



MANITOWOC COUNTY PUBLIC WORKS COMMITTEE MEETING NOTICE

DATE: Tuesday, January 21, 2020
TIME: 6:15 p.m.
PLACE: Heritage Center (aka MAC, Michigan Avenue Campus)
1701 Michigan Avenue, Manitowoc, WI 54220
(Room 207 – behind County Board meeting room)

The meeting is open to the public. The following matters may be considered at the meeting:

1. Call to Order and Roll Call by Committee Chairperson Rick Gerroll.
2. Discussion and Resolution Authorizing Sale of Hecker & Viebahn Property to the City of Manitowoc.
3. Adjourn Committee.

Date: January 3, 2020

Rick Gerroll, 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

Held Tuesday, January 21, 2020

Location: Manitowoc County Heritage Center 1701 Michigan Avenue, Manitowoc

Present: Supervisors R. Gerroll, D. Dyzak, D. Gauger, D. Zimmer, Chuck Hoffman

Other County Board

Members Present: None

Called to Order: The meeting was called to order at 6:15pm by the Committee Chairperson.

Discussion and Resolution Authorizing Sale of Hecker & Viebahn Property to the City of Manitowoc:

Motion was made by Hoffman, seconded by Gauger to recommend approval to the county board the resolution authorizing the sale of the Hecker & Viebahn property to the City of Manitowoc per the conditions of the Offer to Purchase included with the resolution. Discussion. Motion carried unanimously.

Adjournment

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

Minutes taken by Neuser

Signed by Zimmer



MANITOWOC COUNTY PUBLIC WORKS COMMITTEE MEETING NOTICE

DATE: February 12, 2020
TIME: 4:30 p.m.
PLACE: Manitowoc County Public Health Building
1028 South 9th Street, Manitowoc
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. Donations Reports
 - d. 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. Proposed Rate Increase for Tire Collection Program
 - c. PFA's and Potential Effect on Manitowoc County MRF Operations
4. BUILDINGS AND GROUNDS DIVISION – Discussion and possible action on the following items:
 - a. 2020 Capital Projects Update
 - b. Pay Request(s) for Capital Projects
5. COMMUNICATIONS DIVISION – Discussion and possible action on the following items:
 - a. Report on activities by Public Works Director Gerry Neuser
 - b. 2020 Capital Projects Update
6. INFORMATION SERVICES DIVISION – Discussion and possible action on the following items:
 - a. Operations / Projects – Update by I.S. Manager Kody Burg
7. EXPO/FAIR/ICE CENTER DIVISION – Discussion and possible action on the following items:
 - a. Report on activities by Facility Manager Jennell Shelton
 - b. 2020 Capital Projects Update
 - c. Comptroller's Expo Special Revenue Fund Report
8. Adjourn Committee

Date: February 3, 2020

Rick Gerroll, COMMITTEE CHAIRPERSON
By: Gerard Neuser, Public Works Director

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MINUTES OF PUBLIC WORKS COMMITTEE

Held Wednesday, February 12, 2020

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

Present: Supervisors R. Gerroll, D. Dyzak, D. Zimmer

**Other County Board
Members Present:**

Absent & Excused: C. Hoffman, D. Gauger

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

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

**Donations/
Spreadsheets** No donation trackers were submitted for approval.

Ethics Code Reports Ethics Code reports were submitted for approval. Motion was made by Dyzak, seconded by Zimmer to approve the Ethics Code report. Motion carried unanimously.

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

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

Recycling and Solid Waste Programs

Neuser reported on the Recycling and Solid Waste Programs and markets as included in the committee packet and providing a detailed explanation of the complete 2019 year for the programs, markets and budget.

Proposed Rate Increase for Tire Collection Program

Neuser reported on the Proposed Rate Increase for the Tire Collection program provided in the committee packet and noted that prices charged by our contractor have increased and with the rate increases the program will remain at break even. Motion was made by Zimmer, seconded by Dyzak to approve the Proposed Rate Increase for the Tire Collection program.

PFAS and Potential Effect on Manitowoc County MRF Operations

Neuser reported on the PFAS information included in the packet the potential effect on Manitowoc County MRF Operations. Discussion.

BUILDING AND GROUNDS DIVISION – Discussion and Possible Action on the Following Items:

2020 Capital Projects

Breit reported on the 2020 Capital Projects included in the committee packet.

Pay Request(s) for Capital Projects

No pay requests were presented.

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

Report on Activities by Public Works Director Gerry Neuser

No report.

2020 Capital Projects

Neuser reported on the following 2020 Capital Projects:

- Relocating the Marc #1 Frequency from the downtown tower to the Liberty Tower.
- Quantar replacement plan.

INFORMATION SERVICES DEPARTMENT**Operations/Projects – Update**

Burg reported that the MyAvatar project went live on January 1 as well as reviewed the 2020 Capital Projects provided in the committee packet.

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

Shelton reported on upcoming events, fair related matters, and other Expo related matters.

2020 Capital Projects Update

Shelton reported on the 2020 Capital Projects provided in the committee packet.

Comptroller's Expo Special Revenue Fund Report

Neuser reported on the Expo Special Revenue Fund provided in the committee packet.

Adjournment

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

Minutes taken by Shelton

Signed by Zimmer



MANITOWOC COUNTY

PUBLIC WORKS COMMITTEE

MEETING NOTICE

DATE: March 11, 2020
TIME: 4:30 p.m.
PLACE: Manitowoc County Public Health Building
1028 South 9th Street, Manitowoc
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. Donations Reports
 - d. 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
4. BUILDINGS AND GROUNDS DIVISION – Discussion and possible action on the following items:
 - a. 2020 Capital Projects Update
 - b. Pay Request(s) for Capital Projects
 - c. Bid Results-Jail Roof Replacement
 - d. Bid Results-Public Health Building HVAC Replacement
 - e. Bid Results-Heritage Center Sanitary Sewer/Water Main Laterals
 - f. “Hands Around the Courthouse” Ground Use Permit
 - g. Sheriff’s Department Association Ground Use Permit
5. COMMUNICATIONS DIVISION – Discussion and possible action on the following items:
 - a. Report on activities by Public Works Director Gerry Neuser
 - b. 2020 Capital Projects Update
6. INFORMATION SERVICES DIVISION – Discussion and possible action on the following items:
 - a. Operations / Projects – Update by I.S. Manager Kody Burg
7. EXPO/FAIR/ICE CENTER DIVISION – Discussion and possible action on the following items:
 - a. Report on activities by Facility Manager Jennell Shelton
 - b. 2020 Capital Projects Update
 - c. Contract Approval – 2022 State Dartball Tournament
 - d. Resolution Accepting Naming Rights Sponsorship for Merchant’s Building
 - e. Resolution Accepting Digital Signs Sponsorship
 - f. Comptroller’s Expo Special Revenue Fund Report
8. Adjourn Committee

Date: March 2, 2020

Rick Gerroll, COMMITTEE CHAIRPERSON
By: Gerard Neuser, Public Works Director

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MINUTES OF PUBLIC WORKS COMMITTEE

Held Wednesday, March 11, 2020

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

Present: Supervisors R. Gerroll, D. Dyzak, D. Zimmer, C. Hoffman, D. Gauger

**Other County Board
Members Present:**

Absent & Excused:

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

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

**Donations/
Spreadsheets** No donation trackers were submitted for approval.

Ethics Code Reports No Ethics Code reports were submitted for approval.

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

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

Recycling and Solid Waste Programs

Neuser reported on the Recycling and Solid Waste Programs and markets as included in the committee packet noting HDPE-N plastic price has dropped and OCC (Cardboard) price has increased.

BUILDING AND GROUNDS DIVISION – Discussion and Possible Action on the Following Items:

2020 Capital Projects

Breit reported on the 2020 Capital Projects included in the committee packet.

Pay Request(s) for Capital Projects

No pay requests were presented.

Bid Results – Jail Roof Replacement

Neuser reported on the Manitowoc County Jail Roof Replacement project noting that there were three bids received and recommended the low bidder, Crafts Inc. Motion was made by Dyzak, second by Gauger to approve Crafts Inc with a base bid of \$139,389 and alternate 1 of \$1,394. Motion carried unanimously.

Bid Results – Public Health Building HVAC Replacement

Neuser reported on the Manitowoc County Public Health Building HVAC RTU Replacements project noting that there were two bids received and recommended the low bidder, Schaus Mechanical. Motion was made by Hoffman, second by Zimmer to approve Schaus Mechanical with a base bid of \$79,727 and alternate 1 of \$720. Motion carried unanimously.

Bid Results – Heritage Center Sanitary Sewer/Water Main Laterals

Neuser reported on the Manitowoc County Heritage Center Sanitary Sewer/Water Main Laterals project noting that there were three bids received and recommended the low bidder, Mammoth Construction. Motion was made by Gauger, second by Dyzak to approve Mammoth Construction with a base bid of \$31,704 and alternate 1 of \$1,500. Motion carried unanimously.

“Hands Around the Courthouse” Ground Use Permit

Neuser reported on the “Hands Around the Courthouse” Ground Use Permit included in the committee packet and submitted by CASA of East Central Wisconsin noting that this annual event was previously ran by Lakeshore CAP. Motion was made by Zimmer, second by Gauger to approve the “Hands Around the Courthouse” Grounds Use Permit. Motion carried unanimously.

Sheriff's Department Association Ground Use Permit

Neuser reported on the Manitowoc County Sheriff's Department Association Ground Use Permit for an Easter Egg Hunt noting that this is the second annual event for the Sheriff's Department families. Motion was made by Hoffman, second by Gauger to approve Manitowoc County Sheriff's Department Association Ground Use Permit. Motion carried unanimously.

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

No report.

2020 Capital Projects Update

No report.

INFORMATION SERVICES DEPARTMENT**Operations/Projects – Update**

Burg reported on the Capital Projects included in the committee packet.

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

Shelton reported on upcoming events, fair related matters, and other Expo related matters.

2020 Capital Projects Update

Shelton reported on the 2020 Capital Projects provided in the committee packet.

Contract Approval – 2022 State Dartball Tournament

Shelton reported on the request for contract approval for the 2022 State Dartball Tournament and the contract waives the rental fee in lieu of the Expo receiving proceeds from food and beverage sales. Shelton added that the Expo has hosted this tournament twice in the past and food and beverage revenue has exceeded the standard rental revenue. Motion was made by Gauger, second by Dyzak to approve fee waiver for the 2022 State Dartball Tournament. Motion carried unanimously.

Resolution Accepting Naming Rights Sponsorship for Merchants Building

Neuser reported on the Resolution Accepting Naming Rights Sponsorship with Americollect for the Merchants Building and included in the committee packet. Motion was made by Zimmer, second by Gauger to recommend to the county board to approve the Resolution Accepting Naming Rights Sponsorship for the Merchants Building. Motion carried unanimously.

Resolution Accepting Digital Signs Sponsorship

Neuser reported on the Resolution Accepting Digital Signs Sponsorship with Meijer and included in the committee packet. Motion was made by Gauger, second by Dyzak to recommend to the county board to approve the Resolution Accepting Digital Signs Sponsorship. Motion carried unanimously.

Comptroller's Expo Special Revenue Fund Report

Neuser reported on the Expo Special Revenue Fund provided in the committee packet.

Adjournment

Motion was made by Hoffman, seconded by Zimmer to adjourn the meeting at 4:49pm. Motion carried unanimously

Minutes taken by Shelton

Signed by Zimmer



MANITOWOC COUNTY PUBLIC WORKS COMMITTEE MEETING NOTICE

DATE: May 13, 2020
TIME: 4:30 p.m.
PLACE: Heritage Center (a/k/a MAC, Michigan Avenue Campus)
1701 Michigan Avenue, Manitowoc, WI 54220
County Board Meeting Room

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. Donations Reports
 - d. Ethics Code Reports
2. Election of Officers (Vice Chairperson / Committee Secretary)
3. Public Comment
4. SOLID WASTE & RECYCLING DIVISION – Discussion and possible action on the following items:
 - a. Review of Division Activities/Duties
 - b. Recycling and Solid Waste Programs
 - c. 2020 Clean Sweep Program Revised Dates-October 23-24, 2020
 - d. Rate Increase for Compost Materials/Services
 - e. No Charge Wood Chip Output to Municipalities
5. BUILDINGS AND GROUNDS DIVISION – Discussion and possible action on the following items:
 - a. Review of Division Activities/Duties
 - b. 2020 Capital Projects Update
 - c. Pay Request(s) for Capital Projects
6. COMMUNICATIONS DIVISION – Discussion and possible action on the following items:
 - a. Review of Division Activities/Duties
 - b. Report on activities by Public Works Director Gerry Neuser
 - c. 2020 Capital Projects Update
7. INFORMATION SERVICES DIVISION – Discussion and possible action on the following items:
 - a. Review of Division Activities/Duties
 - b. Operations / Projects – Update by I.S. Manager Kody Burg
8. EXPO/FAIR/ICE CENTER DIVISION – Discussion and possible action on the following items:
 - a. Review of Division Activities/Duties
 - b. Report on activities by Facility Manager Jennell Shelton
 - c. 2020 Capital Projects Update
 - d. Expo Board Recommendations for Expo Board Appointments:
Jordan Herrmann
Barbara Palzewicz
 - e. 2020 Manitowoc County Fair Update
 - f. Comptroller's Expo Special Revenue Fund Report

9. Adjourn Committee

Date: May 4, 2020

Rick Gerroll, COMMITTEE CHAIRPERSON
By: Gerard Neuser, Public Works Director

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MINUTES OF PUBLIC WORKS COMMITTEE

Held Wednesday, May 13, 2020

Location: Heritage Center (a/k/a MAC, Michigan Avenue Campus)

Present: Supervisors R. Gerroll, D. Zimmer, M. Linsmeier, K. Sitkiewicz

**Other County Board
Members Present:**

Absent & Excused: D. Dyzak

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

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

**Donations/
Spreadsheets** Donation trackers were submitted for approval. Motion was made by Zimmer, seconded by Sitkiewicz to approve the donation spreadsheet as submitted. Motion carried unanimously.

Ethics Code Reports No Ethics Code reports were submitted for approval.

Election of Officers (Vice Chairperson/Committee Secretary)

David Dyzak was nominated by Don Zimmer as the committee vice chairperson. After three calls for other nominations a motion was made by Zimmer, seconded by Sitkiewicz, that nominations be closed and unanimous ballot be cast for Dyzak as committee vice chair. Motion carried unanimously.

Don Zimmer was nominated by Don Zimmer as the committee secretary. After three calls for other nominations a motion was made by Zimmer, seconded by Sitkiewicz, that nominations be closed and unanimous ballot be cast for Zimmer as committee secretary. Motion carried unanimously.

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

SOLID WASTE & RECYCLING DIVISION – Discussion and possible action on the following items: Review of Division Activities/Duties

Neuser reviewed the Division Activities and Duties included in the committee packet.

Recycling and Solid Waste Programs

Neuser reported on the Recycling and Solid Waste Programs and markets as included in the committee packet.

2020 Clean Sweep Program Revised Dates – October 23-24, 2020

Neuser reported on the 2020 Clean Sweep Program revised dates set for October 23-24, 2020.

Rate Increase for Compost Materials

Neuser reported on the recommended Rate Increase for Compost Materials included in the committee packet. Motion was made by Sitkiewicz, seconded by Linsmeier to approve the recommended Rate Increase for Compost Materials. Motion carried unanimously.

No Charge Wood Chips Output to Municipalities

Neuser reported on the collection of wood chips from the Waldo Blvd construction and the past windstorm. Neuser added that this has been past practice to offer No Charge Wood Chips to Municipalities versus hauling out the material at a cost to the recycling facility. Motion was made by Zimmer, seconded by Sitkiewitz to approve No Charge Wood Chips Output to Municipalities. Motion carried unanimously.

**BUILDING AND GROUNDS DIVISION – Discussion and Possible Action on the Following Items:
Review of Division Activities/Duties**

Neuser reviewed the Division Activities and Duties included in the committee packet.

2020 Capital Projects

Breit reported on the 2020 Capital Projects included in the committee packet.

Pay Request(s) for Capital Projects

Breit reported on the Craft Inc invoice included in the committee packet for the first payment request for \$89,283 with a total budget of \$140,000. Motion was made by Zimmer, seconded by Sitkiewitz to approve the Craft Inc invoice for the first payment request for \$89,283. Motion carried unanimously.

Breit reported on the Schaus Mechanical invoice included in the committee packet for the first payment request for \$20,941 with a total budget of \$100,000. Motion was made by Sitkiewitz, seconded by Zimmer to approve the Schaus mechanical invoice for the first payment request for \$20,941. Motion carried unanimously.

**COMMUNICATIONS DIVISION – Discussion and Possible Action on the Following Items:
Review of Division Activities/Duties**

Neuser reviewed the Division Activities and Duties included in the committee packet.

Report on Activities by Public Works Director Gerry Neuser

Neuser reviewed the Activities included in the committee packet.

2020 Capital Projects Update

Neuser reported on the 2020 Capital Projects included in the committee packet.

INFORMATION SERVICES DEPARTMENT**Review of Division Activities/Duties**

Neuser reviewed the Division Activities and Duties included in the committee packet.

Operations/Projects – Update

Neuser reported on the Capital Projects included in the committee packet.

**EXPO/FAIR/ICE CENTER DIVISION – Discussion and Possible Action on the Following Items:
Review of Division Activities/Duties**

Neuser reviewed the Division Activities and Duties included in the committee packet.

Report on Activities by Facility Manager Jennell Shelton

Shelton reported on upcoming events, fair related matters, and other Expo related matters.

2020 Capital Projects Update

Shelton reported on the 2020 Capital Projects provided in the committee packet.

Expo Board Recommendations for Expo Board Appointments: Jordan Herrmann and Barbara Palzewicz

Shelton reported on the Expo Board Recommendations for Expo Board Appointments for Jordan Herrmann and Barbara Palzewicz. Motion was made by Zimmer, second by Sitkiewitz to recommend approval to the county executive the Expo Board Recommendations for Expo Board Appointments for Jordan Herrmann and Barbara Palzewicz. Motion carried unanimously.

2020 Manitowoc County Fair Update

Shelton reported on the planning and preparation for the 2020 Manitowoc County Fair.

Comptroller's Expo Special Revenue Fund Report

Neuser reported on the Expo Special Revenue Fund provided in the committee packet, highlighting that there will be a significant negative fund balance in the Expo Activity for 2020 due to COVID-19 event cancellations and lack of new building/event reservations.

Shelton reported on the Expo Events Revenues lost due to COVID-19 included in the committee packet.

Adjournment

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

Minutes taken by Shelton

Signed by Zimmer



MANITOWOC COUNTY PUBLIC WORKS COMMITTEE MEETING NOTICE

DATE: June 10, 2020
TIME: 6:30 p.m.
PLACE: Expo Merchants Building
4921 Expo Drive, Manitowoc

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

1. Regular Business – Roll Call
2. Public Comment
3. Discussion and possible action on Expo & Ice Center Board Recommendation regarding the 2020 Manitowoc County Fair.
4. Adjourn Committee

Date: June 9, 2020

Rick Gerroll, COMMITTEE CHAIRPERSON
By: Gerard Neuser, Public Works Director

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

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MINUTES OF PUBLIC WORKS COMMITTEE

Held Wednesday, June 10, 2020

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

Present: Supervisors R. Gerroll, D. Zimmer, M. Linsmeier, K. Sitkiewitz,
D. Dyzak

Other County Board Members Present: Supervisor J. Brey

Absent & Excused:

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

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

Discussion and Possible Action on Expo & Ice Center Board Recommendation Regarding the 2020 Manitowoc County Fair:

Neuser reported on the Expo-Ice Center Board recommendation regarding the 2020 Manitowoc County Fair. Discussion. Motion was made by Zimmer, seconded by Linsmeier to approve the Expo-Ice Center Board's recommendation to cancel the 2020 Manitowoc County Fair. Motion carried unanimously.

Adjournment

Motion was made by Zimmer, seconded by Linsmeier to adjourn the meeting at 6:34pm. Motion carried unanimously.

Minutes taken by Shelton

Signed by Zimmer



MANITOWOC COUNTY

PUBLIC WORKS COMMITTEE

MEETING NOTICE

DATE: July 8, 2020
TIME: 4:30 p.m.
PLACE: Heritage Center – County Board Meeting Room
1701 Michigan Avenue, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the 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. Donations Reports
 - d. 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. Plastics Recycling Presentation
4. BUILDINGS AND GROUNDS DIVISION – Discussion and possible action on the following items:
 - a. 2020 Capital Projects Update
 - b. Pay Request(s) for Capital Projects
 - c. Disposal of Surplus Property
 - d. Request for Peace Pole Community Art Project – Human Services Building
5. COMMUNICATIONS DIVISION – Discussion and possible action on the following items:
 - a. Report on activities by Public Works Director Gerry Neuser
 - b. 2020 Capital Projects Update
6. INFORMATION SERVICES DIVISION – Discussion and possible action on the following items:
 - a. Operations / Projects – Update by I.S. Manager Kody Burg
7. EXPO/FAIR/ICE CENTER DIVISION – Discussion and possible action on the following items:
 - a. Report on activities
 - b. 2020 Capital Projects Update
 - c. 2020 & 2021 Manitowoc County Fair Updates
 - d. Request for Rental Fee Discount for Manitowoc County Dairy Roundup Show
 - e. Request for Rental Fee Discount for Manitowoc County Market Animal Committee Sale & Show
 - f. Comptroller's Expo Special Revenue Fund Report

8. Adjourn Committee

Date: June 30, 2020

Rick Gerroll, COMMITTEE CHAIRPERSON

By: Gerard Neuser, Public Works Director

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MINUTES OF PUBLIC WORKS COMMITTEE

Held Wednesday, July 8, 2020

Location: Heritage Center (1701 Michigan Avenue, Manitowoc)

Present: Supervisors R. Gerroll, D. Dyzak, M. Linsmeier, K. Sitkiewicz

Other County Board

Members Present: None

Absent: D. Zimmer

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

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

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

Ethics Code Reports No Ethics Code reports were submitted for approval.

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

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

Recycling and Solid Waste Programs Quarterly Report by MRF Facility Manager Jon Reisenbuechler

Reisenbuechler reported on the Recycling and Solid Waste Programs and markets as included in the committee packet.

Plastics Recycling Presentation

Reisenbuechler reported on the recyclability of plastics, which plastics the Manitowoc County accepts, previous trials of recycling #3-#7 plastics, and the future of plastics markets. Discussion.

BUILDING AND GROUNDS DIVISION – Discussion and Possible Action on the Following Items:

2020 Capital Projects

Buildings & Grounds Supervisor Craig Breit reported on the 2020 Capital Projects included in the committee packet.

Pay Request(s) for Capital Projects

There were no pay requests presented.

Disposal of Surplus Property

Neuser reviewed the information regarding disposal of surplus property included in the packet. Discussion. Motion was made by Sitkiewicz, seconded Linsmeier to continue the authorization for the Public Works Director to determine surplus property value and dispose of it as outlined in the County Code and the Surplus Property Disposition document dated 7/8/2020 included in the Committee packet. Motion carried unanimously.

Request for Peace Pole Community Art project at the Human Services Building

The Committee reviewed the information provided in the packet and Human Services Director Dodge explained the project and answered questions. Discussion. Motion was made by Sitkiewicz, seconded by Linsmeier to approve the seasonal display of Peace Poles in the Human Services Building courtyard located on S. 8th Street. Motion carried unanimously.

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

Report on Activities by Public Works Director Gerry Neuser

Neuser reviewed recent Activities including the lease extension on the Two Rivers US Cellular radio tower and the Village of Cleveland water tower painting project that affects County antennae and microwave dishes mounted on the water tower. Kalista reviewed the upcoming replacement of the fiber optic infrastructure between County buildings in the downtown campus. Discussion.

2020 Capital Projects Update

Neuser reported on the 2020 Capital Projects included in the committee packet.

INFORMATION SERVICES DIVISION

Operations/Projects – Update by Senior Network Engineer Luke Kalista

Kalista reported on the Capital Projects included in the committee packet and updated the Committee on the recent law enforcement Aegis System Upgrade and replacement of data center switches. Discussion.

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

Report on Activities

Neuser reported on upcoming events, fair related matters, and other Expo related matters as well as the Expo Events Revenues lost due to COVID-19 included in the committee packet

2020 Capital Projects Update

Neuser reported on the 2020 Capital Projects provided in the committee packet.

2020 & 2021 Manitowoc County Fair Update

Neuser reported on staff activities associated with the cancellation of the 2020 Manitowoc County Fair and the planning and preparation for the 2021 Manitowoc County Fair.

Request for Rental Fee Discounts for the Manitowoc County Dairy Roundup Show and Manitowoc County Market Animal Committee Sale & Show

Neuser reviewed the information sheets provided in the packet, that these shows are private events not sponsored by Manitowoc County, that they are being held to give youth exhibitors the opportunity to exhibit due to the cancellation of the 2020 County fair, and the proposed rental rate of \$500 is enough to cover the Expo's costs for set-up and tear-down labor and utilities. Discussion.

A motion was made by Linsmeier, seconded by Sitkiewitz to approve a reduced rental rate of \$500 for the Manitowoc County Dairy Roundup Show. Motion carried unanimously.

A motion was made by Sitkiewitz, seconded by Linsmeier to approve a reduced rental rate of \$500 for the Manitowoc County Market Animal Committee Sale & Show. Motion carried unanimously.

Comptroller's Expo Special Revenue Fund Report

Neuser reported on the Expo Special Revenue Fund provided in the committee packet, highlighting that there will be a significant negative fund balance in the Expo Activity for 2020 due to COVID-19 event cancellations and lack of new building/event reservations.

Adjournment

Motion was made by Sitkiewitz, seconded by Dyzak to adjourn the meeting at 5:25pm. Motion carried unanimously

Minutes taken by Neuser

Signed by Zimmer



MANITOWOC COUNTY PUBLIC WORKS COMMITTEE MEETING NOTICE

DATE: August 12, 2020
TIME: 4:30 p.m.
PLACE: Heritage Center – County Board Meeting Room
1701 Michigan Avenue, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the 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. Donations Reports
 - d. 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. Beyer-Hawley Agreement
4. BUILDINGS AND GROUNDS DIVISION – Discussion and possible action on the following items:
 - a. 2020 Capital Projects Update
 - b. Pay Request(s) for Capital Projects
5. COMMUNICATIONS DIVISION – Discussion and possible action on the following items:
 - a. Report on activities by Public Works Director Gerry Neuser
 - b. 2020 Capital Projects Update
6. INFORMATION SERVICES DIVISION – Discussion and possible action on the following items:
 - a. Operations / Projects – Update by I.S. Manager Kody Burg
7. EXPO/FAIR/ICE CENTER DIVISION – Discussion and possible action on the following items:
 - a. Report on activities
 - b. 2020 Capital Projects Update
 - c. 2020 & 2021 Manitowoc County Fair Updates
 - d. Comptroller's Expo Special Revenue Fund Report
8. Adjourn Committee

Date: August 3, 2020

Rick Gerroll, 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

Held Wednesday, August 12, 2020

Location: Heritage Center (a/k/a MAC, Michigan Avenue Campus)

Present: Supervisors R. Gerroll, D. Zimmer, M. Linsmeier, K. Sitkiewitz, D. Dyzak

**Other County Board
Members Present:**

Absent & Excused:

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

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

**Donations/
Spreadsheets** No donation trackers were submitted for approval.

Ethics Code Reports No Ethics Code reports were submitted for approval.

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

SOLID WASTE & RECYCLING DIVISION – Discussion and possible action on the following items: Recycling and Solid Waste Programs

Neuser reported on the Recycling and Solid Waste Programs and markets as included in the committee packet.

Beyer/Hawley Agreement

Neuser reported on the Beyer/Hawley Agreement noting that this verbal agreement was between the City of Manitowoc and Manitowoc County regarding the County charging the City for compost site use and education, and the City charging the County for directing commercial recyclables to the MRF. Neuser provided a detailed explanation of the verbal agreement and that both parties are in communication with their corporation counsels and the Department of Natural Resources to either formally document this agreement, or to let it lapse at year-end. Updates will be given to the committee until resolved.

BUILDING AND GROUNDS DIVISION – Discussion and Possible Action on the Following Items: 2020 Capital Projects

Breit reported on the 2020 Capital Projects included in the committee packet, as well as the 8/8/20 small fire at the Law Enforcement Center.

Pay Request(s) for Capital Projects

Breit reported on the Mammoth Construction LLC invoice included in the committee packet for the final payment request for \$32,655 for the Heritage Center Water and Sewer Main Replacement project. Motion was made by Linsmeier, seconded by Sitkiewitz to approve the Mammoth Construction invoice for the final payment request for \$32,655. Motion carried unanimously.

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

Report on Activities by Public Works Director Gerry Neuser

Neuser introduced Bill Jones, Communications Systems Engineer. Jones presented an overview of the Manitowoc County Public Safety Radio System. Discussion.

2020 Capital Projects Update

Jones and Neuser reported on the 2020 Capital Projects included in the committee packet.

INFORMATION SERVICES DEPARTMENT

Operations/Projects – Update

Burg reported on the Capital Projects included in the committee packet.

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

Report on Activities by Facility Manager Jennell Shelton

Shelton reported on upcoming events, fair related matters, and other Expo related matters.

2020 Capital Projects Update

Shelton reported on the 2020 Capital Projects provided in the committee packet.

2020 & 2021 Manitowoc County Fair Update

Shelton reported on the 2020 Manitowoc County Fair and the 2021 Manitowoc County Fair.

Comptroller's Expo Special Revenue Fund Report

Neuser reported on the Expo Special Revenue Fund provided in the committee packet and reported on the COVID-19 impact on the bottom line of the financials for Expo.

Adjournment

Motion was made by Linsmeier, seconded by Zimmer to adjourn the meeting at 5:07pm. Motion carried unanimously

Minutes taken by Shelton

Signed by Zimmer



MANITOWOC COUNTY

PUBLIC WORKS COMMITTEE

MEETING NOTICE

DATE: September 9, 2020
TIME: 4:30 p.m.
PLACE: Heritage Center – County Board Meeting Room
1701 Michigan Avenue, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the 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. Donations Reports
 - d. 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. Request for Clean Sweep Volunteer Meal
4. BUILDINGS AND GROUNDS DIVISION – Discussion and possible action on the following items:
 - a. 2020 Capital Projects Update
 - b. Pay Request(s) for Capital Projects
5. COMMUNICATIONS DIVISION – Discussion and possible action on the following items:
 - a. Report on activities by Public Works Director Gerry Neuser
 - b. 2020 Capital Projects Update
 - c. Radio System Static/Interference Issues
6. INFORMATION SERVICES DIVISION – Discussion and possible action on the following items:
 - a. Operations / Projects – Update by I.S. Manager Kody Burg
7. EXPO/FAIR/ICE CENTER DIVISION – Discussion and possible action on the following items:
 - a. Request for Free Rental of Merchant Building
 - b. Report on activities
 - c. 2020 Capital Projects Update
 - d. 2020 & 2021 Manitowoc County Fair Updates
 - e. Expo Board Recommendation supporting the 2021 Expo Outlay from Land Sale Budget
 - f. Recommendation to the County Executive supporting the 2021 Expo Outlay from Land Sale Budget
 - g. Dairy Show Round Up Event Thank You
 - h. Comptroller's Expo Special Revenue Fund Report
8. Adjourn Committee

Date: August 31, 2020

Rick Gerroll, 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

Held Wednesday, September 9, 2020

Location: Heritage Center

Present: Supervisors R. Gerroll, D. Zimmer, M. Linsmeier, K. Sitkiewitz, D. Dyzak

Other County Board

Members Present: Jim Brey

Absent & Excused:

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

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

**Donations/
Spreadsheets** No donation trackers were submitted for approval.

Ethics Code Reports No Ethics Code reports were submitted for approval.

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

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

Recycling and Solid Waste Programs

Neuser reported on the Recycling and Solid Waste Programs and markets as included in the committee packet.

Request for Clean Sweep Volunteer Meal

Neuser reported on the Request for Clean Sweep Volunteer Meal for the upcoming Clean Sweep scheduled for October 22-23. Motion was made by Zimmer, seconded by Dyzak to approve the request for the Clean Sweep Volunteer Meal with a limit of \$500. Motion carried unanimously.

BUILDING AND GROUNDS DIVISION – Discussion and Possible Action on the Following Items:

2020 Capital Projects

Breit reported on the 2020 Capital Projects included in the committee packet.

Pay Request(s) for Capital Projects

Breit reported on the Schaus Mechanical invoice included in the committee packet for the second partial payment request for \$17,706 for the Public Health Building replacement of four rooftop units. Motion was made by Sitkiewitz, seconded by Dyzak to approve the Schaus Mechanical invoice for the second partial payment for \$17,706. Motion carried unanimously.

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

Report on Activities by Public Works Director Gerry Neuser

Neuser reported the Village of Cleveland is repainting their water tower which required our antennae and microwave dishes to be raised last week and will be lowered to their original location when the project is completed later this year.

2020 Capital Projects Update

Neuser reported on the 2020 Capital Projects included in the committee packet.

Radio System Static/Interference Issues

Neuser reported on the Radio System Static/Interference Issues included in the committee packet. Discussion.

INFORMATION SERVICES DEPARTMENT**Operations/Projects – Update**

Burg reported on the Capital Projects included in the committee packet.

EXPO/FAIR/ICE CENTER DIVISION – Discussion and Possible Action on the Following Items:**Request for Free Rental of Merchants Building**

David Pawlowski, Figure Skating representative, reported on the Request for Free Rental of the Merchants Building for the upcoming Ice Season included in the committee packet. Discussion. Motion was made by Zimmer, seconded by Linsmeier to approve the Request for Free Rental of the Merchants Building for the dates requested. Motion carried unanimously.

Report on Activities by Facility Manager Jennell Shelton

Shelton reported on upcoming events, fair related matters, and other Expo related matters.

2020 Capital Projects Update

Shelton reported on the 2020 Capital Projects provided in the committee packet.

2020 & 2021 Manitowoc County Fair Update

Shelton reported on the 2020 Manitowoc County Fair and the 2021 Manitowoc County Fair.

Expo Board Recommendation Supporting the 2021 Expo Outlay from Land Sale Budget**Recommendation to the County Executive Supporting the 2021 Expo Outlay from Land Sale Budget**

Motion was made by Zimmer, seconded by Sitkiewitz to recommend approval to the County Executive Supporting the 2021 Expo Outlay from Land Sale Budget. Motion carried unanimously.

Dairy Show Round Up Event Thank You

Shelton reported on the Dairy Show Round Up Event Thank You communication included in the committee packet.

Comptroller's Expo Special Revenue Fund Report

Neuser reported on the Expo Special Revenue Fund provided in the committee packet and reported on the COVID-19 impact on the bottom line of the financials for Expo.

Adjournment

Motion was made by Dyzak, seconded by Sitkiewitz to adjourn the meeting at 5:16pm. Motion carried unanimously

Minutes taken by Shelton

Signed by Zimmer



MANITOWOC COUNTY

PUBLIC WORKS COMMITTEE

MEETING NOTICE

DATE: October 14, 2020
TIME: 4:30 p.m.
PLACE: Heritage Center – County Board Meeting Room
1701 Michigan Avenue, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the 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. Donations Reports
 - d. Ethics Code Reports
2. Public Comment
3. County Executive Presentation on 2021 Department of Public Works Budget
4. SOLID WASTE & RECYCLING DIVISION – Discussion and possible action on the following items:
 - a. Recycling and Solid Waste Programs
 - b. Beyer-Hawley Agreement
 - c. Responsible Unit Consolidation Awards and Cooperative Agreement
 - d. Proclamation - America Recycles Day
5. BUILDINGS AND GROUNDS DIVISION – Discussion and possible action on the following items:
 - a. 2020 Capital Projects Update
 - b. Pay Request(s) for Capital Projects
6. COMMUNICATIONS DIVISION – Discussion and possible action on the following items:
 - a. Report on activities by Public Works Director Gerry Neuser
 - b. 2020 Capital Projects Update
7. INFORMATION SERVICES DIVISION – Discussion and possible action on the following items:
 - a. Operations / Projects – Update by I.S. Manager Kody Burg
 - b. Cyber Security Presentation
8. EXPO/FAIR/ICE CENTER DIVISION – Discussion and possible action on the following items:
 - a. Request for Reduced Rental Rate – Holiday Fair Extraordinaire
 - b. Report on activities
 - c. 2020 Capital Projects Update
 - d. 2021 Manitowoc County Fair Update
 - e. Recommendation to County Executive for Expo-Ice Center Board Member Reappointments with terms expiring December 31, 2020
 - f. Comptroller's Expo Special Revenue Fund Report
9. Adjourn Committee

Date: October 2, 2020

Rick Gerroll, COMMITTEE CHAIRPERSON
By: Gerard Neuser, Public Works Director

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Persons who are members of another governmental body, but who are not members of this 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, October 14, 2020

Location: Heritage Center

Present: Supervisors R. Gerroll, M. Linsmeier, K. Sitkiewitz, D. Dyzak

**Other County Board
Members Present:**

Others Attending: County Executive B. Ziegelbauer

Absent & Excused: D. Zimmer

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

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

**Donations/
Spreadsheets** No donation trackers were submitted for approval.

Ethics Code Reports No Ethics Code reports were submitted for approval.

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

County Executive Presentation on 2021 Department of Public Works Budget

Ziegelbauer reported on the 2021 Department of Public Works Budget included in the committee packet. Discussion.

SOLID WASTE & RECYCLING DIVISION – Discussion and possible action on the following items: Recycling and Solid Waste Programs

Reisenbuechler reported on the Recycling and Solid Waste Programs and markets as included in the committee packet as well as reporting on the upcoming Clean Sweep program.

Becker-Hawley Agreement

Neuser reported that the City of Manitowoc Public Infrastructure Committee met last week and have forwarded the new Compost Agreement to the City Council for consideration at their 10/19/2020 meeting.

Responsible Unit Consolidation Awards and Cooperative Agreement

Reisenbuechler reported on the Responsible Unit Consolidation Awards and Cooperative Agreement included in the committee packet noting that this is a supplementary grant, the recycling facility receives fifty percent of the award for preparation, and that this is a good example of intergovernmental cooperation.

Proclamation – America Recycles Day

Neuser presented the America Recycles Day proclamation for approval and included in the committee packet. Motion was made by Sitkiewitz, seconded by Linsmeier to recommend for approval the America Recycles Day proclamation to the county executive and county board chairman. Motion carried unanimously.

BUILDING AND GROUNDS DIVISION – Discussion and Possible Action on the Following Items: 2020 Capital Projects

Breit reported on the 2020 Capital Projects included in the committee packet.

Pay Request(s) for Capital Projects

Breit reported on the Crafts Inc. invoice included in the committee packet for the payment request for \$5,500 for the jail roof replacement. Motion was made by Dyzak, seconded by Linsmeier to approve the Crafts Inc invoice for \$5,500 for the jail roof replacement. Motion carried unanimously.

Breit reported on the Schaus Mechanical invoice included in the committee packet for the third partial payment request for \$20,900 for the Public Health Building replacement of four rooftop units. Motion was made by Sitkiewitz, seconded by Linsmeier to approve the Schaus Mechanical invoice for the third partial payment for \$20,900. Motion carried unanimously.

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

Neuser reported on the Communications Division.

2020 Capital Projects Update

Neuser reported on the 2020 Capital Projects included in the committee packet.

INFORMATION SERVICES DIVISION**Operations/Projects – Update**

Burg reported on the Capital Projects included in the committee packet.

Cyber Security Presentation

Burg provided a detailed presentation on Manitowoc County government's Cyber Security program that is managed by the IS division.

EXPO/FAIR/ICE CENTER DIVISION – Discussion and Possible Action on the Following Items:**Request for Reduced Rental Rate – Holiday Fair Extraordinaire**

Shelton reported on the request for the Reduced Rental Rate for Holiday Fair Extraordinaire. Motion was made by Linsmeier, seconded by Sitkiewitz to approve the request for Reduced Rental Rate for Holiday Fair Extraordinaire. Motion carried unanimously.

Report on Activities by Facility Manager Jennell Shelton

Shelton reported on upcoming events, fair related matters, and other Expo related matters.

2020 Capital Projects Update

Shelton reported on the 2020 Capital Projects provided in the committee packet.

2021 Manitowoc County Fair Update

Shelton reported on the 2021 Manitowoc County Fair.

Recommendation to the County Executive for Expo-Ice Center Board Member Reappointments with terms expiring December 31, 2020

Motion was made by Dyzak, seconded by Sitkiewitz to recommend approval to the County Executive for Expo-Ice Center Board Member Reappointments with terms expiring December 31, 2020. Motion carried unanimously.

Comptroller's Expo Special Revenue Fund Report

Neuser reported on the Expo Special Revenue Fund provided in the committee packet and reported on the COVID-19 impact on the bottom line of the financials for Expo.

Adjournment

Motion was made by Linsmeier, seconded by Dyzak to adjourn the meeting at 5:25pm. Motion carried unanimously

Minutes taken by Shelton

Signed by Zimmer



MANITOWOC COUNTY

PUBLIC WORKS COMMITTEE

MEETING NOTICE

DATE: November 11, 2020
TIME: 4:30 p.m.
PLACE: Heritage Center – County Board Meeting Room
1701 Michigan Avenue, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the 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. Donations Reports
 - d. Ethics Code Reports
2. Public Comment
3. UWGB-Manitowoc Presentation.
4. SOLID WASTE & RECYCLING DIVISION – Discussion and possible action on the following items:
 - a. Recycling and Solid Waste Programs
 - b. 2020 Drug Collection Program Results
 - c. Beyer-Hawley Agreement
 - d. Potential Accounts Receivable Write-Offs
 - e. Proclamation – Clean Sweep
5. BUILDINGS AND GROUNDS DIVISION – Discussion and possible action on the following items:
 - a. 2020 Capital Projects Update
 - b. Pay Request(s) for Capital Projects
 - c. Potential Surplus Property Auction Item – Safe
6. COMMUNICATIONS DIVISION – Discussion and possible action on the following items:
 - a. Report on activities by Public Works Director Gerry Neuser
 - b. 2020 Capital Projects Update
7. INFORMATION SERVICES DIVISION – Discussion and possible action on the following items:
 - a. Operations / Projects – Update by I.S. Manager Kody Burg
8. EXPO/FAIR/ICE CENTER DIVISION – Discussion and possible action on the following items:
 - a. Report on activities
 - b. Event Cancellation Fees
 - c. Creation of Marketing & Advertising Sub-Committee of the Expo/Ice Center Board
 - d. 2021 Manitowoc County Fair Update
 - e. Expo Board Appointment - Recommendation to County Executive
 - f. Comptroller's Expo Special Revenue Fund Report
9. Adjourn Committee

Date: November 2, 2020

Rick Gerroll, 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

Held Wednesday, November 11, 2020

Location: Heritage Center

Present: Supervisors R. Gerroll, M. Linsmeier, K. Sitkiewitz, D. Dyzak

**Other County Board
Members Present:**

Others Attending: J. Schramm, UWGB Manitowoc & Sheboygan Campus CEO, E. Aleson, UWGB Associate Facilities Director

Absent & Excused: D. Zimmer

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

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

**Donations/
Spreadsheets** No donation trackers were submitted for approval.

Ethics Code Reports No Ethics Code reports were submitted for approval.

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

UWGB-Manitowoc Presentation

UWGB-Manitowoc representatives provided a brief presentation of the Manitowoc campus including enrollment statistics, community outreach, and educational opportunities for students. Discussion.

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

Recycling and Solid Waste Programs

Neuser reported on the Recycling and Solid Waste Programs and markets as included in the committee packet.

2020 Drug Collection Program Results

Neuser reported on the 2020 Drug Collection program with results included in the committee packet.

Beyer-Hawley Agreement

Neuser reported that the Composting Agreement with the City of Manitowoc (the successor to the Beyer-Hawley agreement) was unanimously approved by the City of Manitowoc Common Council, noting benefits to both the City of Manitowoc and Manitowoc County.

Potential Accounts Receivable Write-Offs

Neuser presented the Potential Accounts Receivable Write-Offs included in the committee packet. Motion was made by Dyzak, seconded by Sitkiewitz to approve the Potential Accounts Receivable Write-Offs. Motion carried unanimously.

Proclamation – Clean Sweep

Neuser presented the Clean Sweep Proclamation for approval and included in the committee packet. Motion was made by Linsmeier, seconded by Sitkiewitz to recommend for approval Clean Sweep proclamation to the county executive and county board chairman. Motion carried unanimously.

BUILDING AND GROUNDS DIVISION – Discussion and Possible Action on the Following Items:

2020 Capital Projects

Breit reported on the 2020 Capital Projects included in the committee packet.

Pay Request(s) for Capital Projects

Breit reported on the Schaus Mechanical invoice included in the committee packet for the final payment request for \$20,900 for the public health building rooftop replacement. Motion was made by Dyzak, seconded by Linsmeier to approve the Schaus Mechanical invoice for \$20,900 for the public health rooftop replacement. Motion carried unanimously.

Potential Surplus Property Auction Item – Safe

Neuser reported on the Safe as a Potential Surplus Property Auction Item. Discussion. Motion was made by Sitkiewitz, seconded by Linsmeier to sell the Safe at auction as is. Motion carried unanimously.

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

Neuser reported on current projects in the Communications Division.

2020 Capital Projects Update

Neuser reported on the 2020 Capital Projects included in the committee packet.

INFORMATION SYSTEMS DIVISION**Operations/Projects – Update**

Burg reported on the Capital Projects and activities included in the committee packet.

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

Shelton reported on upcoming events, fair related matters, and other Expo related matters.

Event Cancellation Fees

Neuser reported on the Event Cancellation Fees and how COVID refunds of deposits were handled for 2020. Motion was made by Dyzak, seconded by Sitkiewitz to return to the regular Event Cancellation Fees as outlined in the Use Agreement. Motion carried unanimously.

Creation of Marketing and Advertising Subcommittee of the Expo-Ice Center Board

Motion was made by Sitkiewitz, seconded by Linsmeier to approve the Creation of the Marketing and Advertising Subcommittee of the Expo-Ice Center Board.

2021 Manitowoc County Fair Update

Shelton reported on the 2021 Manitowoc County Fair.

Expo Board Appointment – Recommendation to County Executive

Motion was made by Sitkiewitz, seconded by Linsmeier to recommend approval to the County Executive for Expo-Ice Center Board Member appointment of Kristin Winkel with term expiring December 31, 2023. Motion carried unanimously.

Comptroller's Expo Special Revenue Fund Report

Neuser reported on the Expo Special Revenue Fund provided in the committee packet.

Adjournment

Motion was made by Dyzak, seconded by Sitkiewitz to adjourn the meeting at 5:14pm. Motion carried unanimously

Minutes taken by Shelton

Signed by Zimmer