

MINUTES OF PUBLIC WORKS COMMITTEE

Wednesday, February 10, 2016

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

Present: Supervisors D. Weiss, D. Dyzak, B. Cavanaugh, R. Gerroll, D. Zimmer

Other County Board

Members Present: Supervisors J. Brey, K. Behnke, J. Falkowski, M. Kopecky

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 meetings of January 13, 2016 and January 21, 2016, after which a motion was made by Gerroll, seconded by Zimmer to approve the public works committee meeting minutes as submitted. Motion carried unanimously.

Vouchers No vouchers.

**Donations/
Spreadsheets** Donation trackers were submitted for approval. Motion was made by Dyzak, seconded by Gerroll to approve the donation trackers. 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. Public Input was offered by Peter Vander Kinter regarding the Hecker Hecker & Viebahn property with a request to renegotiate the current land lease contract.

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

Recycling and Solid Waste Programs

Neuser reported on the Estimated Savings by Area under Master Solid Waste Contract noting this spreadsheet depicts the entire 2015 year and shows a \$700,000 savings to municipalities. Neuser also reported on additional plastics markets pricing graphs that were distributed at the committee meeting that show the downturn in the plastics markets.

Recycling Center Processing Equipment Replacement Update

No report.

BUILDING AND GROUNDS DIVISION – Discussion and possible action on the following items:

Courthouse B-15 Remodel Project – Update

Neuser reported on the construction schedule included in the committee packet for the courthouse remodel B-15 remodel project. Neuser presented the first pay request for approval from Mike Koenig Construction Company Inc. for \$4,190.45. Motion was made by Zimmer, seconded by Gerroll to approve the pay request for \$4,190.45 to Mike Koenig Construction Company Inc. Motion carried unanimously. Discussion included pay requests will be on future agendas through May.

2015 Budget

Neuser reported that the 2015 public works budget had a good year and approximately \$62,000 will be placed back in the general fund. Neuser attributed the outcome to lower utility costs and savings on administrative items.

2016 Budget

No report.

UW-Manitowoc Renovation Project – Proposal for Architectural & Engineering Services

Neuser reported on the proposal submitted by Bray Architects distributed at the committee meeting and noting the history with Bray Architects and UW Manitowoc. Neuser reported that the facility taskforce recommends approval to contract with Bray Architects for the lab remodel design and engineering.

Motion was made by Gerroll, seconded by Cavanaugh to contract with Bray Architects for the lab remodel engineering. Motion carried unanimously. With this approval the matter will now be forwarded to the Finance committee for funding, with a resolution likely to be before the entire County Board at their March meeting. Discussion included bonding for the eventual renovation project and long term planning, also known as visioning for the future.

Department of Public Works Storage Garage – Bid Results

Neuser reported on the bid results included in the committee packet for the Manitowoc County Law Enforcement Storage Garage Addition. Neuser recommended approval of the low bidder, R Turner Construction, LLC for \$104,693. Motion was made by Zimmer, seconded by Dyzak to approve the low bidder R Turner Construction, LLC for \$104,693. Motion carried unanimously.

Land Lease: Hecker Hecker & Viebahn Property – Request to Renegotiate Lease

Weiss reported that corporation counsel has reviewed the request and due to the bankruptcy status of the leasee, corporation counsel must work with the bankruptcy attorney. Discussion included process of leases noting that leases are placed out for public bid and not renegotiated.

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

Report on Activities by Public Works Director Gerry Neuser

No report.

Letter from Fond du Lac County Communications and Emergency Management

Neuser reported on the email received from Jim McNabb, Fond du Lac County Communication and Emergency Management Director acknowledging the work completed by Bill Jones, public works communication engineer. Neuser noted that Jones’ experience and specific knowledge of the 911 system was a “definite asset” to their project and that Mr. Jones is an everyday asset to the Public Works Department and Manitowoc County Government

Cellphone Contract – Request for Proposal

Neuser reported that the current 5-year contract with Cellcom expires this year. Neuser added that request for proposals have been advertised and sent to all local cellular providers with proposals being due March 1, 2016. A recommendation for the next contract will be before the Public Works Committee at their March meeting.

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

Expo Merchant’s Building – Request to Waive Rental Fee

Krizek reported on the request to waive the rental fee by the Manitowoc County sheriff’s department for training. Motion was made by Gerroll, seconded by Cavanaugh to approval the waiver of the rental fee. Motion carried unanimously. Discussion included requests for waiver of rental fee process – Neuser provided information noting that all waivers must pass through public works committee for approval.

Report on Activities by Facility Manager Jennell Krizek

Krizek reported on upcoming calendar events at the Expo grounds.

Krizek reported on the lifetime membership passes noting that there will no longer be an expiration date and lifetime membership passes will remain effective for the lifetime of the member. Behnke added that all members will be properly identified and communication will be forthcoming.

Brey reported on the “raise the roof” campaign and communication received regarding acknowledging donors. Krizek reported, that per the campaign, bleachers were to be engraved and a plaque was to be placed and neither was completed. Krizek noted that the project would be difficult to replicate all donors names without proper documentation.

Comptroller’s Expo Special Revenue Fund Report

Neuser reported on the cover letter and balance sheet provided in the committee packet noting December was a snapshot of the 2015 year with Expo and County Fair financial activities having a good year. Neuser added that the Ice Center activities financials were down due to major repairs as well as the Maintenance activities for improvements and water main breaks. Neuser added that 2015 ended in the red and \$3,500 was transferred from the reserve account.

Adjournment

Motion was made by Gerroll, seconded by Dyzak to adjourn the meeting at 4:59pm. Motion carried unanimously.

Minutes taken by Krizek

Signed by Cavanaugh