

# MINUTES of EXPO-ICE CENTER BOARD MEETING

Held Wednesday, July 2, 2025

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

**Present:** J. Hawig, T. Dvorak, PJ Albert, K. Kohlmann, M. Lentz, N. Newberg, B. Palzewicz, M. Pawlowski, M. Plate, D. Pollen, S. Schuette, P. Strouf, R. Voss, K. Behnke, S. Binversie, T. Loritz, K. Winkel

**Absent & Excused:** R. Zipperer, R. Kohlbeck, A. Schneider

**County Board  
Supervisors  
Present:**

**Others Present:** J. Shelton

**Pledge of Allegiance**

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

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

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

**Review & Act on Subcommittee Recommendations:**

**A. Finance Subcommittee**

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

**B. Operations Subcommittee**

1. ***No Committee Meeting; Committee Update; Ice Center Operations; Contests and Exhibits Working Group Updates-AG Adventureland Tent; Breakfast on the Farm; Brew Competition; Dairy Cattle (Ice Center) Show Ring; Exhibition Building; King Arthur Baking Contest; Market Animal Committee; Parking-City Meeting Update; Youth Art Show***

Pawlowski reported on the following:

- Ice Center Operations – New dehumidifier in place, waiting on contract, reviewed email sent by staff.
- AG Adventureland Tent – Meeting set for July 9 at 6pm. Signup sheet on the board.
- Breakfast on the Farm – went well.
- Brew Competition – entries coming in.
- Dairy Cattle – all good.
- Exhibition Building – Cases moved and being arranged. Our Legacy doing the food concessions.
- King Arthur – no report.
- Market Animal Committee – meeting this Sunday.
- Parking – City updates with meeting next week.
- Youth Art Show – Two schools participating.

**C. Entertainment/Vendors Subcommittee:**

1. ***No Committee Meeting; Committee Update; Event Working Group Updates-Celebrity Cream Puff Eating Contest; Grandstand Shows; Outdoor Layout; Parade-Fireworks; Teeny Weeny Donut Contest***

Voss reported on the following:

- Celebrity Cream Puff – all set.
- Grandstand Shows – no report.
- Outdoor Layout – layout of vendors being worked on.
- Parade-Fireworks – met and working on parade lineup.
- Teeny Weeny Donut – no report.

#### **D. Marketing & Advertising Subcommittee**

##### **1. Election of Officers; Working Group Updates-Fairest of the Fair; Social Media-Marketing; Woman's Day Event**

Schuette reported on the following:

- Election of Officers – recommend Tamma Loritz for Vice Chair.
- Fairest of the Fair – doing good.
- Social Media – positive feedback on the social media posts.
- Woman's Day Event – Going well.

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

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

##### **A. Market Animal Committee Request – Cow Display**

Motion was made by Albert, seconded by Strouf approving the Market Animal Committee Request – Cow Display as provided in the board packet at a cost of \$200 for the week of fair. Motion carried unanimously.

##### **B. Billboard Judges**

Pawlowski, Binversie, Winkel, and Kohlmann.

##### **C. Liaison Sign Up; Work Orders**

Hawig reported on the Liaison Sign Up sheet and to add any work orders including those requested annually for staff to input on the sheet.

##### **D. Key Lock Boxes**

Hawig reported on the Key Lock Boxes that will be located on all buildings with code and key for access.

##### **E. Fair Update**

No report.

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

Hawig reported on the option of provided a report twice a year and including the report monthly. Consensus of the board was yes.

Shelton reported on the Financial Report and Capital projects provided in the board packet.

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

##### **A. Breakfast on the Farm Update**

No further report.

##### **B. WI Association of Fairs Conference – January 11-14 2026**

Hawig reminded those interested in attending the conference to signup or confirm if previously attended.

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

Staff reported on upcoming events.

Hawig reported on the Awards & Appreciation Dinner scheduled for Wednesday, September 10 with doors opening at 5:30pm and dinner at 6pm.

#### **Adjournment**

Motion was made by Plate, seconded by Newberg to adjourn at 7:37pm. Motion carried unanimously.

Respectfully submitted,  
Jennell Shelton, Manitowoc County Expo Facility Manager