



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

DATE: Wednesday, January 5, 2022  
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. *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; 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. Schnell Bros – Tractor Pull Contract; Fireworks Contract; Polka Music; 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. Marketing Materials Review; Fairest of the Fair – Competition Update-Convention 2022-Centerpiece; Social Media Update; Advertising-Media Budget
5. Review, Discussion, and Possible Action on Fair Matters
  - A. Board Members as Superintendents
  - B. Market Animal Committee Request to Erect Scale Room – Lesters Building
  - C. Fair Update
6. Finance Director's Financial Report – Review; Capital Projects Update
7. Update and Possible Action on Other Fair, Expo Buildings and Grounds Projects and Issues
  - A. *Appointment of New Board Member*
  - B. Purchasing Policy
  - C. Rummage-A-Rama – February 12; Volunteer Sign Up; Concessions Vendor
  - D. WI Association of Fairs Conference – January 9-12 2022
  - E. Expo-Ice Center Month Events; Expo Grounds Update
8. Adjourn

Date: December 28, 2021  
*Amended: January 4, 2022*

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 5, 2022

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

**Present:** J. Vetting, D. Pollen, R. Voss, J. Hawig, M. Lentz, M. Plate, J. Zipperer, R. Kohlbeck, R. Zipperer, K. Behnke, K. Sitkiewitz, K. Winkel, B. Palzewicz, PJ Albert, S. Binversie, Kris Kohlman, P. Soukup

**County Board**

**Supervisors**

**Present-**

**Others Present:**

**Absent & Excused:** T. Dvorak, B. Cavanaugh, B. Herr

## 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.

## Election of Officers

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

Kristin Winkel was nominated by Jeremy Hawig as the Board Secretary. After three calls for other nominations a motion was made by Plate, seconded by Voss, that nominations be closed and unanimous ballot be cast for Winkel 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; Committee Update***  
No report.

### C. Entertainment/Vendors Subcommittee:

1. ***Schnell Bros – Tractor Pull Contract; Fireworks Contract; Polka Music; Wednesday Kickoff – Parade-Fireworks; Woman's Day Event***

Voss reported on the following:

- Tractor Pull Contract – recommend for approval.
  - Fireworks Contract – recommend for approval.
  - Polka Music – contact vendors for interest.
  - Woman's Day Event – Voss, Palzewicz, Winkel and Pollen part of working group.
- 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***

No report.

**E. Marketing & Advertising Subcommittee**

**1. *Marketing Materials Review; Fairest of the Fair – Competition Update-Convention 2022-Centerpiece; Social Media Update; Advertising Media Budget***

J. Zipperer reported on the following:

- Marketing materials under review.
- Centerpiece on display at meeting and will be submitted at convention.
- Social Media – ramping up.
- Advertising Media Budget – under review.

**Review, Discussion and Possible Action on Fair Matters**

**A. *Board Members as Superintendents***

Motion was made by R. Zipperer, seconded by Pollen to accept Lentz and Binversie as active superintendents and exceptions to be made on a case by case basis with board approval. Motion carried unanimously.

**B. *Market Animal Committee Request to Erect Scale Room – Lesters Building***

Motion was made by J. Zipperer, seconded by Soukup to recommend approval to the public works committee the Market Animal Request to Erect Scale in the Lesters Building which is being fully funded and maintained by the Market Animal Committee. Motion carried unanimously.

**C. *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. *Appointment of New Board Member***

Motion was made by Hawig, seconded by J. Zipperer to recommend approval to the public works committee the appointment of Savanna Schuette. Motion carried unanimously.

**B. *Purchasing Policy***

Neuser reported on the County Purchasing Policy noting that all purchases must go through the Expo Office.

**C. *Rummage-A-Rama – February 12; Volunteer Sign Up; Concessions Vendor***

Volunteer sheet was distributed. Board members to continue providing concessions.

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

Convention reminders were discussed.

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

Staff reported on office hours.

**Adjournment**

Motion was made by Hawig, seconded by R. Zipperer to adjourn at 7:36pm. Motion carried unanimously.

Minutes taken by Shelton

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Signed by Winkel



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

DATE: Wednesday, January 5, 2022  
TIME: 6:30 p.m.  
PLACE: Expo Office – 4921 Expo Drive, Manitowoc

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

1. Regular Business
  - A. Roll Call
  - B. Previous Minutes
2. Public Comment
3. Review, Discussion, and Possible Action on the following items for the 2022 Fair:
  - A. Schnell Bros – Tractor Pull Contract
  - B. Fireworks Contract
  - C. Polka Music
  - D. Event Working Groups
    1. Wednesday Kickoff – Parades-Fireworks
    2. Woman's Day Event
4. Other Fair Projects and Issues Update – No Action
5. Adjourn

Date: December 28, 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.

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

Held Wednesday, January 5, 2022

Location: Expo Office – 4921 Expo Drive, Manitowoc

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

**Other Expo-Ice  
Center Board**

**Members Present:** J. Vetting, D. Pollen, M. Plate, B. Palzewicz, K. Winkel, P. Soukup, J. Hawig

**Absent & Excused:**

**Absent:**

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

**Minutes** Minutes were reviewed from the previous meeting. Motion was made by R. 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 2022 Fair:**

**A. *Schnell Bros – Tractor Pull Contract***

Motion was made by J. Zipperer, seconded by Sitkiewitz to recommend approval to the board the Schnell Bros contract. Motion carried unanimously.

**B. *Fireworks Contract***

Motion was made by Kohlbeck, seconded by Palzewicz to recommend approval to the board the Fireworks contract. Motion carried unanimously.

**C. *Polka Music***

Staff to contact Newton Sno-Sports, Shoto Corporation and Ant Hill Mob regarding interest in hosting the Polka music on Thursday, Friday and Saturday from noon to 3pm each day.

**D. *Event Working Groups***

**1. *Wednesday Kickoff – Parades-Fireworks***

Voss reported that a meeting was held with discussion on parade participants including law enforcement, parade line up, and parade route.

**2. *Woman's Day Event***

Voss reported that a future meeting to be scheduled. Palzewicz, Voss, Winkel, and Pollen will be part of the working group.

**Other Fair Projects and Issues Update – No Action**

Staff reported on the Sea Lion contract.

**Adjournment**

Motion made by J. Zipperer, seconded by R. Zipperer to adjourn at 6:54pm. Motion carried unanimously.

Minutes taken by Shelton

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Signed by J. Zipperer



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

DATE: Wednesday, January 5, 2022  
TIME: 6:00 p.m.  
PLACE: Expo Office – 4921 Expo Drive, Manitowoc

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

1. Regular business
  - A. Roll Call
  - B. Previous Minutes
2. Public Comment
3. Review, Discussion, and Possible Action on the following items for the 2022 Fair:
  - A. Marketing Materials Review
  - B. Fairest of the Fair – Competition Update-Convention 2022-Centerpiece
  - C. Social Media Update
  - D. Advertising-Media Budget
4. Other Fair Projects and Issues Update – No Action
5. Adjourn

Date: December 28, 2021

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

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

Held Wednesday, January 5, 2022

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

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

**Other Expo-Ice  
Center Board**

**Members Present:** J. Vetting, D. Pollen, M. Plate, M. Lentz, P. Soukup, K. Sitkiewitz

**Absent & Excused:** K. Behnke

**Absent:**

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

**Minutes** Minutes were reviewed from the previous meetings. Motion was made by Palzewicz, seconded by Winkel, to approve the previous meeting 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. *Marketing Materials Review***

Marketing materials were distributed for review and discussion.

**B. *Fairest of the Fair – Competition Update-Convention 2022-Centerpiece***

J. Zipperer reported on the centerpiece to be submitted at the upcoming convention.

**C. *Social Media Update***

J. Zipperer reported on the Social Media Plan and Facebook posts requesting that the subcommittee begin working on potential future posts.

**D. *Advertising-Media Budget***

Advertising-Media Budget included in committee packet for review with potential new ideas, i.e., Good Day Wisconsin and more onsite promotion by Y100.

**Other Fair Projects and Issues Update – No Action**

Palzewicz reported on the Quilt Block promotion as well as promotion of the fair by the quilters group.

**Adjournment**

Motion made by Voss, seconded by Palzewicz to adjourn at 6:22pm. Motion carried unanimously.

Minutes taken by Shelton

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Signed by Winkel



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

**DATE:** Wednesday, February 2, 2022  
**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. Election of Officers; Dedicated Sponsorship Allocations; 2023 Budget-Budget for Special Acts and Entertainment-Activity Budgets for Specific Events; 2022 Budget
  - B. OPERATIONS SUB-COMMITTEE:
    1. Election of Officers; Exhibitor Special Request; Manitowoc County 4-H Silent Auction Request; Nichole Paulow-Fair Camping Request; Special Olympics Date and Route; 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. Election of Officers; Sea Lion Show Contract; Always Available Bleacher Contract; N.E.W. Motorsports Contract and Staffing; Polka Music; 2023 Entertainment Options; Wednesday Kickoff – Parade-Fireworks; Woman's Day Event
  - D. PARKING/SECURITY SUB-COMMITTEE:
    1. Election of Officers; Parking Lot Update; Building Hours, Release Times, and Load-Unload Location; Parking Attendants-Civic Groups
  - E. MARKETING-ADVERTISING SUB-COMMITTEE
    1. Election of Officers; Marketing Materials Review; Fairest of the Fair – Convention Update; Social Media Update; Advertising-Media Budget
4. Review, Discussion, and Possible Action on Fair Matters
  - A. Beer and Soda Vendor Meeting – March 16
  - 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. Board Mentor Program
  - B. Expo or Professional Attire – March Meeting – Fairest of the Fair Group Picture
  - C. Rummage-A-Rama – February 12; Volunteer Sign Up
  - D. WI Association of Fairs Conference – Update
  - E. Expo-Ice Center Month Events; Expo Grounds Update
7. Adjourn

Date: January 25, 2022

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

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## MINUTES of EXPO-ICE CENTER BOARD MEETING

Held Wednesday, February 2, 2022

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

**Present:** J. Vetting, D. Pollen, J. Hawig, M. Lentz, M. Plate, J. Zipperer, R. Kohlbeck, R. Zipperer, K. Behnke, K. Sitkiewitz, K. Winkel, B. Palzewicz, S. Binversie, K. Kohlman, P. Soukup, T. Dvorak, S. Schuette

**County Board**

**Supervisors**

**Present-**

**Others Present:**

**Absent & Excused:** PJ Albert, B. Herr, R. Voss

**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 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.

**Review & Act on Subcommittee Recommendations:**

**A. Finance Subcommittee**

**1. Election of Officers; Dedicated Sponsorship Allocations; 2023 Budget-Budget for Special Acts and Entertainment Activity Budgets for Specific Events; 2022 Budget**

Hawig reported on the following:

- Election of Officers – Vice Chair – Plate; Secretary – Behnke.
- Policies for budgets for working groups.

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

**B. Operations Subcommittee**

**1. Election of Officers; Exhibitor Special Request; Manitowoc County 4-H Silent Auction Request; Nichole Paulow-Fair Camping Request; Special Olympics Date and Route; 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**

Dvorak reported on the following:

- Election of Officers – Vice Chair – Hawig; Secretary – Winkel.
- Exhibitor Special Request – request approval of the exhibitor special request.
- Manitowoc County 4-H Silent Auction Request – request approval of the silent auction request.
- Nichole Paulow-Fair Camping Request – deny the fair camping request.
- Special Olympics Date and Route – host the event on Wednesday with the same route.
- Fairbook Changes – request approval of the fairbook changes.
- Working groups to schedule meetings soon.

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

**C. Entertainment/Vendors Subcommittee:**

1. ***Election of Officers; Sea Lion Show Contract; Always Available Bleacher Contract; N.E.W. Motorsports Contract and Staffing; Polka Music; 2023 Entertainment Options; Wednesday Kickoff – Parade-Fireworks; Woman's Day Event***

Vetting reported on the following:

- Election of Officers – Vice Chair – R. Zipperer; Secretary – J. Zipperer.
- Sea Lion Contract – recommend for approval.
- Always Available Bleacher Contract – recommend for approval.
- N.E.W. Motorsports Contract – Review next month.
- Polka Music – secure contracts.

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

**D. Parking/Security Subcommittee:**

1. ***Election of Officers; Parking Lot Update; Building Hours, Release Times, and Load-Unload Location; Parking Attendants-Civic Groups***

Pollen reported on the following:

- Election of Officers – Vice Chair – R. Zipperer; Secretary – J. Zipperer.
- Building Hours, Release Times, and Load-Unload Location – recommend for approval.
- Parking Attendants – reaching out to Captain Kronforst to assist with coverage on Friday, Saturday and Sunday.

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

**E. Marketing & Advertising Subcommittee**

1. ***Election of Officers; Marketing Materials Review; Fairest of the Fair – Competition Update-Convention 2022-Centerpiece; Social Media Update; Advertising Media Budget***

J. Zipperer reported on the following:

- Election of Officers – Vice Chair – Winkel; Secretary – Soukup.
- Marketing materials under review.
- Fairest of the Fair finished first runner up.
- Social Media – distributed last year's posts for review.
- Advertising Media Budget – recommend for approval.

Motion was made by J. Zipperer, seconded by R. Zipperer to approve the committee report and recommendations. Motion carried unanimously.

**Review, Discussion and Possible Action on Fair Matters**

- A. ***Beer and Soda Vendor Meeting – March 16***

Beer and Soda Vendor meeting set for March 16 at 7pm in the Merchants Building Conference Room.

- B. ***Fair Update***

No report.

**Comptroller's Financial Report – Review; Capital Projects Update**

Shelton 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. ***Board Mentor Program***

Pollen reported on the Board Mentor program.

- B. ***Expo or Professional Attire – March Meeting – Fairest of the Fair Group Picture***

Reminder to wear Expo or Professional Attire for the March meeting Fairest of the Fair group picture.

- C. Rummage-A-Rama – February 12; Volunteer Sign Up; Concessions Vendor**  
Volunteer sheet was distributed. Board members to continue providing concessions.
- D. WI Association of Fairs Conference – Update**  
WI Association of Fairs Conference update provided.
- E. Expo-Ice Center Month Events; Expo Grounds Update**  
Vetting read the letter of resignation from Bob Cavanaugh. Staff reported on upcoming events.

**Adjournment**

Motion was made by J. Zipperer, seconded by R. Zipperer to adjourn at 7:38pm. Motion carried unanimously.

Minutes taken by Shelton

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Signed by Winkel



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

DATE: Wednesday, February 2, 2022  
TIME: 5:30 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. Election of Officers
4. Review, Discussion, and Possible Action on the following items for the 2022 Fair:
  - A. Sea Lion Show Contract
  - B. Always Available Bleacher Contract
  - C. N.E.W. Motorsports Contract and Staffing
  - D. Polka Music
  - E. 2023 Entertainment Options
  - F. Event Working Groups
    1. Wednesday Kickoff – Parades-Fireworks
    2. Woman's Day Event
5. Other Fair Projects and Issues Update – No Action
6. Adjourn

Date: January 25, 2022

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

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

Held Wednesday, February 2, 2022

Location: Expo Office – 4921 Expo Drive, Manitowoc

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

**Other Expo-Ice  
Center Board**

**Members Present:** D. Pollen, B. Palzewicz, K. Winkel, J. Hawig, M. Plate, K. Behnke, S.  
Binversie

**Absent & Excused:** R. Voss, P. Albert  
**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 J. Zipperer to approve the minutes. Motion  
carried unanimously.

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

**Election of Officers**

Russ Zipperer 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 Kohlbeck, that nominations be closed and  
unanimous ballot be cast for J. Zipperer as committee vice chair. Motion  
carried unanimously.

Justin Zipperer was nominated by Paige Soukup as the committee  
secretary. After three calls for other nominations a motion was made by  
Lentz, seconded by Kohlbeck, 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 2022 Fair:**

**A. *Sea Lion Show Contract***

Motion was made by J. Zipperer, seconded by Sitkiewitz to recommend approval to the  
board the Sea Lion Show contract. Motion carried unanimously.

**B. *Always Available Bleacher Contract***

Motion was made by R. Zipperer, seconded by Lentz to recommend approval to the board  
the Always Available Bleacher contract. Motion carried unanimously.

**C. *N.E.W. Motorsports Contract and Staffing***

Discussion included N.E.W. Motorsports contract to include staffing at \$200. Motion was  
made by J. Zipperer, seconded by R. Zipperer to recommend approval to the board the  
N.E.W. Motorsports contract to include staffing. Motion carried unanimously.

The N.E.W. Motorsports contract was reviewed again as initial information was not provided on moving the show from Thursday to Saturday. Motion was made by R. Zipperer, seconded by J. Zipperer to not approve the contract at this meeting until further information can be reviewed. Motion carried unanimously.

***D. Polka Music***

Discussion including having a liaison for the Polka music to review and track attendance during the shows. Motion was made by R. Zipperer, seconded by Sitkiewitz to recommend approval to the board the polka music for Thursday, Friday, and Saturday. Motion carried unanimously.

***E. 2023 Entertainment Options***

Discussion on potential 2023 Entertainment Options noting that board members should be seeking ideas now with securing contracts by October 2022.

***F. Event Working Groups***

***1. Wednesday Kickoff – Parade-Fireworks***

No report.

***2. Woman's Day Event***

Discussion included possible community awareness at the program including Hunger Task Force and farmer's market.

**Other Fair Projects and Issues Update – No Action**

No report.

**Adjournment**

Motion made by J. Zipperer, seconded by Kohlbeck to adjourn at 6:05pm. Motion carried unanimously.

Minutes taken by Shelton

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Signed by J. Zipperer



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

**DATE:** Wednesday, February 2, 2022  
**TIME:** 6:00 p.m.  
**PLACE:** Expo Office – 4921 Expo Drive, Manitowoc, WI 54220

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1. Regular Business
  - A. Roll Call
  - B. Previous Minutes
2. Public Comment
3. Election of Officers
4. Review, Discussion, and Possible Action on the following items for the 2022 Fair:
  - A. Dedicated Sponsorship Allocations
  - B. 2023 Budget-Budget for Special Acts and Entertainment; Activity Budgets for Specific Events
  - C. 2022 Fair Budget
5. Update and Possible Action on Other Fair Operation Projects and Issues
6. Adjourn

Date: January 25, 2022

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 2, 2022

Location: Expo Office – 4921 Expo Drive, Manitowoc

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

**Other Expo-Ice  
Center Board**

**Members Present:** J. Vetting, J. Zipperer, R. Zipperer, M. Lentz, K. Kohlmann, T. Dvorak, P. Soukup, K. Winkel, S. Binversie, R. Kohlbeck

**Absent & Excused:**

**Absent:**

**Called to Order** Meeting called to order – 6:06pm.

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

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

**Election of Officers**

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

Kevin Behnke 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 Behnke as committee secretary. Motion carried unanimously.

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

**A. *Dedicated Sponsorship Allocations***

Behnke reported on the Dedicated Sponsorship Allocations noting that each working group should be setting up a budget and submitting requests to the Finance subcommittee for allocation of funds. Motion was made by Behnke, seconded by Pollen to recommend approval to the board to set up a policy request at working groups. Motion carried unanimously.

**B. *2023 Budget-Budget for Special Acts and Entertainment; Activity Budgets for Specific Events***

No report.

**C. *2022 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 6:15pm. Motion carried unanimously.

Minutes taken by Shelton

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Signed by Behnke



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

DATE: Wednesday, February 2, 2022  
TIME: 5:15 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. Election of Officers
4. Review, Discussion, and Possible Action on the following items for the 2022 Fair:
  - A. Marketing Materials Review
  - B. Fairest of the Fair – Competition Update-Convention 2022-Centerpiece
  - C. Social Media Update
  - D. Advertising-Media Budget
5. Other Fair Projects and Issues Update – No Action
6. Adjourn

Date: January 25, 2022

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

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

Held Wednesday, February 2, 2022

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

**Present:** J. Zipperer, K. Winkel, P. Soukup, K. Behnke, S. Binversie, T. Dvorak, R. Kohlbeck, B. Palzewicz, S. Schuette

## **Other Expo-Ice Center Board**

**Members Present:** J. Vetting, D. Pollen, M. Plate, M. Lentz, K. Sitkiewitz, J. Hawig, R. Zipperer

**Absent & Excused:** R. Voss

**Absent:**

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

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

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

## **Election of Officers**

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

Paige Soukup was nominated by Kevin Behnke as the committee secretary. After three calls for other nominations a motion was made by Behnke, seconded by Kohlbeck, that nominations be closed and unanimous ballot be cast for Soukup as committee secretary. Motion carried unanimously.

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

### **A. *Marketing Materials Review***

J. Zipperer reported that Marketing Materials were distributed for review and any recommendations should be submitted as soon as possible.

### **B. *Fairest of the Fair – Competition Update-Convention 2022-Centerpiece***

J. Zipperer reported on the centerpiece and the Fairest of the Fair Lydia Luebke placing first runner up at the convention. Dvorak reported on the upcoming fairest of the fair working group meeting set for Tuesday, at Action Realty at 6:30pm.

### **C. *Social Media Update***

J. Zipperer reported on the Social Media Plan and Facebook posts requesting that the subcommittee begin working on potential future posts noting that committee members would be assigned specific months.

### **D. *Advertising-Media Budget***

Motion was made by Palzewicz, seconded by Soukup to recommend approval to the board the Advertising-Media budget included in the committee packet. Motion carried unanimously.

## **Other Fair Projects and Issues Update – No Action**

No report.

## **Adjournment**

Motion made by Pawlzewicz, seconded by Dvorak to adjourn at 5:30pm. Motion carried unanimously.

Minutes taken by Shelton

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Signed by Soukup



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

DATE: Wednesday, February 2, 2022  
TIME: 6:15 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. Election of Officers
4. Review, Discussion, and Possible Action on the following items for the 2022 Fair:
  - A. Exhibitor Special Request
  - B. Manitowoc County 4-H Silent Auction Request
  - C. Nichole Paulow – Fair Camping Request
  - D. Special Olympics Date and Route
  - E. Jr. Fair-Open Class Rules & Regulations
  - F. Market Animal Committee Meeting
  - G. Ice Center Operations
  - H. 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
5. Other Fair Projects and Issues Update – No Action
6. Adjourn

Date: January 25, 2022

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

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

Held Wednesday, February 2, 2022

Location: Expo Office – 4921 Expo Drive, Manitowoc

**Present:** T. Dvorak, J. Hawig, K. Winkel, S. Binversie, K. Kohlmann, B. Palzewicz, S. Schuette, P. Soukup, J. Zipperer

## **Other Expo-Ice Center Board**

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

**Absent & Excused:** P. Albert  
**Absent:**

**Called to Order** Meeting called to order – 6:17pm.

**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.

## **Election of Officers**

Jeremy Hawig was nominated by J. Zipperer as the committee vice chairperson. After three calls for other nominations a motion was made by J. Zipperer, seconded by Palzewicz, that nominations be closed and unanimous ballot be cast for Hawig 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 J. Zipperer, seconded by Hawig, 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 2022 Fair:**

### **A. *Exhibitor Special Request***

Motion was made by Hawig, seconded by Soukup to recommend approval to the board the Exhibitor Special Request. Motion carried unanimously.

### **B. *Manitowoc County 4-H Silent Auction Request***

Motion was made by Hawig, seconded by Palzewicz to recommend approval to the board the Manitowoc County 4-H Silent Auction Request. Motion carried unanimously.

### **C. *Nichole Paulow – Fair Camping Request***

Motion was made by Hawig, seconded by Soukup to recommend denial to the board Nichole Paulow Fair Camping request. Motion carried unanimously.

### **D. *Special Olympics Date and Route***

Motion was made by J. Zipperer, seconded by Hawig to recommend approval to the board the Special Olympics Date and Route. Motion carried unanimously.

### **E. *Jr. Fair-Open Class Rules & Regulations***

Motion was made by Hawig, seconded by Winkel to recommend approval to the board the Jr. Fair and Open Class Rules and Regulations Changes as submitted. Motion carried unanimously.

### **F. *Market Animal Committee Meeting Update***

No report.



**G. *Ice Center Operations Update***

Pollen reported on the Ice Center operations giving a detailed explanation of the Ice Center and role as liaison.

**H. *Working Group Updates***

Dvorak reported on the reassignment of working groups and classifications noting that meetings will be scheduled soon.

**Other Fair Projects and Issues Update – No Action**

No report.

**Adjournment**

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

Minutes taken by Shelton

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Signed by Winkel



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

DATE: Wednesday, February 2, 2022  
TIME: 5:00 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. Election of Officers
4. Review, Discussion, and Possible Action on the following items for the 2022 Fair:
  - A. Parking Lot Update
  - B. Building Hours, Release Times, and Load-Unload Location
  - C. Parking Attendants-Civic Groups
5. Other Fair Projects and Issues Update – No Action
6. Adjourn

Date: January 25, 2022

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

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

Held Wednesday, February 2, 2022

Location: Expo Office – 4921 Expo Drive, Manitowoc

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

**Other Expo-Ice  
Center Board**

**Members Present:** J. Vetting, B. Palzewicz, K. Winkel, P. Soukup, R. Kohlbeck, K. Sitkiewitz

**Absent & Excused:** B. Herr

**Absent:**

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

**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.

**Election of Officers**

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

Justin Zipperer was nominated by Jeremy Hawig as the committee 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 committee secretary. Motion carried unanimously.

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

**A. *Parking Lot Update***

Pollen reported on the Parking Lot Update noting additional signage to be added. J. Zipperer created signage and to email staff the designs for both Expo Drive and Dewey Street. Discussion of the Pit Gate Entrance sign was also addressed.

**B. *Building Hours, Release Times, and Load-Unload Location***

Motion was made by Lentz, seconded by J. Zipperer to recommend approval to the board the Building Hours, Release Times, and Load-Unload Location provided in the committee packet. Motion carried unanimously. Discussion included Indoor Vendor Merchants Gate passes.

**C. *Parking Attendants-Civic Groups***

Discussion included to have the Parking Attendants-Civic Groups for Friday, Saturday and Sunday of fair week.

**Other Fair Projects and Issues Update – No Action**

None.

**Adjournment**

Motion made by Hawig, seconded by Plate to adjourn at 5:15pm. Motion carried unanimously.

Minutes taken by Shelton

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Signed by J. Zipperer



# MANITOWOC COUNTY

## EXPO and ICE CENTER BOARD

### AMENDED MEETING NOTICE

DATE: Wednesday, March 2, 2022  
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. Rainbow Valley Rides Contract; Music Pavilion Tent Fees; Admissions-Outdoor-Indoor-AG Vendor Fees-2023; Dedicated Sponsorship Allocations; 2023 Budget-Budget for Special Acts and Entertainment-Activity Budgets for Specific Events; 2022 Budget
  - B. OPERATIONS SUB-COMMITTEE:
    1. No Committee Meeting; Committee Update; Special Olympics Update; 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. N.E.W. Motorsports Contract and Staffing; Norm's Polka Band Contract; Horse Pullers Contract; 2023 Entertainment Options; Wednesday Kickoff – Parade-Fireworks; Woman's Day Event
  - D. PARKING/SECURITY SUB-COMMITTEE:
    1. No Committee Meeting; Committee Update; Parking Attendants-Civic Groups
  - E. MARKETING-ADVERTISING SUB-COMMITTEE
    1. No Committee Meeting; Committee Update; Fairest of the Fair Update; Social Media Update; Advertising-Media Budget
4. Review, Discussion, and Possible Action on Fair Matters
  - A. Beer and Soda Vendor Meeting – March 16
  - B. Just Orthodontics Water Donation
  - 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. *Carden Circus Rental Request*
  - B. Expo or Professional Attire – Fairest of the Fair Group Picture
  - C. District 4 Meeting – April 5 – WI State Fair
  - D. Rummage-A-Rama – March 12; Volunteer Sign Up
  - E. Expo-Ice Center Month Events; Expo Grounds Update
7. Adjourn

Date: February 22, 2022

*Amended: February 28, 2022 @ 1:31 p.m.*

Jerome Vetting, BOARD CHAIRPERSON

By: Gerard Neuser, Public Works Director

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## MINUTES of EXPO-ICE CENTER BOARD MEETING

Held Wednesday, March 2, 2022

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

**Present:** J. Vetting, D. Pollen, J. Hawig, M. Lentz, M. Plate, J. Zipperer, R. Kohlbeck, R. Zipperer, K. Behnke, K. Sitkiewitz, K. Winkel, B. Palzewicz, S. Binversie, K. Kohlman, P. Soukup, T. Dvorak, PJ Albert, B. Herr, R. Voss

**County Board  
Supervisors  
Present-  
Others Present:**

**Absent & Excused:** S. Schuette

**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** Board Chair called for public comment three times. No public comment given.

### **Review & Act on Subcommittee Recommendations:**

#### **A. Finance Subcommittee**

**1. *Rainbow Valley Rides Contract; Music Pavilion Tent Fees; Admissions-Outdoor-Indoor-AG Vendor Fees-2023; Dedicated Sponsorship Allocations; 2023 Budget-Budget for Special Acts and Entertainment Activity Budgets for Specific Events; 2022 Budget***

Hawig reported on the following:

- Working groups should be preparing a budget.
- Rainbow Valley Rides – recommend approval to increase to 40% for 2023 through 2025.
- Music Pavilion Tent Fees – recommend approval to increase Shoto Corporation and Ant Hill Mob \$600 each to cover tent fees.
- Outdoor-Indoor-AG Vendor Fees – recommend approval to increase Outdoor Vendor Fee to \$35 per foot, indoor Vendor Fees to remain the same and AG Vendor Fees to increase to \$250 for 2023.

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

#### **B. Operations Subcommittee**

***Special Olympics 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***

Dvorak reported on the following:

- No meeting scheduled.
- Special Olympics will participate this year.
- Hockey Tournament this weekend and open to the public.
- Meeting to be scheduled in April.

**C. Entertainment/Vendors Subcommittee:**

1. ***N.E.W. Motorsports Contract and Staffing; Norm's Polka Band Contract; Horse Pullers Contract; 2023 Entertainment Options; Wednesday Kickoff – Parade-Fireworks; Woman's Day Event***

Voss reported on the following:

- N.E.W. Motorsports Contract – recommend for approval for Saturday, at no more than \$8,300 with a start time of either 4pm or 5pm.
- Norm's Polka Band Contract – recommend for approval.
- Horse Pullers Contract – recommend for approval.

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

**D. Parking/Security Subcommittee:**

1. ***No Committee Meeting; Committee Update; Parking Attendants-Civic Groups***

No report.

**E. Marketing & Advertising Subcommittee**

1. ***No Committee Meeting; Committee Update; Fairest of the Fair Update; Social Media Update; Advertising Media Budget***

J. Zipperer reported on the following:

- There was no meeting.
- Fairest of the Fair working group will be meeting.
- Social Media – FB post went out on March 1.

Neuser reported on the FB postings and corporation counsel's recommendation to not allow comments on postings. Topic to be on the next meeting agenda.

**Review, Discussion and Possible Action on Fair Matters**

- A. ***Beer and Soda Vendor Meeting – March 16***

Beer and Soda Vendor meeting set for March 16 at 7pm in the Merchants Building Conference Room.

- B. ***Just Orthodontics Water Donation***

Shelton reported on the Just Orthodontics Water Donation. Board decision to distribute water to 4-H, Farm Bureau, Shoto Corporation, Newton Sno Sports, Ant Hill Mob, Manitowoc County Dairy Promotion committee and Izaak Walton League. The decision was based on not for profit organizations.

- C. ***Fair Update***

Behnke reported that Master Gardeners was interested in maintaining the gardens again. Discussion included all same parameters as 2021 will apply.

**Comptroller's Financial Report – Review; Capital Projects Update**

Neuser reported on the Financial Report and the Capital Budget report provided in the board packet noting that ARPA funds should be reflected on next month's financial report.

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

- A. ***Carden Circus Rental Request***

Motion was made by Behnke, seconded by Voss recommend approval to the Public Works Committee to deny the Carden Circus Rental request. Motion carried unanimously.

- B. ***Expo or Professional Attire – March Meeting – Fairest of the Fair Group Picture***

Picture to be taken after meeting.

- C. ***District 4 Meeting – April 5 – WI State Fair***

Vetting reported on the upcoming District 4 meeting that will be held on April 5 at the WI State Fair park.

**D. *Rummage-A-Rama – February 12; Volunteer Sign Up***

Volunteer sheet was distributed. Board members to continue providing concessions. Discussion included having the Quilt Block on display at the sale at no cost. Consensus to allow on display at no cost.

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

Staff reported on upcoming events.

**Adjournment**

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

Minutes taken by Shelton

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Signed by Winkel





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

DATE: Wednesday, March 2, 2022  
TIME: 6:00 p.m.  
PLACE: Expo Office – 4921 Expo Drive, Manitowoc

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

1. Regular Business
  - A. Roll Call
  - B. Previous Minutes
2. Public Comment
3. Review, Discussion, and Possible Action on the following items for the 2022 Fair:
  - A. Rainbow Valley Rides Contract
  - B. Music Pavilion Tent Fees
  - C. Admissions-Outdoor-Indoor-AG Vendor Fees – 2023
  - D. Dedicated Sponsorship Allocations
  - E. 2023 Budget-Budget for Special Acts and Entertainment; Activity Budgets for Specific Events
  - F. 2022 Fair Budget
4. Update and Possible Action on Other Fair Operation Projects and Issues
5. Adjourn

Date: February 22, 2022

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

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

Wednesday, March 2, 2022

Location: Expo Office – 4921 Expo Drive, Manitowoc

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

**Other Expo-Ice  
Center Board**

**Members Present:** J. Vetting, J. Zipperer, M. Lentz, K. Kohlmann, T. Dvorak, P. Soukup, K. Winkel, B. Herr, R. Voss, PJ Albert

**Absent & Excused:**  
**Absent:**

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

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

**Public Comment** 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. *Rainbow Valley Rides***

Motion was made by Behnke, seconded by Pollen to recommend approval to the board the Rainbow Valley Rides contract for 2023 through 2025. Motion carried. Plate voted no.

**B. *Music Pavilion Tent Fees***

Motion was made by Behnke, seconded by Plate to increase the tent fees to Shoto Corporation and Ant Hill Mob for \$600 each to cover tent costs. Motion carried unanimously.

**C. *Admissions-Outdoor-Indoor-AG Vendor Fees – 2023***

Motion was made by Palzewicz, seconded by Plate to recommend approval to the board the increase of the Outdoor Vendor Footage rate to \$35 per foot for 2023. Motion carried unanimously.

Motion was made by Sitkiewitz, seconded by Plate to recommend approval to the board to keep the Indoor Vendor Fee the same for 2023. Motion carried unanimously.

Motion was made by Kohlbeck, seconded by Palzewicz to recommend approval to the board to increase the AG Vendor Fee to \$250 for 2023. Motion carried unanimously.

**D. *Dedicated Sponsorship Allocations***

Neuser reported on the Dedicated Sponsorship Allocations with reports included in the committee packet.

**E. *2023 Budget-Budget for Special Acts and Entertainment; Activity Budgets for Specific Events***

Discussion included hosting the Pigs, Ducks, and Goats races event and covering the costs of \$6,500 for the event. Motion was made by Pollen, seconded by Sitkiewitz to table the topic to the next meeting.

**F. *2022 Fair Budget***

Discussion included costs to purchase bleachers. Staff has a prepared quote and will provide.

**Update and Possible Action on Other Fair Operation Projects and Issues**

No report.

**Adjourn**

Motion made by Plate, seconded by Sitkiewitz to adjourn at 6:43pm. Motion carried unanimously.

Minutes taken by Shelton

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Signed by Behnke



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

DATE: Wednesday, March 2, 2022  
TIME: 6:30 p.m.  
PLACE: Expo Office – 4921 Expo Drive, Manitowoc

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

1. Regular Business
  - A. Roll Call
  - B. Previous Minutes
2. Public Comment
3. Review, Discussion, and Possible Action on the following items for the 2022 Fair:
  - A. N.E.W. Motorsports Contract and Staffing
  - B. Norm's Polka Band Contract
  - C. Horse Pullers Contract
  - D. 2023 Entertainment Options
  - E. Event Working Groups
    1. Wednesday Kickoff – Parades-Fireworks
    2. Woman's Day Event
4. Other Fair Projects and Issues Update – No Action
5. Adjourn

Date: February 22, 2022

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, March 2, 2022

Location: Expo Office – 4921 Expo Drive, Manitowoc

**Present:** R. Voss, R. Zipperer, J. Zipperer, R. Kohlbeck, M. Lentz, K. Sitkiewitz,  
P. Soukup, PJ Albert

**Other Expo-Ice  
Center Board**

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

**Absent & Excused:**  
**Absent:**

**Called to Order** Meeting called to order – 6:44pm

**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** 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. *N.E.W. Motorsports Contract and Staffing***

Motion was made by Sitkiewitz, seconded by R. Zipperer to recommend approval to the  
board the N.E.W. Motorsports Contract and Staffing at no more than \$8,300 with show time  
at either 4pm or 5pm. Motion carried unanimously.

**B. *Norm's Polka Band Contract***

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

**C. *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.

**D. *Polka Music***

Discussion including having a liaison for the Polka music to review and track attendance  
during the shows. Motion was made by R. Zipperer, seconded by Sitkiewitz to recommend  
approval to the board the polka music for Thursday, Friday, and Saturday. Motion carried  
unanimously.

**E. *2023 Entertainment Options***

Reminder to begin looking into 2023 Entertainment Options.

**F. Event Working Groups**

**1. Wednesday Kickoff – Parade-Fireworks**

Discussion included participants including Touch of Harmony and holding an upcoming working group meeting.

**2. Woman's Day Event**

Palzewicz reported on the Quilt Block and having on display at the upcoming rummage sale.

**Other Fair Projects and Issues Update – No Action**

No report.

**Adjournment**

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

Minutes taken by Shelton

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Signed by J. Zipperer



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

DATE: Wednesday, April 6, 2022  
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; 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; 2023 Entertainment Options; Wednesday Kickoff – Parade-Fireworks; Woman's Day Event
  - D. PARKING/SECURITY SUB-COMMITTEE:
    1. No Committee Meeting; Committee Update; Parking Attendants-Civic Groups
  - E. MARKETING-ADVERTISING SUB-COMMITTEE
    1. No Committee Meeting; Committee Update; Fairest of the Fair Update; Social Media Update
4. Review, Discussion, and Possible Action on Fair Matters
  - A. *Facebook Post Public Comments*
  - B. Beer and Soda Vendor Meeting – Update
  - C. Animal Superintendent Rates of Pay
  - 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. Recommendation of New Appointment to Expo-Ice Center Board
  - B. District 4 Meeting – April 5 – Update
  - C. Rummage-A-Rama – 2022-2023 Season
  - D. Expo-Ice Center Month Events; Expo Grounds Update
7. Adjourn

Date: March 29, 2022  
*Amended: April 4, 2022*

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 6, 2022

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

**Present:** J. Vetting, D. Pollen, J. Hawig, M. Plate, J. Zipperer, R. Kohlbeck, K. Behnke, K. Sitkiewitz, K. Winkel, B. Palzewicz, S. Binversie, K. Kohlman, P. Soukup, T. Dvorak, B. Herr, S. Schuette

**County Board**

**Supervisors**

**Present-**

**Others Present:**

**Absent & Excused:** M. Lentz, R. Zipperer, PJ Albert, R. Voss

**Pledge of Allegiance**

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

**Minutes** Minutes were reviewed from the previous meetings. Motion was made by Hawig, seconded by Sitkiewitz 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**

***No Committee Meeting; Committee Update; 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***

Dvorak reported on the following:

- No meeting scheduled.
- AG Adventureland met tonight and working on implementing a scavenger hunt.
- Working group meetings to be scheduled.
- Market Animal Committee – scholarships due Friday, April 8.
- Ice Center Operations – ice is out and couple of open projects. Meeting to be scheduled soon.

**C. Entertainment/Vendors Subcommittee:**

1. ***No Committee Meeting; Committee Update; 2023 Entertainment Options; Wednesday Kickoff – Parade-Fireworks; Woman's Day Event***  
J. Zipperer reported on the following:
  - No meeting scheduled.
  - Parade-Fireworks group to schedule a meeting.

**D. Parking/Security Subcommittee:**

1. ***No Committee Meeting; Committee Update; Parking Attendants-Civic Groups***  
No report.

**E. Marketing & Advertising Subcommittee**

**1. *No Committee Meeting; Committee Update; Fairest of the Fair Update; Social Media Update; Advertising Media Budget***

J. Zipperer reported on the following:

- No meeting scheduled.
- Fairest of the Fair to work on radio ads to be recorded. Dairy Futurity would like FOF present to distribute ribbons at event – place on calendar.
- Social Media – FB posts are being posted.

**Review, Discussion and Possible Action on Fair Matters**

**A. *Facebook Post Public Comments***

Motion was made by Behnke, seconded by Herr to approve Facebook Post Public comments with staff being responsible for any and all responses when required. Motion carried unanimously.

**B. *Beer and Soda Vendor Meeting – Update***

J. Zipperer and Pollen reported on the Beer and Soda Vendor meeting.

**C. *Animal Superintendent Rates of Pay***

Pollen reported on the Animal Superintendent Rates of Pay included in the board packet. Discussion.

**D. *Fair Update***

Shelton provided a fair update.

**Comptroller's Financial Report – Review; Capital Projects Update**

Neuser reported on the Financial Report and the Capital Budget report provided in the board packet noting that ARPA funds reflected on in the financial report.

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

**A. *Recommendation of New Appointment to Expo-Ice Center Board***

Motion was made by Pollen, seconded by Plate to recommend approval to the Public Works Committee to approve the Recommendation of New Appointment of Nancy Newberg to the Expo-Ice Center Board. Motion carried unanimously.

**B. *District 4 Meeting – April 5 – Update***

Dvorak provided a detailed District 4 meeting update.

**C. *Rummage-A-Rama – 2022-2023 Season***

Staff to provide a profit-loss breakdown for next meeting.

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

Staff reported on upcoming events. Pollen requested new board members to schedule meeting to complete the mentor program.

**Adjournment**

Motion was made by J. Zipperer, seconded by Hawig to adjourn at 6:59pm. Motion carried unanimously.

Minutes taken by Shelton

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Signed by Winkel





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

**DATE:** Wednesday, May 4, 2022  
**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. Monroe Art Club Request; 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. R. Braun Inc Request – Indoor Vendors; Outdoor Vendor Applications – Review Date; 2023 Entertainment Options; Wednesday Kickoff – Parade-Fireworks; Woman’s Day Event
  - D. PARKING/SECURITY SUB-COMMITTEE:
    1. No Committee Meeting; Committee Update; Parking Attendants-Civic Groups
  - E. MARKETING-ADVERTISING SUB-COMMITTEE
    1. No Committee Meeting; Committee Update; Fairest of the Fair Update; Social Media Update
4. Review, Discussion, and Possible Action on Fair Matters
  - A. Gertrude – The Cow – AG Educator Request
  - B. Sunday Church Service – 9am - Location
  - 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. Rummage-A-Rama – 2022-2023 Season
  - B. Breakfast on the Farm – June 12 – 7427 Newton Rd, Newton – Volunteer Schedule
  - C. Expo-Ice Center Month Events; Expo Grounds Update
7. Adjourn

Date: April 26, 2022

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

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

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## MINUTES of EXPO-ICE CENTER BOARD MEETING

Held Wednesday, May 4, 2022

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

**Present:** J. Vetting, J. Hawig, M. Plate, J. Zipperer, R. Kohlbeck, K. Behnke, K. Sitkiewitz, K. Winkel, B. Palzewicz, S. Binversie, K. Kohlman, P. Soukup, T. Dvorak, S. Schuette, M. Lentz, R. Zipperer, PJ Albert

**County Board**

**Supervisors**

**Present-**

**Others Present:**

**Absent & Excused:** D. Pollen, R. Voss, B. Herr

**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 Sitkiewitz 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**

***Monroe Art Club Request; 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***

Dvorak reported on the following:

- Monroe Art Club Request – Recommend approval of the Monroe Art Club Request and any other club requests for participation for 2022.
- Working Group meetings scheduled:
  - AG Adventureland – June 1 at 6pm.
  - Brew Competition – June 6 at 6pm.
  - Contests – June 15 at 6pm.
- Market Animal Committee – building scale in Lesters Building.

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

**C. Entertainment/Vendors Subcommittee:**

1. ***R. Braun Inc Request – Indoor Vendors; Outdoor Vendor Applications-Review Date; 2023 Entertainment Options; Wednesday Kickoff – Parade-Fireworks; Woman's Day Event***

R. Zipperer reported on the following:

- R. Braun Inc Request – Recommend denial of R. Braun Inc request.
- Indoor and Outdoor Vendor Applications – review and approve them even when multiple vendors.

Motion was made by R. Zipperer, seconded by J. Zipperer to approve the committee report and recommendations. Motion carried unanimously.

**D. Parking/Security Subcommittee:**

1. **No Committee Meeting; Committee Update; Parking Attendants-Civic Groups**  
No report.

**E. Marketing & Advertising Subcommittee**

1. **No Committee Meeting; Committee Update; Fairest of the Fair Update; Social Media Update**

J. Zipperer reported on the following:

- No meeting scheduled.
- Proofs coming in soon for review.
- Breakfast on the Farm – working on tent ideas.
- Fairest of the Fair reviewing calendar and has some dates scheduled.
- Social Media – FB posts going strong.

**Review, Discussion and Possible Action on Fair Matters**

- A. **Gertrude – The Cow – AG Educator Request**

Motion was made by J. Zipperer, seconded by Dvorak to approve the AG Educator Request to use Gertrude, the Cow, at Breakfast on the Farm. Motion carried unanimously.

- B. **Sunday Church Service – 9am – Location**

Confirmation that Sunday Church Service will be at 9am in the Ice Center.

- C. **Fair Update**

Shelton provided a fair update.

Hawig reminded the board about the special Expo-Ice Center Board meeting scheduled for Wednesday, May 11, promptly starting at 6pm.

**Comptroller's Financial Report – Review; Capital Projects Update**

Shelton 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 – 2022-2023 Season**

Motion was made by R. Zipperer, seconded by Newberg to increase the table rate to \$12 for the 2022-2023 season. Motion carried unanimously.

- B. **Breakfast on the Farm**

Discussion included giveaway of one day passes and continuing to build the newsletter database.

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

Staff reported on upcoming events.

**Adjournment**

Motion was made by J. Zipperer, seconded by R. Zipperer to adjourn at 7:31pm. Motion carried unanimously.

Minutes taken by Shelton

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Signed by Winkel



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

DATE: Wednesday, May 4, 2022  
TIME: 6:00 p.m.  
PLACE: Expo Office – 4921 Expo Drive, Manitowoc

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

1. Regular Business
  - A. Roll Call
  - B. Previous Minutes
2. Public Comment
3. Review, Discussion, and Possible Action on the following items for the 2022 Fair:
  - A. R. Braun Inc Request – Indoor Vendors
  - B. Outdoor Vendor Application – Review Date
  - C. 2023 Entertainment Options
  - D. Event Working Groups
    1. Wednesday Kickoff – Parades-Fireworks
    2. Woman's Day Event
4. Other Fair Projects and Issues Update – No Action
5. Adjourn

Date: April 26, 2022

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.

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

Held Wednesday, May 4, 2022

Location: Expo Office – 4921 Expo Drive, Manitowoc

**Present:** R. Zipperer, J. Zipperer, R. Kohlbeck, M. Lentz, K. Sitkiewitz, P. Soukup, PJ Albert

**Other Expo-Ice  
Center Board**

**Members Present:** J. Vetting, B. Palzewicz, K. Winkel, J. Hawig, M. Plate, K. Behnke, S. Binversie, K. Kohlmann, T. Dvorak, S. Schuette

**Absent & Excused:** R. Voss

**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** Committee vice chair called for public input three times. No public input given.

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

**A. *R. Braun In Request – Indoor Vendors***

Motion was made by Sitkiewitz, seconded by J. Zipperer to recommend to the board to deny the request from R. Braun Inc. to be a static display in the Merchants Building. Motion carried unanimously.

**B. *Outdoor Vendor Application – Review Date***

Discussion included scheduling a review date, approving more contracts although based on like vendors at the fair, and to review when applications are received and approved.

**C. *2023 Entertainment Options***

Discussion included looking for 2023 Entertainment options while visiting other fairs and working on securing by October/November 2022.

**D. *Event Working Groups***

**1. *Wednesday Kickoff – Parade-Fireworks***

Discussion on status of cars confirmed.

**2. *Woman's Day Event***

Palzewicz reported on the Woman's Day Event. Staff to contact the Health Department regarding demonstrations.

**Other Fair Projects and Issues Update – No Action**

No report.

**Adjournment**

Motion made by Kohlbeck, seconded by Lentz to adjourn at 6:25pm. Motion carried unanimously.

Minutes taken by Shelton

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Signed by J. Zipperer



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

DATE: Wednesday, May 4, 2022  
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 sessions. 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. Monroe Art Club Request
  - 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: April 26, 2022

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.

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

Held Wednesday, May 4, 2022

Location: Expo Office – 4921 Expo Drive, Manitowoc

**Present:** T. Dvorak, J. Hawig, K. Winkel, S. Binversie, K. Kohlmann, B. Palzewicz, S. Schuette, P. Soukup, J. Zipperer, P. Albert

**Other Expo-Ice  
Center Board**

**Members Present:** J. Vetting, M. Plate, M. Lentz, K. Behnke, R. Zipperer, K. Sitkiewitz, R. Kohlbeck

**Absent & Excused:**

**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 2022 Fair:**

**A. *Monroe Art Club Request***

Motion was made by Hawig, seconded by J. Zipperer to recommend approval to the board the Monroe Art Club request including any future 2022 club requests. Motion carried unanimously.

**B. *Market Animal Committee Meeting Update***

Hawig reported that scholarships were reviewed and the scale will be placed in the Lesters Building this Saturday.

**C. *Ice Center Operations Update***

No report.

**D. *Working Group Updates***

Dvorak reported on the working group updates sheet distributed at the meeting to include discussion on banners, medals, as well as upcoming meetings.

Winkel reported on AG Adventureland noting that a scavenger hunt card, fun facts and fainting goats will be part of this year's AG Tent.

**Other Fair Projects and Issues Update – No Action**

No report.

**Adjournment**

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

Minutes taken by Shelton

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Signed by Winkel



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

DATE: Wednesday, May 11, 2022  
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. Roll Call
2. New Member Mentor Program and Orientation
3. Adjourn

Date: May 3, 2022

Dick Pollen, BOARD VICE 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 11, 2022

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

**Present:** D. Pollen J. Hawig, J. Zipperer, K. Winkel, B. Palzewicz, S. Binversie, K. Kohlman, P. Soukup, S. Schuette, PJ Albert, B. Herr, T. Dvorak, N. Newberg

**County Board  
Supervisors  
Present-  
Others Present:**

**Absent & Excused:** J. Vetting, M. Plate, R. Voss, R. Kohlbeck, K. Behnke, K. Sitkiewitz, M. Lentz, R. Zipperer

### **Pledge of Allegiance**

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

**Minutes** No minutes were reviewed and approved.

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

### **New Member Mentor Program and Orientation**

Members toured the Expo grounds including the Ice Center.

### **Adjournment**

Motion was made by Dvorak, seconded by Binversie to adjourn at 8:15pm. Motion carried unanimously.

Minutes taken by Pollen

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Signed by Winkel



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

**DATE:** Wednesday, June 1, 2022  
**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; 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. Clover Café Requests – Strolling Vendor – Promotional Table; Cassidy Critters Replacement-Potential Contracts for Approval; Outdoor Vendor Layout – Review Date; 2023 Entertainment Options; Wednesday Kickoff – Parade-Fireworks; Woman’s Day Event
  - D. PARKING/SECURITY SUB-COMMITTEE:
    1. No Committee Meeting; Committee Update; Parking Attendants-Civic Groups
  - E. MARKETING-ADVERTISING SUB-COMMITTEE
    1. No Committee Meeting; Committee Update; Fairest of the Fair Update; Social Media Update
4. Review, Discussion, and Possible Action on Fair Matters
  - A. Poultry Registration – Refunds
  - B. Ant Hill Mob 50-50 Raffle Request
  - 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 8-11 2023
  - B. Breakfast on the Farm – June 12 – 7427 Newton Rd, Newton – Volunteer Schedule
  - C. Expo-Ice Center Month Events; Expo Grounds Update
7. Adjourn

Date: May 24, 2022

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 1, 2022

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

**Present:** J. Vetting, D. Pollen, M. Plate, J. Zipperer, K. Behnke, K. Sitkiewitz, K. Winkel, B. Palzewicz, S. Binversie, K. Kohlman, P. Soukup, S. Schuette, M. Lentz, PJ Albert, R. Voss, B. Herr

**County Board  
Supervisors  
Present-  
Others Present:**

**Absent & Excused:** J. Hawig, R. Kohlbeck, T. Dvorak, R. Zipperer, N. Newberg

### Pledge of Allegiance

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

**Minutes** Minutes were reviewed from the previous meetings. Motion was made by Behnke, seconded by 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

**No Committee Meeting; Committee Update; 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**

Reported on the following:

- AG Adventureland details underway with need for securing volunteers.
- Brew Competition Information that needs to be completed.

#### C. Entertainment/Vendors Subcommittee:

1. **Clover Café Requests – Strolling Vendor – Promotional Table; Cassidy Critters Replacement-Potential Contracts for Approval; Outdoor Vendor Layout-Review Date; 2023 Entertainment Options; Wednesday Kickoff – Parade-Fireworks; Woman's Day Event**

Voss reported on the following:

- Clover Café Requests – Recommend denial of both strolling vendor and promotional table requests.
- Cassidy Critters Replacement – Recommend approval of staff to negotiate with Bulitz.
- Outdoor Vendor Layout – meeting set for July 6 at 5pm.
- Need to look at 2023 Entertainment Options.
- Update on Parade and Woman's Day.

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; Parking Attendants-Civic Groups**  
No report.

**E. Marketing & Advertising Subcommittee**

1. **No Committee Meeting; Committee Update; Fairest of the Fair Update; Social Media Update**

J. Zipperer reported on the following:

- No meeting scheduled.
- Fairest of the Fair schedule update and Breakfast on the Farm participation.
- Social Media posts are being completed each month.

**Review, Discussion and Possible Action on Fair Matters**

**A. Poultry Registration – Refunds**

Motion was made by Behnke, seconded by Plate to approve the Poultry Registration Refunds to Registered Exhibitors if needed based on the potential Avian Influenza. Motion carried unanimously.

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

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

**C. Board Member Fair Camping**

Reminder to board members to confirm fair camping.

**D. Billboard – Judges**

Judges are J. Zipperer, Pollen, Kohlmann, and Binversie.

**E. Fair Update**

Shelton provided a fair update.

**Comptroller's Financial Report – Review; Capital Projects Update**

Neuser reported on the Financial Report and Shelton reported on the Capital Budget report provided in the board packet. Discussion was held on the 2023 Capital Projects Budget.

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

**A. WI Association of Fairs Conference – January 8-11 2023**

Signup sheet distributed for attendance at the WI Association of Fairs Conference.

**B. Breakfast on the Farm – June 12 – 7427 Newton Rd, Newton – Volunteer Schedule**

Signup sheet distributed.

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

Staff reported on upcoming events.

**Adjournment**

Motion was made by Plate, seconded by J. Zipperer to adjourn at 7:33pm. Motion carried unanimously.

Minutes taken by Shelton

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Signed by Winkel



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

DATE: Wednesday, June 1, 2022  
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. Clover Café Requests – Strolling Vendor – Promotional Table
  - B. Cassidy Critters Replacement – Potential Contracts for Approval
  - C. Outdoor Vendor Layout – Review Date
  - D. 2023 Entertainment Options
  - E. Event Working Groups
    1. Wednesday Kickoff – Parades-Fireworks
    2. Woman's Day Event
4. Other Fair Projects and Issues Update – No Action
5. Adjourn

Date: May 24, 2022

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 1, 2022

Location: Expo Office – 4921 Expo Drive, Manitowoc

**Present:** R. Voss, J. Zipperer, M. Lentz, K. Sitkiewitz, P. Soukup, PJ Albert

**Other Expo-Ice  
Center Board**

**Members Present:** J. Vetting, D. Pollen, B. Palzewicz, K. Winkel, M. Plate, K. Behnke, S. Binversie,  
K. Kohlmann, S. Schuette, B. Herr, M. Lentz, K. Sitkiewitz, P. Soukup

**Absent & Excused:** R. Zipperer, 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 Sitkiewitz to approve the minutes. Motion carried unanimously.

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

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

**A. *Clover Café Requests – Strolling Vendor – Promotional Table***

Motion was made by Sitkiewitz, seconded by Palzewicz to recommend to the board to deny the request from the Clover Café to have a strolling vendor and promotional table. Motion carried unanimously.

**B. *Cassidy Critters Replacement – Potential Contracts for Approval***

Motion was made by J. Zipperer, seconded by Sitkiewitz to recommend to the board approval to negotiate a contract with Bulitz. Motion carried unanimously.

**C. *Outdoor Vendor Layout – Review Date***

Outdoor Vendor Layout Review date set for July 6 at 5pm.

**D. *2023 Entertainment Options***

Discussion included looking for 2023 Entertainment options while visiting other fairs.

**E. *Event Working Groups***

**1. *Wednesday Kickoff – Parade-Fireworks***

Discussion on status of cars confirmed.

**2. *Woman's Day Event***

Palzewicz reported on the Woman's Day Event.

**Other Fair Projects and Issues Update – No Action**

No report.

**Adjournment**

Motion made by J. Zipperer, seconded by Sitkiewitz to adjourn at 6:53pm. Motion carried unanimously.

Minutes taken by Shelton

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Signed by J. Zipperer



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

**DATE:** Wednesday, July 6, 2022  
**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. Grandstand Tarp; Recommendation to the Public Works Committee in Support of 6-Year Capital Outlay Plan
  - B. OPERATIONS SUB-COMMITTEE:
    1. No Committee Meeting; Committee Update; 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; Outdoor Vendor Layout – Review Date; 2023 Entertainment Options; Wednesday Kickoff – Parade-Fireworks; Woman’s Day Event
  - D. PARKING/SECURITY SUB-COMMITTEE:
    1. No Committee Meeting; Committee Update; Parking Attendants-Civic Groups
  - E. MARKETING-ADVERTISING SUB-COMMITTEE
    1. No Committee Meeting; Committee Update; Fairest of the Fair Update – Criminal Background Checks for Contestants; Social Media Update
4. Review, Discussion, and Possible Action on Fair Matters
  - A. Clover Café – 4-H Stand Request – Strolling Vendor – Promotional Table
  - B. Board Member Fair Camping
  - C. Billboard – Judges
  - 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. Fairest of the Fair Proclamation
  - B. WI Association of Fairs Conference – January 8-11 2023
  - C. Breakfast on the Farm – Update
  - D. Expo-Ice Center Month Events; Expo Grounds Update
7. Adjourn

Date: June 28, 2022

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

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

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## MINUTES of EXPO-ICE CENTER BOARD MEETING

Held Wednesday, July 6, 2022

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

**Present:** J. Vetting, D. Pollen, M. Plate, J. Zipperer, K. Behnke, K. Sitkiewitz, B. Palzewicz, S. Binversie, K. Kohlman, S. Schuette, M. Lentz, PJ Albert, J. Hawig, N. Newberg, T. Dvorak

**County Board  
Supervisors  
Present-  
Others Present:**

**Absent & Excused:** B. Herr, R. Kohlbeck, R. Zipperer, K. Winkel, P. Soukup, R. Voss,

**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. *Grandstand Tarp; Recommendation to the Public Works Committee in Support of 6-Year Capital Outlay Plan***

Hawig reported on the following:

- Grandstand Tarp – research post fair on costs.
- Recommendation to the Public Works Committee approval and support of the 6-Year Capital Outlay Plan.

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

#### **B. Operations Subcommittee**

***No Committee Meeting; Committee Update; 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***

Dvorak reported on the following:

- Market Animal Committee scale installed.
- Ice Center contract sent out.
- Brew Competition has 31 entries.
- AG Tent – Staff find out when to pick up.
- Teeny Weeny Donut competition details being worked on.

#### **C. Entertainment/Vendors Subcommittee:**

##### **1. *No Committee Meeting; Committee Update; Outdoor Vendor Layout-Review Date; 2023 Entertainment Options; Wednesday Kickoff – Parade-Fireworks; Woman's Day Event***

J. Zipperer reported on the following:

- Outdoor Vendor Layout meeting set for Tuesday, July 12 at 5pm.
- Woman's Day Event is receiving a number of donations.



**D. Parking/Security Subcommittee:**

1. **No Committee Meeting; Committee Update; Parking Attendants-Civic Groups**  
No report.

**E. Marketing & Advertising Subcommittee**

1. **No Committee Meeting; Committee Update; Fairest of the Fair Update-Criminal Background Checks for Contestants; Social Media Update**

J. Zipperer reported on the following:

- No meeting scheduled.
- Fairest of the Fair applications – one contestant to date. Discussion on Criminal Background checks and working with the State Fair on guidelines.
- Social media is ongoing.

**Review, Discussion and Possible Action on Fair Matters**

- A. **Clover Café – 4-H Stand Request – Strolling Vendor – Promotional Table**

Katrina Pionek, new 4-H Youth Educator, presented on bringing Chris Clover to the Manitowoc County Fair to educate the public on 4-H. Discussion. Motion was made by Behnke, seconded by Binversie to approve 1-2 hours of Chris Clover to promote the 4-H at the AG Adventureland Tent, Lew-E's Comedy Circus, and the Exhibition Building with Entertainment and Vendor Subcommittee reviewing the policies. Motion carried unanimously.

- B. **Board Member Fair Camping**

Reminder to board members to confirm fair camping.

- C. **Billboard – Judges**

Judging date to be set.

- D. **Fair Update**

Shelton provided a fair update.

**Comptroller's Financial Report – Review; Capital Projects Update**

Neuser reported on the Financial Report and Shelton reported on the Capital Budget report provided 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 Sitkiewitz, seconded by Hawig to recommend approval to the Public Works Committee the Fairest of the Fair proclamation. Motion carried unanimously.

- B. **WI Association of Fairs Conference – January 8-11 2023**

Signup sheet distributed for attendance at the WI Association of Fairs Conference.

- C. **Breakfast on the Farm – Update**

J. Zipperer provided an update on the Breakfast on the Farm.

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

Staff reported on upcoming events.

**Adjournment**

Motion was made by J. Zipperer, seconded by Plate to adjourn at 8:01pm. Motion carried unanimously.

Minutes taken by Shelton

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Signed by Winkel



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

DATE: Wednesday, July 6, 2022  
TIME: 6:30 p.m.  
PLACE: Expo Office – 4921 Expo Drive, Manitowoc

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

1. Regular Business
  - A. Roll Call
  - B. Previous Minutes
2. Public Comment
3. Review, Discussion, and Possible Action on the following items for the 2022 Fair:
  - A. Grandstand Tarp
  - B. Recommendation to the Public Works Committee in Support of 6-Year Capital Outlay Plan
4. Update and Possible Action on Other Fair Operation Projects and Issues
5. Adjourn

Date: June 28, 2022

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

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

Wednesday, July 6, 2022

Location: Expo Office – 4921 Expo Drive, Manitowoc

**Present:** J. Hawig, M. Plate, K. Behnke, B. Palzewicz, D. Pollen, K. Sitkiewitz

**Other Expo-Ice  
Center Board**

**Members Present:** J. Vetting, J. Zipperer, T. Dvorak, PJ Albert

**Absent & Excused:** R. Kohlbeck

**Absent:**

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

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

**Public Comment** 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. *Grandstand Tarp***

Discussion on the Grandstand Tarp including approximate cost and need for 200-300 tires to weight tarp if needed. Staff to get cost for tarp for the 2023 fair.

**B. *Recommendations to the Public Works Committee in Support of 6-Year Capital Outlay Plan***

Motion was made by Sitkiewitz, seconded by Pollen to recommend to the board the 6-Year Capital Outlay Plan. Motion carried unanimously.

**Update and Possible Action on Other Fair Operation Projects and Issues**

No report.

**Adjourn**

Motion made by Plate, seconded by Sitkiewitz to adjourn at 6:49pm. Motion carried unanimously.

Minutes taken by Shelton

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Signed by Behnke



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

**DATE:** Wednesday, August 3, 2022  
**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; 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; Outdoor Vendor Layout – Review Date; 2023 Entertainment Options; Wednesday Kickoff – Parade-Fireworks; Woman’s Day Event
  - D. PARKING/SECURITY SUB-COMMITTEE:
    1. No Committee Meeting; Committee Update; Parking Attendants-Civic Groups
  - E. MARKETING-ADVERTISING SUB-COMMITTEE
    1. No Committee Meeting; Committee Update; Fairest of the Fair Update; Social Media Update
4. Review, Discussion, and Possible Action on Fair Matters
  - A. Board Member Fair Camping
  - B. Billboard Judging Update
  - C. Volunteer and Liaison Sign Up
  - 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. WI Association of Fairs Conference – January 8-11 2023
  - B. Expo-Ice Center Month Events; Expo Grounds Update
7. Adjourn

Date: July 26, 2022

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

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

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## MINUTES of EXPO-ICE CENTER BOARD MEETING

Held Wednesday, August 3, 2022

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

**Present:** D. Pollen, M. Plate, J. Zipperer, K. Behnke, K. Sitkiewitz, B. Palzewicz, S. Binversie, S. Schuette, M. Lentz, PJ Albert, N. Newberg, T. Dvorak, R. Kohlbeck, R. Zipperer, K. Winkel, P. Soukup, R. Voss

**County Board**

**Supervisors**

**Present-**

**Others Present:**

**Absent & Excused:** J. Vetting, B. Herr, K. Kohlman, J. Hawig

**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 R. Zipperer to approve the previous meeting minutes. Motion carried unanimously.

**Public Comment** Board Vice 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**

***No Committee Meeting; Committee Update; 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***

Dvorak reported on the following:

- Brew Competition – 70 entries.
- Working on Cream Puff Contestants.

**C. Entertainment/Vendors Subcommittee:**

1. ***No Committee Meeting; Committee Update; Outdoor Vendor Layout-Review Date; 2023 Entertainment Options; Wednesday Kickoff – Parade-Fireworks; Woman's Day Event***  
J. Zipperer reported on the following:
  - Parade – Touch of Harmony; Sheriff's escort.
  - Woman's Day Event – Prizes have been put together. Discussion. Motion was made by Behnke, seconded by Sitkiewitz to not allow Expo-Ice Center Board members and county staff to participate in the Woman's Day Door Prizes and only allow participation for the paid raffles. Motion carried unanimously.

**D. Parking/Security Subcommittee:**

1. ***No Committee Meeting; Committee Update; Parking Attendants-Civic Groups***  
No report.

**E. Marketing & Advertising Subcommittee**

**1. No Committee Meeting; Committee Update; Fairest of the Fair Update-Criminal Background Checks for Contestants; Social Media Update**

J. Zipperer reported on the following:

- No meeting scheduled.
- Fairest of the Fair – reviewed August schedule with FOF. There are three contestants.
- Working on Social Media posts.
- Social media is ongoing.

**Review, Discussion and Possible Action on Fair Matters**

**A. Board Member Fair Camping**

Reminder to board members to confirm fair camping.

**B. Billboard Judging Update**

Top four winners announced.

**C. Volunteer and Liaison Sign Up**

Reminder to sign up.

**D. Fair Update**

Shelton provided a fair update.

**Comptroller's Financial Report – Review; Capital Projects Update**

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

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

**A. WI Association of Fairs Conference – January 8-11 2023**

Signup sheet distributed for attendance at the WI Association of Fairs Conference.

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

Staff reported on upcoming events.

**Adjournment**

Motion was made by J. Zipperer, seconded by Plate to adjourn at 7:56pm. Motion carried unanimously.

Minutes taken by Shelton

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Signed by Winkel



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

**DATE:** August 24-28, 2022

**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
2. Public Comment
3. Review, discuss, and possible action on items related to the 2022 Fair
  - a. Prior Day's Activities Recap and Issues
  - b. Daily Recap:
    1. Liaison Report
    2. Current Day Activities
    3. Judging Results
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 2022 fair.
5. Other Fair Projects and Issues Update – No Action
6. Adjourn

Date: August 16, 2022

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

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

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## **MINUTES of EXPO-ICE CENTER BOARD MEETING**

Held Wednesday, August 24, 2022

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

**Present:** J. Vetting, D. Pollen, M. Plate, J. Zipperer, K. Behnke, B. Palzewicz, S. Binversie, S. Schuette, M. Lentz, PJ Albert, N. Newberg, T. Dvorak, R. Kohlbeck, R. Zipperer, K. Winkel, P. Soukup, R. Voss, K. Kohlman, J. Hawig

**County Board**

**Supervisors**

**Present-**

**Others Present:**

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

**Pledge of Allegiance**

**Called to Order** Meeting called to order – 11:00am.

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

### **Review, Discussion and Possible Action on items to the 2022 Fair**

#### **A. *Prior Day's Activities Recap and Issues***

Discussion included:

- N.E.W. meeting.
- Parking Issues

#### **B. *Daily Recap:***

##### **1. *Liaison Report***

No report.

##### **2. *Current Day Activities***

Discussion included:

- FB Posts spam – motion was made by J. Zipperer, seconded by Binversie to turn off FB comments. Motion carried unanimously.

##### **3. *Judging Results***

Discussion included:

- Pig show report.
- Exhibition Bldg set and ready, judging complete.
- Items being taken from Farm Display.
- Beef barn fans.

**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 2022 Fair**

**Other Fair Projects and Issues Update – No Action**

No report.

**Adjournment**

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

Minutes taken by Shelton

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Signed by Winkel



## MINUTES of EXPO-ICE CENTER BOARD MEETING

Held Thursday, August 25, 2022

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

**Present:** J. Vetting, D. Pollen, M. Plate, J. Zipperer, K. Behnke, B. Palzewicz, S. Binversie, S. Schuette, M. Lentz, PJ Albert, N. Newberg, T. Dvorak, R. Kohlbeck, R. Zipperer, K. Winkel, P. Soukup, R. Voss, K. Kohlman, J. Hawig

**County Board  
Supervisors  
Present-  
Others Present:**

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

### Pledge of Allegiance

**Called to Order** Meeting called to order – 11:00am.

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

### Review, Discussion and Possible Action on items to the 2022 Fair

#### **A. *Prior Day's Activities Recap and Issues***

Discussion included:

- Jr. Fair Horse Judging
- AG Adventureland Scavenger Hunt – nice turn out.
- Sea Lion Show – beyond capacity.
- Running-A-Fair – went well.
- Market Judging – went good.
- Fireworks – wonderful.
- Reminder to not drive gator/golf carts through ticket booth area.

#### **B. *Daily Recap:***

##### **1. *Liaison Report***

Discussion included:

- Horse Pull.
- Dairy Wash Rack – loud music.
- Sound System – dairy people happy.

##### **2. *Current Day Activities***

Discussion included:

- Indoor-Outdoor-AG Vendor Judging – Kohlman, Schuette, Binversie.

##### **3. *Judging Results***

No report.

**Tour of the Grounds – Expo-Ice Center board may meet in the Expo Office after the tour to complete discussion and possible action on issues and concerns related to the 2022 Fair**

### **Other Fair Projects and Issues Update – No Action**

No report.

### **Adjournment**

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

Minutes taken by Shelton

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Signed by Winkel

## MINUTES of EXPO-ICE CENTER BOARD MEETING

Held Friday, August 26, 2022

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

**Present:** J. Vetting, D. Pollen, M. Plate, J. Zipperer, K. Behnke, B. Palzewicz, S. Binversie, S. Schuette, M. Lentz, PJ Albert, N. Newberg, T. Dvorak, R. Kohlbeck, R. Zipperer, K. Winkel, P. Soukup, R. Voss, K. Kohlman, J. Hawig

**County Board  
Supervisors  
Present-  
Others Present:**

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

### Pledge of Allegiance

**Called to Order** Meeting called to order – 11:00am.

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

### Review, Discussion and Possible Action on items to the 2022 Fair

#### **A. *Prior Day's Activities Recap and Issues***

Discussion included:

- Horse Pull.
- Celebrity Cream Puff Eating Contest Winner from Festival Foods.

#### **B. *Daily Recap:***

##### **1. *Liaison Report***

Discussion included:

- Food vendors are happy.

##### **2. *Current Day Activities***

Discussion included:

- Tractor Pull

##### **3. *Judging Results***

Discussion included:

- Market Animal Sale - \$38/lb for Swine and \$21/lb for Steer.

**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 2022 Fair**

### **Other Fair Projects and Issues Update – No Action**

Group picture scheduled for Sunday at 10am.

### **Adjournment**

Motion was made by Plate, seconded by Hawig to adjourn at 5:00pm. Motion carried unanimously.

Minutes taken by Shelton

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Signed by Winkel

## MINUTES of EXPO-ICE CENTER BOARD MEETING

Held Saturday, August 27, 2022

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

**Present:** J. Vetting, D. Pollen, M. Plate, J. Zipperer, K. Behnke, B. Palzewicz, S. Binversie, S. Schuette, M. Lentz, PJ Albert, N. Newberg, T. Dvorak, R. Kohlbeck, R. Zipperer, K. Winkel, P. Soukup, R. Voss, K. Kohlman, J. Hawig, B. Herr

**County Board  
Supervisors  
Present-  
Others Present:**

**Absent & Excused:** K. Sitkiewitz

### Pledge of Allegiance

**Called to Order** Meeting called to order – 11:00am.

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

### Review, Discussion and Possible Action on items to the 2022 Fair

#### **A. *Prior Day's Activities Recap and Issues***

Discussion included:

- Tractor Pull Logistics.
- Pony Ride Vendor – Happy.
- Parking Lots full.

#### **B. *Daily Recap:***

##### **1. *Liaison Report***

Discussion included:

- Short staffed in the Exhibition Bldg.
- Sea Lion Show and Lew-E's – great crowds.

##### **2. *Current Day Activities***

Discussion included:

- Fairest of the Fair Competition judging starts at 3pm.
- Futurity tonight.

##### **3. *Judging Results***

No report.

**Tour of the Grounds – Expo-Ice Center board may meet in the Expo Office after the tour to complete discussion and possible action on issues and concerns related to the 2022 Fair**

### **Other Fair Projects and Issues Update – No Action**

No report.

### **Adjournment**

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

Minutes taken by Shelton

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Signed by Winkel

# MINUTES of EXPO-ICE CENTER BOARD MEETING

Held Sunday, August 28, 2022

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

**Present:** J. Vetting, D. Pollen, M. Plate, J. Zipperer, K. Behnke, B. Palzewicz, S. Binversie, S. Schuette, M. Lentz, PJ Albert, N. Newberg, T. Dvorak, R. Kohlbeck, R. Zipperer, K. Winkel, P. Soukup, R. Voss, K. Kohlman, J. Hawig, B. Herr

**County Board  
Supervisors  
Present-  
Others Present:**

**Absent & Excused:** K. Sitkiewitz

## Pledge of Allegiance

**Called to Order** Meeting called to order – 11:00am.

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

## Review, Discussion and Possible Action on items to the 2022 Fair

### A. *Prior Day's Activities Recap and Issues*

Discussion included:

- Horse trailers parked illegally.
- Kiddie Showmanship communication regarding
- Issue with Goat Judge – send communication to DATCP.
- Fairest of the Fair Competition – Had three contestants and dropped down to two.
- Modified Truck & Tractor Pull – Lots of People.
- Rabbit Hopping – went well.

### B. *Daily Recap:*

#### 1. *Liaison Report*

Discussion included:

- Kiddie Showmanship communication regarding trailers – work with Stephanie Abts.
- Woman's Day – 90 people came in the doors; approx. 60 were in attendance during the event.

#### 2. *Current Day Activities*

Discussion included:

- Load out – Wetenkamp coming between 3pm-5pm.

#### 3. *Judging Results*

No report.

**Tour of the Grounds – Expo-Ice Center board may meet in the Expo Office after the tour to complete discussion and possible action on issues and concerns related to the 2022 Fair**

## Other Fair Projects and Issues Update – No Action

No report.

## Adjournment

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

Minutes taken by Shelton

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Signed by Winkel



## MANITOWOC COUNTY EXPO and ICE CENTER BOARD MEETING NOTICE

DATE: Wednesday, September 7, 2022  
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; 2023 Theme-Colors; 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; Sea Lion Show 2023
  - D. PARKING/SECURITY SUB-COMMITTEE:
    1. No Committee Meeting; Committee Update
  - E. MARKETING-ADVERTISING SUB-COMMITTEE
    1. No Committee Meeting; Committee Update; Fairest of the Fair Update – Competition Update-Convention; Social Media Update
4. Review, Discussion, and Possible Action on 2022 Fair Matters
  - A. Allocation of Woman's Day Door Prize Money
  - 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. Reappointment of Board Members
  - B. District 4 Meeting – October 19 – Washington County Fair
  - C. Appreciation and Fairest of the Fair Celebration – September 11
  - D. WI Association of Fairs Conference – January 8-11 2023
  - E. Expo-Ice Center Month Events; Expo Grounds Update
7. Adjourn

Date: August 30, 2022

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 7, 2022

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

**Present:** J. Vetting, D. Pollen, J. Zipperer, K. Behnke, B. Palzewicz, S. Binversie, S. Schuette, M. Lentz, PJ Albert, T. Dvorak, R. Kohlbeck, K. Winkel, P. Soukup, B. Herr, K. Kohlman, J. Hawig

### County Board

#### Supervisors

#### Present-

#### Others Present:

**Absent & Excused:** M. Plate, K. Sitkiewitz, N. Newberg, R. Voss, R. Zipperer

### Pledge of Allegiance

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

**Minutes** Minutes were reviewed from the previous meetings. Motion was made by Hawig, seconded by Pollen to approve all August 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

***No Committee Meeting; Committee Update; 2023 Theme-Colors; 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***

Dvorak reported on the following:

- Meeting in October.

#### C. Entertainment/Vendors Subcommittee:

1. ***No Committee Meeting; Committee Update; Sea Lion Show***

J. Zipperer reported on the following:

- Sea Lion Show – Motion was made to approve the Sea Lion show at \$14,000 for the 2023 fair. Motion carried unanimously.
- Master Gardeners Location.
- Tent Costs.
- 4-H Billboards.
- Information in Spanish/Hmong.

#### D. Parking/Security Subcommittee:

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

Pollen reported on the following:

- Inventory of signs.
- Look at Enter Only sign at Main Parking Lot.
- Crawford Blvd and Rapids Road – Lights.

**E. Marketing & Advertising Subcommittee**

**1. No Committee Meeting; Committee Update; Fairest of the Fair Update-Competition Update-Convention; Social Media Update**

J. Zipperer reported on the following:

- Reminder about auction item idea for convention.
- Theme idea and colors will be discussed at next month's meeting.

**Review, Discussion and Possible Action on Fair Matters**

**A. Allocation of Woman's Day Door Prize Money**

Motion was made by Behnke, seconded by Dvorak to split the Woman's Day Door Prize money between each organization: Peters Pantry, Homeless in Manitowoc County and Foster Families Program. Motion carried unanimously.

**B. Fair Update**

Shelton provided a fair update. Pollen noted that sound system was great.

**Comptroller's Financial Report – Review; Capital Projects Update**

Shelton reported on the Financial Report provided in the board packet.

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

**A. Reappointment of Board Members**

Motion was made by Hawig, 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 – October 19 – Washington County Fair**

Reminder to sign up by next meeting.

**C. Appreciation and Fairest of the Fair Celebration – September 11**

Appreciation and Fairest of the Fair Celebration set for September 11 at 11:30am.

**D. WI Association of Fairs Conference – January 8-11 2023**

Reminder to sign up for WI Association of Fairs Conference.

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

Staff reported on upcoming events.

Discussion regarding political items sold during week of fair.

October meeting date will be October 12.

**Adjournment**

Motion was made by J. Zipperer, seconded by Hawig to adjourn at 7:14pm. Motion carried unanimously.

Minutes taken by Shelton

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Signed by Winkel



# **MANITOWOC COUNTY**

## **EXPO and ICE CENTER BOARD**

### **MEETING NOTICE**

**DATE:** Wednesday, October 12, 2022  
**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 Due Nov 1; 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
  - D. PARKING/SECURITY SUB-COMMITTEE:
    1. No Committee Meeting; Committee Update
  - E. MARKETING-ADVERTISING SUB-COMMITTEE
    1. 2022 Fair Pictures-Convention; 2023 Theme-Colors; Fairest of the Fair Update – Competition Update-Convention 2023-Auction Item-Centerpiece; Social Media Update
4. Review, Discussion, and Possible Action on Fair Matters
  - A. Working Group Assignments
  - B. SWCD Indoor Vendor Request
  - 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. Rummage-A-Rama – December and February
  - B. District 4 Meeting – October 19 – Washington County Fair
  - C. Appreciation and Fairest of the Fair Celebration – Update
  - D. WI Association of Fairs Conference – January 8-11 2023
  - E. Expo-Ice Center Month Events; Expo Grounds Update
7. Adjourn

Date: October 4, 2022

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 12, 2022

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

**Present:** D. Pollen, J. Zipperer, B. Palzewicz, S. Binversie, M. Lentz, PJ Albert, T. Dvorak, R. Kohlbeck, K. Winkel, K. Kohlman, J. Hawig, M. Plate, K. Sitkiewitz, N. Newberg, R. Voss, R. Zipperer

**County Board**

**Supervisors**

**Present-**

**Others Present:**

**Absent & Excused:** J. Vetting, S. Schuette, B. Herr, K. Behnke, 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 Hawig, seconded by J. Zipperer to approve all August meeting minutes. Motion carried unanimously.

**Public Comment** Rob Ash and Ryah Brandt were present to comment on the Junior Fair Goats Department, specifically the market goats show.

### Review & Act on Subcommittee Recommendations:

#### A. Finance Subcommittee

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

#### B. Operations Subcommittee

**No Committee Meeting; Committee Update; Jr. Fair-Open Class Rules & Regulations Due Nov 1; 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**

Reported on the following:

- Meeting in November.
- Rules and Regulations review deadline is November 1.
- Motion was made by Hawig, seconded by Dvorak to extend the Junior Fair Beef Department to November 15. Motion approved unanimously.

#### C. Entertainment/Vendors Subcommittee:

1. **2022 Fair Pictures-Convention; 2023 Theme-Colors; Fairest of the Fair Update-Competition Update-Convention 2023; Auction Items-Centerpiece; Social Media Update**  
No report.

#### D. Parking/Security Subcommittee:

1. **No Committee Meeting; Committee Update**  
Plate reported that signs have been ordered and list of materials will be provided to staff.

**E. Marketing & Advertising Subcommittee**

**1. No Committee Meeting; Committee Update; Fairest of the Fair Update-Competition Update-Convention; Social Media Update**

J. Zipperer reported on the following:

- 2022 pictures were distributed and voted on.
- 2023 Theme was reviewed with the following placements:
  - 2023 Theme – Pirates of the Carrots and Beans
  - 2<sup>nd</sup> – Your Passport to Adventure
  - 3<sup>rd</sup> – Make a Bee Line for the Fair
  - 4<sup>th</sup> – Having a Cow-Abunga Time
  - Colors are – Orange, Green and base color Royal Blue
- Competition Update provided.
- Centerpiece – Rick has the lead.

**Review, Discussion and Possible Action on Fair Matters**

**A. Working Group Assignments**

Pollen reported on the Working Group Assignments with additional groups added.

**B. SWCD Indoor Vendor Request**

Dave Wetenkamp, Soil and Water Department, requested a consideration on flexibility with hours of operation in the Merchants Building.

**C. Fair Update**

Shelton provided a fair update.

**Comptroller's Financial Report – Review; Capital Projects Update**

Neuser reported on the Financial Report provided in the board packet as well as the request for bids for the 2023 Rock Pavilion replacement.

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

**A. Rummage-A-Rama – December and February**

Volunteer sheet was distributed.

**B. District 4 Meeting – October 19 – Washington County Fair**

Following to attend – Dvorak, Hawig, Binversie, and Newberg.

**C. Appreciation and Fairest of the Fair Celebration – September 11**

J. Zipperer reported that the event went well.

**D. WI Association of Fairs Conference – January 8-11, 2023**

Reminder to sign up for WI Association of Fairs Conference.

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

Staff reported on upcoming events.

**Adjournment**

Motion was made by J. Zipperer, seconded by Plate to adjourn at 7:36pm. Motion carried unanimously.

Minutes taken by Shelton.

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Signed by Winkel



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

DATE: **Wednesday, October 12, 2022**  
TIME: 6:15 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 and 2023 Fair:
  - A. 2022 Fair Pictures-Convention
  - B. 2023 Theme-Colors
  - C. Fairest of the Fair
    - a. Competition Update
    - b. Convention 2023
      - A. Auction Item
      - B. Centerpiece
  - D. Social Media Update
4. Other Fair Projects and Issues Update – No Action
5. Adjourn

Date: October 4, 2022

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.

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

Held Wednesday, October 12, 2022

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

**Present:** J. Zipperer, K. Winkel, R. Voss, S. Binversie, T. Dvorak, R. Kohlbeck, B. Palzewicz

**Other Expo-Ice  
Center Board**

**Members Present:** D. Pollen, M. Plate, PJ Albert

**Absent & Excused:** P. Soukup, K. Behnke, S. Schuette

**Absent:**

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

**Minutes** Minutes were reviewed from the previous meetings. Motion was made by Kohlbeck, seconded by Winkel, to approve the previous meeting 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 and 2023 Fair:**

**A. 2022 Fair Pictures-Convention**

Pictures to be distributed at the regular board meeting.

**B. 2023 Theme-Colors**

Fair themes and colors were reviewed, narrowing down the themes to be presented and voted on at the regular board meeting.

**C. Fairest of the Fair – Competition Update-Convention 2023-Auction Item-Centerpiece**

J. Zipperer reported on the competition as well as the Convention Auction items and Centerpiece. Discussion.

**D. Social Media Update**

No report.

**Other Fair Projects and Issues Update – No Action**

No report.

**Adjournment**

Motion made by Pawlzewicz, seconded by Dvorak to adjourn at 6:42pm. Motion carried unanimously.

Minutes taken by Shelton.

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Signed by Soukup



# **MANITOWOC COUNTY**

## **EXPO and ICE CENTER BOARD**

### **MEETING NOTICE**

**DATE:** Wednesday, November 2, 2022  
**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. Jr. Fair-Open Class Rules & Regulations-Schedule Review Date; Ice Center Operations; Contests and Exhibits Working Group Updates-AG Adventureland Tent; Brew Competition; Dairy Cattle (Ice Center) Show Ring; Exhibition Building; King Arthur Baking Contest; Market Animal Committee; Parking Layout; Youth Art Show
  - C. ENTERTAINMENT/VENDORS SUB-COMMITTEE:
    1. Indoor Vendor Hours of Operation-SWCD Indoor Vendor Request; 2023 Entertainment Options; Event Working Group Updates-Celebrity Cream Puff Eating Contest; Grandstand Shows; Outdoor Layout; Parade-Fireworks; Teeny Weeny Donut Contest; Woman's Day Event
  - D. PARKING/SECURITY SUB-COMMITTEE:
    1. Trailer Parking Permit 2023; Shuttle Bus Hours
  - E. MARKETING-ADVERTISING SUB-COMMITTEE
    1. No Committee Meeting; Committee Update; Working Group Updates-Fairest of the Fair Update – Competition Update-Convention 2023-Auction Item-Centerpiece; Social Media-Marketing Update
4. Review, Discussion, and Possible Action on Fair Matters
  - A. Working Group Assignments
  - B. MIA Booth
  - 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. Appointment of New Board Member
  - B. Rummage-A-Rama – December 10; Volunteer Sign Up
  - C. District 4 Meeting Update
  - D. WI Association of Fairs Conference – January 8-11 2023; Auction and Convention Protocols
  - E. Expo-Ice Center Month Events; Expo Grounds Update
7. Adjourn

Date: October 25, 2022

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

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

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## MINUTES of EXPO-ICE CENTER BOARD MEETING

Held Wednesday, November 2, 2022

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

**Present:** J. Vetting, D. Pollen, J. Zipperer, B. Palzewicz, S. Binversie, M. Lentz, PJ Albert, T. Dvorak, K. Winkel, K. Kohlman, J. Hawig, M. Plate, K. Sitkiewitz, N. Newberg, R. Voss, R. Zipperer, S. Schuette, K. Behnke, P. Soukup

**County Board**

**Supervisors**

**Present-**

**Others Present:**

**Absent & Excused:** R. Kohlbeck

**Pledge of Allegiance**

**Called to Order** Meeting called to order – 7:01pm.

**Minutes** Minutes were reviewed from the previous meetings. Motion was made by Hawig, seconded by R. Zipperer to approve all August 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**

***Jr. Fair-Open Class Rules & Regulations-Schedule Review Date; Ice Center Operations; Contests and Exhibits Working Group Updates-AG Adventureland Tent; Brew Competition; Dairy Cattle (Ice Center) Show Ring; Exhibition Building; King Arthur Baking Contest; Market Animal Committee; Parking Layout; Youth Art Show***  
Dvorak reported working group meetings to be scheduled.

**C. Entertainment/Vendors Subcommittee:**

1. ***Indoor Vendor Hours of Operation-SWCD Indoor Vendor Request; 2023 Entertainment Options; Event Working Group Updates-Celebrity Cream Puff Eating Contest; Grandstand Shows; Outdoor Layout; Parade-Fireworks; Teeny Weeny Donut Contest; Woman's Day Event***

Voss reported on the following:

- Indoor Vendor Hours of Operation-SWCD Indoor Vendor Request – Recommend to research further and check other county fair hours of operation.
- 2023 Entertainment – Budget at \$60,000.

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

**D. Parking/Security Subcommittee:**

1. ***Trailer Parking Permit 2023; Shuttle Bus Hours***

Pollen reported on the following:

- Trailer Parking Permit 2023 – Recommend to use trailer parking permits for 2023.
- Shuttle Bus Hours – recommend the following schedule – Friday – 3pm-midnight; Saturday – 1pm-midnight; and Sunday – 11am-5:30pm. Motion carried unanimously.
- Horse Trailer Parking – Tabled until next meeting.

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; Working Group Updates-Fairest of the Fair Update-Competition Update-Convention 2023-Auction Item-Centerpiece; Social Media-Marketing Update***

J. Zipperer reported on the fairest of the fair noting that the 2023 fairest pictures were completed, the 2022 fairest is gearing up for state, and the auction item and centerpiece were being done.

**Review, Discussion and Possible Action on Fair Matters**

- A. ***Working Group Assignments***

Pollen reported on the Working Group Assignments and Subcommittee Assignments.

- B. ***MIA Booth***

Motion was made by Dvorak, seconded by Hawig to approve the MIA booth as an indoor vendor at no cost.

- C. ***Fair Update***

Shelton provided a fair update.

**Comptroller's Financial Report – Review; Capital Projects Update**

Neuser reported on the Financial Report provided in the board packet.

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

- A. ***Appointment of New Board Member***

Motion was made by R. Zipperer, seconded by Soukup to recommend approval to the Public Works Committee the appointment of Matthew Pawlowski who will replace Brian Herr on the board. Motion carried unanimously.

- B. ***Rummage-A-Rama – December 10; Volunteer Sign Up***

Volunteer sheet was distributed.

- C. ***District 4 Meeting Update***

Dvorak reported on the District 4 meeting.

- D. ***WI Association of Fairs Conference – January 8-11 2023; Auction and Convention Protocols***

Pollen reported on the convention with discussion on auction bid practices as well as board members receive 3 nights covered and registration and banquet fees; additional nights and/or additional guests are paid for by the member.

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

Staff reported on upcoming events.

**Adjournment**

Motion was made by Hawig, seconded by J. Zipperer to adjourn at 7:38pm. Motion carried unanimously.

Minutes taken by Shelton

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Signed by Winkel



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

DATE: Wednesday, November 2, 2022  
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 2023 Fair:
  - A. Indoor Vendor Hours of Operation; SWCD Indoor Vendor Request
  - B. 2023 Entertainment Options
  - C. Event Working Group Updates
    1. Celebrity Cream Puff Eating Contest
    2. Grandstand Shows
    3. Outdoor Layout
    4. Parade-Fireworks
    5. Teeny Weeny Donut Contest
    6. Woman's Day Event
4. Other Fair Projects and Issues Update – No Action
5. Adjourn

Date: October 25, 2022

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, November 2, 2022

Location: Expo Office – 4921 Expo Drive, Manitowoc

**Present:** R. Voss, J. Zipperer, M. Lentz, K. Sitkiewitz, P. Soukup, PJ Albert, R. Zipperer

**Other Expo-Ice  
Center Board**

**Members Present:** J. Vetting, D. Pollen, B. Palzewicz, K. Winkel, M. Plate, K. Behnke, S. Binversie, K. Kohlmann, S. Schuette, N. Newberg, T. Dvorak, J. Hawig

**Absent & Excused:** R. Kohlbeck

**Absent:**

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

**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** Committee chair called for public input three times. No public input given.

**Review, Discussion, and Possible Action on the following items for the 2023 Fair:**

**A. *Indoor Vendor Hours of Operation; SWCD Indoor Vendor Request***

Motion was made by Albert, seconded by J. Zipperer to recommend approval to the board to research other indoor vendor hours for next meeting. Motion carried unanimously.

**B. *2023 Entertainment Options***

Voss reported on potential 2023 Entertainment Options and reminder to research at convention. Budget is at \$60,000 for 2023.

**C. *Event Working Group Updates***

Voss reported on the event working groups.

**Other Fair Projects and Issues Update – No Action**

No report.

**Adjournment**

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

Minutes taken by Shelton

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Signed by J. Zipperer



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

DATE: Wednesday, November 2, 2022  
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 2023 Fair:
  - A. Jr. Fair-Open Class Rules & Regulations – Schedule Review Date
  - B. Ice Center Operations
  - C. Contests and Exhibits Working Group Updates:
    - a. AG Adventureland Tent
    - b. Brew Competition
    - c. Dairy Cattle (Ice Center) Show Ring
    - d. Exhibition Building
    - e. King Arthur Contest
    - f. Market Animal Committee
    - g. Parking Layout
    - h. Youth Art Show
4. Other Fair Projects and Issues Update – No Action
5. Adjourn

Date: October 25, 2022

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

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

Held Wednesday, November 2, 2022

Location: Expo Office – 4921 Expo Drive, Manitowoc

**Present:** T. Dvorak, J. Hawig, K. Winkel, S. Binversie, K. Kohlmann, B. Palzewicz, S. Schuette, P. Soukup, J. Zipperer, P. Albert

**Other Expo-Ice  
Center Board**

**Members Present:** J. Vetting, D. Pollen, M. Plate, M. Lentz, K. Behnke, R. Zipperer, K. Sitkiewitz, N. Newberg, R. Voss

**Absent & Excused:**  
**Absent:**

**Called to Order** Meeting called to order – 6:58pm.

**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 2023 Fair:**

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

Dvorak reported that a date will be set after the board meeting.

**B. *Ice Center Operations Update***

No report.

**C. *Working Group Updates***

Dvorak reported on the working group updates with meetings to be scheduled.

**Other Fair Projects and Issues Update – No Action**

No report.

**Adjournment**

Motion made by Hawig, seconded by Winkel to adjourn at 7:01pm. Motion carried unanimously.

Minutes taken by Shelton

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Signed by Winkel



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

DATE: Wednesday, November 2, 2022  
TIME: 6:15 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 2023 Fair:
  - A. Trailer Parking Permit
  - B. Shuttle Bus Hours
4. Other Fair Projects and Issues Update – No Action
5. Adjourn

Date: October 25, 2022

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

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

Held Wednesday, November 2, 2022

Location: Expo Office – 4921 Expo Drive, Manitowoc

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

**Other Expo-Ice  
Center Board**

**Members Present:** J. Vetting, B. Palzewicz, K. Kohlman, K. Sitkiewitz, PJ Albert, R. Voss

**Absent & Excused:**

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

**Review and Possible Action on the following items for the 2023 Fair:**

**A. Trailer Parking Permit**

Motion was made by R. Zipperer, seconded by Lentz to recommend approval to the board the Trailer Parking Permit. Motion carried unanimously.

**B. Shuttle Bus Hours**

Motion was made by Plate, seconded by R. Zipperer to recommend approval to the board the following Shuttle Bus Hours: Friday – 3pm-midnight; Saturday – 1pm-midnight; and Sunday – 11am-5:30pm. Motion carried unanimously.

**C. Parking Attendants-Civic Groups**

Discussion included to have the Parking Attendants-Civic Groups for Friday, Saturday and Sunday of fair week.

**Other Fair Projects and Issues Update – No Action**

Lentz reported on the request for horse trailers to remain on the grounds for the week of fair. Discussion. Tabled until next meeting.

**Adjournment**

Motion made by Plate, seconded by R. Zipperer to adjourn at 6:27pm. Motion carried unanimously.

Minutes taken by Shelton

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Signed by J. Zipperer