

MINUTES OF PUBLIC WORKS COMMITTEE

Held Wednesday, May 8, 2024

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

Present: Supervisors K. Sitkiewitz, D. Weiss, D. Klein, L. Naidl

Absent & Excused: Supervisor D. Zimmer

Other County Board Members Present: None

Staff Attending: C. Breit, G. Neuser

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

Minutes Minutes were reviewed from the April 10, 2024 Committee meeting after which a motion was made by Weiss, seconded by Klein to approve the Public Works Committee meeting minutes. Motion carried unanimously.

Donation Tracker The committee reviewed the donation tracker reports for April. A motion was made by Klein, seconded by Naidl to approve the donations tracker report. Motion carried unanimously.

Ethics Code Reports There were no ethics code reports to approve from the prior month.

Election of Vice-Chair and Second Vice-Chair

Chairman Sitkiewitz nominated Supervisor Weiss for Vice-Chair. There were no other nominations. A motion was made Sitkiewitz, seconded by Naidl, to close nominations and cast a unanimous ballot for Weiss for the position of Vice-Chair. Motion carried unanimously.

Supervisor Weiss nominated Supervisor Klein for Second Vice-Chair. There were no other nominations. A motion was made Weiss, seconded by Naidl, to close nominations and cast a unanimous ballot for Klein for the position of Second Vice-Chair. Motion carried unanimously.

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

Department Orientation Public Works Director Neuser gave a brief overview of the Public Works Department and the Organizational Chart. Discussion.

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

Recycling and Solid Waste Programs

Neuser reported on the recycling markets and handouts included in the committee packet. Discussion.

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

2024 Capital Projects

Asst. Public Works Director Craig Breit reported on the 2024 Capital Projects included in the committee packet. Discussion.

Pay Request(s) for Capital Projects

Included in the packet was the initial pay request for \$61,250.00 from Otis Elevator for the elevator modernization project at the Heritage Center. Motion made by Weiss, seconded by Klein to approve the Pay Request. Motion carried unanimously.

Also included in the packet was a partial pay request for \$30,000.00 from Schaus Mechanical for the replacement of the condenser and coil for AHU #8 at the HSD Hamilton St. Building. Motion made by Naidl, seconded by Klein to approve the Pay Request. Motion carried unanimously.

Courthouse Dome Renovation Project

Neuser reported staff continues to work on securing a crane and contractor to perform temporary repairs on the sections of the dome that are leaking into the courthouse attic. Discussion.

Courthouse Windows and HVAC System Replacement Project

Neuser reported construction documents are being finalized and will be available to bidders after May 10. The project is on schedule with bids due June 6. Discussion.

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

Report on Activities and 2024 Capital projects

Neuser reported on the status of the 2024 Communications Division Capital Projects, the Public Safety Radio System, and other Communications projects which were included in the committee packet. Discussion.

INFORMATION TECHNOLOGY DIVISION– Discussion and Possible Action on the Following Items:

Operations/Projects – Update

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

Update on Cyber Security Initiatives

Neuser reported on the Cyber-security report, and reminded the committee the mandatory annual cyber-security training for the County Board will be held at 5:30 pm before the next County Board meeting on May 21. Discussion

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

Report on Activities

Breit reported on the outcomes of the last Expo Board meeting.
Breit reported on the Expo May Events Calendar and 2024 Capital Projects included in the committee packet.

Finance Director’s Expo Special Revenue Fund Report

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

ADJOURNMENT

A motion was made by Klein, seconded by Weiss to adjourn the meeting at 5:17 pm. Motion carried unanimously.

Minutes taken by Neuser

Signed by Sitkiewitz