

## MINUTES OF PUBLIC WORKS COMMITTEE & SOLID WASTE ADVISORY COMMITTEE

Held Wednesday, April 13, 2016

Location: Recycling Center – 3000 Basswood Drive, Manitowoc

**Present:** Supervisors D. Dyzak, B. Cavanaugh, R. Gerroll, D. Zimmer; Advisory Committee Members: H. Jannette, D. Kieckbusch, S. Ahl, D. Koski

### Other County Board

**Members Present:** Supervisor J. Brey

**Absent & Excused:** Supervisor D. Weiss

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

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

**Vouchers** No vouchers.

**Donations/  
Spreadsheets** Donation Tracker Reports were submitted for approval. Motion was made by Dyzak, seconded by Zimmer to approve the donation tracker report. Motion carried unanimously.

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

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

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

#### Recycling and Solid Waste Programs

Reisenbuechler reported on the spreadsheets, charts, and graphs provided in the committee packet noting that Solid waste tonnages are down, recyclables being shipped out were held over to January and February in anticipation of market fluctuation, fiber markets are steady, and compost sales will begin soon for the season.

#### Electronics Recycling Program – Update

Reisenbuechler reported on the electronics recycling program noting that the increase in prices has been implemented. Reisenbuechler added that when the new prices went into effect there was an initial decrease in items and has since increased to normal activity. Neuser reported on the article provided in the committee packet on Best Buy electronics recycling policy changes. Discussion.

#### Meal for Clean Sweep Workers

Reisenbuechler reported on the upcoming Clean Sweep program noting the flyers included in the committee packet and the dates May 13-14. Reisenbuechler added that the Wisconsin Department of Agriculture, Trade and Consumer Protection (DATCP) grant helps to support the program. Neuser presented the request for the Meal for Clean Sweep Volunteer Workers included in the committee packet for approval. Motion was made by Cavanaugh, seconded by Zimmer to approve the Meal for Clean Sweep Workers. Motion carried unanimously.

#### Request for Donation of Sifted Compost by Grow It Forward Manitowoc

Neuser reported on the Request for Donation of Sifted Compost by Grow It Forward Manitowoc included in the committee packet. Motion was made Dyzak, seconded by Zimmer to approve the request for donation of sifted compost by Grow It Forward Manitowoc. Motion carried unanimously.

#### Annual MRF Self Certification

Neuser reported on the Annual MRF Self Certification provided in the committee packet noting that the document is prepared, completed and submitted by Reisenbuechler annually.

**Recycling Center Processing Equipment – Replacement Update**

Neuser reported on the recycling center processing equipment with illustrations provided in the committee packet. Discussion.

**Solid Waste Advisory Committee Input on Solid Waste & Recycling Programs – Discussion Only**

Introductions of the Public Works Committee, Solid Waste Advisory Committee, and staff.

**Adjournment of Solid Waste Advisory Committee**

Motion was made by Cavanaugh, seconded by Dyzak to adjourn the Solid Waste Advisory portion of the meeting at 4:50pm. Motion carried unanimously.

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

**Lions Club Request – Memorial Day Brat Fry**

Neuser reported on the request submitted by the Lions Club for a Memorial Day Brat Fry at the Veterans Memorial Park provided at the meeting and an illustration noting the location of the brat fry provided in the committee packet. Motion was made by Dyzak, seconded by Zimmer to approve the Lions Club Request for the Memorial Day Brat Fry. Motion carried unanimously.

**Annual Volunteer (Trusty and Community Service) Report by Doreen Bessert**

Neuser introduced Doreen Bessert, Community Service and Trusty Coordinator who also handles purchasing of county supplies and is the department's custodial supervisor. Bessert reported on the Manitowoc County Public Works Department Trusty and Community Service Program, the Inmate Trusty Hours completed in 2015, the Court-ordered Community Service Hours completed in 2015, and the annual report provided in the committee packet noting that the work completed by these crews is equivalent to 11.6 full time county employees. Discussion.

**Courthouse B-15 Remodel Project – Update; Pay Requests**

Neuser reported on the Courthouse B-15 Remodel project noting that the move-in is anticipated by Monday, May 2 and the project is slightly ahead of schedule. Neuser submitted a pay request for \$93,532.93 for approval. Motion was made by Cavanaugh, seconded by Zimmer to approve the pay request for \$93,532.93. Motion carried unanimously. Discussion included remaining project balance of \$78,638.62.

**UW-Manitowoc Renovation Project – Update**

Neuser reported on the UW Manitowoc Renovation project noting that there was a kick-off meeting with the architects to review the design schedule. Neuser added that there will be an input gathering/visioning session on May 2 from 5pm-7pm for all interested parties associated with the campus, noting that the scope of the project has not changed.

**Department of Public Works Storage Garage – Update**

Neuser reported on the Public Works Storage Garage project noting that construction will begin the last week of the month or beginning of May and is an approximately eight week project.

**Public Works Capital Projects Bid Results – Courthouse Split AC System; MCOC Condensing Unit #3; Jail Cooling Tower Refurbish; HSD Roof F; Admin Building Condensing Unit**

Neuser reported on the Public Works Capital Projects Bid Results and Bid Recording Sheet included in the committee packet noting that all bids came in from reputable bidders, all bids were at or below the budget amount, a performance bond is required on each project and requested approval of the low bidders. Motion was made by Zimmer, seconded by Cavanaugh to approve in aggregate the low bidders for the Capital Projects. Motion carried unanimously.

**2016 Budget**

No report.

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

**Report on Activities by Public Works Director Gerry Neuser**

No report.

**Microwave Connectivity Report**

Neuser reported on the microwave connectivity project. Neuser noted that the cost is high for T-1 connectivity to three of the radio towers and recommends changing from hard copper connections to wireless microwave connections. Neuser added that the return on investment would be realized within approximately three years and a substantial costs savings would be realized over a ten year period. Neuser reported that there will be a draft proposal prepared and reviewed and then sent out for bid in May and will report back to the committee with bid results and recommendations. Discussion.

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

**Resolution for Expo Multi-Purpose Barn Funding**

Neuser reported on the Resolution for Expo Multi-Purpose Barn Funding noting that the Expo-Ice Center board has unanimously recommended support of the funding and the Finance Committee has unanimously approved the resolution. Motion was made by Dyzak, seconded by Cavanaugh to recommend approval to the County Board of the Resolution for Expo Multi-Purpose Barn Funding. Motion carried unanimously.

**Report on Activities by Facility Manager Jennell Krizek**

Krizek reported on Lifetime Membership ID cards and gave an update on the install date of mid-July for the digital promotional sign.

**Comptroller’s Expo Special Revenue Fund Report**

Neuser reported on the cover letter and balance sheet provided in the committee packet noting Expo Activities are doing better, Fair Activities does not reflect the fair aid and will be reflected next month, Ice Center Activities does not reflect the final payment that was deferred per the Public Works committee and the Maintenance Activities reflects insurance paid.

**Adjournment**

Motion made by Zimmer, seconded by Dyzak to adjourn the meeting at 5:17pm. Motion carried unanimously.

Minutes taken by Krizek

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Signed by Cavanaugh