

MINUTES OF PUBLIC WORKS COMMITTEE

Held Wednesday, June 8, 2016

Location: Manitowoc County Public Health Building – 1028 South 9th Street, Manitowoc WI
Conference Room 207

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

Other County Board

Members Present: J. Brey

Absent & Excused:

Called to Order The meeting was called to order at 5:00pm by the Committee Chairperson.

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

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

Ethics Code Reports No ethics code reports were submitted.

Public Comment The 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

Neuser reported on the Estimated Savings by Area report provided in the committee packet. Neuser noted the Town of Schleswig and Valders have an asterisk denoted next to the area name as they do not ship recyclables to the recycling center; therefore, they pay \$5 per ton more tipping fee than the other municipalities listed. All markets remain stable and unchanged from last month's report.

Recycling Center Processing Equipment Replacement Update

Neuser reported that the main drive conveyer failed on May 27 and is an unbudgeted item with a \$7,000 estimated cost to repair. Neuser added that all recycling equipment is aging and this is another example of the needed replacement plan that will commence in 2017. Neuser noted that due to the conveyor issue, the amount of recyclables processed will decrease until repairs are made.

Future of Wisconsin Recycling Development Committee – Update

Neuser reported that this Committee, of which he is a member, was established per the request of a state senator to review efficiency, funding, and the future of Wisconsin's recycling law. Neuser added that the work of this committee is basically complete and a White Paper will be issued to the legislators sometime this fall.

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

Request for Use of Courthouse Grounds Event – Amended

Neuser reported that the County Corporation Counsel reviewed the Courthouse Grounds Use Policy and determined the requirement for a pre-paid excess costs was not appropriate in the request for a permit from Jacalynn West/Megan McGuinness, and recommended that the Public Works Committee approves the permit application without that stipulation. Motion made by Gerroll, second by Zimmer to approve the permit without the prepayment of excess security costs and to require the refundable security deposit of \$250 as well as the certificate of insurance. Discussion. Motion passed unanimously.

Veterans Memorial – Request for Waterline

Neuser reported on request submitted and included in the committee packet for a request for a waterline at the Veterans Memorial. Motion made by Zimmer, seconded by Dyzak to approve installing the waterline. Discussion. Motion passed unanimously.

USDA Request – People’s Garden of Manitowoc County Office Complex

Neuser reported on the request from the USDA employees at the Manitowoc County Office Complex to install and maintain a vegetable garden at the office complex. Marilyn Lentz of the USDA also appeared and answered questions posed by the committee. Motion made by Zimmer, seconded by Gerroll to deny the request. Discussion. Motion passed unanimously.

Courthouse B-15 Remodel Project – Update; Pay Requests; Change Orders

Neuser reported on the Courthouse B-15 Remodel project noting no pay request was presented by the General Contractor in time for this meeting.

UW-Manitowoc Renovation Project – Update

Neuser reported on the UW-Manitowoc Renovation project, reviewing the preferred option of the UW Planning Task Force that would incorporate the current County Board room space. Richard Haen, the new Regional Facilities Director of the UW Campuses, was introduced and also commented on the current plan. Discussion.

UW Manitowoc Energy Conservation Project

Neuser reported that the UW-Manitowoc Energy Conservation Project was approved by the State Building Commission and signed by the Governor, and this \$485,000 state-funded project will now become a reality.

Two Rivers Brownsfields Property Update

Neuser reported on the Two Rivers Brownsfields property and status of the Site Assessment Grant reimbursement. The WEDC has amended the contract dates, WDNR site closure is in process, and reimbursement of the grant funds are expected within a year.

Department of Public Works (DPW) Storage Garage – Update

Neuser reported that the Public Works Storage Garage is 90% complete and the DPW will be moving into the building within the next few weeks.

Hecker & Viebahn Property – Update

The Committee discussed the property; specifically that the property is one of the last attractive parcels for economic development on the I-43/Hwy 151 interchange, and listing the property as available on the Locate in Wisconsin Economic Development website was a reasonable approach to managing this property while it is under lease.

Heritage Center (Michigan Ave. Campus) 2017 Planning

Neuser reported on the progress to date in the planning of moving Aging and Disability Resource Center (ADRC) and the Veterans Service Office into this building in 2017. Discussion included moving the County Board from the UW-Manitowoc Campus to the 2nd floor auditorium in the Heritage building to provide a permanent home for the County Board, where desks will not need to be set up and taken down every month. Discussion.

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 that Requests for Proposal for this project have been issued with responses due on July 11. It is expected that staff will have a recommendation for the committee on which contractor should be awarded the work at their July meeting.

Phone System Converged Data Project

Neuser reported on the Phone System Converged Data Project noting that planning of the project in cooperation with the Information Systems Department is ongoing and we expect to complete the project this year.

Cato Radio Tower – Update

Neuser reported on the Cato Radio Tower noting that the latest inspection by the tower climbing crew revealed further corrosion of the guy anchors and slack in the guy lines. Because of this, the tower crew will no longer climb the tower to inspect it, or change the FAA required warning lights. This effectively signals the end-of-life of this tower within the next year. Meetings are planned this month with the users of the radio tower to inform of the situation.

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

Report on Activities by Facility Manager Jennell Krizek

Krizek reported on the crowning of the 2016 Manitowoc County Fairest of the Fair Nichole Schoenberger, upcoming Expo events, and the donation from the Jaycees for \$2,000 to support the County Fair's Ag Adventureland educational tent.

Meijer Plan Submittals

Neuser reported on the Meijer plan submittals included in the committee packet and added that he is attending all the engineering meetings for this project that are being held at City hall. Neuser added that the first option to purchase will expire in July and it is expected that Meijer will execute the second option to purchase. Neuser reviewed the site plan with discussion on the addition by Meijer of providing a fully improved and concreted south Drive/street. Discussion. Jim Brey noted that the Meijer plan and rezoning was discussed at a City of Manitowoc public hearing and common council meeting.

Multi-Purpose Building Update

Neuser reported on the multi-purpose building noting that groundbreaking will be held on June 13 at 9am and any Public Works Committee member wishing to attend should meet at the site that day. Neuser added that Krizek successfully worked with Orion Inc. on a sponsorship/donation for the project and Orion will be donating all of the interior LED lights for the new Multi-Purpose building.

Comptroller's Expo Special Revenue Fund Report

Neuser reported on the cover letter and balance sheet provided in the committee packet noting Expo Activities is an expense account and holds the funds for the new site sign until the sign is complete, Fair Activities will continue to increase from revenue for the upcoming fair, Ice Center Activities will have one large capital expense for a Make Up Air Unit of approximately \$15,000, and the Maintenance Activities reflects donations and county general fund money for the new multi-purpose building.

Expo Long Term Planning

Neuser reported on the Expo Long Term plan noting that the intent is for Expo to remain at the current site for the foreseeable future, to reinvest in the property to improve it, and that there are no plans to move it. County Executive Bob Ziegelbauer added that Expo is to remain at the current location and relocation is not in the picture as it would be an unwise move that would likely be the end of the Expo Center as a multi-use facility. Ziegelbauer explained that the current surrounding facilities (e.g. hotels, stores, restaurants) are a benefit for the Expo as the year-round activities that take place at the Expo rely on the close proximity of these facilities and without them, the viability of being a 52-week-a-year facility would be in doubt. Zeigelbauer reminded the committee that the County Fair is only one week a year, and we cannot forget that the Expo is a 52-week-a-year business. Discussion by the committee centered on the need to put this issue to rest, that they agreed in principle to the long term plan of keeping the Expo on its current site for the long term with no plans to move, and that the meeting minutes should reflect that position. For all intents and purposes the committee considers this a closed issue.

Adjournment

Motion made by Dyzak, seconded by Zimmer to adjourn the meeting at 6:35pm. Motion carried unanimously.

Minutes taken by Krizek

Signed by Zimmer