911 System Upgrade

Neuser reported on the planned replacement of the Intrado 911 system hardware and software for the joint dispatch center. Neuser added that there was a reserve fund established and will be used to fund the upgrade. Discussion included that this upgrade will include a five-year service contract and how the county took over joint dispatch for the 3 cities located in the County which has saved county taxpayers money by combining all the dispatch units from around the area into one center.

Report on Activities by Public Works Direct Gerry Neuser

No report.

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

Report on Activities by Facility Manager Jennell Krizek

Krizek reported on the expo-ice center activities and upcoming events at the grounds including the water infrastructure project that has been delayed due to weather, TIDBITS newsletter going online only, and storage revenue increased from last year.

2014 Fair

No report.

2015 Fair

Krizek reported on the fair theme and colors and added that staff and board members will be attending the fairs convention in January. Discussion included the bleacher campaign and staff will contact the West Foundation and the Community Fund for possible matching funds.

Comptroller's Expo Special Revenue Fund Report

Neuser reported on the cover letter and balance sheet provided in the committee packet noting that the Expo Activities Profit & Loss (P&L) are down as a result of a loss of \$6,000 from the 2014 Winterfest event (which will no longer be sponsored by Expo) and the public works director and assistant public works director salaries having a larger portion charged to Expo. Neuser added that the P&L Fair is at \$125,000 profit with other expenses still coming in and the current year Ice Center and Expo Maintenance P&L's are doing much better in 2014 due to no major capital or maintenance expenses.

Adjournment

Motion was made by Zimmer, seconded by Gerroll to adjourn the meeting at 5:20pm. Motion carried unanimously.

Minutes taken by Krizek

Signed by Cavanaugh