



MANITOWOC COUNTY

EXPO and ICE CENTER BOARD

MEETING NOTICE

DATE: January 13, 2021
TIME: 6:00 p.m.
PLACE: Heritage Center – County Board Meeting Room
1701 Michigan Avenue, Manitowoc WI 54220

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

1. Regular business
 - A. Pledge of Allegiance
 - B. Roll Call
 - C. Previous Minutes
2. Public Comment
3. Election of Officers
4. Review, Discussion, and Possible Action on Sub Committee Recommendations
 - A. FINANCE SUB-COMMITTEE:
 1. No Committee Meeting; Committee Update
 - B. OPERATIONS SUB-COMMITTEE:
 1. No Committee Meeting; Ladies' Day Event; Thank a Farmer Banner; Youth Art Show; Market Animal Committee Meeting Update; Ice Center Operations Update; Working Group Updates-Brew Competition; Dairy Cattle (Ice Center) Show Ring; Education & Outreach-AG Adventureland Tent; Teeny Weeny Donut Contest; Celebrity Cream Puff Eating Contest; Fairest of the Fair Competition
 - C. ENTERTAINMENT/VENDORS SUB-COMMITTEE:
 1. No Committee Meeting; Committee Update
 - D. PARKING/SECURITY SUB-COMMITTEE:
 1. No Committee Meeting; Committee Update
 - E. MARKETING-ADVERTISING SUB-COMMITTEE
 1. No Committee Meeting; Social Media Plan; Advertising-Media Budget
5. Review, Discussion, and Possible Action on 2021 Fair Matters
 - A. B&M Waste Contract
 - B. COVID-19 Fair Impact
 - C. Fair Update
6. Comptroller's Financial Report – Review; Capital Projects Update; COVID-19 Revenue Impact
7. Update and Possible Action on Other Fair, Expo Buildings and Grounds Projects and Issues
 - A. COVID-19 Testing and Dates – Scheduled
 - B. Expo-Ice Center Month Events; Expo Grounds Update
8. Adjourn

Date: January 4, 2021

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

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

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

MINUTES of EXPO-ICE CENTER BOARD MEETING

Held Wednesday, January 13, 2021

Location: Heritage Center – County Boardroom

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

**County Board
Supervisors
Present:**

Absent & Excused: K. Potter, K. Behnke, T. Dvorak, B. Herr, R. Voss, M. Lentz
Absent:

Pledge of Allegiance

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

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

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

Election of Officers

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

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

Justin Zipperer was nominated by Mike Plate as the Board Secretary. After three calls for other nominations a motion was made by Plate, seconded by Hawig, that nominations be closed and unanimous ballot be cast for J. Zipperer as board secretary. Motion carried unanimously.

Review & Act on Subcommittee Recommendations:

A. Finance Subcommittee

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

B. Operations Subcommittee

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

Hawig reported on the Market Animal Committee noting discussion on YQCA and participation of graduated exhibitors for the 2021 fair. Consensus of the committee is to require the YQCA and allow graduated exhibitors to participate in the 2021 fair with formal approval at next month's meeting.

C. Entertainment/Vendors Subcommittee:

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

D. Parking/Security Subcommittee:

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

E. Marketing-Advertising Subcommittee:

1. **No Committee Meeting; Election of Officers; Social Media Plan; Advertising-Media Budget**
J. Zipperer reported on the following:
 - No committee meeting held.
 - Facebook page has been reactivated with reports on number of followers and two videos were posted to the page.

Review, Discussion and Possible Action on 2021 Fair Matters

A. B&M Waste Contract

B&M Waste contract was presented for approval noting that the cost went from \$2,295 to \$2,995. Discussion included reasons for cost increase due to COVID-19 and increase in number of units (staff to provide more information to the board). Motion was made by J. Zipperer, seconded by Pollen to approve the B&M Waste contract. Motion carried. Plate voted no.

B. COVID-19 Fair Impact

Pollen reported on the COVID-19 potential fair impact and for members to begin thinking of what areas to be reviewed closer due to the pandemic.

C. Fair Update

No report.

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

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

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

A. COVID-19 Testing and Dates

Shelton reported on the COVID-19 Testing Dates and the potential revenue income from the COVID-19 Vaccines currently being held at the Merchants Building.

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

No report.

Adjournment

Motion was made by Plate, seconded by Hawig to adjourn at 6:22pm. Motion carried unanimously.

Minutes taken by Shelton

Signed by J. Zipperer



MANITOWOC COUNTY

EXPO and ICE CENTER BOARD

MEETING NOTICE

DATE: February 10, 2021
TIME: 7:00 p.m.
PLACE: Heritage Center - County Board Meeting Room
1701 Michigan Avenue, Manitowoc WI 54220

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

1. Regular business
 - A. Pledge of Allegiance
 - B. Roll Call
 - C. Previous Minutes
2. Public Comment
3. Review, Discussion, and Possible Action on Sub Committee Recommendations
 - A. FINANCE SUB-COMMITTEE:
 1. Election of Officers; Americollect Sponsorship – Merchants Building Storage Expansion; Outdoor-Indoor Vendor Fees – 2022; Admission Fees – 2022; Rainbow Valley Rides Contract; COVID-19 Impact on 2021 Fair Preparations; 2021 Fair Budget
 - B. OPERATIONS SUB-COMMITTEE:
 1. Election of Officers; Jr. Fair Exhibitor Age Out Group; 4-H Data; Superintendents-Assistant Superintendents; Dairy Cattle Update – UW-Extension-Liaison; Milk House Superintendent; Market Animal Committee Meeting; Ice Center Operations; Working Group Updates-Brew Competition; Dairy Cattle (Ice Center) Show Ring; Education & Outreach-AG Adventureland Tent; Teeny Weeny Donut Contest; Celebrity Cream Puff Eating Contest; Fairest of the Fair; Ladies' Day Event; Thank a Farmer Banner; Youth Art Show; Veteran's Day; COVID-19 Impact on 2021 Fair Preparations
 - C. ENTERTAINMENT/VENDORS SUB-COMMITTEE:
 1. Election of Officers; Horse Pullers Contract; Polka Band Contracts; Location; COVID-19 Impact on 2021 Fair Preparations
 - D. PARKING/SECURITY SUB-COMMITTEE:
 1. Election of Officers; Frank's Radio Contract; Building Hours-Release Times-Load-Unload Locations; Shuttle Bus Parking-Hours; Parking Attendants-Civic Groups; Digital Signs; COVID-19 Impact on 2021 Fair Preparations
 - E. MARKETING-ADVERTISING SUB-COMMITTEE
 1. Election of Officers; Social Media Plan; Advertising-Media Budget; COVID-19 Impact on 2021 Fair Preparations
4. Review, Discussion, and Possible Action on 2021 Fair Matters
 - A. COVID-19 Fair Impact on 2021 Fair Preparations
 - B. Fair Update
5. Comptroller's Financial Report – Review; Capital Projects Update; COVID-19 Revenue Impact
6. Update and Possible Action on Other Fair, Expo Buildings and Grounds Projects and Issues
 - A. COVID-19 Testing and Dates – Scheduled
 - B. Expo-Ice Center Month Events; Expo Grounds Update
7. Adjourn

Date: February 2, 2021

Jerome Vetting, BOARD CHAIRPERSON

By: Gerard Neuser, Public Works Director

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

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

MINUTES of EXPO-ICE CENTER BOARD MEETING

Held Wednesday, February 10, 2021

Location: Heritage Center – County Boardroom

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

**County Board
Supervisors
Present:**

Absent & Excused: K. Potter, R. Voss, D. Newberg
Absent:

Pledge of Allegiance

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

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

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

Review & Act on Subcommittee Recommendations:

A. Finance Subcommittee

1. ***Election of Officers; Americollect Sponsorship – Merchants Building Storage Expansion; Outdoor-Indoor Vendor Fees – 2022; Admission Fees – 2022; Rainbow Valley Rides Contract; COVID-19 Impact on 2021 Fair Preparations; 2021 Budget***

Hawig reported on the following:

- Vice Chair – Mike Plate; Secretary – Rick Kohlbeck.
- Americollect sponsorship for storage expansion project.
- Rainbow Valley Rides – begin negotiations.
- 2021 Budget – entertainment budget is over approx. \$5,000.

B. Operations Subcommittee

1. ***Election of Officers; Jr. Fair Exhibitor Age Out Group; 4-H Data; Superintendents-Assistant Superintendents; Dairy Cattle Update – UW-Extension-Liaison; Milk House Superintendent; Market Animal Committee Meeting Update; Ice Center Operations Update; Working Group Updates-Brew Competition; Dairy Cattle (Ice Center) Show Ring; Education & Outreach- AG Adventureland Tent; Teeny Weeny Donut Contest; Celebrity Cream Puff Eating Contest; Fairest of the Fair; Ladies' Day Event; Thank a Farmer Banner; Youth Art Show; Veteran's Day; COVID-19 Impact on 2021 Fair Preparations***

Dvorak reported on the following:

- Vice Chair – Dan Newberg; Secretary – Kristen Winkel.
- 4-H Numbers are better than projected.
- Age Out rules are being worked on.
- Superintendents and Assistant Superintendents – in need and will begin working on a list of names.
- Youth Art Show – working on logistics.
- Dairy Cattle Update – Recommend Dairy Cattle Coordinator with a stipend of \$250.

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

C. Entertainment/Vendors Subcommittee:

1. Election of Officers; Horse Pullers Contract; Polka Band Contracts; Location; COVID-19 Impact on 2021 Fair Preparations

Kohlbeck reported on the following:

- Vice Chair – Rick Kohlbeck; Secretary – Justin Zipperer.
- Horse Pullers Contract – recommend for approval.
- Polka Bands – tabled.

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

D. Parking/Security Subcommittee:

1. Election of Officers; Frank's Radio Contract; Building Hours-Release Times-Load-Unload Locations; Shuttle Bus Parking-Hours; Parking Attendants-Civic Groups; Digital Signs; COVID-19 Impact on 2021 Fair Preparations

Pollen reported on the following:

- Vice Chair – Russ Zipperer; Secretary – Justin Zipperer.
- Frank's Radio Contract – recommend for approval.
- Shuttle Bus Parking-Hours – will be approx. \$1,000 and moving forward.
- Building Hours and Release Times – recommend for approval.

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

E. Marketing-Advertising Subcommittee:

1. Election of Officers; Social Media Plan; Advertising-Media Budget; COVID-19 Impact on 2021 Fair Preparations

J. Zipperer reported on the following:

- Vice Chair – Barb Palzewicz; Secretary – Kristen Winkel.
- Social Media – posts have been completed and ramping up.
- Advertising-Media Budget – tabled until next meeting.

Review, Discussion and Possible Action on 2021 Fair Matters

A. COVID-19 Fair Impact

No report.

B. Fair Update

No report.

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

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

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

A. COVID-19 Testing and Dates

Shelton reported on the COVID-19 Testing Dates and the potential revenue income from the COVID-19 Vaccines currently being held at the Merchants Building.

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

No report.

Adjournment

Motion was made by Plate, seconded by Hawig to adjourn at 7:23pm. Motion carried unanimously.

Minutes taken by Shelton

Signed by J. Zipperer



MANITOWOC COUNTY

EXPO-ICE CENTER BOARD

Entertainment and Vendor Sub-Committee

MEETING NOTICE

DATE: February 10, 2021
TIME: 6:00 p.m.
PLACE: Heritage Center - County Board Meeting Room
1701 Michigan Avenue, Manitowoc WI 54220

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

1. Regular Business
 - A. Roll Call
 - B. Previous Minutes
2. Public Comment
3. Election of Officers
4. Review, Discussion, and Possible Action on the following items for the 2021 Fair:
 - A. Horse Pullers Contract
 - B. Polka Band Contracts; Location
 - C. COVID-19 Impact on 2021 Fair Preparations
5. Other Fair Projects and Issues Update - No Action
6. Adjourn

Date: February 2, 2021

Rob Voss, SUB-COMMITTEE CHAIRPERSON
By: Gerard Neuser, Public Works Director

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

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

**MINUTES of EXPO-ICE CENTER BOARD MEETING
ENTERTAINMENT AND VENDORS SUBCOMMITTEE**

Held Wednesday, February 10, 2021

Location: Heritage Center – County Boardroom

Present: J. Vetting, R. Kohlbeck, M. Lentz, J. Zipperer, K. Sitkiewitz

**Other Expo-Ice
Center Board**

Members Present: D. Pollen, M. Plate, B. Cavanaugh, J. Hawig, T. Dvorak, B. Herr, K. Winkel, B. Palzewicz

Absent & Excused: R. Voss, D. Newberg, K. Potter, R. Zipperer
Absent:

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

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

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

Election of Officers

Rick Kohlbeck was nominated by Justin Zipperer as the committee vice chairperson. After three calls for other nominations a motion was made by J. Zipperer, seconded by Sitkiewitz, that nominations be closed and unanimous ballot be cast for Kohlbeck as committee vice chair. Motion carried unanimously.

Justin Zipperer was nominated by Sitkiewitz as the committee secretary. After three calls for other nominations a motion was made by Sitkiewitz, seconded by Kohlbeck, that nominations be closed and unanimous ballot be cast for J. Zipperer as committee secretary. Motion carried unanimously.

Review, Discussion, and Possible Action on the following items for the 2021 Fair:

A. Horse Pullers Contract

Motion was made by J. Zipperer, seconded by Kohlbeck to recommend approval to the board the Horse Pullers contract. Motion carried unanimously.

B. Polka Band Contracts; Location

Tabled until next meeting. Staff to contact the music pavilion clubs for interest in hosting the polka bands.

C. COVID-19 Impact on 2021 Fair Preparations

No report.

Other Fair Projects and Issues Update – No Action

No report.

Adjournment

Motion made by J. Zipperer, seconded by Kohlbeck to adjourn at 6:15pm. Motion carried unanimously.

Minutes taken by Shelton

Signed by J. Zipperer



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

DATE: February 10, 2021
TIME: 5:45 p.m.
PLACE: Heritage Center - County Board Meeting Room
1701 Michigan Avenue, Manitowoc WI 54220

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

1. Regular Business
 - A. Roll Call
 - B. Previous Minutes
2. Public Comment
3. Election of Officers
4. Review, Discussion, and Possible Action on the following items for the 2021 Fair:
 - A. Americollect Sponsorship - Merchants Building Storage Expansion
 - B. Outdoor-Indoor Vendor Fees - 2022
 - C. Admission Fees - 2022
 - D. Rainbow Valley Rides Contract
 - E. COVID-19 Impact on 2021 Fair Preparations
 - F. 2021 Fair Budget
5. Update and Possible Action on Other Fair Operation Projects and Issues
6. Adjourn

Date: February 2, 2021

Jeremy Hawig, SUB-COMMITTEE CHAIRPERSON
By: Gerard Neuser, Public Works Director

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

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

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

Wednesday, February 10, 2021

Location: Heritage Center – County Boardroom

Present: J. Hawig, B. Cavanaugh, R. Kohlbeck, B. Palzewicz, D. Pollen, M. Plate, K. Sitkiewitz

**Other Expo-Ice
Center Board**

Members Present: J. Vetting, B. Herr, K. Winkel, J. Zipperer, T. Dvorak, M. Lentz

Absent & Excused: K. Behnke

Absent:

Called to Order Meeting called to order – 5:50pm.

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

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

Election of Officers

Mike Plate was nominated by Rick Kohlbeck as the committee vice chairperson. After three calls for other nominations a motion was made by Kohlbeck, seconded by Sitkiewitz, that nominations be closed and unanimous ballot be cast for Plate as committee vice chair. Motion carried unanimously.

Rick Kohlbeck was nominated by Mike Plate as the committee secretary. After three calls for other nominations a motion was made by Plate, seconded by Sitkiewitz, that nominations be closed and unanimous ballot be cast for Kohlbeck as committee secretary. Motion carried unanimously.

Review, Discussion, and Possible Action on the following items for the 2021 Fair:

A. *Americollect Sponsorship – Merchants Building Storage Expansion*

Staff reported that the public works committee has approved the Americollect Sponsorship and the recommendation of the Merchants Building Storage Expansion.

B. *Outdoor-Indoor Vendor Fees – 2022*

Tabled until next meeting.

C. *Admission Fees – 2022*

Tabled until next meeting.

D. *Rainbow Valley Rides Contract*

Staff to begin contract negotiations.

E. *COVID-19 Impact on 2021 Fair Preparations*

No report.

F. *2021 Fair Budget*

Budget included in subcommittee packet.

Update and Possible Action on Other Fair Operation Projects and Issues

No report.

Adjourn

Motion made by Plate, seconded by Kohlbeck to adjourn at 5:59pm. Motion carried unanimously.

Minutes taken by Shelton

Signed by Kohlbeck



MANITOWOC COUNTY
EXPO-ICE CENTER BOARD
Marketing & Advertising Sub-Committee
MEETING NOTICE

DATE: February 10, 2021
TIME: 5:30 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 board may convene in closed session. The following matters may be considered at the meeting:

1. Regular business
 - A. Roll Call
 - B. Previous Minutes
2. Public Comment
3. Election of Officers
4. Review, Discussion, and Possible Action on the following items for the 2021 Fair:
 - A. Social Media Plan
 - B. Advertising-Media Budget
 - C. COVID-19 Impact on 2021 Fair Preparations
5. Other Fair Projects and Issues Update - No Action
6. Adjourn

Date: February 2, 2021

Justin Zipperer, SUB-COMMITTEE CHAIRPERSON
By: Gerard Neuser, Public Works Director

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

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

**MINUTES of EXPO-ICE CENTER BOARD MEETING
MARKETING-ADVERTISING SUBCOMMITTEE**

Held Wednesday, February 10, 2021
Location: Heritage Center – County Boardroom

Present: J. Zipperer, R. Kohlbeck, B. Palzewicz, K. Winkel

**Other Expo-Ice
Center Board**

Members Present: J. Vetting, D. Pollen, M. Plate, J. Hawig, B. Herr, K. Sitkiewitz

Absent & Excused: K. Behnke, D. Newberg, R. Voss

Absent:

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

Minutes No minutes were submitted for approval.

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

Election of Officers Barbara Palzewicz was nominated by Rick Kohlbeck as the committee vice chairperson. After three calls for other nominations a motion was made by Kohlbeck, seconded by Winkel, that nominations be closed and unanimous ballot be cast for Palzewicz as committee vice chair. Motion carried unanimously.

Kristen Winkel was nominated by Rick Kohlbeck as the committee secretary. After three calls for other nominations a motion was made by Kohlbeck, seconded by Palzewicz, that nominations be closed and unanimous ballot be cast for Winkel as committee secretary. Motion carried unanimously.

Review, Discussion and Possible Action on the following items for the 2021 Fair:

A. Social Media Plan

J. Zipperer reported on the Social Media Plan noting that one posting was up and another one to be posted on Valentine's Day.

B. Advertising-Media Budget

Advertising-Media Budget included in committee packet for review. Discussion. Tabled until next meeting.

C. COVID-19 Impact on 2021 Fair Preparations

No report.

Other Fair Projects and Issues Update – No Action

No report.

Adjournment

Motion made by Kohlbeck, seconded by Palzewicz to adjourn at 5:49pm. Motion carried unanimously.

Minutes taken by Shelton

Signed by Winkel



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

DATE: February 10, 2021
TIME: 6:30 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 board may convene in closed session. The following matters may be considered at the meeting:

1. Regular business
 - A. Roll Call
 - B. Previous Minutes
2. Public Comment
3. Election of Officers
4. Review, Discussion, and Possible Action on the following items for the 2021 Fair:
 - A. Jr Fair Exhibitor Age Out Group
 - B. 4-H Data
 - C. Superintendents-Assistant Superintendents
 - a. Horses
 - b. Poultry-Rabbit
 - D. Dairy Cattle Update - UW-Extension; Liaison
 - E. Milk House Superintendent
 - F. Market Animal Committee Meeting
 - G. Ice Center Operations
 - H. Working Group Updates:
 - a. Brew Competition
 - b. Dairy Cattle (Ice Center) Show Ring
 - c. Education & Outreach - AG Adventureland Tent
 - d. Teeny Weeny Donut Contest
 - e. Celebrity Cream Puff Eating Contest
 - f. Fairest of the Fair
 - g. Ladies' Day Event
 - h. Thank a Farmer Banner
 - i. Youth Art Show
 - j. Veteran's Day
5. COVID-19 Impact on 2021 Fair Preparations
6. Other Fair Projects and Issues Update - No Action
7. Adjourn

Date: February 2, 2021

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

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

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

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

Held Wednesday, February 10, 2021
Location: Heritage Center – County Boardroom

Present: T. Dvorak, B. Cavanaugh, J. Hawig, B. Herr, K. Winkel, J. Zipperer

**Other Expo-Ice
Center Board**

Members Present: J. Vetting, D. Pollen, M. Plate, R. Kohlbeck, M. Lentz, B. Palzewicz, T. Dvorak

Absent & Excused: D. Newberg

Absent:

Called to Order Meeting called to order – 6:30pm.

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

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

Election of Officers

Dan Newberg was nominated by Bob Cavanaugh as the committee vice chairperson. After three calls for other nominations a motion was made by J. Zipperer, seconded by Hawig, that nominations be closed and unanimous ballot be cast for Newberg as committee vice chair. Motion carried unanimously.

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

Review, Discussion and Possible Action on the following items for the 2021 Fair:

A. *Jr. Fair Exhibitor Age Out Group*

Dvorak reported on the Jr. Fair Exhibitor Age Out group and will be scheduling meeting to go over logistics.

B. *4-H Data*

Dvorak reported that the 4-H numbers are down approx. 70 youth exhibitors.

C. *Superintendents-Assistant Superintendents – Horses; Poultry-Rabbit*

Dvorak reported that there are open positions for superintendents and assistant superintendents that will need to be filled and looking for recommendations.

D. *Dairy Cattle Update – UW-Extension; Liaison*

Shelton reported on the meetings held with UW-Extension, retired AG Agent Scott Gunderson, superintendents and Angie Ulness as well as a recommendation for a Dairy Coordinator at a stipend of \$250. Motion was made by Hawig, seconded by J. Zipperer to recommend approval to the board the Dairy Coordinator position at a stipend of \$250 with first recommendation of Angie Ulness. Motion carried unanimously.

E. *Milk House Superintendent*

Herr reported on the duties of the Milk House superintendent. Committee is seeking in recommendations for this position.

F. Market Animal Committee Meeting Update

Hawig reported that the Market Animal Committee held a meeting.

G. Ice Center Operations Update

Pollen reported that hockey will host a tournament, figure skating show will be modified this year.

H. Working Group Updates

The following was reported:

- Youth Art Show – documents were distributed at the meeting with discussion on working with third grade submissions as a ribbon only event. Information to be sent to the schools in March.

Other Fair Projects and Issues Update – No Action

No report.

Adjournment

Motion made by J. Zipperer, seconded by Hawig to adjourn at 7:02pm. Motion carried unanimously.

Minutes taken by Shelton

Signed by Winkel



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

DATE: February 10, 2021
TIME: 6:15 p.m.
PLACE: Heritage Center - County Board Meeting Room
1701 Michigan Avenue, Manitowoc WI 54220

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

1. Regular business
 - A. Roll Call
 - B. Previous Minutes
2. Public Comment
3. Election of Officers
4. Review, Discussion, and Possible Action on the following items for the 2021 Fair:
 - A. Frank's Radio Contract
 - B. Building Hours-Release Times-Load-Unload Locations
 - C. Shuttle Bus Parking-Hours
 - D. Parking Attendants-Civic Groups
 - E. Digital Signs
 - F. COVID-19 Impact on 2021 Fair Preparations
5. Other Fair Projects and Issues Update – No Action
6. Adjourn

Date: February 2, 2021

DICK POLLEN, SUB-COMMITTEE CO-CHAIRPERSON
MIKE PLATE, SUB-COMMITTEE CO-CHAIRPERSON
By: Gerard Neuser, Public Works Director

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

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

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

Held Wednesday, February 10, 2021

Location: Heritage Center – County Boardroom

Present: D. Pollen, M. Plate, J. Hawig, B. Herr, M. Lentz, J. Zipperer

**Other Expo-Ice
Center Board**

Members Present: J. Vetting, R. Kohlbeck, B. Cavanaugh, T. Dvorak, K. Winkel, B. Palzewicz, K. Sitkiewitz

Absent & Excused: K. Potter, R. Zipperer
Absent:

Called to Order Meeting called to order - 6:16pm.

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

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

Election of Officers

R. Zipperer was nominated by Jeremy Hawig as the committee vice chairperson. After three calls for other nominations a motion was made by Hawig, seconded by Plate, that nominations be closed and unanimous ballot be cast for R. Zipperer as committee vice chair. Motion carried unanimously.

J. Zipperer was nominated by Jeremy Hawig as the committee secretary. After three calls for other nominations a motion was made by Hawig, seconded by Plate, that nominations be closed and unanimous ballot be cast for J. Zipperer as committee secretary. Motion carried unanimously.

Review and Possible Action on the following items for the 2021 Fair:

A. *Frank's Radio Contract*

Motion was made by J. Zipperer, seconded by Kohlbeck to recommend approval to the board the Frank's Radio contract. Motion carried unanimously.

B. *Building Hours – Release Times – Load-Unload Locations*

Motion was made by Plate, seconded by Hawig to recommend approval to the board the Building Hours-Release Times-Load and Unload Locations. Motion carried unanimously.

C. *Shuttle Bus Parking-Hours*

Motion was made by Plate, seconded by Hawig to recommend approval to the board the Shuttle Bus Parking-Hours. Motion carried unanimously.

D. *Parking Attendants-Civic Groups*

Pollen reported that labor hours need to be reviewed and the Explorer group interested in providing assistance for this year's fair.

E. *Digital Signs*

Consensus to not have the digital signs this year.

F. *COVID-19 Impact on 2021 Fair Preparations*

No report.

Other Fair Projects and Issues Update – No Action

No report.

Adjournment

Motion made by Plate, seconded by Hawig to adjourn at 6:26pm. Motion carried unanimously.

Minutes taken by Shelton

Signed by J. Zipperer



MANITOWOC COUNTY

EXPO and ICE CENTER BOARD

MEETING NOTICE

DATE: Wednesday, March 10, 2021
TIME: 7:00 p.m.
PLACE: Heritage Center – County Board Meeting Room
1701 Michigan Avenue, Manitowoc WI 54220

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

1. Regular business
 - A. Pledge of Allegiance
 - B. Roll Call
 - C. Previous Minutes
2. Public Comment
3. Review, Discussion, and Possible Action on Sub Committee Recommendations
 - A. FINANCE SUB-COMMITTEE:
 1. No Committee Meeting; Committee Update; Outdoor-Indoor Vendor Fees – 2022; Admission Fees – 2022; Rainbow Valley Rides Contract; COVID-19 Impact on 2021 Fair Preparations; 2021 Fair Budget
 - B. OPERATIONS SUB-COMMITTEE:
 1. 2022 Open Class-Jr Fair Entry Day and Judging; Dairy Cattle Update – UW-Extension-Liaison – Milk Parlor Supervisor – Skid Loader Use for Set Up and Clean Up; Market Animal Committee Meeting; Ice Center Operations; Working Group Updates-Brew Competition; Dairy Cattle (Ice Center) Show Ring; Education & Outreach-AG Adventureland Tent; Teeny Weeny Donut Contest; Celebrity Cream Puff Eating Contest; Fairest of the Fair; Ladies' Day Event; Thank a Farmer Banner; Youth Art Show; Veteran's Day; COVID-19 Impact on 2021 Fair Preparations
 - C. ENTERTAINMENT/VENDORS SUB-COMMITTEE:
 1. Polka Band Contracts; Location; COVID-19 Impact on 2021 Fair Preparations
 - D. PARKING/SECURITY SUB-COMMITTEE:
 1. Release Time – Alpacas/Llamas; Shuttle Bus Hours – Cost; Parking Attendants-Civic Groups
 - E. MARKETING-ADVERTISING SUB-COMMITTEE
 1. Social Media Update; Advertising-Media Budget
4. Review, Discussion, and Possible Action on 2021 Fair Matters
 - A. BSG Contract
 - B. Beer and Soda Vendor Meeting – March 17
 - C. Fair Update
5. Finance Director's Financial Report – Review; Capital Projects Update; COVID-19 Revenue Impact
6. Update and Possible Action on Other Fair, Expo Buildings and Grounds Projects and Issues
 - A. Expo-Ice Center Board Appointment Recommendation
 - B. Expo-Ice Center Month Events; Expo Grounds Update
7. Adjourn

Date: March 2, 2021

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

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

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

MINUTES of EXPO-ICE CENTER BOARD MEETING

Held Wednesday, March 10, 2021

Location: Heritage Center – County Boardroom

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

County Board Supervisors Present: J. Brey

Absent & Excused: K. Potter, B. Herr
Absent:

Pledge of Allegiance

Called to Order Meeting called to order – 7:04pm.

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

Public Comment County Board Chairman Jim Brey was present and reported on the Vaccine Clinic giving kudos to the Health Department, Emergency Services and Public Works staff.

Review & Act on Subcommittee Recommendations:

A. Finance Subcommittee

1. ***Outdoor-Indoor Vendor Fees – 2022; Admission Fees – 2022; Rainbow Valley Rides Contract; COVID-19 Impact on 2021 Fair Preparations; 2021 Budget***
Staff reported that they have reached out to Rainbow Valley Rides.

B. Operations Subcommittee

1. ***2022 Open Class-Jr. Fair Entry Day and Judging; Dairy Cattle Update – UW-Extension-Liaison; Milk House Superintendent; Skid Loader Use for Set Up and Clean Up; Market Animal Committee Meeting Update; Ice Center Operations Update; Working Group Updates-Brew Competition; Dairy Cattle (Ice Center) Show Ring; Education & Outreach-AG Adventureland Tent; Teeny Weeny Donut Contest; Celebrity Cream Puff Eating Contest; Fairest of the Fair; Ladies' Day Event; Thank a Farmer Banner; Youth Art Show; Veteran's Day; COVID-19 Impact on 2021 Fair Preparations***

Dvorak reported on the following:

- 2022 Open Class-Jr. Fair Entry Day and Judging – recommend approval that both Junior Fair and Open Class Exhibition entries come in on Monday of fair week, Junior Fair judging to occur on Monday and Open Class judging to occur on Tuesday and will be implemented at the 2022 fair.
- Dairy Cattle Barn Update – recommend approval to the board the stipend of \$500 for the Milk Parlor Supervisor and a stipend of \$200 for the Skid Loader Operator.
- Fairest of the Fair meeting set for March 22 at 6:30pm at Action Realty Office.
- AG Adventureland – Ducks and Master Gardeners to return.
- Youth Art Show – working on logistics.

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

C. Entertainment/Vendors Subcommittee:

1. *Polka Band Contracts; Location; COVID-19 Impact on 2021 Fair Preparations*

Voss reported that there will be discussion at the upcoming Beer and Soda vendor meeting pertaining to the Polka Bands.

D. Parking/Security Subcommittee:

1. *Release Times – Alpacas.Llamas; Shuttle Bus Parking-Hours; Parking Attendants-Civic Groups; Digital Signs*

Pollen reported on the following:

- Release Times – no recommendation to change the Alpaca-Llama release time to 4pm and will discuss with the superintendent.

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

E. Marketing-Advertising Subcommittee:

1. *Social Media Plan; Advertising-Media Budget*

J. Zipperer reported on the following:

- Social Media – posts have been completed and ramping up.
- Advertising-Media Budget – recommend approval of the advertising-media budget.

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

Review, Discussion and Possible Action on 2021 Fair Matters

A. *BSG Contract*

Motion was made by R. Zipperer, seconded by Lentz to approve the BSG contract. Motion carried unanimously.

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

No report.

C. *Fair Update*

Discussion included the WI Association of Fairs meetings and the Exhibitor rules are posted online.

Finance Director's Financial Report – Review; Capital Projects Update; COVID-19 Revenue Impact

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

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

A. *Expo-Ice Center Board Appointment Recommendation*

Motion was made by Sitkiewitz, seconded by Cavanaugh to recommend approval to the County Executive the appointment of Paige Soukup. Motion carried unanimously.

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

Shelton reported on the vaccine clinics and upcoming events.

Adjournment

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

Minutes taken by Shelton

Signed by J. Zipperer



MANITOWOC COUNTY
EXPO-ICE CENTER BOARD
Marketing-Advertising Sub-Committee
MEETING NOTICE

DATE: Wednesday, March 10, 2021

TIME: 6:00 p.m.

PLACE: Heritage Center – County Board Meeting Room
1701 Michigan Avenue, Manitowoc WI 54220

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

1. Regular business
 - A. Roll Call
 - B. Previous Minutes
2. Public Comment
3. Review, Discussion, and Possible Action on the following items for the 2021 Fair:
 - A. Social Media Plan
 - B. Advertising-Media Budget
4. Other Fair Projects and Issues Update – No Action
5. Adjourn

Date: March 2, 2021

Justin Zipperer, SUB-COMMITTEE CHAIRPERSON
By: Gerard Neuser, Public Works Director

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

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

**MINUTES of EXPO-ICE CENTER BOARD MEETING
MARKETING-ADVERTISING SUBCOMMITTEE**

Held Wednesday, March 10, 2021

Location: Heritage Center – County Boardroom

Present: J. Zipperer, R. Kohlbeck, B. Palzewicz, K. Winkel, K. Behnke, D. Newberg,
R. Voss

**Other Expo-Ice
Center Board**

Members Present: J. Vetting, D. Pollen, M. Plate, J. Hawig, R. Zipperer, M. Lentz, T. Dvorak

Absent & Excused:

Absent:

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

Minutes No minutes were submitted for approval.

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

Review, Discussion and Possible Action on the following items for the 2021 Fair:

A. Social Media Plan

J. Zipperer reported on the Social Media Plan and Facebook posts submitted to staff for March.

B. Advertising-Media Budget

Advertising-Media Budget included in committee packet for review. Motion was made by Palzewicz, seconded by Voss to recommend approval to the board the advertising-media budget. Motion carried unanimously.

Other Fair Projects and Issues Update – No Action

No report.

Adjournment

Motion made by Pawlzewicz, seconded by Behnke to adjourn at 6:11pm. Motion carried unanimously.

Minutes taken by Shelton

Signed by Winkel



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

DATE: Wednesday, March 10, 2021
TIME: 6:30 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 board may convene in closed session. The following matters may be considered at the meeting:

1. Regular business
 - A. Roll Call
 - B. Previous Minutes
2. Public Comment
3. Review, Discussion, and Possible Action on the following items for the 2021 Fair:
 - A. 2022 Open Class-Jr Fair Entry Day and Judging
 - B. Dairy Cattle Update
 - a. UW-Extension
 - b. Liaison
 - c. Milk Parlor Supervisor
 - d. Skid Loader Use for Set Up and Clean Up
 - C. Market Animal Committee Meeting
 - D. Ice Center Operations
 - E. Working Group Updates:
 - a. Brew Competition
 - b. Dairy Cattle (Ice Center) Show Ring
 - c. Education & Outreach – AG Adventureland Tent
 - d. Teeny Weeny Donut Contest
 - e. Celebrity Cream Puff Eating Contest
 - f. Fairest of the Fair
 - g. Ladies' Day Event
 - h. Thank a Farmer Banner
 - i. Youth Art Show
 - j. Veteran's Day
4. COVID-19 Impact on 2021 Fair Preparations
5. Other Fair Projects and Issues Update – No Action
6. Adjourn

Date: March 2, 2021

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

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

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

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

Held Wednesday, March 10, 2021
Location: Heritage Center – County Boardroom

Present: T. Dvorak, B. Cavanaugh, J. Hawig, K. Winkel, J. Zipperer, D. Newberg

**Other Expo-Ice
Center Board**

Members Present: J. Vetting, D. Pollen, M. Plate, R. Kohlbeck, M. Lentz, B. Palzewicz, R. Zipperer, K. Behnke, R. Voss, K. Sitkiewitz

Absent & Excused: B. Herr

Absent:

Called to Order Meeting called to order – 6:30pm.

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

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

Review, Discussion and Possible Action on the following items for the 2021 Fair:

A. 2022 Open Class-Jr. Fair Entry Day and Judging

Tonya reported on the current and proposed Open Class and Junior Fair Entry Day and Judging. Motion was made by Cavanaugh, seconded by Hawig to recommend approval to the board that both Junior Fair and Open Class Exhibition entries come in on Monday of fair week, Junior Fair judging to occur on Monday and Open Class judging to occur on Tuesday and will be implemented at the 2022 fair. Motion carried unanimously.

B. Dairy Cattle Update – UW-Extension; Liaison; Milk Parlor Supervisor; Skid Loader Use for Set Up and Clean Up

Motion was made by Hawig, seconded by J. Zipperer to recommend approval to the board the stipend of \$500 for the Milk Parlor Supervisor and a stipend of \$200 for the Skid Loader Operator. Motion carried unanimously.

C. Market Animal Committee Meeting Update

Hawig reported that there are approximately 5-10 exhibitors that may participate in the age out program.

D. Ice Center Operations Update

Pollen reported that hockey will be done this Friday and Figure Skating show will have limited audience for the show slated for March 20-21.

E. Working Group Updates

The following was reported:

- Brew Competition – Planning Stages.
- Dairy Cattle – no update.
- Education and Outreach – purchasing ducks and Master Gardeners plan to return dependent on COVID. Consensus was yes to both items.
- Teeny Weeny Donut – no report.
- Celebrity Cream Puff – Jim Brey would like to participate.
- Fairest of the Fair – Lydia Luebke finishing at River Falls and attending the Memorial Day Parade.
- Ladies' Day Event – discussion included indoor booth rental versus table cost at this event.
- Youth Art Show – Nancy is putting together documents. There is no entry fee and plan to launch this year.

Other Fair Projects and Issues Update – No Action

No report.

Adjournment

Motion made by J. Zipperer, seconded by Hawig to adjourn at 7:03pm. Motion carried unanimously.

Minutes taken by Shelton

Signed by Winkel



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

DATE: Wednesday, March 10, 2021

TIME: 5:30 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 board may convene in closed session. The following matters may be considered at the meeting:

1. Regular business
 - A. Roll Call
 - B. Previous Minutes
2. Public Comment
3. Review, Discussion, and Possible Action on the following items for the 2021 Fair:
 - A. Release Time – Alpacas/Llamas
 - B. Shuttle Bus Hours – Cost
 - C. Parking Attendants-Civic Groups
4. Other Fair Projects and Issues Update – No Action
5. Adjourn

Date: March 2, 2021

DICK POLLEN, SUB-COMMITTEE CO-CHAIRPERSON
MIKE PLATE, SUB-COMMITTEE CO-CHAIRPERSON
By: Gerard Neuser, Public Works Director

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

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

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

Held Wednesday, March 10, 2021

Location: Heritage Center – County Boardroom

Present: D. Pollen, M. Plate, J. Hawig, M. Lentz, J. Zipperer, R. Zipperer

**Other Expo-Ice
Center Board**

Members Present: J. Vetting, B. Palzewicz, D. Newberg

Absent & Excused: B. Herr, K. Potter

Absent:

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

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

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

Review and Possible Action on the following items for the 2021 Fair:

A. Release Times – Alpacas/Llamas

Discussion included gate hours through 5pm, reasons for request, and other exhibitors would request earlier release. Motion was made by R. Zipperer, seconded by Lentz to recommend approval to the board to keep the release times the same with no changes per the request of the Alpaca-Llama superintendent and to work with the superintendent to offer flexibility at release time. Motion carried unanimously.

B. Shuttle Bus Parking-Hours

Tabled until next meeting.

C. Parking Attendants-Civic Groups

Pollen discussed potential attendants noting that there is no interest from other organizations and requested board member participation.

Other Fair Projects and Issues Update – No Action

Discussion included – signage, Lot Full/Lot Closed signs, Parking Lots, Expo Drive, Office Complex and painting, Sheriff's meeting update.

Adjournment

Motion made by Plate, seconded by Hawig to adjourn at 5:54pm. Motion carried unanimously.

Minutes taken by Shelton

Signed by J. Zipperer



MANITOWOC COUNTY

EXPO and ICE CENTER BOARD

MEETING NOTICE

DATE: April 14, 2021
TIME: 7:00 p.m.
PLACE: Heritage Center – County Board Meeting Room
1701 Michigan Avenue, Manitowoc WI 54220

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

1. Regular business
 - A. Pledge of Allegiance
 - B. Roll Call
 - C. Previous Minutes
2. Public Comment
3. Review, Discussion, and Possible Action on Sub Committee Recommendations
 - A. FINANCE SUB-COMMITTEE:
 1. Fireworks Contract; Outdoor-Indoor Vendor Fees – 2022; Admission Fees – 2022; Rainbow Valley Rides Contract; COVID-19 Impact on 2021 Fair Preparations; 2021 Fair Budget
 - B. OPERATIONS SUB-COMMITTEE:
 1. No Committee Meeting; Committee Update; Dairy Cattle Update – Liaison – Milk Parlor Supervisor; Market Animal Committee Meeting; Ice Center Operations; Working Group Updates-Brew Competition; Dairy Cattle (Ice Center) Show Ring; Education & Outreach-AG Adventureland Tent; Teeny Weeny Donut Contest; Celebrity Cream Puff Eating Contest; Fairest of the Fair; Ladies' Day Event; Thank a Farmer Banner; Youth Art Show; Veteran's Day; COVID-19 Impact on 2021 Fair Preparations
 - C. ENTERTAINMENT/VENDORS SUB-COMMITTEE:
 1. Fireworks Contract; Polka Band Contracts; Location; COVID-19 Impact on 2021 Fair Preparations
 - D. PARKING/SECURITY SUB-COMMITTEE:
 1. No Committee Meeting; Committee Update; Trailer Parking; Customer Parking; Parking Lot Staff Requirements; Shuttle Bus Hours – Cost; Parking Attendants-Civic Groups
 - E. MARKETING-ADVERTISING SUB-COMMITTEE
 1. No Committee Meeting; Committee Update; Social Media Update
4. Review, Discussion, and Possible Action on 2021 Fair Matters
 - A. Beer and Soda Vendor Meeting – Update
 - B. Fair Update
5. Finance Director's Financial Report – Review; Capital Projects Update; COVID-19 Revenue Impact
6. Update and Possible Action on Other Fair, Expo Buildings and Grounds Projects and Issues
 - A. District 4 Meeting Update – Talk It Out Tuesday Update
 - B. Website Updates
 - C. Expo-Ice Center Month Events; Expo Grounds Update
7. Adjourn

Date: April 6, 2021

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

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

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

MINUTES of EXPO-ICE CENTER BOARD MEETING

Held Wednesday, April 14, 2021

Location: Heritage Center – County Boardroom

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

**County Board
Supervisors
Present:**

**Absent & Excused:
Absent:**

Pledge of Allegiance

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

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

Public Comment No public comment.

Review & Act on Subcommittee Recommendations:

A. Finance Subcommittee

1. ***Fireworks Contract; Outdoor-Indoor Vendor Fees – 2022; Admission Fees – 2022; Rainbow Valley Rides Contract; COVID-19 Impact on 2021 Fair Preparations; 2021 Budget***

Hawig reported on the following:

- Recommend approval of the Fireworks Contract Option A at \$7,000.
- Recommend approval to keep the Outdoor-Indoor vendor fees the same for 2022.

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

B. Operations Subcommittee

1. ***No Committee Meeting; Committee Update; Dairy Cattle Update – Liaison – Milk Parlor Supervisor; Market Animal Committee Meeting Update; Ice Center Operations Update; Working Group Updates-Brew Competition; Dairy Cattle (Ice Center) Show Ring; Education & Outreach- AG Adventureland Tent; Teeny Weeny Donut Contest; Celebrity Cream Puff Eating Contest; Fairest of the Fair; Ladies' Day Event; Thank a Farmer Banner; Youth Art Show; Veteran's Day; COVID-19 Impact on 2021 Fair Preparations***

Dvorak reported on the following:

- Paige Soukup will be the Dairy Cattle Liaison; Dan Strouf has accepted the Milk House Superintendent position.
- Brew Competition – working on sponsorships and paperwork.
- Teeny Weeny Donut and Celebrity Cream Puff – working on list.
- Fairest of the Fair – WOMT on May 20 and Deanna Backhaus, Brown County, interested in assisting on the working group.
- Youth Art Show – paperwork has gone out to the schools.
- Ladies Day Event – have an MC selected.

C. Entertainment/Vendors Subcommittee:

1. *Fireworks Contract; Polka Band Contracts; Location; COVID-19 Impact on 2021 Fair Preparations*

Voss reported on the following:

- Recommend approval of the Fireworks Contract Option A at \$7,000.
- Recommend approval of the Polka Bands not to exceed \$2,135.

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

D. Parking/Security Subcommittee:

1. *No Committee Meeting; Committee Update; Trailer Parking; Customer Parking; Parking Lot Staff Requirements; Shuttle Bus Parking-Hours; Parking Attendants-Civic Groups; Digital Signs*

Pollen reported that trailer parking will be the same as 2019.

E. Marketing-Advertising Subcommittee:

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

J. Zipperer reported that social meeting posts have been placed for April.

Review, Discussion and Possible Action on 2021 Fair Matters

A. *Beer and Soda Vendor Meeting – Update*

Voss reported that Coca Cola is the soda vendor and Larry's Distributing is the beer vendor for this year's fair.

B. *Fair Update*

No report.

Finance Director's Financial Report – Review; Capital Projects Update; COVID-19 Revenue Impact

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

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

A. *District 4 Meeting Update – Talk It Out Tuesday Update*

Dvorak reported on the District 4 Meeting noting that more information on 4-H rules and regulations will be coming out pertaining to gatherings and social distancing guidelines for exhibitors participating in 4-H.

B. *Website Updates*

Shelton reported on the county website updates including email and website address changes.

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

Shelton reported on Expo grounds upcoming events.

Adjournment

Motion was made by Plate, seconded by Newberg to adjourn at 7:40pm. Motion carried unanimously.

Minutes taken by Shelton

Signed by J. Zipperer



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

DATE: April 14, 2021
TIME: 6:45 p.m.
PLACE: Heritage Center – County Board Meeting Room
1701 Michigan Avenue, Manitowoc WI 54220

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

1. Regular Business
 - A. Roll Call
 - B. Previous Minutes
2. Public Comment
3. Review, Discussion, and Possible Action on the following items for the 2021 Fair:
 - A. Fireworks Contract
 - B. Polka Band Contracts; Location
 - C. COVID-19 Impact on 2021 Fair Preparations
4. Other Fair Projects and Issues Update – No Action
5. Adjourn

Date: April 6, 2021

Rob Voss, SUB-COMMITTEE CHAIRPERSON
By: Gerard Neuser, Public Works Director

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

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

**MINUTES of EXPO-ICE CENTER BOARD MEETING
ENTERTAINMENT AND VENDORS SUBCOMMITTEE**

Held Wednesday, April 14, 2021

Location: Heritage Center – County Boardroom

Present: R. Voss, R. Kohlbeck, J. Zipperer, M. Lentz, D. Newberg,
K. Sitkiewitz, R. Zipperer

**Other Expo-Ice
Center Board**

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

Absent & Excused:

Absent:

Called to Order Meeting called to order – 6:45 pm

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

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

Review, Discussion, and Possible Action on the following items for the 2021 Fair:

A. Fireworks Contract

Motion was made by J. Zipperer, seconded by Sitkiewitz to recommend approval to the board the Fireworks Contract Option A at \$7000. Motion carried unanimously.

B. Polka Band Contracts; Location

Discussion included access to the Variety and Rock Pavilions, Parking, Tables and Chairs, and staging. Motion was made by R. Zipperer, seconded by Lentz to recommend approval to the board the Polka music at the Variety and Rock Pavilions at a cap of \$2,135. Motion carried unanimously.

C. COVID-19 Impact on 2021 Fair Preparations

No report.

Other Fair Projects and Issues Update – No Action

No report.

Adjournment

Motion made by J. Zipperer, seconded by Lentz to adjourn at 6:58 pm. Motion carried unanimously.

Minutes taken by Shelton

Signed by J. Zipperer



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

DATE: April 14, 2021
TIME: 6:30 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 board may convene in closed session. The following matters may be considered at the meeting:

1. Regular Business
 - A. Roll Call
 - B. Previous Minutes
2. Public Comment
3. Review, Discussion, and Possible Action on the following items for the 2021 Fair:
 - A. Fireworks Contract
 - B. Outdoor-Indoor Vendor Fees – 2022
 - C. Admission Fees – 2022
 - D. Rainbow Valley Rides Contract
 - E. COVID-19 Impact on 2021 Fair Preparations
 - F. 2021 Fair Budget
4. Update and Possible Action on Other Fair Operation Projects and Issues
5. Adjourn

Date: April 6, 2021

Jeremy Hawig, SUB-COMMITTEE CHAIRPERSON
By: Gerard Neuser, Public Works Director

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

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

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

Wednesday, April 14, 2021

Location: Heritage Center – County Boardroom

Present: J. Hawig, B. Cavanaugh, R. Kohlbeck, B. Palzewicz, D. Pollen,
M. Plate, K. Sitkiewitz, K. Behnke

**Other Expo-Ice
Center Board**

Members Present: J. Vetting, B. Herr, K. Winkel, J. Zipperer, T. Dvorak, M. Lentz

**Absent & Excused:
Absent:**

Called to Order Meeting called to order – 6:30 pm.

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

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

Review, Discussion, and Possible Action on the following items for the 2021 Fair:

A. *Fireworks Contract*

Motion was made by Behnke, seconded by Plate to recommend approval to the board the Fireworks Contract Option A for \$7000. Motion carried unanimously.

B. *Outdoor-Indoor Vendor Fees – 2022*

Motion was made by Behnke, seconded by Pollen to recommend approval to the board to keep the Outdoor-Indoor Vendor fees the same for 2022. Motion carried unanimously.

C. *Admission Fees – 2022*

Discussion included a possible two ticket pricing system; one to include carnival rides and another not to include carnival rides and to include Rainbow Valley Rides in future discussions on price system.

D. *Rainbow Valley Rides Contract*

No report.

E. *COVID-19 Impact on 2021 Fair Preparations*

No report.

F. *2021 Fair Budget*

No report.

Update and Possible Action on Other Fair Operation Projects and Issues

No report.

Adjourn

Motion made by Plate, seconded by Behnke to adjourn at 6:41 pm. Motion carried unanimously.

Minutes taken by Shelton

Signed by Kohlbeck



MANITOWOC COUNTY

EXPO and ICE CENTER BOARD

MEETING NOTICE

DATE: May 12, 2021
TIME: 7:00 p.m.
PLACE: Heritage Center – County Board Meeting Room
1701 Michigan Avenue, Manitowoc WI 54220

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

1. Regular business
 - A. Pledge of Allegiance
 - B. Roll Call
 - C. Previous Minutes
2. Public Comment
3. Review, Discussion, and Possible Action on Sub Committee Recommendations
 - A. FINANCE SUB-COMMITTEE:
 1. No Committee Meeting; Committee Update
 - B. OPERATIONS SUB-COMMITTEE:
 1. Small Animal Auction Request; Small Animal Market Judge's Stipend; Market Animal Committee Meeting; Ice Center Operations; Working Group Updates-Brew Competition; Dairy Cattle (Ice Center) Show Ring; Education & Outreach-AG Adventureland Tent; Teeny Weeny Donut Contest; Celebrity Cream Puff Eating Contest; Fairest of the Fair; Ladies' Day Event; Thank a Farmer Banner; Youth Art Show; Veteran's Day
 - C. ENTERTAINMENT/VENDORS SUB-COMMITTEE:
 1. Outdoor Vendor Applications Review
 - D. PARKING/SECURITY SUB-COMMITTEE:
 1. No Committee Meeting; Committee Update; Shuttle Bus Hours – Cost; Parking Attendants-Civic Groups
 - E. MARKETING-ADVERTISING SUB-COMMITTEE
 1. No Committee Meeting; Committee Update; Social Media Update
4. Review, Discussion, and Possible Action on 2021 Fair Matters
 - A. Sunday Church Service – 9am – Location
 - B. Fair Update
5. Finance Director's Financial Report – Review; Capital Projects Update; COVID-19 Revenue Impact
6. Update and Possible Action on Other Fair, Expo Buildings and Grounds Projects and Issues
 - A. Breakfast on the Farm – June 13 – Vogel Family Farms LLC, Reedsville – Volunteer Schedule
 - B. Expo-Ice Center Month Events; Expo Grounds Update
 - C. Future Expo Meetings
7. Adjourn

Date: May 4, 2021

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

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

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

MINUTES of EXPO-ICE CENTER BOARD MEETING

Held Wednesday, May 12, 2021

Location: Heritage Center – County Boardroom

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

**County Board
Supervisors
Present:**

Absent & Excused: K. Behnke
Absent:

Pledge of Allegiance

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

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

Public Comment No public comment.

Review & Act on Subcommittee Recommendations:

A. Finance Subcommittee

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

B. Operations Subcommittee

1. **Small Animal Auction Request; Small Animal Market Judge's Stipend; Market Animal Committee Meeting Update; Ice Center Operations Update; Working Group Updates- Brew Competition; Dairy Cattle (Ice Center) Show Ring; Education & Outreach- AG Adventureland Tent; Teeny Weeny Donut Contest; Celebrity Cream Puff Eating Contest; Fairest of the Fair; Ladies' Day Event; Thank a Farmer Banner; Youth Art Show; Veteran's Day; COVID-19 Impact on 2021 Fair Preparations**

Dvorak reported on the following:

- Recommend approval of the Small Animal Auction Request.
- Recommend Approval Small Animal Market Judge's Stipend at \$50 per judge.
- Recommend Approval of the Thank a Farmer Banner.

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

C. Entertainment/Vendors Subcommittee:

1. **Outdoor Vendor Applications Review**

Voss reported on the following:

- Recommend approval of the Essential Oils Request to sell Hemp and CBD Oil as a licensed vendor.
- Recommend approval of the Mishicot FFA Tractor Display.

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

D. Parking/Security Subcommittee:

1. **No Committee Meeting; Committee Update; Shuttle Bus Hours - Cost; Parking Attendants-Civic Groups**

New signs being installed.

E. Marketing-Advertising Subcommittee:

1. No Committee Meeting; Committee Update; Social Media Update

J. Zipperer reported that social media postings are being completed and more shares and likes are being reported.

Review, Discussion and Possible Action on 2021 Fair Matters

A. Sunday Church Service – 9am – Location

Discussion included location of Sunday Church Service with consensus to have in the Ice Center.

B. Fair Update

Shelton reported on fair sponsorships noting that Action Realty will be a sponsor of the Sea Lion Show.

Finance Director's Financial Report – Review; Capital Projects Update; COVID-19 Revenue Impact

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

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

A. Breakfast on the Farm – June 13 – Vogel Family Farms LLC, Reedsville – Volunteer Schedule

Vetting reminded the board to sign up to volunteer.

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

Shelton reported on Expo grounds upcoming events.

C. Future Expo Meetings

Vetting reported that Future Expo meetings will be held in the Expo Conference room.

Adjournment

Motion was made by J. Zipperer, seconded by Voss to adjourn at 7:18pm. Motion carried unanimously.

Minutes taken by Shelton

Signed by J. Zipperer



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

DATE: May 12, 2021
TIME: 6:00 p.m.
PLACE: Heritage Center – County Board Meeting Room
1701 Michigan Avenue, Manitowoc WI 54220

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

1. Regular Business
 - A. Roll Call
 - B. Previous Minutes
2. Public Comment
3. Review, Discussion, and Possible Action on the following items for the 2021 Fair:
 - A. Outdoor Vendor Applications Review
4. Other Fair Projects and Issues Update – No Action
5. Adjourn

Date: May 4, 2021

Rob Voss, SUB-COMMITTEE CHAIRPERSON
By: Gerard Neuser, Public Works Director

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

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

**MINUTES of EXPO-ICE CENTER BOARD MEETING
ENTERTAINMENT AND VENDORS SUBCOMMITTEE**

Held Wednesday, May 12, 2021

Location: Heritage Center – County Boardroom

Present: R. Voss, R. Kohlbeck, J. Zipperer, M. Lentz, D. Newberg, K. Sitkiewitz, R. Zipperer

**Other Expo-Ice
Center Board**

Members Present: J. Vetting, D. Pollen, M. Plate, B. Cavanaugh, J. Hawig, T. Dvorak, B. Herr,
K. Winkel, B. Palzewicz, P. Soukup

Absent & Excused:
Absent:

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

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

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

Review, Discussion, and Possible Action on the following items for the 2021 Fair:

A. Outdoor Vendor Applications Review

The following items were reviewed with recommendations:

- Essential Oils request for sale of Hemp and CBD oil as a licensed vendor. Motion was made by Kohlbeck, seconded by Sitkiewitz to recommend approval to the board the Essential Oils request for sale of Hemp and CBD oil as a licensed vendor. Motion carried unanimously.
- Mishicot FFA request to provide antique, restored tractor to the county fair. Motion was made by Kohlbeck, seconded by R. Zipperer to recommend approval to the board the Mishicot FFA request to provide an antique, restored tractor.
- Applications were reviewed.

Other Fair Projects and Issues Update – No Action

No report.

Adjournment

Motion made by R. Zipperer, seconded by Kohlbeck to adjourn at 6:32pm. Motion carried unanimously.

Minutes taken by Shelton

Signed by J. Zipperer



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

DATE: May 12, 2021
TIME: 6:30 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 board may convene in closed session. The following matters may be considered at the meeting:

1. Regular business
 - A. Roll Call
 - B. Previous Minutes
2. Public Comment
3. Review, Discussion, and Possible Action on the following items for the 2021 Fair:
 - A. Small Animal Auction Request
 - B. Small Animal Market Judge's Stipend
 - C. Market Animal Committee Meeting
 - D. Ice Center Operations
 - E. Working Group Updates:
 - a. Brew Competition
 - b. Dairy Cattle (Ice Center) Show Ring
 - c. Education & Outreach – AG Adventureland Tent
 - d. Teeny Weeny Donut Contest
 - e. Celebrity Cream Puff Eating Contest
 - f. Fairest of the Fair
 - g. Ladies' Day Event
 - h. Thank a Farmer Banner
 - i. Youth Art Show
 - j. Veteran's Day
4. Other Fair Projects and Issues Update – No Action
5. Adjourn

Date: May 4, 2021

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

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

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

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

Held Wednesday, May 12, 2021

Location: Heritage Center – County Boardroom

Present: T. Dvorak, B. Cavanaugh, J. Hawig, K. Winkel, J. Zipperer, D. Newberg, B. Herr

**Other Expo-Ice
Center Board**

Members Present: J. Vetting, D. Pollen, M. Plate, R. Kohlbeck, M. Lentz, B. Palzewicz, R. Zipperer, R. Voss, K. Sitkiewitz, P. Soukup

Absent & Excused:

Absent:

Called to Order Meeting called to order – 6:33pm.

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

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

Review, Discussion and Possible Action on the following items for the 2021 Fair:

A. *Small Animal Auction Request*

Motion was made by Hawig, seconded by Palzewicz to recommend approval to the board the Small Animal Auction request. Motion carried unanimously.

B. *Small Animal Market Judge's Stipend*

Motion was made by J. Zipperer, seconded by Hawig to recommend approval to the board the stipend of \$50 per Poultry and Rabbit Small Animal Market judge. Motion carried unanimously.

C. *Market Animal Committee Meeting Update*

Hawig reported that there is one exhibitor that will fall into the "Aged Out" category for this year's fair.

D. *Ice Center Operations Update*

Pollen reported that the contract is under review by both user groups.

E. *Working Group Updates*

The following was reported:

- Brew Competition – Registered and ready to go. New sponsors are being sought. Award winners to be announced in the Exhibition building.
- Dairy Cattle – Creating job descriptions for the Dairy Cattle Coordinator and Milk House Supervisor.
- Education and Outreach – Ducks purchased and working on hours.
- Teeny Weeny Donut – no report.
- Celebrity Cream Puff – Will have cream puffs for event.
- Fairest of the Fair – Lydia Luebke will attend Memorial Day parade, doing ad next week and attending Breakfast on the Farm.
- Ladies' Day Event – had a meeting and will be considered a working group with a change in name to Woman's Day Event. Looking for sponsors and Quilt contest to be included in the event.
- Thank a Farmer Banner – discussion of size of banner and costs. Motion was made by Cavanaugh, seconded by Herr to recommend approval to the board the Thank a Farmer Banner. Motion carried unanimously.
- Youth Art Show – Mailing went out.
- Veteran's Day Event – discussion on parade and those to be included.

Other Fair Projects and Issues Update – No Action

No report.

Adjournment

Motion made by Hawig, seconded by J. Zipperer to adjourn at 6:57pm. Motion carried unanimously.

Minutes taken by Shelton

Signed by Winkel



MANITOWOC COUNTY

EXPO and ICE CENTER BOARD

MEETING NOTICE

DATE: Wednesday, June 9, 2021
TIME: 7:00 p.m.
PLACE: Expo Office – 4921 Expo Drive, Manitowoc, WI 54220

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

1. Regular business
 - A. Pledge of Allegiance
 - B. Roll Call
 - C. Previous Minutes
2. Public Comment
3. Review, Discussion, and Possible Action on Sub Committee Recommendations
 - A. FINANCE SUB-COMMITTEE:
 1. No Committee Meeting; Committee Update
 - B. OPERATIONS SUB-COMMITTEE:
 1. No Committee Meeting; Committee Update; Market Animal Committee Meeting; Ice Center Operations; Working Group Updates-Brew Competition; Dairy Cattle (Ice Center) Show Ring; Education & Outreach-AG Adventureland Tent; Teeny Weeny Donut Contest; Celebrity Cream Puff Eating Contest; Fairest of the Fair; Ladies' Day Event; Thank a Farmer Banner; Youth Art Show; Veteran's Day
 - C. ENTERTAINMENT/VENDORS SUB-COMMITTEE:
 1. Grandstand-Entertainment Tent – Raul Bustamente
 - D. PARKING/SECURITY SUB-COMMITTEE:
 1. No Committee Meeting; Committee Update; Shuttle Bus Hours – Cost; Parking Attendants-Civic Groups
 - E. MARKETING-ADVERTISING SUB-COMMITTEE
 1. No Committee Meeting; Committee Update; Social Media Update
4. Review, Discussion, and Possible Action on 2021 Fair Matters
 - A. Manitowoc County 4-H Silent Auction Request
 - B. Ant Hill Mob 50-50 Raffle
 - C. Board Member Fair Camping
 - D. Billboard – Judges
 - E. Fair Update
5. Finance Director's Financial Report – Review; Capital Projects Update
6. Update and Possible Action on Other Fair, Expo Buildings and Grounds Projects and Issues
 - A. WI Association of Fairs Conference – January 9-12 2022
 - B. Breakfast on the Farm – June 13 – Vogel Family Farms LLC, Reedsville – Volunteer Schedule
 - C. Expo-Ice Center Month Events; Expo Grounds Update
7. Adjourn

Date: June 1, 2021

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

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

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

MINUTES of EXPO-ICE CENTER BOARD MEETING

Held Wednesday, June 9, 2021

Location: Expo Office – 4921 Expo Drive, Manitowoc

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

**County Board
Supervisors
Present:**

Absent & Excused: K. Behnke, P. Soukup, J. Hawig, B. Herr
Absent:

Pledge of Allegiance

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

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

Public Comment No public comment.

Review & Act on Subcommittee Recommendations:

A. Finance Subcommittee

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

B. Operations Subcommittee

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

Dvorak reported on the following:

- Market Animal Committee – Exhibitors to assist with AG Adventureland for hours toward the market animal sale requirements.
- Ice Center – Contract to user groups and meeting next Wednesday. Work completed on compressors.
- Brew Competition – poster complete.
- Dairy Cattle – group meeting next Monday.
- Education and Outreach – committee consists of Winkel, Hawig, and Dvorak.
- Fairest of the Fair – group meeting on Wednesday. Lydia Luebke attended and gave a brief update.
- Ladies' Day – Jim Brey to co MC and speakers have been retained for event.
- Thank a Farmer Banner – banner being donated by Coca Cola.
- Youth Art Show – Franklin Elementary is participating.
- Veterans Day – parade information being put together. Winkel to assist.

C. Entertainment/Vendors Subcommittee:

1. **Outdoor Vendor Applications Review**

Voss reported on the following:

- Recommend approval of the Grandstand-Entertainment contract with Raul Bustamente with added language on post event cleanup.

Motion was made by Voss, seconded by Sitkiewitz to approve the recommendation. Motion carried unanimously.

D. Parking/Security Subcommittee:

1. ***No Committee Meeting; Committee Update; Shuttle Bus Hours - Cost; Parking Attendants-Civic Groups***

New signs being installed and have reached out to the cadets to work the week of fair.

E. Marketing-Advertising Subcommittee:

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

J. Zipperer reported that two videos have been created and working on July posts.

Review, Discussion and Possible Action on 2021 Fair Matters

- A. Manitowoc County 4-H Silent Auction Request***

Motion was made by Dvorak, seconded by R. Zipperer to approve the Manitowoc County 4-H Silent Auction request. Motion carried unanimously.

- B. Ant Hill Mob 50-50 Raffle***

Motion was made by J. Zipperer, seconded by Plate to approve the Ant Hill Mob 50-50 Raffle request. Motion carried unanimously.

- C. Board Member Fair Camping***

Reminder to notify staff about possible camping.

- D. Billboard – Judges***

Judges are J. Zipperer, Pollen, Winkel, Vetting with judging to occur on July 21 at 10am. Van to be reserved.

- E. Fair Update***

Shelton reported on fair sponsorships noting that Action Realty will be a sponsor of the Sea Lion Show.

Finance Director's Financial Report – Review; Capital Projects Update; COVID-19 Revenue Impact

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

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

- A. WI Association of Fairs Conference – January 9-12 2022***

Reminder to inform staff of your attendance at the fairs conference.

- B. Breakfast on the Farm – June 13 – Vogel Family Farms LLC, Reedsville – Volunteer Schedule***

Vetting reminded the board to sign up to volunteer.

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

Shelton reported on Expo grounds upcoming events.

Adjournment

Motion was made by Plate, seconded by R. Zipperer to adjourn at 7:40pm. Motion carried unanimously.

Minutes taken by Shelton

Signed by J. Zipperer



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

DATE: Wednesday, June 9, 2021
TIME: 6:45 p.m.
PLACE: Expo Office
4921 Expo Drive, Manitowoc, WI 54220

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

1. Regular Business
 - A. Roll Call
 - B. Previous Minutes
2. Public Comment
3. Review, Discussion, and Possible Action on the following items for the 2021 Fair:
 - A. Grandstand Entertainment Tent – Raul Bustamente
4. Other Fair Projects and Issues Update – No Action
5. Adjourn

Date: June 1, 2021

Rob Voss, SUB-COMMITTEE CHAIRPERSON
By: Gerard Neuser, Public Works Director

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

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

**MINUTES of EXPO-ICE CENTER BOARD MEETING
ENTERTAINMENT AND VENDORS SUBCOMMITTEE**

Held Wednesday, June 9, 2021

Location: Expo Office – 4921 Expo Drive, Manitowoc

Present: R. Voss, R. Kohlbeck, J. Zipperer, M. Lentz, D. Newberg, K. Sitkiewitz, R. Zipperer

**Other Expo-Ice
Center Board**

Members Present: J. Vetting, D. Pollen, M. Plate, B. Cavanaugh, B. Palzewicz

Absent & Excused:
Absent:

Called to Order Meeting called to order – 6:45pm

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

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

Review, Discussion, and Possible Action on the following items for the 2021 Fair:

A. *Grandstand-Entertainment Tent – Raul Bustamente*

Discussion on the Grandstand Entertainment Tent and the request by Raul Bustamente to run both locations. Motion was made by Sitkiewitz, seconded by Newberg to recommend approval to the board the Grandstand and Entertainment contract to be ran by Raul Bustamente and language to include that all cleanup to be completed within an hour post event. Motion carried unanimously.

Other Fair Projects and Issues Update – No Action

No report.

Adjournment

Motion made by R. Zipperer, seconded by Newberg to adjourn at 6:56pm. Motion carried unanimously.

Minutes taken by Shelton

Signed by J. Zipperer



MANITOWOC COUNTY

EXPO and ICE CENTER BOARD

AMENDED MEETING NOTICE

DATE: Wednesday, July 14, 2021
TIME: **6:00 p.m.**
PLACE: Expo Office – 4921 Expo Drive, Manitowoc, WI 54220

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

1. Regular business
 - A. Pledge of Allegiance
 - B. Roll Call
 - C. Previous Minutes
2. Public Comment
3. Review, Discussion, and Possible Action on Sub Committee Recommendations
 - A. FINANCE SUB-COMMITTEE:
 1. No Committee Meeting; Committee Update
 - B. OPERATIONS SUB-COMMITTEE:
 1. No Committee Meeting; Committee Update; Market Animal Committee Meeting; Ice Center Operations; Working Group Updates-Brew Competition; Dairy Cattle (Ice Center) Show Ring; Education & Outreach-AG Adventureland Tent; Teeny Weeny Donut Contest; Celebrity Cream Puff Eating Contest; Fairest of the Fair; Woman's Day Event; Thank a Farmer Banner; Youth Art Show; Wednesday Kick Off – Parade-Fireworks
 - C. ENTERTAINMENT/VENDORS SUB-COMMITTEE:
 1. No Committee Meeting; Committee Update
 - D. PARKING/SECURITY SUB-COMMITTEE:
 1. No Committee Meeting; Committee Update; Shuttle Bus Hours – Cost; Parking Attendants-Civic Groups
 - E. MARKETING-ADVERTISING SUB-COMMITTEE:
 1. No Committee Meeting; Committee Update; Social Media Update
4. Review, Discussion, and Possible Action on 2021 Fair Matters
 - A. 2019 Horse Exhibitors – 2021 Open Class Entry (MacDonald, Preston, Leonard)
 - B. Junior Fair Entry Deadline Appeal
 - C. *Dairy Futurity Cattle Arrival Date*
 - D. Woman's Day Approval of Speaker Fee
 - E. Gators-Golf Carts
 - F. Outdoor Vendor – Arrival Time Communication
 - G. Board Member Fair Camping
 - H. Billboard – Judging
 - I. Volunteer and Liaison Sign Up
 - J. Fair Update
5. Finance Director's Financial Report – Review; Capital Projects Update
6. Update and Possible Action on Other Fair, Expo Buildings and Grounds Projects and Issues
 - A. Recommendation to Public Works Committee on 2022 Proceeds from Land Sale Capital Projects Budget
 - B. WI Association of Fairs Conference – January 9-12 2022
 - C. Breakfast on the Farm Update
 - D. Rummage Sale Dates – 2021-2022
 - E. August Meeting
 - F. Expo-Ice Center Month Events; Expo Grounds Update
7. Adjourn

Date: July 6, 2021

Amended: July 9, 2021

Jerome Vetting, BOARD CHAIRPERSON

By: Gerard Neuser, Public Works Director

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

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

MINUTES of EXPO-ICE CENTER BOARD MEETING

Held Wednesday, July 14, 2021

Location: Expo Office – 4921 Expo Drive, Manitowoc

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

County Board

Supervisors

Present:

Absent & Excused: K. Behnke, R. Kohlbeck

Absent:

Pledge of Allegiance

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

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

Public Comment No public comment.

Review & Act on Subcommittee Recommendations:

A. Finance Subcommittee

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

B. Operations Subcommittee

1. ***Market Animal Committee Meeting Update; Ice Center Operations Update; Working Group Updates-Brew Competition; Dairy Cattle (Ice Center) Show Ring; Education & Outreach- AG Adventureland Tent; Teeny Weeny Donut Contest; Celebrity Cream Puff Eating Contest; Fairest of the Fair; Woman's Day Event; Thank a Farmer Banner; Youth Art Show; Wednesday Kick Off – Parade – Fireworks***

Dvorak reported on the following:

- Market Animal Committee – scale coming in to be set.
- Ice Center – Contract signed. Maintenance schedule to begin.
- Brew Competition – 78 entries received and capping at 100.
- Dairy Cattle – Soukup is the liaison. Meeting scheduled July 22.
- Education and Outreach – Milk and cheese ordered. Grow It Forward is participating. Working on volunteers. Set up on Thursday before fair.
- Teeny Weeny – will be hosting.
- Celebrity Cream Puff – confirming the cream puffs.
- Fairest of the Fair – Lydia Luebke attended parades and other events. Will be attending Reunion Day on August 9. Fairest of the Fair application deadline is August 1.
- Woman's Day – Amber Dags, Grow It Forward will be participating. Working on sponsors/donors.
- Thank a Farmer Banner – banner is here.
- Youth Art Show – Two schools participating and will be displayed in Exhibition Building.
- Wednesday Kick Off – parade information being put together.

C. Entertainment/Vendors Subcommittee:

1. Outdoor Vendor Applications Review

No report. Need to schedule time to review layout.

D. Parking/Security Subcommittee:

1. No Committee Meeting; Committee Update; Shuttle Bus Hours - Cost; Parking Attendants-Civic Groups

No meeting. Shuttle bus hours to remain the same and currently working on getting the cadets to work at fair, numbers are down.

E. Marketing-Advertising Subcommittee:

1. No Committee Meeting; Committee Update; Social Media Update

No meeting. Reviewing poster and brochure with August and week of fair posts being put together.

Review, Discussion and Possible Action on 2021 Fair Matters

A. 2019 Horse Exhibitors – 2021 Open Class Entry (MacDonald, Preston, Leonard)

Discussion included reviewing rules for future fairs on clearing of all barns on last day of fair. No further action took place with the 2019 Horse Exhibitors.

B. Junior Fair Entry Deadline Appeal

Motion was made by Herr, seconded by Sitkiewitz to deny the Junior Fair Entry Deadline appeal. Motion carried unanimously.

C. Dairy Futurity Cattle Arrival Date

Motion was made by Dvorak, seconded by Pollen to allow those exhibitors showing at the WI State show to bring their cattle in after fair closes on Friday or before fair opens on Saturday with communication to staff on when the cattle will be arriving. Motion carried unanimously.

D. Woman's day Approval of Speaker Fee

Motion was made by Pollen, seconded by Herr to approve the Woman's Day Speaker Fee of \$400. Motion carried unanimously.

E. Board Member Fair Camping

Reminder to notify staff about possible camping.

F. Gators-Golf Carts

Staff reported that there is a possible shortage on gators for this year's fair and will be working on obtaining additional golf carts. Staff noted that per corporation counsel and personnel, board members cannot bring their own personal gators.

G. Outdoor Vendor – Arrival Time Communication

Staff reported on sending out Arrival Time Communication to Outdoor Vendors to streamline the process with the electrician, staff, and board members. Discussion.

H. Billboard – Judges

Judging is set.

I. Volunteer and Liaison Sign Up

Reminder to sign up on the schedule.

J. Fair Update

Shelton reported on fair updates.

Finance Director's Financial Report – Review; Capital Projects Update

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

Update and Possible Action on Other Fair, Expo Buildings, and Grounds Projects and Issues**A. *Recommendation to Public Works Committee on 2022 Proceeds from Land Sale Capital Projects Budget***

Motion was made by Plate, seconded by Pollen to recommend approval to the Public Works Committee the 2022 Proceeds from Land Sale Capital Projects Budget. Motion carried unanimously.

B. *WI Association of Fairs Conference – January 9-12 2022*

Reminder to inform staff of your attendance at the fairs conference.

C. *Breakfast on the Farm Update*

Brief update was provided.

D. *Rummage Sale Dates*

Discussion included to host Rummage Sales in December, February and March with staff able to book events during these months prior to October 1.

E. *August Meeting*

Discussion – August meeting to be scheduled.

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

Shelton reported on Expo grounds upcoming events.

Adjournment

Motion was made by Newberg, seconded by Voss to adjourn at 7:02pm. Motion carried unanimously.

Minutes taken by Shelton

Signed by J. Zipperer



MANITOWOC COUNTY EXPO and ICE CENTER BOARD MEETING NOTICE

DATE: Wednesday, August 11, 2021

TIME: **6:00 p.m.**

PLACE: Expo Office – 4921 Expo Drive, Manitowoc, WI 54220

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

1. Regular business
 - A. Pledge of Allegiance
 - B. Roll Call
 - C. Previous Minutes
2. Public Comment
3. Review, Discussion, and Possible Action on Sub Committee Recommendations
 - A. FINANCE SUB-COMMITTEE:
 1. No Committee Meeting; Committee Update
 - B. OPERATIONS SUB-COMMITTEE:
 1. No Committee Meeting; Committee Update; Market Animal Committee Meeting; Ice Center Operations; Working Group Updates-Brew Competition; Dairy Cattle (Ice Center) Show Ring; Education & Outreach-AG Adventureland Tent; Teeny Weeny Donut Contest; Celebrity Cream Puff Eating Contest; Fairest of the Fair; Woman's Day Event; Thank a Farmer Banner; Youth Art Show; Wednesday Kick Off – Parade-Fireworks
 - C. ENTERTAINMENT/VENDORS SUB-COMMITTEE:
 1. No Committee Meeting; Committee Update; Outdoor Vendor Layout
 - D. PARKING/SECURITY SUB-COMMITTEE:
 1. No Committee Meeting; Committee Update
 - E. MARKETING-ADVERTISING SUB-COMMITTEE
 1. No Committee Meeting; Committee Update; Social Media Update
4. Review, Discussion, and Possible Action on 2021 Fair Matters
 - A. Billboard – Judging
 - B. Volunteer and Liaison Sign Up
 - C. Fair Update
5. Finance Director's Financial Report – Review; Capital Projects Update
6. Update and Possible Action on Other Fair, Expo Buildings and Grounds Projects and Issues
 - A. WI Association of Fairs Conference – January 9-12 2022
 - B. Expo-Ice Center Month Events; Expo Grounds Update
7. Adjourn

Date: August 3, 2021

Jerome Vetting, BOARD CHAIRPERSON

By: Gerard Neuser, Public Works Director

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

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

MINUTES of EXPO-ICE CENTER BOARD MEETING

Held Wednesday, August 11, 2021

Location: Expo Office – 4921 Expo Drive, Manitowoc

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

**County Board
Supervisors
Present:**

Absent & Excused: K. Behnke, K. Sitkiewitz
Absent:

Pledge of Allegiance

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

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

Public Comment Vanessa Schelwat, horse superintendent, commented on the low number of Junior Fair exhibitors and requested the possibility of allowing Open Class exhibitors to bring horses in earlier.

Review & Act on Subcommittee Recommendations:

A. Finance Subcommittee

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

B. Operations Subcommittee

1. **Market Animal Committee Meeting Update; Ice Center Operations Update; Working Group Updates-Brew Competition; Dairy Cattle (Ice Center) Show Ring; Education & Outreach- AG Adventureland Tent; Teeny Weeny Donut Contest; Celebrity Cream Puff Eating Contest; Fairest of the Fair; Woman's Day Event; Thank a Farmer Banner; Youth Art Show; Wednesday Kick Off – Parade – Fireworks**

Dvorak reported on the following:

- Market Animal Committee – no report.
- Ice Center – no report.
- Brew Competition – Maxed out at 100.
- Dairy Cattle – no report.
- Education and Outreach – Festival Foods volunteering at AG Tent.
- Teeny Weeny – canceled for this year.
- Celebrity Cream Puff – committee would like to host the event at the Rock Pavilion. Six contestants confirmed. Cream Puffs coming from Hartman's Bakery.
- Fairest of the Fair – there are two contestants. Lydia Luebke attended Reunion Day.
- Woman's Day – Door prizes are being gathered, speakers set.
- Thank a Farmer Banner – banner is here.
- Youth Art Show – Two schools participating and will be displayed in Exhibition Building.
- Wednesday Kick Off – no update.

C. Entertainment/Vendors Subcommittee:

1. **Outdoor Vendor Applications Review**
Layout posted in conference room and pre-marking on Friday, August 13.

D. Parking/Security Subcommittee:

1. ***No Committee Meeting; Committee Update; Shuttle Bus Hours - Cost; Parking Attendants-Civic Groups***
No report.

E. Marketing-Advertising Subcommittee:

1. ***No Committee Meeting; Committee Update; Social Media Update***
Posters and brochures are completed and out.

Review, Discussion and Possible Action on 2021 Fair Matters

A. *Billboard – Judging*

J. Zipperer reported on the billboard judging placements.

B. *Volunteer and Liaison Sign Up*

Reminder to sign up on the schedule.

C. *Fair Update*

Junior Fair and Open Class Horses and the idea of the Open Class Horses coming in earlier was discussed. Motion was made by Herr, seconded by Palzewicz to decline the request and revisit the idea for 2022. Motion carried unanimously.

Shelton reported on fair updates.

Finance Director's Financial Report – Review; Capital Projects Update

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

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

A. *WI Association of Fairs Conference – January 9-12 2022*

Reminder to inform staff of your attendance at the fairs conference.

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

Shelton reported on Expo grounds upcoming events.

Adjournment

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

Minutes taken by Shelton

Signed by J. Zipperer



MANITOWOC COUNTY EXPO and ICE CENTER BOARD MEETING NOTICE

DATE: August 25-29, 2021

TIME: 11:00 a.m. Each Day

PLACE: Expo Office, 4921 Expo Drive, Manitowoc WI

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

1. Regular business
 - a. Roll Call
 - b. Previous Minutes
2. Public Comment
3. Review, discuss, and possible action on items related to the 2021 Fair
 - a. Dairy Cattle Concerns – Dairy Futurity
 - b. Prior Day's Activities Recap and Issues
 - c. Liaison Daily Recap and Issues
 - d. Current Day Activities
 - e. Daily Judging Recap
4. Tour of the Grounds – Expo-Ice Center board may meet in the Expo Office after the tour to complete discussion and possible action on issues and concerns related to the 2021 fair.
5. Other Fair Projects and Issues Update – No Action
6. Adjourn

Date: August 17, 2021

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

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

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

MINUTES of EXPO-ICE CENTER BOARD MEETING

Held Wednesday, August 25, 2021

Location: Expo Office – 4921 Expo Drive, Manitowoc WI

Present: D. Pollen, T. Dvorak, J. Hawig, B. Herr, R. Kohlbeck, M. Lentz, D. Newberg, B. Palzewicz, M. Plate, P. Soukup; R. Voss, K. Winkel, J. Zipperer, R. Zipperer, K. Behnke, B. Cavanaugh

Absent & Excused: J. Vetting, K. Sitkiewitz

Absent:

Called to Order Meeting called to order – 11am.

Minutes No minutes were presented for approval.

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

Review, Discussion and Possible Action on items to the 2021 Fair

A. *Dairy Cattle Concerns – Dairy Futurity*

Discussion included Manitowoc Culver's Futurity and late arrival previously recommended for approval by Superintendent and Assistant Superintendent to the Expo-Ice Center Board where approval was made. Soukup, Pollen, and Behnke will attend the Dairy meeting scheduled for Friday, August 27.

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

Prior Day's Activities Recap and Issues were reviewed and discussed.

C. *Liaison Daily Recap and Issues*

Liaison recaps and issues were reviewed and discussed.

D. *Current Day Activities*

Current Day Activities were reviewed and discussed.

Request for approval for a raffle with winner drawn on Sunday of fair week of fair by Country Satellite submitted. Motion made by Dvorak, seconded by J. Zipperer to approve the request. Motion carried unanimously.

E. *Daily Judging Recap*

Daily Judging Recap reviewed and discussed.

Tour of the Grounds – Expo-Ice Center board may meet in the Expo Office after the tour to complete discussion and possible action on issues and concerns related to the 2021 Fair

Other Fair Projects and Issues Update – No Action

No discussion.

Adjournment

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

Minutes taken by Shelton

Signed by J. Zipperer

MINUTES of EXPO-ICE CENTER BOARD MEETING
Held Thursday, August 26, 2021
Location: Expo Office – 4921 Expo Drive, Manitowoc WI

Present: D. Pollen, T. Dvorak, R. Kohlbeck, M. Lentz, B. Palzewicz, M. Plate, P. Soukup; R. Voss, K. Winkel, J. Zipperer, R. Zipperer, K. Behnke, B. Cavanaugh

Absent & Excused: J. Vetting, K. Sitkiewitz, J. Hawig, B. Herr, D. Newberg
Absent:

Called to Order Meeting called to order – 11am.

Minutes No minutes were presented for approval.

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

Review, Discussion and Possible Action on items to the 2021 Fair

A. *Dairy Cattle Concerns – Dairy Futurity*

No update.

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

Prior Day's Activities Recap and Issues were reviewed and discussed.

C. *Liaison Daily Recap and Issues*

Liaison recaps and issues were reviewed and discussed.

D. *Current Day Activities*

Current Day Activities were reviewed and discussed.

E. *Daily Judging Recap*

Daily Judging Recap reviewed and discussed.

Tour of the Grounds – Expo-Ice Center board may meet in the Expo Office after the tour to complete discussion and possible action on issues and concerns related to the 2021 Fair

Other Fair Projects and Issues Update – No Action

No discussion.

Adjournment

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

Minutes taken by Shelton

Signed by J. Zipperer

MINUTES of EXPO-ICE CENTER BOARD MEETING

Held Friday, August 27, 2021

Location: Expo Office – 4921 Expo Drive, Manitowoc WI

Present: J. Vetting, D. Pollen, T. Dvorak, J. Hawig, R. Kohlbeck, M. Lentz, D. Newberg B. Palzewicz, M. Plate, P. Soukup; R. Voss, K. Winkel, J. Zipperer, R. Zipperer, K. Behnke

Absent & Excused: K. Sitkiewitz, B. Herr, B. Cavanaugh

Absent:

Called to Order Meeting called to order – 11am.

Minutes No minutes were presented for approval.

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

Review, Discussion and Possible Action on items to the 2021 Fair

A. *Dairy Cattle Concerns – Dairy Futurity*

No update.

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

Prior Day's Activities Recap and Issues were reviewed and discussed.

C. *Liaison Daily Recap and Issues*

Liaison recaps and issues were reviewed and discussed.

D. *Current Day Activities*

Current Day Activities were reviewed and discussed.

E. *Daily Judging Recap*

Daily Judging Recap reviewed and discussed.

Tour of the Grounds – Expo-Ice Center board may meet in the Expo Office after the tour to complete discussion and possible action on issues and concerns related to the 2021 Fair

Other Fair Projects and Issues Update – No Action

No discussion.

Adjournment

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

Minutes taken by Shelton

Signed by J. Zipperer

MINUTES of EXPO-ICE CENTER BOARD MEETING

Held Saturday, August 28, 2021

Location: Expo Office – 4921 Expo Drive, Manitowoc WI

Present: J. Vetting, D. Pollen, T. Dvorak, J. Hawig, M. Lentz, D. Newberg B. Palzewicz, M. Plate, P. Soukup; R. Voss, K. Winkel, J. Zipperer, R. Zipperer, K. Behnke, B. Herr, B. Cavanaugh

Absent & Excused: K. Sitkiewitz, R. Kohlbeck

Absent:

Called to Order Meeting called to order – 11am.

Minutes No minutes were presented for approval.

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

Review, Discussion and Possible Action on items to the 2021 Fair

A. *Dairy Cattle Concerns – Dairy Futurity*

No update.

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

Prior Day's Activities Recap and Issues were reviewed and discussed.

C. *Liaison Daily Recap and Issues*

Liaison recaps and issues were reviewed and discussed.

D. *Current Day Activities*

Current Day Activities were reviewed and discussed.

E. *Daily Judging Recap*

Daily Judging Recap reviewed and discussed.

Tour of the Grounds – Expo-Ice Center board may meet in the Expo Office after the tour to complete discussion and possible action on issues and concerns related to the 2021 Fair

Other Fair Projects and Issues Update – No Action

No discussion.

Adjournment

Motion was made by Winkel, seconded by Lentz to adjourn at 5:00pm. Motion carried.

Minutes taken by Shelton

Signed by J. Zipperer

MINUTES of EXPO-ICE CENTER BOARD MEETING
Held Sunday, August 29, 2021
Location: Expo Office – 4921 Expo Drive, Manitowoc WI

Present: J. Vetting, T. Dvorak, M. Lentz, B. Palzewicz, M. Plate, P. Soukup; R. Voss, K. Winkel, J. Zipperer, R. Zipperer, K. Behnke, B. Herr, B. Cavanaugh, R. Kohlbeck

Absent & Excused: K. Sitkiewitz, J. Hawig, D. Newberg, D. Pollen
Absent:

Called to Order Meeting called to order – 11am.

Minutes No minutes were presented for approval.

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

Review, Discussion and Possible Action on items to the 2021 Fair

A. *Dairy Cattle Concerns – Dairy Futurity*

No update.

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

Prior Day's Activities Recap and Issues were reviewed and discussed.

C. *Liaison Daily Recap and Issues*

Liaison recaps and issues were reviewed and discussed.

D. *Current Day Activities*

Current Day Activities were reviewed and discussed.

E. *Daily Judging Recap*

Daily Judging Recap reviewed and discussed.

Tour of the Grounds – Expo-Ice Center board may meet in the Expo Office after the tour to complete discussion and possible action on issues and concerns related to the 2021 Fair

Other Fair Projects and Issues Update – No Action

No discussion.

Adjournment

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

Minutes taken by Shelton

Signed by J. Zipperer



MANITOWOC COUNTY EXPO and ICE CENTER BOARD MEETING NOTICE

DATE: Wednesday, September 8, 2021
TIME: **6:00 p.m.**
PLACE: Expo Office – 4921 Expo Drive, Manitowoc, WI 54220

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

1. Regular business
 - A. Pledge of Allegiance
 - B. Roll Call
 - C. Previous Minutes
2. Public Comment
3. Review, Discussion, and Possible Action on Sub Committee Recommendations
 - A. FINANCE SUB-COMMITTEE:
 1. No Committee Meeting; Committee Update
 - B. OPERATIONS SUB-COMMITTEE:
 1. No Committee Meeting; Committee Update; 2022 Theme-Colors; Market Animal Committee Meeting; Ice Center Operations; Working Group Updates-Brew Competition; Dairy Cattle (Ice Center) Show Ring; Education & Outreach-AG Adventureland Tent; Teeny Weeny Donut Contest; Celebrity Cream Puff Eating Contest; Fairest of the Fair – Competition-Convention 2022; Woman's Day Event; Thank a Farmer Banner; Youth Art Show; Wednesday Kick Off – Parade-Fireworks
 - C. ENTERTAINMENT/VENDORS SUB-COMMITTEE:
 1. No Committee Meeting; Committee Update
 - D. PARKING/SECURITY SUB-COMMITTEE:
 1. No Committee Meeting; Committee Update
 - E. MARKETING-ADVERTISING SUB-COMMITTEE
 1. No Committee Meeting; Committee Update; Social Media Update
4. Review, Discussion, and Possible Action on 2021 Fair Matters
 - A. Fair Update
5. Finance Director's Financial Report – Review; Capital Projects Update
6. Update and Possible Action on Other Fair, Expo Buildings and Grounds Projects and Issues
 - A. Reappointment of Board Members
 - B. District 4 Meeting
 - C. Appreciation and Fairest of the Fair Celebration – September 12
 - D. Board Meeting Date
 - E. WI Association of Fairs Conference – January 9-12 2022
 - F. Expo-Ice Center Month Events; Expo Grounds Update
7. Adjourn

Date: September 1, 2021

Jerome Vetting, BOARD CHAIRPERSON

By: Gerard Neuser, Public Works Director

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

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

MINUTES of EXPO-ICE CENTER BOARD MEETING

Held Wednesday, September 8, 2021

Location: Expo Office – 4921 Expo Drive, Manitowoc

Present: J. Vetting, J. Zipperer, B. Cavanaugh, B. Palzewicz, M. Plate, M. Lentz, R. Voss, J. Hawig, R. Kohlbeck, K. Behnke, K. Sitkiewitz

County Board

Supervisors

Present:

Absent & Excused: D. Pollen, R. Zipperer, T. Dvorak, D. Newberg, K. Winkel, P. Soukup, B. Herr
Absent:

Pledge of Allegiance

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

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

Public Comment No public comment.

Review & Act on Subcommittee Recommendations:

A. Finance Subcommittee

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

B. Operations Subcommittee

1. ***No Committee Meeting; Committee Update; 2022 Theme-Colors; Market Animal Committee Meeting Update; Ice Center Operations Update; Working Group Updates- Brew Competition; Dairy Cattle (Ice Center) Show Ring; Education & Outreach- AG Adventureland Tent; Teeny Weeny Donut Contest; Celebrity Cream Puff Eating Contest; Fairest of the Fair; Woman's Day Event; Thank a Farmer Banner; Youth Art Show; Wednesday Kick Off – Parade – Fireworks***
Reminder to submit ideas for the 2022 Theme and colors.

C. Entertainment/Vendors Subcommittee:

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

D. Parking/Security Subcommittee:

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

E. Marketing-Advertising Subcommittee:

1. ***No Committee Meeting; Committee Update; Social Media Update***
Positive remarks from social media.

Review, Discussion and Possible Action on 2021 Fair Matters

- A. ***Fair Update***
Shelton reported on fair updates.

Finance Director's Financial Report – Review; Capital Projects Update

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

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

A. *Reappointment of Board Members*

Motion was made by Cavanaugh, seconded by J. Zipperer to recommend approval to the Public Works Committee the Reappointment of Board Members included in the board packet. Motion carried unanimously.

B. *District 4 Meeting*

District 4 meeting scheduled in October. No further information is available.

C. *Appreciation and Fairest of the Fair Celebration – September 12*

Reminder on the upcoming celebration.

D. *Board Meeting Date*

Discussion on moving the board meeting date to the first Wednesday of the month. Motion was made by Hawig, seconded by Plate to table to the October meeting. Motion carried unanimously.

E. *WI Association of Fairs Conference – January 9-12 2022*

Reminder to inform staff of your attendance at the fairs conference.

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

Shelton reported on Expo grounds upcoming events.

Adjournment

Motion was made by Plate, seconded by Voss to adjourn at 6:29pm. Motion carried unanimously.

Minutes taken by Shelton

Signed by J. Zipperer



MANITOWOC COUNTY EXPO and ICE CENTER BOARD MEETING NOTICE

DATE: Wednesday, October 13, 2021
TIME: 7:00 p.m.
PLACE: Expo Office – 4921 Expo Drive, Manitowoc, WI 54220

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

1. Regular business
 - A. Pledge of Allegiance
 - B. Roll Call
 - C. Previous Minutes
2. Public Comment
3. Review, Discussion, and Possible Action on Sub Committee Recommendations
 - A. FINANCE SUB-COMMITTEE:
 1. Lifetime Pass – Admissibility of Cellphone Image
 - B. OPERATIONS SUB-COMMITTEE:
 1. 2021 Fair Pictures-Convention; 2022 Theme-Colors; Llama-Alpaca Department Issues and Concerns; Jr. Fair-Open Class Rules & Regulations-Due Nov 1; Market Animal Committee Meeting; Ice Center Operations; Working Group Updates-Brew Competition; Dairy Cattle (Ice Center) Show Ring; Education & Outreach-AG Adventureland Tent; Teeny Weeny Donut Contest; Celebrity Cream Puff Eating Contest; Fairest of the Fair – Competition Update-Convention 2022; Woman's Day Event; Youth Art Show; Wednesday Kick Off – Parade-Fireworks
 - C. ENTERTAINMENT/VENDORS SUB-COMMITTEE:
 1. Contracts – Casady's Critters; Lew-E's Comedy Circus
 - D. PARKING/SECURITY SUB-COMMITTEE:
 1. No Committee Meeting; Committee Update; Trailer Parking Permit
 - E. MARKETING-ADVERTISING SUB-COMMITTEE
 1. No Committee Meeting; Committee Update; Social Media Update
4. Review, Discussion, and Possible Action on Fair Matters
 - A. Poultry and Rabbit Superintendent Issues and Concerns
 - B. Attendance Numbers
 - C. Fairest of the Fair Auction Item; Centerpiece
 - D. Fair Update
5. Finance Director's Financial Report – Review; Capital Projects Update
6. Update and Possible Action on Other Fair, Expo Buildings and Grounds Projects and Issues
 - A. Appointment of New Board Member(s); Mentoring Program; Working Groups
 - B. Rummage Sale – Hours of Operation; Concessions
 - C. District 4 Meeting Update
 - D. Appreciation and Fairest of the Fair Celebration Update
 - E. Expo Board Meeting Date – Possible Change to First Wednesday of Month
 - F. WI Association of Fairs Conference – January 9-12 2022
 - G. Expo-Ice Center Month Events; Expo Grounds Update
7. Adjourn

Date: October 5, 2021

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

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

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

MINUTES of EXPO-ICE CENTER BOARD MEETING

Held Wednesday, October 13, 2021

Location: Expo Office – 4921 Expo Drive, Manitowoc

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

**County Board
Supervisors
Present:**

Absent & Excused: R. Kohlbeck, K. Behnke
Absent:

Pledge of Allegiance

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

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

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

Review & Act on Subcommittee Recommendations:

A. Finance Subcommittee

1. ***Lifetime Pass – Admissibility of Cellphone Image***

Motion was made by Plat, seconded by Sitkiewitz to not approve the Admissibility of a Cellphone image of the Lifetime pass for entrance and that the physical lifetime membership pass must be presented. Motion carried unanimously.

B. Operations Subcommittee

1. ***2021 Fair Pictures-Convention; 2022 Theme-Colors; Llama-Alpaca Department Issues and Concerns; Jr. Fair-Open Class Rules & Regulations; Market Animal Committee Meeting Update; Ice Center Operations Update; Working Group Updates-Brew Competition; Dairy Cattle (Ice Center) Show Ring; Education & Outreach- AG Adventureland Tent; Teeny Weeny Donut Contest; Celebrity Cream Puff Eating Contest; Fairest of the Fair; Woman's Day Event; Thank a Farmer Banner; Youth Art Show; Wednesday Kick Off – Parade – Fireworks***

Tonya reported on the following:

- 2021 Fair Pictures-Convention – please vote.
- Llama-Alpaca Department Issues and Concerns – sent to Parking & Security subcommittee.
- Jr. Fair-Open Class Rules & Regulations – due Nov 1.
- 2022 Theme was submitted for approval with the following placement after voting: 1-Summer Nights & Carnival Lights; 2-Pirates of the Carrots and Beans; 3-Make a Bee Line.
Motion was made by Dvorak, seconded by J. Zipperer to approve the theme Summer Nights & Carnival Lights with colors of Orange, Yellow and base color Royal Blue. Motion carried unanimously.

C. Entertainment/Vendors Subcommittee:

1. ***Contracts – Casady's Critters; Lew-E's Comedy Circus***

Motion was made by Voss, seconded by R. Zipperer to approve the one year contract for Casady's Critters and the two-year contract for Lew-E's Comedy Circus. Motion carried unanimously.

D. Parking/Security Subcommittee:

1. ***No Committee Meeting; Committee Update; Trailer Parking Permit***

No report.

E. Marketing-Advertising Subcommittee:

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

J. Zipperer reported that there will be a meeting to review marketing material.

Review, Discussion and Possible Action on Fair Matters

A. *Poultry and Rabbit Superintendent Issues and Concerns*

Gary Alsteen and Lora Eisner reported on the Poultry and Rabbit Superintendent Issues and Concerns. Consensus to add to the next Operations Subcommittee agenda for review.

B. *Attendance Numbers*

Staff reported on the attendance number of approximately 42,000 and how that number was derived.

C. *Fairest of the Fair Auction Item; Centerpiece*

Dvorak reported on the Fairest of the Fair Auction Item and the centerpiece theme for the WI Association of Fairs Convention.

D. *Fair Update*

Shelton reported on fair updates.

Finance Director's Financial Report – Review; Capital Projects Update

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

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

A. *Appointment of New Board Member(s); Mentoring Program; Working Groups*

Motion was made by J. Zipperer, seconded by Dvorak to recommend approval to the Public Works Committee the Appointments of New Board Members Kris Kohlmann and Stephanie Binversie. Motion carried unanimously. Pollen reported on the Mentoring Program for new board members and realignment of some items within the subcommittees.

B. *Rummage Sale – Hours of Operation; Concessions*

Motion was made by Dvorak, seconded by Pollen to keep the table pricing the same and have no admission charge as well as look for another concessions provider. Motion carried unanimously.

Motion was made by R. Zipperer, seconded by Dvorak to change the Hours of Operation to 8:30am to 2pm. Motion carried unanimously.

C. *District 4 Meeting Update*

Palzewicz and Dvorak reported on the District 4 meeting.

D. *Appreciation and Fairest of the Fair Celebration Update*

J. Zipperer reported on the Appreciation and Fairest of the Fair Celebration.

E. *Expo Board Meeting Date – Possible Change to First Wednesday of the Month*

Motion was made by Hawig, seconded by Plate to table to the October meeting. Motion carried unanimously.

F. *WI Association of Fairs Conference – January 9-12 2022*

Reminder to inform staff of your attendance at the fairs conference.

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

Shelton reported on Expo grounds upcoming events.

Adjournment

Motion was made by Plate, seconded by Voss to adjourn at 6:29pm. Motion carried unanimously.

Minutes taken by Shelton

Signed by J. Zipperer



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

DATE: Wednesday, October 13, 2021
TIME: 6:15 p.m.
PLACE: Expo Office – 4921 Expo Drive, Manitowoc

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

1. Regular Business
 - A. Roll Call
 - B. Previous Minutes
2. Public Comment
3. Review, Discussion, and Possible Action on the following items for the 2022 Fair:
 - A. Contracts
 1. Casady's Critters
 2. Lew-E's Comedy Circus
4. Other Fair Projects and Issues Update – No Action
5. Adjourn

Date: October 5, 2021

Rob Voss, SUB-COMMITTEE CHAIRPERSON
By: Gerard Neuser, Public Works Director

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

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

**MINUTES of EXPO-ICE CENTER BOARD MEETING
ENTERTAINMENT AND VENDORS SUBCOMMITTEE**

Held Wednesday, October 13, 2021

Location: Expo Office – 4921 Expo Drive, Manitowoc

Present: R. Voss, J. Zipperer, M. Lentz, D. Newberg, K. Sitkiewitz, R. Zipperer

**Other Expo-Ice
Center Board**

Members Present: J. Vetting, D. Pollen, M. Plate, B. Cavanaugh, B. Palzewicz, B. Herr, K. Winkel

Absent & Excused: R. Kohlbeck

Absent:

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

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

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

Review, Discussion, and Possible Action on the following items for the 2022 Fair:

A. *Contracts*

1. *Casady's Critters*

Motion was made by J. Zipperer, seconded by R. Zipperer to recommend approval to the board the Casady's Critters contract. Motion carried unanimously.

2. *Lew-E's Comedy Circus*

Motion was made by J. Zipperer, seconded by Sitkiewitz to recommend approval to the board the Lew-E's Comedy Circus two-year contract. Motion carried unanimously.

Other Fair Projects and Issues Update – No Action

No report.

Adjournment

Motion made by R. Zipperer, seconded by J. Zipperer to adjourn at 6:25pm. Motion carried unanimously.

Minutes taken by Shelton

Signed by J. Zipperer



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

DATE: Wednesday, October 13, 2021
TIME: 6:00 p.m.
PLACE: Expo Office – 4921 Expo Drive, Manitowoc, WI 54220

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

1. Regular Business
 - A. Roll Call
 - B. Previous Minutes
2. Public Comment
3. Review, Discussion, and Possible Action on the following items for the 2022 Fair:
 - A. Lifetime Pass – Admissibility of Cellphone Image
 - B. 2022 Fair Budget
4. Update and Possible Action on Other Fair Operation Projects and Issues
5. Adjourn

Date: October 5, 2021

Jeremy Hawig, SUB-COMMITTEE CHAIRPERSON
By: Gerard Neuser, Public Works Director

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

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

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

Wednesday, October 13, 2021

Location: Expo Office – 4921 Expo Drive, Manitowoc

Present: M. Plate, B. Cavanaugh, B. Palzewicz, D. Pollen, K. Sitkiewitz, J. Vetting

**Other Expo-Ice
Center Board**

Members Present: B. Herr, J. Zipperer, D. Newberg, R. Voss, R. Zipperer, M. Lentz

Absent & Excused: J. Hawig, R. Kohlbeck, K. Behnke

Absent:

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

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

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

Review, Discussion, and Possible Action on the following items for the 2022 Fair:

A. *Lifetime Pass – Admissibility of Cellphone Image*

Motion was made by Sitkiewitz, seconded by Vetting to recommend approval to the board the Denial of the Lifetime Pass – Admissibility of Cellphone Image. Motion carried unanimously.

B. *2022 Fair Budget*

Neuser reported on the 2022 Fair Budget including the ARPA funds of \$415,000.

Update and Possible Action on Other Fair Operation Projects and Issues

No report.

Adjourn

Motion made by Vetting, seconded by Sitkiewitz to adjourn at 6:12pm. Motion carried unanimously.

Minutes taken by Shelton

Signed by Kohlbeck



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

DATE: Wednesday, October 13, 2021
TIME: 6:30 p.m.
PLACE: Expo Office – 4921 Expo Drive, Manitowoc, WI 54220

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

1. Regular business
 - A. Roll Call
 - B. Previous Minutes
2. Public Comment
3. Review, Discussion, and Possible Action on the following items for the 2022 Fair:
 - A. 2021 Fair Pictures-Convention
 - B. 2022 Theme-Colors
 - C. Llama-Alpaca Department Issues and Concerns
 - D. Jr. Fair-Open Class Rules & Regulations – Due Nov 1
 - E. Market Animal Committee Meeting
 - F. Ice Center Operations
 - G. Working Group Updates:
 - a. Brew Competition
 - b. Dairy Cattle (Ice Center) Show Ring
 - c. Education & Outreach – AG Adventureland Tent
 - d. Teeny Weeny Donut Contest
 - e. Celebrity Cream Puff Eating Contest
 - f. Fairest of the Fair – Competition Update-Convention 2022
 - g. Woman's Day Event
 - h. Youth Art Show
 - i. Wednesday Kick Off – Parade-Fireworks
4. Other Fair Projects and Issues Update – No Action
5. Adjourn

Date: October 5, 2021

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

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

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

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

Held Wednesday, October 13, 2021

Location: Expo Office – 4921 Expo Drive, Manitowoc

Present: T. Dvorak, B. Cavanaugh, J. Hawig, K. Winkel, J. Zipperer, D. Newberg, B. Herr

**Other Expo-Ice
Center Board**

Members Present: J. Vetting, D. Pollen, M. Plate, M. Lentz, B. Palzewicz, R. Zipperer, R. Voss, K. Sitkiewitz, P. Soukup

Absent & Excused:

Absent:

Called to Order Meeting called to order – 6:30pm.

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

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

Review, Discussion and Possible Action on the following items for the 2022 Fair:

A. 2021 Fair Pictures-Convention

Pictures were reviewed and selected for convention.

B. 2022 Theme-Colors

The following were selected themes for final decision at the board meeting: Pirates of the Carrots and Beans, Dancing with the Steers, Summer Nights and Carnival Lights, Country Scenes-Blue Ribbon Dreams, Make a Bee Line for the Fair, and Fun for the Whole Flock.

C. Llama-Alpaca Department Issues and Concerns

Dvorak reported on the superintendent concerns with the Llama-Alpaca release times and the stress on the animals. The request will be reviewed by the Parking and Security subcommittee.

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

Dvorak reported that reminders have been sent to the superintendents to submit their rules and regulations changes by November 1. Pollen, Hawig, Lentz and Dvorak will schedule a future date to review.

E. Market Animal Committee Meeting Update

No report.

F. Ice Center Operations Update

Pollen reported that ice is in and underway.

G. Working Group Updates

The following was reported:

- Fairest of the Fair – application is in and Lydia Luebke is ready to go for convention.

Other Fair Projects and Issues Update – No Action

No report.

Adjournment

Motion made by J. Zipperer, seconded by Herr to adjourn at 6:55pm. Motion carried unanimously.

Minutes taken by Shelton

Signed by Winkel



MANITOWOC COUNTY
EXPO and ICE CENTER BOARD
2nd AMENDED MEETING NOTICE

DATE: Wednesday, November 3, 2021
TIME: 7:00 p.m.
PLACE: Expo Office – 4921 Expo Drive, Manitowoc, WI 54220

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

1. Regular business
 - A. Pledge of Allegiance
 - B. Roll Call
 - C. Previous Minutes
2. Public Comment
3. Review, Discussion, and Possible Action on Sub Committee Recommendations
 - A. FINANCE SUB-COMMITTEE:
 1. No Committee Meeting; Committee Update
 - B. OPERATIONS SUB-COMMITTEE:
 1. Poultry and Rabbit Superintendent Issues and Concerns; Superintendents-Assistant Superintendents Rehire Process; Jr. Fair-Open Class Rules & Regulations-Schedule Review Date; Market Animal Committee Meeting; Ice Center Operations; Working Group Updates-Brew Competition; Dairy Cattle (Ice Center) Show Ring; Education & Outreach-AG Adventureland Tent; Teeny Weeny Donut Contest; Celebrity Cream Puff Eating Contest; Fairest of the Fair – Competition Update-Convention 2022; Woman's Day Event; Youth Art Show; Wednesday Kick Off – Parade-Fireworks
 - C. ENTERTAINMENT/VENDORS SUB-COMMITTEE:
 1. No Committee Meeting; Committee Update
 - D. PARKING/SECURITY SUB-COMMITTEE:
 1. Llamas-Alpacas Department Issues and Concerns; Trailer Parking Permit; Shuttle Bus Hours; Parking Attendants-Civic Groups
 - E. MARKETING-ADVERTISING SUB-COMMITTEE
 1. No Committee Meeting; Committee Update; Marketing Materials Review; Social Media Update
4. Review, Discussion, and Possible Action on Fair Matters
 - A. MIA Booth
 - B. Fair Update
5. Finance Director's Financial Report – Review; Capital Projects Update
6. Update and Possible Action on Other Fair, Expo Buildings and Grounds Projects and Issues
 - A. *Fairest of the Fair Proclamation*
 - B. *Appointment of New Board Member*
 - C. Rummage-A-Rama – December 11; Volunteer Sign Up
 - D. WI Association of Fairs Conference – January 9-12 2022
 - E. Expo-Ice Center Month Events; Expo Grounds Update
7. Adjourn

Date: October 5, 2021

Amended: November 1, 2021 @ 9:18 a.m.

2nd Amended: November 1, 2021 @ 2:15 p.m.

Jerome Vetting, BOARD CHAIRPERSON

By: Gerard Neuser, Public Works Director

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

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

MINUTES of EXPO-ICE CENTER BOARD MEETING

Held Wednesday, November 3, 2021

Location: Expo Office – 4921 Expo Drive, Manitowoc

Present: J. Vetting, D. Pollen, J. Zipperer, B. Palzewicz, M. Plate, M. Lentz, R. Voss, J. Hawig, T. Dvorak, D. Newberg, K. Winkel, P. Soukup, R. Kohlbeck, K. Behnke

**County Board
Supervisors
Present:**

Absent & Excused: B. Herr, B. Cavanaugh, K. Sitkiewitz, R. Zipperer
Absent:

Pledge of Allegiance

Called to Order Meeting called to order – 7:07pm.

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

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

Review & Act on Subcommittee Recommendations:

A. Finance Subcommittee

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

B. Operations Subcommittee

1. **Poultry and Rabbit Superintendent Issues and Concerns; Superintendents-Assistant Superintendents Rehire Process; Jr. Fair-Open Class Rules & Regulations-Review Date; Market Animal Committee Meeting Update; Ice Center Operations Update; Working Group Updates-Brew Competition; Dairy Cattle (Ice Center) Show Ring; Education & Outreach- AG Adventureland Tent; Teeny Weeny Donut Contest; Celebrity Cream Puff Eating Contest; Fairest of the Fair; Woman's Day Event; Youth Art Show; Wednesday Kick Off – Parade – Fireworks**

Dvorak reported on the following:

- Recommend for approval the superintendents hire of Cele Kuehnl and Lynne Frank.
- Working Group changes.
- Jr. Fair-Open Class Rules & Regulations – meeting set for November 17 at 6pm.

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

C. Entertainment/Vendors Subcommittee:

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

D. Parking/Security Subcommittee:

1. **Llamas-Alpacas Department Issues and Concerns; Trailer Parking Permit; Shuttle Bus Hours; Parking Attendant-Civic Groups**

Pollen reported on the following:

- Recommend for approval early release of the Llamas and Alpacas department to 1pm on Sunday.
- Recommend for approval the trailer parking permits.
- Recommend for approval Shuttle Bus on Friday, Saturday and Sunday with the same hours as 2021.

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

E. Marketing-Advertising Subcommittee:

1. *No Committee Meeting; Committee Update; Marketing Materials Review; Social Media Update*

J. Zipperer reported on the distribution of marketing materials for review and to be submitted in January.

Review, Discussion and Possible Action on Fair Matters

A. *MIA Booth*

Motion was made by Plate, seconded by Dvorak to approve the MIA Booth as an indoor vendor at no cost. Motion carried unanimously.

B. *Fair Update*

Shelton reported on fair updates.

Other discussion included: meeting with Raul Bustamente as an Outdoor Vendor and review requirements, rules and regulations.

Finance Director's Financial Report – Review; Capital Projects Update

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

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

A. *Fairest of the Fair Proclamation*

Motion was made by Voss, seconded by Plate to recommend approval to the Public Works Committee the Fairest of the Fair Proclamation. Motion carried unanimously.

B. *Appointment of New Board Member*

Motion was made by Dvorak, seconded by J. Zipperer to recommend approval to the Public Works Committee the Appointment of New Board Member PJ Albert. Motion carried unanimously.

C. *Rummage-A-Rama – December 11; Volunteer Sign Up*

Volunteer sign up distributed.

D. *WI Association of Fairs Conference – January 9-12 2022*

Staff reported that registration and banquet tickets have been secured.

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

Shelton reported on Expo grounds upcoming events.

Adjournment

Motion was made by Plate, seconded by Voss to adjourn at 7:41pm. Motion carried unanimously.

Minutes taken by Shelton

Signed by J. Zipperer



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

DATE: Wednesday, November 3, 2021
TIME: 6:30 p.m.
PLACE: Expo Office – 4921 Expo Drive, Manitowoc, WI 54220

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

1. Regular business
 - A. Roll Call
 - B. Previous Minutes
2. Public Comment
3. Review, Discussion, and Possible Action on the following items for the 2022 Fair:
 - A. Poultry and Rabbit Superintendent Issues and Concerns
 - B. Superintendent-Assistant Superintendents Rehire Process
 - C. Jr. Fair-Open Class Rules & Regulations – Schedule Review Date
 - D. Market Animal Committee Meeting
 - E. Ice Center Operations
 - F. Working Group Updates:
 - a. Brew Competition
 - b. Dairy Cattle (Ice Center) Show Ring
 - c. Education & Outreach – AG Adventureland Tent
 - d. Teeny Weeny Donut Contest
 - e. Celebrity Cream Puff Eating Contest
 - f. Fairest of the Fair – Competition Update-Convention 2022
 - g. Woman's Day Event
 - h. Youth Art Show
 - i. Wednesday Kick Off – Parade-Fireworks
4. Other Fair Projects and Issues Update – No Action
5. Adjourn

Date: October 26, 2021

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

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

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

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

Held Wednesday, November 3, 2021

Location: Expo Office – 4921 Expo Drive, Manitowoc

Present: T. Dvorak, J. Hawig, K. Winkel, J. Zipperer, D. Newberg, P. Soukup

**Other Expo-Ice
Center Board**

Members Present: J. Vetting, D. Pollen, M. Plate, M. Lentz, B. Palzewicz, R. Voss, K. Behnke

Absent & Excused: B. Cavanaugh, B. Herr
Absent:

Called to Order Meeting called to order – 6:30pm.

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

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

Review, Discussion and Possible Action on the following items for the 2022 Fair:

A. *Poultry and Rabbit Superintendent Issues and Concerns*

Dvorak reported on the Poultry and Rabbit Superintendent issues and concerns that were addressed at the previous board meeting. Discussion. Motion was made by J. Zipperer, seconded by Hawig to recommend approval to the board the rehire of both Cele Kuenhl and Lynne Frank for the 2022 Manitowoc County Fair. Motion carried unanimously. Discussion included a follow up email to Gary Alsteen and review of Junior Fair and Open Class Department 7 and 8 rules and regulations.

B. *Superintendent – Assistant Superintendents Rehire Process*

Discussion included review of the list of superintendents and assistant superintendents as well as review of payment.

C. *Jr. Fair-Open Class Rules & Regulations – Schedule Review Date*

Dvorak reported that reminders have been sent to the superintendents to submit their rules and regulations changes by November 1. Pollen, Hawig, Lentz and Dvorak will schedule a future date to review.

D. *Market Animal Committee Meeting Update*

Hawig reported that there is a meeting next week.

E. *Ice Center Operations Update*

Pollen reported all is good.

F. *Working Group Updates*

Dvorak reported on the reassignment of working groups and classifications.

Other Fair Projects and Issues Update – No Action

Dvorak reported on the DATCP 160 rules and regulations and the upcoming potential changes. Neil Hall, 4-H Program Educator, was also present.

Adjournment

Motion made by J. Zipperer, seconded by Soukup to adjourn at 7:06pm. Motion carried unanimously.

Minutes taken by Shelton

Signed by Winkel



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

DATE: Wednesday, November 3, 2021
TIME: 6:00 p.m.
PLACE: Expo Office – 4921 Expo Drive, Manitowoc WI 54220

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

1. Regular business
 - A. Roll Call
 - B. Previous Minutes
2. Public Comment
3. Review, Discussion, and Possible Action on the following items for the 2022 Fair:
 - A. Llama-Alpaca Department Issues and Concerns
 - B. Trailer Parking Permit
 - C. Shuttle Bus Hours
 - D. Parking Attendants-Civic Groups
4. Other Fair Projects and Issues Update – No Action
5. Adjourn

Date: October 26, 2021

DICK POLLEN, SUB-COMMITTEE CO-CHAIRPERSON
MIKE PLATE, SUB-COMMITTEE CO-CHAIRPERSON
By: Gerard Neuser, Public Works Director

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

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

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

Held Wednesday, November 3, 2021

Location: Expo Office – 4921 Expo Drive, Manitowoc

Present: D. Pollen, M. Plate, J. Hawig, M. Lentz, J. Zipperer

**Other Expo-Ice
Center Board**

Members Present: J. Vetting, B. Palzewicz, D. Newberg, R. Voss, T. Dvorak, K. Behnke, K. Winkel

Absent & Excused: B. Herr, R. Zipperer

Absent:

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

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

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

Review and Possible Action on the following items for the 2022 Fair:

A. *Llamas-Alpaca Department Issues and Concerns*

Discussion on concerns with load out of the Llamas and Alpacas. Motion was made by Plate, seconded by Hawig to recommend approval to the board to change release time to 1pm on Sunday of fair week. Motion carried unanimously.

B. *Trailer Parking Permit*

Motion was made by Hawig, seconded by J. Zipperer to recommend approval to the board to continue having animal exhibitors use trailer parking permits during the week of fair. Motion carried unanimously.

C. *Shuttle Bus Parking-Hours*

Motion was made by Lentz, seconded by Hawig to recommend approval to the board to have Shuttle Bus Parking Hours on Friday, Saturday and Sunday with the same times as 2021. Motion carried unanimously.

D. *Parking Attendants-Civic Groups*

Pollen reported that four people were available in 2021 and will review needs.

Other Fair Projects and Issues Update – No Action

None.

Adjournment

Motion made by Hawig, seconded by Plate to adjourn at 6:28pm. Motion carried unanimously.

Minutes taken by Shelton

Signed by J. Zipperer



MANITOWOC COUNTY EXPO and ICE CENTER BOARD MEETING NOTICE

DATE: Wednesday, December 1, 2021
TIME: 7:00 p.m.
PLACE: Expo Office – 4921 Expo Drive, Manitowoc, WI 54220

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

1. Regular business
 - A. Pledge of Allegiance
 - B. Roll Call
 - C. Previous Minutes
2. Public Comment
3. Review, Discussion, and Possible Action on Sub Committee Recommendations
 - A. FINANCE SUB-COMMITTEE:
 1. No Committee Meeting; Committee Update
 - B. OPERATIONS SUB-COMMITTEE:
 1. No Committee Meeting; Committee Update; Jr. Fair-Open Class Rules & Regulations; Market Animal Committee Meeting; Ice Center Operations; Contests and Exhibits Working Group Updates-Brew Competition; Dairy Cattle (Ice Center) Show Ring; Education & Outreach-AG Adventureland Tent; Teeny Weeny Donut Contest; Celebrity Cream Puff Eating Contest; Youth Art Show; King Arthur Baking Contest
 - C. ENTERTAINMENT/VENDORS SUB-COMMITTEE:
 1. No Committee Meeting; Committee Update; Wednesday Kickoff – Parade-Fireworks; Woman's Day Event
 - D. PARKING/SECURITY SUB-COMMITTEE:
 1. No Committee Meeting; Committee Update
 - E. MARKETING-ADVERTISING SUB-COMMITTEE
 1. No Committee Meeting; Committee Update; Marketing Materials Review; Fairest of the Fair – Competition Update-Convention 2022; Social Media Update
4. Review, Discussion, and Possible Action on Fair Matters
 - A. Fair Update
5. Finance Director's Financial Report – Review; Capital Projects Update
6. Update and Possible Action on Other Fair, Expo Buildings and Grounds Projects and Issues
 - A. Rummage-A-Rama – December 11; Volunteer Sign Up
 - B. WI Association of Fairs Conference – January 9-12 2022 – Theme – Centerpiece
 - C. Expo-Ice Center Month Events; Expo Grounds Update
7. Adjourn

Date: November 23, 2021

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

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

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

MINUTES of EXPO-ICE CENTER BOARD MEETING

Held Wednesday, December 1, 2021

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

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

County Board Supervisors Present- Others Present: PJ Albert, S. Binversie, Kris Kohlman

Absent & Excused: T. Dvorak, P. Soukup

Pledge of Allegiance

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

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

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

Review & Act on Subcommittee Recommendations:

A. Finance Subcommittee

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

B. Operations Subcommittee

1. **No Committee Meeting; Committee Update**
J. Zipperer reported Fairbook rule changes are being worked on.

C. Entertainment/Vendors Subcommittee:

1. **No Committee Meeting; Committee Update**
Voss reported on planning for the 2022 Opening Night Parade. Discussion.

D. Parking/Security Subcommittee:

1. **No Committee Meeting; Committee Update**
Pollen reported on parking planning for the Expo lot now that roads have been installed.

E. Marketing & Advertising Subcommittee

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

Review, Discussion and Possible Action on Fair Matters

- A. **Fair Update**
No report.

Comptroller's Financial Report – Review; Capital Projects Update

Neuser reported on the Financial Report and the Capital Budget report provided in the board packet.

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

A. *Rummage-A-Rama*

Winkel to open the building at 5:00 a.m. Shelton to contact her Dec. 6 to get the key.

B. *WI Association of Fairs Conference – January 9-12, 2022*

J. Zipperer and Pollen working on the centerpiece with a Back to the Future theme information.

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

Neuser reported on November events and pollen updated the Board on the Ice center operations, noting increased membership for both User groups, \$30,000 invested in the ice-making infrastructure this season, and looking into adding variable frequency drives to the compressor motor-starters.

Adjournment

Motion was made by Hawig, seconded by Plate to adjourn at 7:31pm. Motion carried unanimously.

Minutes taken by Neuser

Signed by J. Zipperer



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



DATE: Wednesday, December 1, 2021
TIME: 6:30 p.m.
PLACE: Expo Office – 4921 Expo Drive, Manitowoc, WI 54220

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

1. Regular business
 - A. Roll Call
 - B. Previous Minutes
2. Public Comment
3. Review, Discussion, and Possible Action on the following items for the 2022 Fair:
 - A. Jr. Fair-Open Class Rules & Regulations
 - B. Market Animal Committee Meeting
 - C. Ice Center Operations
 - D. Contests and Exhibits Working Group Updates:
 - a. Brew Competition
 - b. Dairy Cattle (Ice Center) Show Ring
 - c. Education & Outreach – AG Adventureland Tent
 - d. Teeny Weeny Donut Contest
 - e. Celebrity Cream Puff Eating Contest
 - f. Youth Art Show
 - g. King Arthur Baking Contest
4. Other Fair Projects and Issues Update – No Action
5. Adjourn

Date: November 23, 2021

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

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

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