**MINUTES OF PUBLIC WORKS COMMITTEE**
Held Wednesday, November 11, 2026
Location: The Heritage Center, County Board Meeting Room – 1701 Michigan Ave, Manitowoc

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| **Present:** | Supervisors K. Sitkiewitz, D. Weiss, D. Klein, B. Busse, D. Zimmer |
| **Absent & Excused:** | None |
| **Other County Board Members Present:** | County Board Chairman M. Phipps, K. Behnke, D. Heilman |
| **Staff Attending:** | C. Breit, J. Benzinger, L. Kalista, J. Shelton, A. Yindra, County Executive T. Martell |
| **Others Attending:** | T. Dvorak |
| **Called to Order** | The meeting was called to order at 4:00 pm by Committee Chairman Sitkiewitz. |
| **Minutes** | Minutes were reviewed from the October 14, 2026 Committee meeting after which a motion was made by Weiss, seconded by Zimmer to approve the Public Works Committee meeting minutes. Motion carried unanimously. |
| **Donation Tracker** | One donation for the month of October was reviewed. The motion was made by Klein, seconded by Zimmer to approve the donations. Motion carried unanimously. |
| **Ethics Code Reports** | There were no Ethics Code Reports for October. |
| **Public Comment** | Committee Chairman Sitkiewitz called for public comment three times. No public comment was made. |

**<u>SOLID WASTE & RECYCLING DIVISION</u> – Discussion and possible action on the following items:**

**Recycling and Solid Waste Programs**
Public Works Director Breit reported on the recycling markets and the handouts included in the Public Works Committee packet. He reported that post-consumer PET beverage bottles are an undesirable item. However, other plastic materials are trending up.

**Potential Accounts Receivable Write-Offs**
Included in the Public Works packet were the potential write-offs for unpaid Manitowoc County Recycling accounts receivables. Discussion. A motion was made by Zimmer, seconded by Weiss to support writing off these debts. Motion carried unanimously.

**<u>BUILDING AND GROUNDS DIVISION</u> – Discussion and Possible Action on the Following Items:**

**2026 Capital Projects**
Breit reported on the 2026 Capital Projects included in the Committee packet. He mentioned the Manitowoc County Office Complex gutters will be installed sometime in the coming weeks. Additionally, he reported that many projects are being finalized as the end of the year approaches. Discussion.

**Pay Request(s) for Capital Projects**
No report

**<u>EXPO / ICE CENTER DIVISION</u> – Discussion and Possible Action on the Following Items:**

**Report on Activities**
Expo Facility Manager Jennell Shelton reported on the calendar of events for November.

**2026 Capital Projects Update**
Breit reported on the 2026 Capital Projects included in the Committee packet. The majority of projects for the Expo have been completed for the year.

**Recommendation to County Executive for Expo-Ice Center Board Members**
**-Appointments for terms expiring December 31, 2027**
Breit reported on the vacant Expo-Ice Center Board seats included in the Committee packet. Discussion. Motion was made by Klein, seconded by Zimmer to recommend the appointments to the County Executive. Motion carried unanimously.

**Recommendation to Restructure Expo-Ice Center Board Subcommittees**
Breit and Shelton reported on the Expo-Ice Center Board Subcommittee restructure found in the Committee packet. Discussion. A motion was made by Zimmer, seconded by Klein, to accept the Expo-Ice Center Subcommittee restructure. Motion carried unanimously.

**International Association of Fairs and Expositions (IAFE) Award**
Shelton announced that the International Association of Fairs and Expositions (IAFE) Award will be presented to Expo-Ice Center Board Chair Tonya Dvorak next month.

**Lesters Building FCA Report and Recommendation**
Breit reported on the Lesters Building Condition Assessment found in the Committee packet. Both he and Shelton gave insight as to the condition of the building. Discussion. A motion was made by Sitkiewitz, seconded by Phipps, to allow the Manitowoc Market Animal Committee to raise funds for the Lesters Building with the understanding that no County funds will be used and all costs will be covered through donations.

**Finance Director's Expo Special Revenue Fund Report**
Breit reported on the Expo Special Revenue Fund provided in the Committee packet.

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

**Operations/ 2026 Capital Projects – Update**
IT Director Luke Kalista reported on 2026 Capital Projects included in the Committee packet. He stated that the Point to Point (PTP) Wireless connection at the St. Nazianz and Reedsville Highway shops were still in progress. Kalista also highlight the timely IT request turnaround. Discussion.

**Artificial Intelligence (AI) County Policy**
Kalista addressed the proposed Artificial Intelligence (AI) County Policy found in the Committee packet. He mentioned that, currently, the County does not have a policy in place restricting the use of AI by County employees. Discussion. A motion was made by Phipps, seconded by Busse, to allow the development and implementation of an AI Usage Policy under the guidance and oversight of a designated work group. Motion carried unanimously.

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

**Report on Activities and 2026 Capital projects**
Kalista reported on the 2026 Capital Projects included in the Committee packet.

**ADJOURNMENT**
A motion was made by Zimmer, seconded by Klein to adjourn the meeting at 5:09 pm. Motion carried unanimously.

Minutes taken by Yindra

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Signed by Sitkiewitz