



MANITOWOC COUNTY

PUBLIC WORKS COMMITTEE

MEETING NOTICE

DATE: Wednesday, January 12, 2022
TIME: 4:30 p.m.
PLACE: Manitowoc County Public Health Building
1028 South 9th Street, Conference Room #207, Manitowoc, WI 54220

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

1. Regular Business – Review and possible Action
 - a. Roll Call
 - b. Previous Minutes
 - c. Donations Reports
 - d. Ethics Code Reports
2. Public Comment
3. SOLID WASTE & RECYCLING DIVISION – Discussion and possible action on the following items:
 - a. Recycling and Solid Waste Programs
 - b. 2021 Business Recycling Survey
4. BUILDINGS AND GROUNDS DIVISION – Discussion and possible action on the following items:
 - a. 2022 Capital Projects Update
 - b. Pay Request(s) for Capital Projects
 - c. Bid Results – Office Complex Boilers
 - d. CDBG Funded Projects – Update
 - e. CDBG Funded Projects – Pay Requests
 - f. ARPA Funded Projects – Update
5. COMMUNICATIONS DIVISION – Discussion and possible action on the following items:
 - a. Report on activities by Public Works Director Gerry Neuser
 - b. 2022 Capital Projects Update
6. INFORMATION SERVICES DIVISION – Discussion and possible action on the following items:
 - a. Operations / Projects – Update by I.S. Manager Kody Burg
 - b. Annual Cyber Security Report
7. EXPO/FAIR/ICE CENTER DIVISION – Discussion and possible action on the following items:
 - a. Report on activities
 - b. Expo Improvements 2022 (Outlay from Land Sale) – Update
 - c. Market Animal Proposal – Hog Scale/Lester Building
 - d. Recommendation for appointment for Expo-Ice Center Board member due to resignation.
 - e. Finance Director's Expo Special Revenue Fund Report
8. Adjourn Committee

Date: January 4, 2022

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

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made. Persons who are members of another governmental body, but who are not members of this committee, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

MINUTES OF PUBLIC WORKS COMMITTEE

Held Wednesday, January 12, 2022

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

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

Absent & Excused: D. Zimmer

Other County Board Members Present:

Others Attending: G. Neuser, C. Breit, K. Burg, Luke Kalista, J. Reisenbuechler

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

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

Donation Tracker No donation tracker was submitted for approval.

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

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

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

Recycling and Solid Waste Programs

Reisenbuechler reported on the Recycling and Solid Waste Programs & Markets and 2021 Business Recycling Survey included in the committee packet. Discussion.

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

2022 Capital Projects

Breit reported on the 2022 Capital Projects included in the committee packet.

Pay Request(s) for Capital Projects

Breit reported on the pay request to Hamann Construction Company included in the committee packet totaling \$53,097.54 for the remodeling of the Manitowoc County Jail Visitation Area. Motion was made by Linsmeier, seconded by Dyzak to approve the Hamann Construction Company pay request for \$53,097.54. Motion carried unanimously.

Breit reported on the pay request to Denor Electric LLC included in the committee packet totaling \$5,062.00 for the Electrical Service & Generator project at the Manitowoc County Heritage Center. Motion was made by Sitkiewitz, seconded by Linsmeier to approve the Denor Electric pay request for \$5,062.00. Motion carried unanimously.

Bid Results – Office Complex Boilers Replacement Project

Breit reported on the Office Complex Boilers Replacement Project and bid recording sheet handed out at the meeting noting that Schaus Mechanical submitted the low bid of \$62,800.00 with Alternate #1 for a Performance & Material Bond at an added cost of \$567.00. Discussion. Motion was made by Dyzak, seconded by Linsmeier to approve the low bid from Schaus Mechanical for \$62,800.00 and to not require the Performance and Material bond. Motion carried unanimously.

CDBG Funded Projects – Update

Neuser reported on the CDBG Funded Projects included in the committee packet. Discussion.

CDBG Funded Projects – Pay Requests

Neuser reported on the Courthouse ADA Restroom Renovation Project pay request from Greenwood Project Management for \$94,411.10. Motion was made by Sitkiewitz, seconded by Dyzak to approve the Pay Request to Greenwood project Management for \$94,411.10. Motion carried unanimously.

Neuser reported on the Cato Falls and Walla Hi Park Pavilion Projects pay request from Jos. Schmitt Construction Company for \$69,345.29. Motion was made by Linsmeier, seconded by Sitkiewitz to approve the Pay Request to Jos. Schmitt Construction Company for \$69,345.29. Motion carried unanimously.

ARPA (American Rescue Plan Act) Funded Projects – Update

Neuser reported on the ARPA Funded Projects included in the committee packet. Discussion.

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

Report on Activities by Public Works Director Gerry Neuser

Neuser reported the final report for the 911 Grant for the upgrade of the County's 911 System has been accepted by the Department of the Military and the \$104,000 in grant funds should arrive soon.

2022 Capital Projects Update

Neuser reported on the 2022 Capital Projects included in the committee packet.

INFORMATION SYSYEMS DIVISION

Operations/Projects – Update

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

Annual Cyber Security Report

Burg and Kalista reported on the County's cyber security posture and recent upgrades initiated in 2021 and planned initiatives for 2022. Discussion.

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

Report on Activities by Public Works Director Gerry Neuser

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

Expo Improvements 2022 (Outlay from Land Sale) – Update

Neuser reported on the status of 2022 projects underway.

Market Animal Proposal – Hog Scale/Lester Building

Neuser reported on the unanimous recommendation from the Expo-Ice Center Board to approve a room be constructed in the Lester Building by the market Animal Committee to store their animal scale with all labor and materials for the room to be provided by the Market Animal Committee. Motion was made by Sitkiewitz, seconded by Linsmeier to approve the Project. Motion carried unanimously.

Recommendation for appointment for Expo-Ice Center Board member due to resignation

Neuser reported on the unanimous recommendation from the Expo-Ice Center Board to appointment of Savannah Schuette to the Expo-Ice Center Board. Motion was made by Sitkiewitz, seconded by Dyzak to recommend the appointment to the County Executive. Motion carried unanimously.

Finance Director's Expo Special Revenue Fund Report

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

Adjournment

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

Minutes taken by Neuser

Signed by Zimmer



MANITOWOC COUNTY

PUBLIC WORKS COMMITTEE

MEETING NOTICE

DATE: Wednesday, February 9, 2022
TIME: 4:30 p.m.
PLACE: Manitowoc County Public Health Building
1028 South 9th Street, Conference Room #207, Manitowoc, WI 54220

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

1. Regular Business – Review and possible Action
 - a. Roll Call
 - b. Previous Minutes
 - c. Donations Reports
 - d. Ethics Code Reports
2. Public Comment
3. SOLID WASTE & RECYCLING DIVISION – Discussion and possible action on the following items:
 - a. Recycling and Solid Waste Programs
4. BUILDINGS AND GROUNDS DIVISION – Discussion and possible action on the following items:
 - a. 2022 Capital Projects Update
 - b. Pay Request(s) for Capital Projects
 - c. Bid Results – UWGB-Manitowoc Roof Replacement
 - d. CDBG Funded Projects – Update
 - e. CDBG Funded Projects – Pay Requests
 - f. ARPA Funded Projects – Update
5. COMMUNICATIONS DIVISION – Discussion and possible action on the following items:
 - a. Report on activities by Public Works Director Gerry Neuser
 - b. 2022 Capital Projects Update
6. INFORMATION SERVICES DIVISION – Discussion and possible action on the following items:
 - a. Operations / Projects – Update by I.S. Manager Kody Burg
7. EXPO/FAIR/ICE CENTER DIVISION – Discussion and possible action on the following items:
 - a. Report on activities
 - b. Expo Improvements 2022 (Outlay from Land Sale) – Update
 - c. Expo Logo Update
 - d. Finance Director's Expo Special Revenue Fund Report
8. Adjourn Committee

Date: February 1, 2022

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

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made. Persons who are members of another governmental body, but who are not members of this committee, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

MINUTES OF PUBLIC WORKS COMMITTEE

Held Wednesday, February 9, 2022

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

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

Absent & Excused: D. Zimmer

Other County Board Members Present:

Others Attending: G. Neuser, C. Breit, K. Burg, J. Shelton

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

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

Donation Tracker Donation tracker was submitted for approval. Motion was made by Dyzak, seconded by Sitkiewitz to approve the Donations tracker report. Motion carried unanimously.

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

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

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

Recycling and Solid Waste Programs

Neuser reported on the Recycling and Solid Waste Programs & Markets included in the committee packet. Discussion.

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

2022 Capital Projects

Breit reported on the 2022 Capital Projects included in the committee packet.

Pay Request(s) for Capital Projects

Breit reported on the pay request to Hamann Construction Company included in the committee packet totaling \$39,651.60 for the remodeling of the Manitowoc County Jail Visitation Area. Motion was made by Dyzak, seconded by Linsmeier to approve the Hamann Construction Company pay request for \$39,651.06. Motion carried unanimously.

Bid Results – UWGB Roof Replacement

Neuser reported on the UWGB Roof Replacement project and bid recording sheet handed out at the meeting noting that Crafts Inc. submitted the low bid of \$35,963.00. Discussion. Motion was made by Sitkiewitz, seconded by Linsmeier to approve the low bid from Crafts Inc. for \$35,963.00. Motion carried unanimously.

CDBG Funded Projects – Update

Neuser reported on the CDBG Funded Projects included in the committee packet. Discussion.

CDBG Funded Projects – Pay Requests

Neuser reported on the Courthouse ADA Restroom Renovation Project pay request from Greenwood Project Management for \$56,011.41. Motion was made by Sitkiewitz, seconded by Linsmeier to approve the Pay Request to Greenwood project Management for \$56,011.41. Motion carried unanimously.

Neuser reported on the Cato Falls and Walla Hi Park Pavilion Projects pay request from Jos. Schmitt Construction Company for \$54,231.00. Motion was made by Dyzak, seconded by Linsmeier to approve the Pay Request to Jos. Schmitt Construction Company for \$54,231.00. Motion carried unanimously.

ARPA (American Rescue Plan Act) Funded Projects – Update

Neuser reported on the ARPA Funded Projects included in the committee packet. Discussion.

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

Report on Activities by Public Works Director Gerry Neuser

Neuser reported the ARPA funds designated for DPW Communications Division projects, specifically the replacement of all public safety portable and mobile radios and the replacement of the microwave backhaul network between the public safety radio towers.

2022 Capital Projects Update

Neuser reported on the 2022 Communications Division Capital Projects included in the committee packet.

INFORMATION SYSTEMS DIVISION

Operations/Projects – Update

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

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

Report on Activities by Public Works Director Gerry Neuser

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

Expo Improvements 2022 (Outlay from Land Sale) – Update

Shelton reported on the status of 2022 projects underway.

Expo Logo Update

Motion was made by Sitkiewitz, seconded by Linsmeier to approve the new Expo Logo included in the committee packet. Motion carried unanimously.

Finance Director's Expo Special Revenue Fund Report

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

Adjournment

Motion was made by Dyzak, seconded by Sitkiewitz to adjourn the meeting at 4:50pm. Motion carried unanimously

Minutes taken by Shelton

Signed by Zimmer



MANITOWOC COUNTY PUBLIC WORKS COMMITTEE MEETING NOTICE

DATE: Wednesday, March 9, 2022
TIME: 4:30 p.m.
PLACE: Manitowoc County Public Health Building
1028 South 9th Street, Conference Room #207, Manitowoc, WI 54220

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

1. Regular Business – Review and possible Action
 - a. Roll Call
 - b. Previous Minutes
 - c. Donations Reports
 - d. Ethics Code Reports
2. Public Comment
3. SOLID WASTE & RECYCLING DIVISION – Discussion and possible action on the following items:
 - a. Recycling and Solid Waste Programs
 - b. Request for Clean Sweep Volunteers Meal
4. BUILDINGS AND GROUNDS DIVISION – Discussion and possible action on the following items:
 - a. 2022 Capital Projects Update
 - b. Pay Request(s) for Capital Projects
 - c. Bid Results – LEC District Heat / Heat Exchanger
 - d. CDBG Funded Projects – Update
 - e. CDBG Funded Projects – Pay Requests
 - f. ARPA Funded Projects – Update
 - g. “Hands Around the Courthouse” Ground Use Permit
 - h. 2021 Focus on Energy Rebate Report
5. COMMUNICATIONS DIVISION – Discussion and possible action on the following items:
 - a. Report on activities by Public Works Director Gerry Neuser
 - b. 2022 Capital Projects Update
 - c. Bid Results – Public Safety Radio System Microwave Links
6. INFORMATION SERVICES DIVISION – Discussion and possible action on the following items:
 - a. Operations / Projects – Update by I.S. Manager Kody Burg
7. EXPO/FAIR/ICE CENTER DIVISION – Discussion and possible action on the following items:
 - a. Report on activities
 - b. Expo Improvements 2022 (Outlay from Land Sale) – Update
 - c. Carden Circus Rental Request
 - d. Finance Director’s Expo Special Revenue Fund Report
8. Adjourn Committee

Date: March 1, 2022

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

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk’s office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made. Persons who are members of another governmental body, but who are not members of this committee, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

MINUTES OF PUBLIC WORKS COMMITTEE

Held Wednesday, March 9, 2022

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

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

Absent & Excused:

**Other County Board
Members Present:**

Others Attending: G. Neuser, C. Breit, K. Burg, J. Shelton, J. Stahl

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

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

Donation Tracker Donation tracker was submitted for approval. Motion was made by Dyzak, seconded by Zimmer to approve the Donations tracker report. Motion carried unanimously.

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

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

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

Recycling and Solid Waste Programs

Neuser reported on the Recycling and Solid Waste Programs & Markets included in the committee packet. Discussion.

Request for Clean Sweep Volunteers Meal

Motion was made by Linsmeier, seconded by Sitkiewitz to approve the Request for the Clean Sweep Volunteers Meal. Motion carried unanimously.

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

2022 Capital Projects

Breit reported on the 2022 Capital Projects included in the committee packet.

Pay Request(s) for Capital Projects

Breit reported on the pay request to Schaus Mechanical Inc. included in the committee packet totaling \$32,400.00 for the Boiler Replacement project and is the first partial billing. Motion was made by Dyzak, seconded by Linsmeier to approve the Schaus Mechanical Inc. pay request for \$32,400.00. Motion carried unanimously.

Bid Results – LEC District Heat/Heat Exchanger

Neuser reported on the LEC District Heat/Heat Exchanger and bid recording sheet included in the committee packet noting that Schaus Mechanical Inc. submitted the low bid of \$52,368.00 with no alternates recommended. Discussion. Motion was made by Sitkiewitz, seconded by Zimmer to approve the low bid from Schaus Mechanical Inc. for \$52,368.00. Motion carried unanimously.

CDBG Funded Projects – Update

Neuser reported on the CDBG Funded Projects included in the committee packet. Discussion.

CDBG Funded Projects – Pay Requests

Neuser reported on the ADA Accessible Fishing Piers – English, Pigeon, & Wilke Lakes Project pay request from Pier & Waterfront Solutions LLC for \$36,282.30. Motion was made by Dyzak, seconded by Linsmeier to approve the Pay Request to Pier & Waterfront Solutions LLC for \$36,282.30. Motion carried unanimously.

Neuser reported on the Manitowoc County Courthouse Restroom Remodel Project pay request from Greenwood Project Management (GPM), Inc. for \$69,831.87. Motion was made by Zimmer, seconded by Sitkiewitz to approve the pay Request to GPM, Inc. for \$69,831.87. Motion carried unanimously.

ARPA (American Rescue Plan Act) Funded Projects – Update

Neuser reported on the ARPA Funded Projects included in the committee packet. Discussion.

“Hands Around the Courthouse” Ground Use Permit

Motion was made by Dyzak, seconded by Linsmeier to approve the “Hands Around the Courthouse” Ground Use Permit. Motion carried unanimously.

2021 Focus on Energy Rebate Report

Neuser reported on the 2021 Focus on Energy Rebate report and check received from Focus on Energy included in the committee packet.

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

Report on Activities by Public Works Director Gerry Neuser

Neuser reported the ARPA funds designated for DPW Communications Division projects, specifically the replacement of all public safety portable and mobile radios and the replacement of the microwave backhaul network between the public safety radio towers.

2022 Capital Projects Update

Neuser reported on the 2022 Communications Division Capital Projects included in the committee packet.

Bid Results – Public Safety Radio System Microwave Links

Neuser reported on the two bids received for the Public Safety Radio System Microwave Links project, from Baycom at \$580,486 and Orbis Solutions at \$570,921, noting that staff did not recommend the low bidder, Orbis Solutions, and provided a detailed explanation for recommending approval of Baycom.

The reasoning for not accepting the low bid was incomplete detail in Orbis Solution's bid proposal, specifically the lack of integrated Unified Event Messenger (UEM) detail, R-56 grounding requirements, staging information, acceptance testing, and warranty information. The other factor that made Baycom's bid more advantageous was their close proximity to Manitowoc County and that they are already our radio infrastructure service provider with extensive knowledge on the operation of our public safety radio system.

Motion was made by Zimmer, seconded by Sitkiewitz to approve Baycom for the Manitowoc County Public Safety Radio System Microwave Links project at \$580,456.00. Motion carried unanimously.

INFORMATION SYSEMS DIVISION

Operations/Projects – Update

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

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

Report on Activities

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

Expo Improvements 2022 (Outlay from Land Sale) – Update

Shelton reported on the status of 2022 projects underway.

Carden Circus Rental Request

The Expo Board met on March 2 and made a unanimous recommendation to the Public Works Committee to not approve the rental request from Carden Circus. Motion was made by Sitkiewitz, seconded by Linsmeier to not recommend approval of the Carden Circus rental request. Motion carried unanimously.

Finance Director's Expo Special Revenue Fund Report

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

Adjournment

Motion was made by Dyzak, seconded by Zimmer to adjourn the meeting at 4:58pm. Motion carried unanimously

Minutes taken by Shelton

Signed by Zimmer



MANITOWOC COUNTY

PUBLIC WORKS COMMITTEE

MEETING NOTICE

DATE: Wednesday, April 13, 2022
TIME: 4:30 p.m.
PLACE: Manitowoc County Public Health Building
1028 South 9th Street, Conference Room #207, Manitowoc, WI 54220

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

1. Regular Business – Review and possible Action
 - a. Roll Call
 - b. Previous Minutes
 - c. Donations Reports
 - d. Ethics Code Reports
2. Public Comment
3. SOLID WASTE & RECYCLING DIVISION – Discussion and possible action on the following items:
 - a. Recycling and Solid Waste Programs
 - b. 2021 Prescription Drug Program-Final Report
 - c. MRF 2021 Annual Self-Certification
 - d. Compost Awareness Week (May 1st – May 7th) – Sale Pricing Request
4. BUILDINGS AND GROUNDS DIVISION – Discussion and possible action on the following items:
 - a. 2022 Capital Projects Update
 - b. Pay Request(s) for Capital Projects
 - c. CDBG Funded Projects – Update
 - d. CDBG Funded Projects – Pay Requests
 - e. ARPA Funded Projects – Update
 - f. Surplus Property Donation
5. COMMUNICATIONS DIVISION – Discussion and possible action on the following items:
 - a. Report on activities by Public Works Director Gerry Neuser
 - b. 2022 Capital Projects Update
6. INFORMATION SERVICES DIVISION – Discussion and possible action on the following items:
 - a. Operations / Projects – Update by I.S. Manager Kody Burg
7. EXPO/FAIR/ICE CENTER DIVISION – Discussion and possible action on the following items:
 - a. Report on activities
 - b. Expo Improvements 2022 (Outlay from Land Sale) – Update
 - c. Recommendation to County Executive for Expo-Ice Center Board Vacant Seat.
 - d. Finance Director's Expo Special Revenue Fund Report
8. Adjourn Committee

Date: April 5, 2022

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

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

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

MINUTES OF PUBLIC WORKS COMMITTEE

Held Wednesday, April 13, 2022

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

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

Absent & Excused:

Other County Board Members Present: T. Martell

Others Attending: G. Neuser, C. Breit, L. Kalista, J. Reisenbuechler, M. Yost

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

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

Donation Tracker Donation tracker was submitted for approval. Motion was made by Dyzak, seconded by Linsmeier to approve the Donations tracker report. Motion carried unanimously.

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

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

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

Recycling and Solid Waste Programs

Reisenbuechler reported on the Recycling and Solid Waste Programs & Markets included in the committee packet. Discussion.

2021 Prescription Drug Program – Final Report

Reisenbuechler reported on the Report included in the committee packet noting over 7,000 pounds of prescription medications were collected in 2021. Discussion.

MRF 2021 Annual Self-certification

Reisenbuechler reported on the Self-certification document included in the committee packet noting the tonnages of materials recycled and low residual rate. Discussion.

Compost Awareness Week – Sale Pricing Request

Reisenbuechler reported on the draft press release included in the committee packet that advertises 50% off sale during International Compost Week, May 2-7. Reisenbuechler added that the sale was very successful in 2021 and requested approval to have the sale again for 2022. Discussion. Motion was made by Sitkiewitz, seconded by Linsmeier to approve the Compost Sale for 2022. Motion carried unanimously.

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

2022 Capital Projects

Breit reported on the 2022 Capital Projects included in the committee packet.

Pay Request(s) for Capital Projects

Breit reported on the pay request to Schaus Mechanical Inc. included in the committee packet totaling \$52,456.00 for the Courthouse Air Conditioning Condenser System Replacement project and is the first partial billing. Motion was made by Dyzak, seconded by Linsmeier to approve the Schaus Mechanical Inc. pay request for \$52,456.00. Motion carried unanimously.

CDBG Funded Projects – Update

Neuser reported on the CDBG Funded Projects included in the committee packet. Discussion.

CDBG Funded Projects – Pay Requests

Neuser reported on the Courthouse Restroom Remodeling Project pay request from Greenwood Project Management for \$69,066.94. Motion was made by Sitkiewitz, seconded by Zimmer to approve the Pay Request to Greenwood Project Management for \$69,066.94. Motion carried unanimously.

ARPA (American Rescue Plan Act) Funded Projects – Update

Neuser reported on the ARPA Funded Projects included in the committee packet. Discussion.

Surplus Property Donation

Neuser reported that no donation request was submitted and no action needed to be taken.

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

Neuser reported on projects the County's Communication Systems Engineer was working on, specifically the wiring of the Courthouse courtrooms for Digital Audi Recording, and the management of various public safety radio projects in progress.

2022 Capital Projects Update

Neuser reported on the 2022 Communications Division Capital Projects included in the committee packet.

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

Kalista reported on the Information Systems Capital Projects and activities included in the committee packet.

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

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

Expo Improvements 2022 (Outlay from Land Sale) – Update

Neuser reported on the status of 2022 projects underway.

Recommendation to County Executive for Expo-Ice Center Board Vacant Seat

Neuser reported on the draft memo included in the committee packet, noting the Expo-Ice Center Board unanimously recommended to the Public Works Committee to recommend appointment of Nancy Newberg to the Expo-Ice Center Board. Motion was made by Sitkiewitz, seconded by Dyzak to recommend the Expo-Ice Center Board appointment, Nancy Newberg, to the county executive. Motion carried unanimously.

Finance Director's Expo Special Revenue Fund Report

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

Adjournment

Chairman Gerroll thanked Supervisor Dyzak for his service on the County Board and Public Works Committee and asked for a motion to adjourn. Motion was made by Dyzak, seconded by Zimmer to adjourn the meeting at 4:59pm. Motion carried unanimously

Minutes taken by Neuser

Signed by Zimmer



MANITOWOC COUNTY

PUBLIC WORKS COMMITTEE

MEETING NOTICE

DATE: Wednesday, May 11, 2022
TIME: 4:30 p.m.
PLACE: Manitowoc County Public Health Building
1028 South 9th Street, Conference Room #207, Manitowoc, WI 54220

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

1. Regular Business – Review and possible Action
 - a. Roll Call
 - b. Previous Minutes
 - c. Donations Reports
 - d. Ethics Code Reports
2. Election of Officers
3. Public Comment
4. Overview of Public Works Divisions
5. SOLID WASTE & RECYCLING DIVISION – Discussion and possible action on the following items:
 - a. Recycling and Solid Waste Programs
6. BUILDINGS AND GROUNDS DIVISION – Discussion and possible action on the following items:
 - a. 2022 Capital Projects Update
 - b. Pay Request(s) for Capital Projects
 - c. CDBG Funded Projects – Update
 - d. CDBG Funded Projects – Pay Requests
 - e. ARPA Funded Projects – Update
7. COMMUNICATIONS DIVISION – Discussion and possible action on the following items:
 - a. Report on activities by Public Works Director Gerry Neuser and/or Communications Systems Engineer Bill Jones
 - b. 2022 Capital Projects Update
8. INFORMATION SYSTEMS DIVISION – Discussion and possible action on the following items:
 - a. Operations / Projects – Update by I.S. Manager Kody Burg
 - b. Update on Cyber Security Initiatives
9. EXPO/FAIR/ICE CENTER DIVISION – Discussion and possible action on the following items:
 - a. Report on activities
 - b. Report on 2022 Manitowoc County Fair
 - c. Expo Improvements 2022 (Outlay from Land Sale) – Update
 - d. Finance Director's Expo Special Revenue Fund Report
10. Adjourn Committee

Date: May 3, 2022

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

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

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

MINUTES OF PUBLIC WORKS COMMITTEE

Held Wednesday, May 11, 2022

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

- Present:** Supervisors R. Gerroll, D. Klein, D. Weiss
- Absent & Excused:** Supervisors D. Zimmer, K. Sitkiewitz
- Other County Board Members Present:** County Board Chairperson T. Martell
- Others Attending:** G. Neuser, C. Breit, L. Kalista, K. Burg
- Called to Order** The meeting was called to order at 4:33 pm by the Committee Chairperson Gerroll, with Martell joining the committee to create a quorum, as Supervisor Weiss was running late.
- Minutes** Minutes were reviewed from the previous Committee meeting after which a motion was made by Klein, seconded by Martell, to approve the public works committee meeting minutes. Motion carried unanimously.
- Donation Tracker** Donation tracker was submitted for approval. Motion was made by Klein, seconded by Martell to approve the Donations tracker report. Motion carried unanimously.
- Ethics Code Reports** Ethics Code reports were submitted for approval. Motion was made by Klein, seconded by Martell to approve the Ethics Code Reports. Motion carried unanimously.
- Election of Officers** Ken Sitkiewitz was nominated by Rick Gerroll for Committee Vice Chairperson. After three calls for other nominations a motion was made by Klein and seconded by Martell that nominations be closed and unanimous ballot be cast for Sitkiewitz as Committee Vice Chairperson. Motion carried unanimously.
- Doug Klein was nominated by Rick Gerroll for Committee Secretary. After three calls for other nominations a motion was made by Martell and seconded by Gerroll that nominations be closed and unanimous ballot be cast for Klein as Committee Secretary. Motion carried unanimously.
- Public Comment** The Committee Chairperson called for public comment three times. No public comment.
- Overview of Public Works Division** Public Works Director Neuser gave a brief overview of the five (5) divisions of the Public Works Department and each division's primary responsibilities. Discussion.

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

Recycling and Solid Waste Programs

Neuser reported on the Recycling and Solid Waste Programs & Markets included in the committee packet. Discussion.

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

2022 Capital Projects

Buildings & Grounds Supervisor Craig Breit reported on the 2022 Capital Projects included in the committee packet.

Pay Request(s) for Capital Projects

Breit reported on the pay request to Schaus Mechanical Inc. included in the committee packet totaling \$54,544.00 for the Courthouse Air Conditioning Condenser System Replacement project and is the final pay request. Motion was made by Weiss, seconded by Klein to approve the Schaus Mechanical Inc. pay request for \$54,544.00. Motion carried unanimously.

Breit reported on the pay request to Schaus Mechanical Inc. included in the committee packet totaling \$30,400.00 for the Office Complex Boilers Replacement project and is the final pay request. Motion was made by Weiss, seconded by Klein to approve the Schaus Mechanical Inc. pay request for \$30,400.00. Motion carried unanimously.

Breit reported on the pay request to Craft's Roofing Inc. included in the committee packet totaling \$35,963.00 for the Replacement of Roof at the UWGB-Manitowoc Campus and is the final pay request. Motion was made by Weiss, seconded by Klein to approve the Crafts Roofing Inc. pay request for \$35,693.00. Motion carried unanimously.

CDBG Funded Projects – Update

Neuser reported on the CDBG Funded Projects included in the committee packet. Discussion.

CDBG Funded Projects – Pay Requests

Neuser reported on the Courthouse Restroom Remodeling Project pay request from Greenwood Project Management for \$20,461.24. Motion was made by Weiss, seconded by Klein to approve the Pay Request to Greenwood Project Management for \$20,461.24. Motion carried unanimously.

Neuser reported on the Cato Falls and Walla Hi Parks Pavilions Project pay request from Jos. Schmitt Construction for \$63,624.90. Motion was made by Klein, seconded by Weiss to approve the Pay Request to Jos. Schmitt Construction for \$63,624.90. Motion carried unanimously.

ARPA (American Rescue Plan Act) Funded Projects – Update

Neuser reported on the ARPA Funded Projects included in the committee packet. Discussion.

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

Neuser reported on various projects and activities the County's Communication Systems Engineer was working on. Discussion

2022 Capital Projects Update

Neuser reported on the 2022 Communications Division Capital Projects included in the committee packet.

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

Information Systems Manager Kody Burg reported on the Information Systems Capital Projects and activities included in the committee packet.

Update on Cyber Security Initiatives

Burg reported on various security initiatives taken since 2018, and Senior Network Engineer Luke Kalista reported on the recent ARPA-funded cyber-security initiatives taken and underway. Discussion.

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

Neuser reported on upcoming events and other Expo related matters. Discussion.

Report on 2022 Manitowoc County Fair

Neuser reported on daily events and grandstand shows scheduled for the upcoming Manitowoc County Fair being held August 24-28. Discussion.

Expo Improvements 2022 (Outlay from Land Sale) – Update

Neuser reported on the status of 2022 projects underway.

Finance Director's Expo Special Revenue Fund Report

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

Adjournment

Motion was made by Klein, seconded by Weiss to adjourn the meeting at 5:21pm. Motion carried unanimously.

Minutes taken by Neuser

Signed by Klein



MANITOWOC COUNTY

PUBLIC WORKS COMMITTEE

AMENDED MEETING NOTICE

DATE: Wednesday, June 8, 2022
TIME: 4:30 p.m.
PLACE: Manitowoc County Public Health Building
1028 South 9th Street, Conference Room #207, Manitowoc, WI 54220

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

1. Regular Business – Review and possible Action
 - a. Roll Call
 - b. Previous Minutes
 - c. Donations Reports
 - d. Ethics Code Reports
2. Public Comment
3. SOLID WASTE & RECYCLING DIVISION – Discussion and possible action on the following items:
 - a. Recycling and Solid Waste Programs
4. BUILDINGS AND GROUNDS DIVISION – Discussion and possible action on the following items:
 - a. 2022 Capital Projects Update
 - b. Pay Request(s) for Capital Projects
 - c. CDBG Funded Projects – Update
 - d. CDBG Funded Projects – Pay Requests
 - e. ARPA Funded Projects – Update
 - f. Request from HSD for garden boxes at MCOC
5. COMMUNICATIONS DIVISION – Discussion and possible action on the following items:
 - a. Report on activities by Public Works Director Gerry Neuser and/or Communications Systems Engineer Bill Jones
 - b. 2022 Capital Projects Update
6. INFORMATION SYSTEMS DIVISION – Discussion and possible action on the following items:
 - a. Operations / Projects – Update by I.S. Manager Kody Burg
7. EXPO/FAIR/ICE CENTER DIVISION – Discussion and possible action on the following items:
 - a. Report on activities
 - b. Report on 2022 Manitowoc County Fair
 - c. Expo Improvements 2022 (Outlay from Land Sale) – Update
 - d. Request from ADRC for waiver of rental fee
 - e. *Request for reduced rental rate for Charity Car Wash*
 - f. Finance Director's Expo Special Revenue Fund Report
8. Adjourn Committee

Date: June 1, 2022
Amended: 6/6/2022

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

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made. Persons who are members of another governmental body, but who are not members of this committee, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

MINUTES OF PUBLIC WORKS COMMITTEE

Held Wednesday, June 8, 2022

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

- Present:** Supervisors R. Gerroll, D. Klein, D. Weiss, K. Sitkiewitz
- Absent & Excused:** Supervisors D. Zimmer
- Other County Board Members Present:** County Board Chairperson T. Martell
- Others Attending:** G. Neuser, C. Breit, L. Kalista, K. Burg, J. Shelton, Wendy Hutterer
- Called to Order** The meeting was called to order at 4:30 pm by the Committee Chairperson.
- Minutes** Minutes were reviewed from the previous Committee meeting after which a motion was made by Weiss, seconded by Sitkiewitz to approve the public works committee meeting minutes. Motion carried unanimously.
- Donation Tracker** Donation tracker was submitted for approval. Motion was made by Klein, seconded by Sitkiewitz to approve the Donations Tracker Report. Motion carried unanimously.
- Ethics Code Reports** Ethics Code reports were submitted for approval. Motion was made by Weiss, seconded by Klein to approve the Ethics Code Reports. Motion carried unanimously.
- Public Comment** The Committee Chairperson called for public comment three times. No public comment.

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

Recycling and Solid Waste Programs

Neuser reported on the Recycling and Solid Waste Programs & Markets included in the committee packet. Discussion.

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

2022 Capital Projects

Buildings & Grounds Supervisor Craig Breit reported on the 2022 Capital Projects included in the committee packet.

Pay Request(s) for Capital Projects

Breit reported on the pay request to Schaus Mechanical Inc. included in the committee packet totaling \$24,111.00 for the Courthouse Air Conditioning Condenser System Replacement project and is the final pay request. Motion was made by Sitkiewitz, seconded by Weiss to approve the Schaus Mechanical Inc. pay request for \$24,111.00. Motion carried unanimously.

CDBG Funded Projects – Update

Neuser reported on the CDBG Funded Projects included in the committee packet. Neuser added that the Courthouse Restrooms – ADA Remodel Project (1st floor) is substantially complete and a ribbon cutting ceremony is set for June 27. Neuser added that the Parks Pavilions and Piers projects are complete and in use. Discussion.

CDBG Funded Projects – Pay Requests

Neuser reported on the Cato Falls and Walla Hi Parks Pavilions Project pay request from Jos. Schmitt Construction for \$52,493.03. Motion was made by Weiss, seconded by Klein to approve the Pay Request to Jos. Schmitt Construction for \$52,493.03. Motion carried unanimously.

Neuser reported on the Pier & Waterfront Project pay request from Pier & Waterfront Solutions LLC for English Lake project for \$19,680.00; Pigeon Lake project for \$20,280.00; and Wilke Lake project for \$14,557.70. Motion was made by Sitkiewitz, seconded by Klein to approve the three Pay Requests to Pier & Waterfront Solutions LLC for \$19,680.00; \$20,280.00; and \$14,447.70. Motion carried unanimously.

Neuser reported on the Courthouse Restroom Remodeling Project pay request from Greenwood Project Management for \$14,823.90. Motion was made by Weiss, seconded by Klein to approve the Pay Request to Greenwood Project Management for \$14,823.90. Motion carried unanimously.

ARPA (American Rescue Plan Act) Funded Projects – Update

Neuser reported on the ARPA Funded Projects included in the committee packet. Discussion.

Request from HSD for garden boxes at MCOC

Motion was made by Klein, seconded by Weiss to approve the request from HSD for Garden Boxes at MCOC. Motion carried unanimously.

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

Report on Activities by Public Works Director Gerry Neuser

Neuser reported on various projects and activities the County's Communication Systems Engineer was working on as well as a brief report on the role of the Communication Systems Engineer and this division's responsibilities. Discussion

2022 Capital Projects Update

Neuser reported on the 2022 Communications Division Capital Projects included in the committee packet.

INFORMATION SYSTEMS DIVISION

Operations/Projects – Update

Information Systems Manager Kody Burg reported on the Information Systems Capital Projects and activities included in the committee packet.

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

Report on Activities

Shelton reported on upcoming events and other Expo related matters. Discussion

Report on 2022 Manitowoc County Fair

Shelton reported on the 2022 Manitowoc County Fair as well as sponsorship and other events. Discussion.

Expo Improvements 2022 (Outlay from Land Sale) – Update

Shelton reported on the status of 2022 projects underway.

Request from ADRC for waiver of rental fee

Motion was made by Weiss, seconded by Klein to approve the request from ADRC for waiver of rental fees for 2023 rental. Motion carried unanimously.

Request for reduced rental rate for Charity Car Wash

Motion was made by Sitkiewitz, seconded by Klein to approve the reduced rental rate of \$100 for the Charity Car Wash as requested by Hope House of Manitowoc. Motion carried unanimously.

Finance Director's Expo Special Revenue Fund Report

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

Adjournment

Motion was made by Weiss, seconded by Sitkiewitz to adjourn the meeting at 5:10pm. Motion carried unanimously

Minutes taken by Shelton

Signed by Klein



MANITOWOC COUNTY PUBLIC WORKS COMMITTEE MEETING NOTICE

DATE: Wednesday, July 13, 2022
TIME: 4:30 p.m.
PLACE: Manitowoc County Public Health Building
1028 South 9th Street, Conference Room #207, Manitowoc, WI 54220

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

1. Regular Business – Review and possible Action
 - a. Roll Call
 - b. Previous Minutes
 - c. Donations Reports
 - d. Ethics Code Reports
2. Public Comment
3. SOLID WASTE & RECYCLING DIVISION – Discussion and possible action on the following items:
 - a. Recycling and Solid Waste Programs
 - b. Master Solid Waste Contract – Update
 - c. Clean Sweep Results
 - d. Compost Week Sale Results
4. BUILDINGS AND GROUNDS DIVISION – Discussion and possible action on the following items:
 - a. 2022 Capital Projects Update
 - b. Pay Request(s) for Capital Projects
 - c. CDBG Funded Projects – Update
 - d. CDBG Funded Projects – Pay Requests
 - e. ARPA Funded Projects - Update
 - f. Bid Results – Courthouse Branch IV Remodel
 - g. Donation Requests – St. Croix Correctional Center and UW Extension FoodWise
5. COMMUNICATIONS DIVISION – Discussion and possible action on the following items:
 - a. Report on activities by Public Works Director Gerry Neuser and/or Communications Systems Engineer Bill Jones
 - b. 2022 Capital Projects Update
6. INFORMATION SYSTEMS DIVISION – Discussion and possible action on the following items:
 - a. Operations / Projects – Update by I.S. Manager Kody Burg
 - b. Cyber Security Update
7. EXPO/FAIR/ICE CENTER DIVISION – Discussion and possible action on the following items:
 - a. Report on activities
 - b. Report on 2022 Manitowoc County Fair
 - c. Expo Improvements 2022 (Outlay from Land Sale) – Update
 - d. Recommendation to the County Executive supporting the Expo Board’s recommended 6 Year Capital Outlay Plan (Outlay from Land Sale)
 - e. Fairest of the Fair Proclamation
 - f. Camping Rates
 - g. Finance Director’s Expo Special Revenue Fund Report
8. Adjourn Committee

Date: July 5, 2022

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

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made. Persons who are members of another governmental body, but who are not members of this committee, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

AMENDED 8/8/2022

MINUTES OF PUBLIC WORKS COMMITTEE

Held Wednesday, July 13, 2022

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

Present: Supervisors R. Gerroll, D. Klein, D. Weiss, D. Zimmer, K. Sitkiewitz

Absent & Excused:

**Other County Board
Members Present:**

Others Attending: G. Neuser, C. Breit, J. Reisenbuechler, K. Burg,

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

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

Donation Tracker Donation tracker was submitted for approval. Motion was made by Klein, seconded by ~~Martell~~ **Sitkiewitz** to approve the Donations tracker report. Motion carried unanimously.

Ethics Code Reports No Ethics Code reports were presented.

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

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

Recycling and Solid Waste Programs

Master Solid Waste Contract Update

2022 Clean Sweep Results

Compost Week Sale Results

Recycling Center Manager Reisenbuechler reported on the Recycling and Solid Waste Programs & Markets as well as the status of the Master Solid Waste Contract with Waste Management/Ridgeview Landfill that has capped annual price increases at 3% which is well below the current CPI increase, the 2022 Clean Sweep Results that showed a higher volume of hazardous waste collected at this year's event, and the results of the May Compost Week sale that sold 299 yards of compost materials. Discussion.

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

2022 Capital Projects

Buildings & Grounds Supervisor Craig Breit reported on the 2022 Capital Projects included in the committee packet.

Pay Request(s) for Capital Projects

Breit reported on the pay request to Schaus Mechanical Inc. included in the committee packet totaling \$40,200.00 for the Law Enforcement Center Heat Exchanger project and is a partial billing. Motion was made by Zimmer, seconded by Klein to approve the Schaus Mechanical Inc. pay request for \$40,200.00. Motion carried unanimously.

CDBG Funded Projects – Update

Neuser reported on the CDBG Funded Projects included in the committee packet, noting that the Parks Pavilions in Cato Falls and Walla Hi Parks were complete, the ADA Accessible Piers at Pigeon, English, and Wilke Lakes were complete, and that the Courthouse ADA Accessible Restrooms project is nearing completion with only the 3rd floor women's restroom still under construction. Discussion.

CDBG Funded Projects – Pay Requests

Neuser reported on the Courthouse Restroom Remodeling Project pay request from Greenwood Project Management for \$14,060.88. Motion was made by Zimmer, seconded by Sitkiewitz to approve the Pay Request to Greenwood Project Management for \$14,060.88. Motion carried unanimously.

Neuser reported on the Cato Falls and Walla Hi Parks Pavilions Project pay request from Jos. Schmitt Construction for \$29,585.00. Motion was made by Klein, seconded by Weiss to approve the Pay Request to Jos. Schmitt Construction for \$29,585.00. Motion carried unanimously.

ARPA (American Rescue Plan Act) Funded Projects – Update

Neuser reported on the ARPA Funded Projects included in the committee packet, noting that all projects are either underway or already completed. Discussion.

Bid Results – Courthouse Branch IV Remodel

Neuser presented the bid results for this project. Motion made by Weiss, seconded by Zimmer to award the project to the low bidder, Hamann Construction, at a cost of \$883,388.00. Motion carried unanimously.

Donation Requests – St. Croix Correctional Center and UW Extension FoodWise.

Neuser reported on the donation request from St. Croix Correctional Center included in the committee packet requesting HVAC controls that Manitowoc County has decommissioned. Neuser added the controls were destined to be recycled and have no value to Manitowoc County. Motion by Sitkiewitz, seconded by Weiss to approve the donation to St. Croix Correctional Center of the surplus HVAC controls. Motion carried unanimously.

Neuser reported on the donation request from UW-Extension FoodWise program included in the committee packet requesting approximately 4 yards of compost materials from the Recycling Center Compost Site. Motion made by Zimmer, seconded by Klein to approve the donation to the UW-Extension FoodWise program of compost materials. Motion carried unanimously.

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

Report on Activities by Public Works Director Gerry Neuser

Neuser gave an overview of the duties and responsibilities that comprise the DPW Communications Division. Discussion.

2022 Capital Projects Update

Neuser reported on the 2022 Communications Division Capital Projects included in the committee packet.

INFORMATION SYSTEMS DIVISION

Operations/Projects – Update

Information Systems Manager Kody Burg reported on the Information Systems Capital Projects and activities included in the committee packet.

Update on Cyber Security Initiatives

Burg reported on the latest Cyber Hygiene Report Card from the US Dept. of Homeland Security for Manitowoc County's Information Systems Division. Discussion.

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

Report on Activities

Neuser reported on upcoming events and other Expo related matters. Discussion

Report on 2022 Manitowoc County Fair

Neuser reported on the upcoming Manitowoc County Fair set for August 24-28. Discussion.

Expo Improvements 2022 (Outlay from Land Sale) – Update

Neuser reported on the status of 2022 projects underway.

Recommendation to the County Executive supporting the Expo Board's recommended 6-Year Capital Outlay Plan (Outlay from Land Sale)

Neuser reported the Expo Board unanimously passed a motion recommending that the Public Works Committee recommend to the County Executive to include the 6-Year Capital Outlay Plan (included in the committee packet) into the 2023 Budget. Motion made by Sitkiewitz, seconded by Zimmer, to recommend to the County Executive to include the 6-Year Capital Outlay plan into the 2023 Budget. Motion carried unanimously.

Fairest of the Fair Proclamation

Motion made by Weiss, seconded by Sitkiewitz, to support the proclamation commending 2023 Manitowoc County Fairest of the Fair, Tess Salm. Motion carried unanimously.

Camping Rates

Neuser reported on the current camping rate of \$20.00 per day and that the rate has not changed since at least 2005. Neuser added that the current rate is no longer competitive in the area's camping market and has attracted a transient population requiring numerous calls to law enforcement. Staff and local law enforcement recommend raising the daily rate to make the grounds less attractive to transients and to be more in line with local camping rates that supply similar amenities. Discussion. Motion made by Zimmer, seconded by Sitkiewitz to increase the daily camping rate to \$40 per day, effective at the start of the 2023 camping season. Motion carried unanimously.

Finance Director's Expo Special Revenue Fund Report

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

Adjournment

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

Minutes taken by Neuser

Signed by Klein



MANITOWOC COUNTY

PUBLIC WORKS COMMITTEE

MEETING NOTICE

DATE: Wednesday, August 10, 2022
TIME: 5:30 p.m.
PLACE: Manitowoc County Office Complex – Room 300
4319 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 committee may convene in closed session. The following matters may be considered at the meeting:

1. Regular Business – Review and possible action on the following items:
 - a. Roll Call
 - b. Previous Minutes
 - c. Donations Reports
 - d. Ethics Code Reports
2. Public Comment
3. SOLID WASTE & RECYCLING DIVISION – Discussion and possible action on the following items:
 - a. Recycling and Solid Waste Programs
4. BUILDINGS AND GROUNDS DIVISION – Discussion and possible action on the following items:
 - a. 2022 Capital Projects Update
 - b. Pay Request(s) for Capital Projects
 - c. CDBG Funded Projects – Update
 - d. CDBG Funded Projects – Pay Requests
 - e. Bid Results – Public Health Elevator Modernization
 - f. Focus on Energy Rebate Payment
5. COMMUNICATIONS DIVISION – Discussion and possible action on the following items:
 - a. Report on activities by Public Works Director Gerry Neuser and/or Communications Systems Engineer Bill Jones
 - b. 2022 Capital Projects Update
6. INFORMATION SYSTEMS DIVISION – Discussion and possible action on the following items:
 - a. Operations / Projects – Update by I.S. Manager Kody Burg
 - b. Cyber Security Update
7. EXPO/FAIR/ICE CENTER DIVISION – Discussion and possible action on the following items:
 - a. Report on activities
 - b. Report on 2022 Manitowoc County Fair
 - c. Expo Improvements 2022 (Outlay from Land Sale) – Update
 - d. Finance Director's Expo Special Revenue Fund Report
8. Adjourn Committee

Date: August 2, 2022

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

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made. Persons who are members of another governmental body, but who are not members of this committee, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

MINUTES OF PUBLIC WORKS COMMITTEE

Held Wednesday, August 10, 2022

Location: Manitowoc County Office Complex, Conference Room 300, 4319 Expo Dr., Manitowoc

Present: Supervisors R. Gerroll, D. Klein, D. Weiss, D. Zimmer, K. Sitkiewitz

Absent & Excused:

**Other County Board
Members Present:**

Others Attending: G. Neuser, C. Breit, K. Burg

Called to Order The meeting was called to order at 5:41 pm by the Committee Chairperson Gerroll.

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

Donation Tracker Donation tracker was submitted for approval. Motion was made by Zimmer, seconded by Klein to approve the Donations tracker report. Motion carried unanimously.

Ethics Code Reports No Ethics Code reports were presented.

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

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

Recycling and Solid Waste Programs

Neuser gave a brief report on the recycling markets and handouts included in the committee packet.

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

2022 Capital Projects

Buildings & Grounds Supervisor Craig Breit reported on the 2022 Capital Projects included in the committee packet.

Pay Request(s) for Capital Projects

Breit reported on the pay request to Schaus Mechanical Inc. included in the committee packet totaling \$12,168.00 for the Law Enforcement Center Heat Exchanger project and is the final billing. Motion was made by Sitkiewitz, seconded by Weiss to approve the Schaus Mechanical Inc. pay request for \$12,168.00. Motion carried unanimously.

CDBG Funded Projects – Update

Neuser reported on the CDBG Funded Projects included in the committee packet, noting that the Parks Pavilions in Cato Falls and Walla Hi Parks were complete, the ADA Accessible Piers at Pigeon, English, and Wilke Lakes were complete, and that the Courthouse ADA Accessible Restrooms project is nearing completion with only the 3rd floor women's restroom still under construction. Discussion.

CDBG Funded Projects – Pay Requests

Neuser reported on the Cato Falls and Walla Hi Parks Pavilions Project pay request from Jos. Schmitt Construction for \$2,590.00. This is the final pay request for the park pavilion projects. Motion was made by Zimmer, seconded by Klein to approve the Pay Request to Jos. Schmitt Construction for \$2,590.00. Motion carried unanimously.

Bid Results – Public Health Elevator Modernization

Neuser presented the bid results for this project. Motion made by Weiss, seconded by Sitkiewitz to award the project to the low bidder, Kone Elevator, at a cost of \$80,415.00. Motion carried unanimously.

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

Report on Activities by Public Works Director Gerry Neuser

There was no update or report for this meeting.

2022 Capital Projects Update

The status of the 2022 Communications Division Capital projects was included in the committee packet. There was no report given at the meeting.

INFORMATION SYSTEMS DIVISION

Operations/Projects – Update

Information Systems Manager Kody Burg reported on the Information Systems Capital Projects and activities included in the committee packet.

Update on Cyber Security Initiatives

Burg reported on the latest Cyber Hygiene Report Card from the US Dept. of Homeland Security for Manitowoc County's Information Systems Division. Discussion.

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

Report on Activities

Neuser reported on upcoming events and other Expo related matters. Discussion

Report on 2022 Manitowoc County Fair

Neuser reported on the upcoming Manitowoc County Fair set for August 24-28. Discussion.

Expo Improvements 2022 (Outlay from Land Sale) – Update

Neuser reported on the status of 2022 projects underway, and that all will be completed before the County fair.

Finance Director's Expo Special Revenue Fund Report

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

Adjournment

Motion was made by Zimmer, seconded by Sitkiewitz to adjourn the meeting at 5:56pm. Motion carried unanimously

Minutes taken by Neuser

Signed by Klein



**MANITOWOC COUNTY
PUBLIC WORKS COMMITTEE
EXECUTIVE COMMITTEE
(Joint Meeting)**

DATE: WEDNESDAY, August 10, 2022
TIME: 4:30 p.m.
PLACE: Manitowoc County Office Complex
Room 300
4319 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 committee may convene in closed session. The following matters may be considered and acted upon at the meeting:

JOINT MEETING

1. Roll Call
2. Presentation and Discussion regarding Manitowoc County Courthouse Dome Study.
3. Adjourn Meeting

Date: August 2, 2022

Rick Gerroll, PUBLIC WORKS COMMITTEE CHAIRPERSON
Tyler Martell, EXECUTIVE COMMITTEE CHAIRPERSON
By: Gerard Neuser, Public Works Director

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

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

MINUTES OF THE JOINT EXECUTIVE COMMITTEE/PUBLIC WORKS COMMITTEE

Held Wednesday, August 10, 2022

Location: Manitowoc County Office Complex, 4319 Expo Drive, Manitowoc

Present: Executive Committee Chair T. Martell, Public Works Committee Chair R. Gerroll, Supervisors K. Behnke., K. Sitkiewitz, D. Weiss, D. Zimmer, D. Klein

Other County Board

Members Present: L. Englebrecht, D. Heller, J. Brey

Others Attending: County Executive B. Ziegelbauer, Corporation Counsel P. Conrad, Finance Director J. Gutman, Public Works Director G. Neuser, Public Works Building and Grounds Supervisor C. Breit, I.S. Manager K. Burg, I.S. Systems Administrator A. Smits, Public Works Building Services Supervisor A. Schema.

Called to Order: The meeting was called to order at 4:30 pm by Executive Committee Chair Martell.

Presentation and Discussion regarding Manitowoc County Courthouse Dome Study

All County Board Supervisors attending this meeting were distributed copies of the Strang Architects Courthouse Dome & Facility Improvements Study.

Strang Architecture's Senior Project Architect Kevin Donohue presented the findings from the Courthouse Dome & Facility Improvements Study commissioned earlier this year, detailing existing conditions of several Courthouse elements, as well as the methodology of the construction cost estimates that are part of the study. Donohue then answered questions from the committee members.

County Executive Ziegelbauer presented a potential funding plan for the project and answered questions from the committee members.

Adjournment

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

Respectfully submitted,

Gerry Neuser
Public Works Director



MANITOWOC COUNTY

PUBLIC WORKS COMMITTEE

MEETING NOTICE

DATE: Wednesday, September 7, 2022
TIME: 5:30 p.m.
PLACE: Heritage Center – County Board Meeting Room
1701 Michigan Avenue, Manitowoc, WI 54220

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

1. Regular Business – Review and possible action on the following items:
 - a. Roll Call
2. Dome and Facility Improvement Study – Discussion
3. Adjourn Committee

Date: August 19, 2022

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

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made. Persons who are members of another governmental body, but who are not members of this committee, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

MINUTES OF PUBLIC WORKS COMMITTEE

Held Wednesday, September 7, 2022

Location: Manitowoc County Heritage Center Building, County Board Room, 1701 Michigan Ave., St, Manitowoc

Present: Supervisors R. Gerroll, D. Klein, D. Weiss, D. Zimmer, K. Sitkiewitz

Absent & Excused:

Other County Board Members Attending: Supervisors K.Behnke, R. Phipps, S. Maresh, T. Martell, Heller, C. Wagner, P. Hansen, M. Linsmeier, J. Falkowski, L. Naidl, N. Muench

Others Attending: B. Ziegelbauer, J. Gutman, P. Conrad, G. Neuser, C. Breit,

Called to Order The meeting was called to order at 5:30 pm by the Committee Chairperson Gerroll.

Dome and Facility Improvement Study - Discussion:

County Executive Ziegelbauer was recognized and presented on several aspects of the study and proposed renovation project, specifically that: The Courthouse is an historic building; this is a once-in-a-century project; it is our responsibility to maintain this iconic building; there is no set deadline to move forward on the project but will do so once a consensus is reached by the County Board; all documentation and discussion regarding will be fully transparent; and that the county's low debt service allows this project to be undertaken at this time. Finance Director Gutman then commented on a multi-year borrowing protocol to take advantage of favorable interest rates.

Public Works Director Neuser was recognized and commented on the documents handed out to all present and how the process to renovate the Courthouse exterior components has been a phased plan starting in 2004, with two of three major renovations completed and the current dome and window renovations being the final phase; how the current study was commissioned; and how the cost estimates were derived.

Several County Board Supervisors commented on the project and asked questions of the County Executive and County Staff. After discussion, it was reiterated that this project will move forward when a consensus of the County Board is reached to proceed, or not, with this project.

Adjournment

Motion was made by Weiss, seconded by Klein to adjourn the meeting at 6:25pm. Motion carried unanimously

Minutes taken by Neuser

Signed by Klein



MANITOWOC COUNTY

PUBLIC WORKS COMMITTEE

MEETING NOTICE

DATE: Wednesday, September 14, 2022
TIME: 4:30 p.m.
PLACE: Manitowoc County Public Health Building – Room 207
1028 South 9th Street, Manitowoc, WI 54220

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

1. Regular Business – Review and possible action on the following items:
 - a. Roll Call
 - b. Previous Minutes
 - c. Donations Reports
 - d. Ethics Code Reports
2. Public Comment
3. SOLID WASTE & RECYCLING DIVISION – Discussion and possible action on the following items:
 - a. Recycling and Solid Waste Programs
4. BUILDINGS AND GROUNDS DIVISION – Discussion and possible action on the following items:
 - a. 2022 Capital Projects Update
 - b. Pay Request(s) for Capital Projects
 - c. CDBG Funded Projects – Update
 - d. CDBG Funded Projects – Pay Requests
 - e. 2022 Jail Inspection Report
 - f. Courthouse Dome and Facility Study
5. COMMUNICATIONS DIVISION – Discussion and possible action on the following items:
 - a. Report on activities by Public Works Director Gerry Neuser and/or Communications Systems Engineer Bill Jones
 - b. 2022 Capital Projects Update
 - c. Surplus Property – Motorola Radio Equipment
6. INFORMATION SYSTEMS DIVISION – Discussion and possible action on the following items:
 - a. Operations / Projects – Update by I.S. Manager Kody Burg
 - b. Cyber Security Update
7. EXPO/FAIR/ICE CENTER DIVISION – Discussion and possible action on the following items:
 - a. Report on activities
 - b. Report on 2022 Manitowoc County Fair
 - c. Expo Improvements 2022 (Outlay from Land Sale) – Update
 - d. Finance Director's Expo Special Revenue Fund Report
8. Adjourn Committee

Date: September 6, 2022

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

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made. Persons who are members of another governmental body, but who are not members of this committee, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

MINUTES OF PUBLIC WORKS COMMITTEE

Held Wednesday, September 14, 2022

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

Present: Supervisors R. Gerroll, D. Weiss, D. Zimmer, K. Sitkiewitz

Absent: D. Klein

Other County Board Members Present:

Others Attending: G. Neuser, C. Breit, J. Shelton

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

Minutes Minutes were reviewed from the previous Committee meeting after which a motion was made by Weiss, seconded by Sitkiewitz, to approve the Public Works Committee meeting minutes. Motion carried unanimously.

Donation Tracker Donation tracker was submitted for approval. Motion was made by Zimmer, seconded by Weiss to approve the Donations tracker report. Motion carried unanimously.

Ethics Code Reports No Ethics Code reports were presented.

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

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

Recycling and Solid Waste Programs

Public Works Director Neuser gave a report on the recycling markets and handouts included in the committee packet.

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

2022 Capital Projects

Buildings & Grounds Supervisor Craig Breit reported on the 2022 Capital Projects included in the committee packet, concentrating on the Courthouse Child Support Agency & Branch IV Remodeling project progress.

Pay Request(s) for Capital Projects

Breit reported on the pay request to Hamann Construction included in the committee packet totaling \$45,524.95 for the Courthouse Child Support Agency & Branch IV remodeling project. Motion was made by Sitkiewitz, seconded by Weiss to approve the Hamann Construction pay request for \$45,524.95. Motion carried unanimously.

CDBG Funded Projects – Update

Neuser reported on the CDBG Funded Projects included in the committee packet, noting that the Parks Pavilions in Cato Falls and Walla Hi Parks were complete, the ADA Accessible Piers at Pigeon, English, and Wilke Lakes were complete, and that the Courthouse ADA Accessible Restrooms project is nearing completion with only the 3rd floor women's restroom still under construction, with completion by the end of September. Discussion.

CDBG Funded Projects – Pay Requests

Neuser reported on the Courthouse ADA Restroom Project pay request from Greenwood Project Management for \$21,882.09. Motion was made by Weiss, seconded by Sitkiewitz to approve the Pay Request to Greenwood project Management for \$21,882.09. Motion carried unanimously.

2022 Jail Inspection Report

Neuser gave a brief report on the annual Jail Inspection completed by the Dept. of Corrections, and that no building or building systems deficiencies were noted.

Courthouse Dome and Facility Improvements Study

Neuser distributed a document on Department of Public Works Bidding procedures and how the potential Dome and Facility Improvements Projects could be bid. Neuser added that this document will be posted on the County Website with all the other Dome-related information being disseminated. Discussion.

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

Neuser gave a brief report on activities happening in the Communications Division specifically that the ARPA-funded public safety radio projects were progressing on schedule.

2022 Capital Projects Update

Neuser reported on the status of the 2022 Communications Division Capital projects which was included in the committee packet adding that there was no report given at the meeting.

Surplus Property – Motorola Radio Equipment

Neuser reported on the ARPA-funded public safety radio replacements and that the old radios have value and need to be disposed of by one of the methods defined in County Code. Motion made by Zimmer, seconded by Weiss to authorize the sale of these radios by Requests for Bids being sent to radio equipment resellers with the high bid to be accepted. Motion carried unanimously.

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

Neuser reported on the Information Systems Capital Projects and activities included in the committee packet.

Update on Cyber Security Initiatives

Neuser reported on the latest Cyber Hygiene Report Card from the US Dept. of Homeland Security for Manitowoc County's Information Systems Division. Discussion.

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

Expo Facility Manager Jennell Shelton reported on upcoming events and other Expo related matters. Discussion

Report on 2022 Manitowoc County Fair

Shelton reported on the results of the Manitowoc County Fair held August 24-28, noting attendance numbers topped 50,000 which was an all-time high, and that monetary and in-kind sponsorships were also at an all-time high, signifying tremendous community support for the fair. Discussion.

Expo Improvements 2022 (Outlay from Land Sale) – Update

Shelton reported on the status of 2022 projects, and that all were completed before the County fair.

Finance Director's Expo Special Revenue Fund Report

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

Adjournment

Motion was made by Zimmer, seconded by Weiss to adjourn the meeting at 5:09 pm. Motion carried unanimously

Minutes taken by Neuser

Signed by Klein



MANITOWOC COUNTY

PUBLIC WORKS COMMITTEE

AMENDED MEETING NOTICE

DATE: Wednesday, October 12, 2022
TIME: 4:30 p.m.
PLACE: Manitowoc County Public Health Building – Room 207
1028 South 9th Street, Manitowoc, WI 54220

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

1. Regular Business – Review and possible action on the following items:
 - a. Roll Call
 - b. Previous Minutes
 - c. Donations Reports
 - d. Ethics Code Reports
2. Public Comment
3. County Executive Presentation on 2023 Department of Public Works Budget
4. SOLID WASTE & RECYCLING DIVISION – Discussion and possible action on the following items:
 - a. Recycling and Solid Waste Programs
 - b. Responsible Unit Consolidation Awards and Cooperative Agreement
 - c. Proclamation – America Recycles Day
5. BUILDINGS AND GROUNDS DIVISION – Discussion and possible action on the following items:
 - a. 2022 Capital Projects Update
 - b. Pay Request(s) for Capital Projects
 - c. CDBG Funded Projects – Update
 - d. CDBG Funded Projects – Pay Requests
 - e. Courthouse Dome and Facility Study
6. COMMUNICATIONS DIVISION – Discussion and possible action on the following items:
 - a. Report on activities by Public Works Director Gerry Neuser and/or Communications Systems Engineer Bill Jones
 - b. 2022 Capital Projects Update
7. INFORMATION SYSTEMS DIVISION – Discussion and possible action on the following items:
 - a. Operations / Projects – Update by I.S. Manager Kody Burg
 - b. Cyber Security Update
 - c. *Re-Allocation of Staff Duties*
8. EXPO/FAIR/ICE CENTER DIVISION – Discussion and possible action on the following items:
 - a. Report on activities
 - b. Report on 2022 Manitowoc County Fair
 - c. Expo Improvements 2022 (Outlay from Land Sale) – Update
 - d. Recommendation to County Executive for Expo-Ice Center Board Member Reappointments with terms expiring December 31, 2022
 - e. Finance Director's Expo Special Revenue Fund Report
9. Adjourn Committee

Date: October 4, 2022
Amended: October 7, 2022

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

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made. Persons who are members of another governmental body, but who are not members of this committee, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

MINUTES OF PUBLIC WORKS COMMITTEE

Minutes Corrected 10/17/2022

Held Wednesday, October 12, 2022

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

Present: Supervisors D. Weiss, D. Zimmer, K. Sitkiewitz, D. Klein

Absent & Excused: Supervisor R. Gerroll

Absent:

Other County Board

Members Present: County Board Chair T. Martell

Others Attending: G. Neuser, C. Breit, J. Reisenbuechler, L. Kalista, K. Burg, B. Ziegelbauer

Called to Order The meeting was called to order at 4:30 pm by the Committee Vice-Chair Sitkiewitz.

Minutes Minutes were reviewed from the previous Committee meeting after which a motion was made by Klein, seconded by Weiss, to approve the Public Works Committee meeting minutes. Motion carried unanimously.

Donation Tracker Donation tracker was submitted for approval. Motion was made by Zimmer, seconded by Klein to approve the Donations tracker report. Motion carried unanimously.

Ethics Code Reports No Ethics Code reports were presented.

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

County Executive Presentation on 2023 Department of Public Works Budget

County Executive Bob Ziegelbauer reported on the 2023 Public Works Budget, as well as the long-range capital planning for the department that with County Board support has provided Manitowoc County with a stable and comprehensive preventative maintenance plan for county buildings and equipment. Discussion.

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

Recycling and Solid Waste Programs

MRF Manager Reisenbuechler gave a report on the recycling markets and handouts included in the committee packet.

Responsible Unit (RU) Consolidation Awards and Cooperative Agreement

MRF Manager Reisenbuechler gave a report on the annual RU Cooperative Agreement and awards. Discussion was held regarding this and other inter-governmental cooperative actions.

Proclamation – America Recycles Day

Neuser reported on the proclamation in the committee packet and asked the committee for their support. Motion by Weiss, seconded by Klein, to support the County Board Chair's and County Executive's Proclamation naming November 15 "America Recycles Day 2022" in Manitowoc County.

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

2022 Capital Projects

Buildings & Grounds Supervisor Craig Breit reported on the 2022 Capital Projects included in the committee packet, concentrating on the Courthouse Child Support Agency & Branch IV Remodeling project progress.

Pay Request(s) for Capital Projects

Breit reported on the pay request to Hamann Construction included in the committee packet totaling \$93,193.10 for the Courthouse Child Support Agency & Branch IV remodeling project. Motion was made by Zimmer, seconded by Weiss to approve the Hamann Construction pay request for \$93,130.10. Motion carried unanimously.

CDBG Funded Projects – Update

Neuser reported on the CDBG Funded Projects included in the committee packet, noting that the Parks Pavilions in Cato Falls and Walla Hi Parks were complete and there was a well-attended grand opening for the Walla Hi Pavilion on October 11th, that the ADA Accessible Piers at Pigeon, English, and Wilke Lakes were complete, and that the Courthouse ADA Accessible Restrooms project is substantially complete with only the punch list items remaining. Discussion.

CDBG Funded Projects – Pay Requests

Neuser reported on the Courthouse ADA Restroom Project pay request from Greenwood Project Management for \$10,970.50. Motion was made by Klein, seconded by Weiss to approve the Pay Request to Greenwood Project Management for \$10,970.50. Motion carried unanimously.

Courthouse Dome and Facility Improvements Study

Neuser distributed a document on Frequently Asked Questions (with Answers) that have been received by the County Executive and others. Neuser added that this document is posted on the County Website with all the other Dome-related information being disseminated to the public. Discussion.

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

Neuser gave a brief report on activities happening in the Communications Division.

2022 Capital Projects Update

Neuser reported on the status of the 2022 Communications Division Capital projects which was included in the committee packet, noting that the ARPA-funded replacement of all public safety radios has been completed.

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

IS Manager Kody Burg and Senior Network Engineer Luke Kalista reported on the Information Systems Capital Projects and activities included in the committee packet. Discussion.

Update on Cyber Security Initiatives

Burg reported on the latest Cyber Hygiene Report Card from the US Dept. of Homeland Security for Manitowoc County's Information Systems Division. Discussion.

Re-allocation of Staff Duties

Neuser reported on the proposed re-allocation of staff duties with the resignation of the IS Manager, specifically reallocating the duties of the Senior Network Engineer and IS Manager and creating an IT Division Director and Systems Engineer/Infosec Officer. Discussion. Motion made by Zimmer, seconded by Klein to approve the re-allocation of duties and forward the recommendation to the Personnel Committee. Motion carried unanimously.

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

Neuser reported on upcoming events and other Expo related matters. Discussion.

Report on 2022 Manitowoc County Fair

No report, though the finances for the 2022 fair will be reviewed in the upcoming agenda item for this meeting.

Expo Improvements 2022 (Outlay from Land Sale) - Update

Neuser reported on the status of 2022 projects and that all were completed with the exception of two security fence gates, and those will be installed before winter.

Recommendation to County Executive for Expo-Ice Center Board Reappointments with terms expiring December 31, 2022

Neuser reported on the draft memo included in the committee packet regarding the reappointment of four Expo-Ice Center Board members for an additional three year term. Motion made by Weiss, seconded by Sitkiewitz, to recommend the reappointments to the County Executive. Motion passed unanimously.

Finance Director's Expo Special Revenue Fund Report

Neuser reported on the Expo Special Revenue Fund provided in the committee packet, noting that the 2022 county fair revenue was not deposited in time for the August report. Fair revenue will appear on the September report.

Adjournment

Motion was made by Zimmer, seconded by Klein to adjourn the meeting at 5:19 pm. Motion carried unanimously

Minutes taken by Neuser.

Signed by Klein



MANITOWOC COUNTY

PUBLIC WORKS COMMITTEE

MEETING NOTICE

DATE: Wednesday, November 9, 2022
TIME: 4:30 p.m.
PLACE: Manitowoc County Public Health Building – Room 207
1028 South 9th Street, Manitowoc, WI 54220

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

1. Regular Business – Review and possible action on the following items:
 - a. Roll Call
 - b. Previous Minutes
 - c. Donations Reports
 - d. Ethics Code Reports
2. Public Comment
3. SOLID WASTE & RECYCLING DIVISION – Discussion and possible action on the following items:
 - a. Recycling and Solid Waste Programs
 - b. Compost Sites – Municipal Projects Policy
4. BUILDINGS AND GROUNDS DIVISION – Discussion and possible action on the following items:
 - a. 2022 Capital Projects Update
 - b. Pay Request(s) for Capital Projects
 - c. CDBG Funded Projects – Update
 - d. CDBG Funded Projects – Pay Requests
 - e. Courthouse Dome and Facility Study
5. COMMUNICATIONS DIVISION – Discussion and possible action on the following items:
 - a. Report on activities by Public Works Director Gerry Neuser and/or Communications Systems Engineer Bill Jones
 - b. 2022 Capital Projects Update
6. INFORMATION TECHNOLOGY DIVISION – Discussion and possible action on the following items:
 - a. Operations / Projects – Update by IT Division Director Luke Kalista
 - b. Cyber Security Update
7. EXPO/FAIR/ICE CENTER DIVISION – Discussion and possible action on the following items:
 - a. Report on activities
 - b. Report on 2022 Manitowoc County Fair
 - c. Expo Improvements 2022 (Outlay from Land Sale) – Update
 - d. Recommendation to County Executive for Expo-Ice Center Board Member Appointment for vacant position with term expiring December 31, 2023
 - e. Finance Director's Expo Special Revenue Fund Report
8. Adjourn Committee

Date: November 1, 2022

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

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made. Persons who are members of another governmental body, but who are not members of this committee, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

MINUTES OF PUBLIC WORKS COMMITTEE

Held Wednesday, November 9, 2022

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

Present: Supervisors R. Gerroll, D. Weiss, D. Zimmer, K. Sitkiewitz, D. Klein

Absent:

**Other County Board
Members Present:**

Others Attending: C. Breit, J. Shelton, L. Kalista

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

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

Donation Tracker Donation tracker was submitted for approval. Motion was made by Zimmer, seconded by Weiss to approve the Donations tracker report. Motion carried unanimously.

Ethics Code Reports Ethics Code Report was submitted for approval. Motion was made by Sitkiewitz, seconded by Zimmer to approve the Ethics Code Report. Motion carried unanimously.

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

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

Recycling and Solid Waste Programs

Breit gave a report on the recycling markets and handouts included in the committee packet.

Compost Sites – Municipal Projects Policy

Breit gave a report on the Manitowoc County Material Recovery Facility and Compost Sites proposed Policy for accepting Municipal Non-Residential Vegetative Materials provided in the committee packet. Motion was made by Weiss, seconded by Sitkiewitz to approve the Manitowoc County Material Recovery Facility and Compost Sites proposed Policy for Accepting Municipal Non-Residential Vegetative Materials. Motion carried unanimously.

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

2022 Capital Projects

Buildings & Grounds Supervisor Craig Breit reported on the 2022 Capital Projects included in the committee packet, concentrating on the Courthouse Child Support Agency & Branch IV Remodeling project progress.

Pay Request(s) for Capital Projects

Breit reported on the pay request to Hamann Construction included in the committee packet totaling \$71,262.35 for the Courthouse Child Support Agency & Branch IV remodeling project. Motion was made by Sitkiewitz, seconded by Weiss to approve the Hamann Construction pay request for \$71,262.35. Motion carried unanimously.

CDBG Funded Projects – Update

Breit reported on the CDBG Funded Projects included in the committee packet, noting that the Parks Pavilions in Cato Falls and Walla Hi Parks were complete and that the Courthouse ADA Accessible Restrooms project is substantially complete with only punch list items remaining. Discussion.

CDBG Funded Projects – Pay Requests

Breit reported on the Courthouse ADA Restroom Project pay request from Greenwood Project Management for \$68,784.88. Motion was made by Klein, seconded by Sitkiewitz to approve the Pay Request to Greenwood Project Management for \$68,784.88 and to hold final payment until punch list items are complete. Motion carried unanimously.

Courthouse Dome and Facility Study

Breit reported on the Courthouse Dome and Facility Study, noting additional documents have been added to the Dome Webpage on the County's website.

COMMUNICATIONS DIVISION – Discussion and Possible Action on the Following Items:**Report on Activities by Public Works Director Gerry Neuser and/or Communication Systems Engineer Bill Jones**

Breit gave a brief report on Public Safety Radio activities happening in the Communications Division.

2022 Capital Projects Update

Breit reported on the status of the 2022 Communications Division Capital projects which was included in the committee packet.

INFORMATION TECHNOLOGY DIVISION**Operations/Projects – Update by IT Division Director Luke Kalista**

Kalista reported on the Information Technology Capital Projects and Activities included in the committee packet.

Update on Cyber Security Initiatives

Kalista reported on the latest Cyber Hygiene Report Card from the US Dept. of Homeland Security for Manitowoc County's Information Technology Division. Discussion.

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

Expo Facility Manager Jennell Shelton reported on upcoming events and other Expo related matters. Discussion

Final Report on 2022 Manitowoc County Fair

Shelton reported on the results of the Manitowoc County Fair held August 24-28, noting attendance numbers topped 50,000 which was an all-time high, and that monetary and in-kind sponsorships were also at an all-time high, signifying tremendous community support for the fair. Discussion.

Expo Improvements 2022 (Outlay from Land Sale) – Update

Shelton reported on the status of 2022 projects, and that all were completed before the County fair.

Recommendation to County Executive for Expo-Ice Center Board Member Appointment for vacant position with term expiring December 31, 2023

Motion was made by Sitkiewitz, seconded by Zimmer to recommend to the County Executive, Matthew Pawlowski, for the Expo-Ice Center Board Member appointment for the vacant position with term expiring December 31, 2023. Motion carried unanimously.

Finance Director's Expo Special Revenue Fund Report

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

Adjournment

Motion was made by Sitkiewitz, seconded by Zimmer to adjourn the meeting at 4:52 pm. Motion carried unanimously

Minutes taken by Shelton

Signed by Klein



**MANITOWOC COUNTY
EXECUTIVE COMMITTEE
PUBLIC WORKS COMMITTEE
AMENDED (JOINT MEETING)**

DATE: Thursday, December 8, 2022
TIME: 5:00 P.M.
PLACE: The Heritage Center, County Board Meeting Room
1701 Michigan Ave, Manitowoc, WI 54220

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

1. Call to order.
2. Roll call.
3. Approval of the April 21, 2022 Executive Committee meeting minutes.
4. Public Comment.
5. *Discussion on Courthouse Dome Project.*
6. Discussion and possible action on creating an advisory committee for the courthouse dome project.
7. Adjournment.

Date: November 30, 2022
Amended: December 7, 2022

Tyler Martell, Executive Committee Chairperson
Rick Gerroll, Public Works Committee Chairperson
Prepared by Jessica Backus, County Clerk

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

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

MINUTES OF THE JOINT EXECUTIVE COMMITTEE/PUBLIC WORKS COMMITTEE

December 8, 2022

Location: Manitowoc County Heritage Center, 1701 Michigan Ave, Manitowoc

Present: Executive Committee Chair T. Martell, Public Works Committee Chair R. Gerroll, Supervisors K. Behnke., K. Sitkiewitz, D. Weiss, D. Zimmer, D. Klein

Other County Board

Members Present: D. Heller, J. Falkowski, T. Jadowski, L. Naidl, M. Linsmeier, R. Phipps, S. Maresh, N. Muench

Others Attending: County Executive B. Ziegelbauer, Finance Director J. Gutman, Public Works Building and Grounds Supervisor C. Breit.

Called to Order: The meeting was called to order at 5:00 pm by Executive Committee Chair Martell.

Approval of the April 21, 2022 Executive Committee Meeting Minutes

Behnke moved to approve the minutes, seconded by Gerroll. Upon voice vote, the motion passed unanimously.

Public Comment

Chairperson Martell open public comments at 5:01pm.

Neil Kemp, City of Manitowoc, did not agree with the whole courthouse project and stated only the necessary items should be taken care of.

Keith Meyer, Town of Kossuth, did not agree with the courthouse project.

Sulynn Moore, City of Manitowoc, expressed concern that there were no citizens to be appointed to the possible committee and the public's voice will not be heard.

Frank Wessely, City of Manitowoc, was in favor of the project; however, he recommended the board find a different way of funding the project besides borrowing.

Emily Matthews, Town of Schleswig, expressed concern that citizens need to be on the committee and did not want the County to borrow money.

Maura Yost, Town of Centerville, did not agree with bonding for project and requested to be on the committee as a citizen.

Jeff Bell, City of Manitowoc, would prefer to see citizens on the committee.

Steve Spiering, Town of Kossuth, does not want to see any more tax increases.

Chairperson Martell closed public input at 5:22pm.

Discussion on Courthouse Dome Project

County Executive Ziegelbauer informed the public of all the available information regarding the Courthouse Dome Project, along with a frequently asked questions page. Ziegelbauer explained the County was at 6.27% of the maximum debt, which is very low and there are 4-5 decisions that need to be made for the 3-year project. He believes he can hold the line on taxes even with this project. Discussion between the committee members and county executive followed.

Discussion and possible action on creating advisory committee for the courthouse dome project

Chairperson Martell opened discussion regarding the draft resolution for creating the advisory committee. Behnke moved to send the draft resolution back to Corporation Counsel to add five citizen members (one representing each city, one representing the towns, and one representing the villages) to the ad hoc committee selected by the County Board Chair, Public Works Committee Chair, and the Finance Committee Chair, seconded by Gerroll. Upon voice vote, the motion passed unanimously. The committee would review the new draft at a January joint meeting.

Adjournment

Motion was made by Gerroll, seconded by Behnke to adjourn the meeting at 6:05 pm. Motion carried unanimously.

Respectfully submitted,

Jessica Backus
County Clerk



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

DATE: Monday, December 12, 2022
TIME: 4:30 PM
PLACE: Manitowoc County Office Complex – Room 300
4319 Expo Drive, Manitowoc WI 54220

This meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session.

The following matters may be considered at the meeting:

1. Call to order by Finance Chair Paul (Biff) Hansen and Public Works Chair Rick Gerroll:
2. Public comment regarding any matters that will be taken up by the Finance or Public Works Committee(s) at this meeting

JOINT COMMITTEE ITEM:

J.J. Gutman – Finance Director, Gerard Neuser – DPW Director, Bob Ziegelbauer – County Executive:
1. Approve resolution for Purchase of Property located at 808 Hamilton Street, Manitowoc WI

FINANCE COMMITTEE ITEMS:

1. A. Approve minutes of November 11, 2022 Meeting of the Finance Committee.
B. Approve vouchers for the month of November 2022 for \$3,334,742.89

PUBLIC WORKS COMMITTEE ITEMS:

1. Approve minutes of November 9, 2022 Meeting of the Public Works Committee.
2. BUILDINGS AND GROUNDS DIVISION – Discussion and possible action on the following items:
 - A. Pay Request for Branch IV / Child Support Offices Construction Project
 - B. Pay Request for CDBG Funded Courthouse Restroom ADA Remodel Project
 - C. Bids Results– Expo Music Pavilion Replacement

Adjournment.

Date: December 1, 2022

Rick Gerroll, Public Works Committee Chair
Paul (Biff) Hansen, Finance Committee Chair

By: J.J. Gutman, Finance Director
Gerard Neuser, Public Works Director

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

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

MINUTES OF THE JOINT FINANCE COMMITTEE/PUBLIC WORKS COMMITTEE

Held Wednesday, December 12, 2022

Location: Manitowoc County Office Complex, 4319 Expo Drive, Manitowoc

Clerk's Correction 1/12/2023

Present: Public Works Committee Chair R. Gerroll, Supervisors K. Sitkiewitz, D. Weiss, D. Zimmer, D. Klein
Finance Committee Chair P. Hansen, P. Hacker, B. Shimulunas, J. Baumann, J. Brey

Other County Board

Members Present: County Board Chair T. Martell

Staff Attending: County Executive B. Ziegelbauer, Corporation Counsel P. Conrad, Finance Director J. Gutman, Public Works Director G. Neuser, Public Works Building and Grounds Supervisor C. Breit

Called to Order: The meeting was called to order at 4:30 pm by Committee Chairs Hansen and Gerroll.

Public Comment: Public comment was made by M. Jost *Yost*.

Joint Committee Item

Discussion was held on the resolution for the purchase of property located at 808 Hamilton Street, Manitowoc WI.

Motion made by Brey, seconded by Baumann to adopt the resolution and forward it to the County Board.
Motion carried unanimously.

Finance Committee Items

Motion made by Bauman, seconded by Hacker to approve the Nov. 11, 2022 Finance Committee meeting minutes. Motion carried unanimously

Motion made by Brey, seconded by Hacker to approve the vouchers for the month of November 2022 for \$3,334,742.89. Motion Carried unanimously

Motion made by Baumann, seconded by Hacker to adjourn the Finance Committee at 4:46 p.m. Motion carried unanimously.

Public Works Committee Items

Motion by Sitkiewitz, seconded by Zimmer to approve the Nov. 9 2022 Public Works Committee meeting minutes. Motion carried unanimously

Motion made by Weiss, seconded by Klein to approve the Pay Request from Hamann Construction for the Branch IV/Child Support Offices Construction Project in the amount of \$59,132.75. Motion carried unanimously.

Motion by Zimmer, seconded by Sitkiewitz to award the low bid for the Expo Music Pavilion Construction to Valley Building Systems with the base bid of \$169,700.00 and Alternate #2 of \$11,613.00 for a total of \$181,313.00. Motion carried unanimously.

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

Respectfully submitted,

Gerry Neuser
Public Works Director

JJ Gutman
Finance Director