

MINUTES OF PUBLIC WORKS COMMITTEE

Held Wednesday, August 10, 2016

Location: Manitowoc County Expo Office, 4921 Expo Drive, Manitowoc

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

Other County Board Members Present:

Absent & Excused:

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 meeting 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 Tracker Reports were submitted for approval. Motion was made by Cavanaugh, seconded by Dyzak to approve the donation tracker report. Motion carried unanimously.

Ethics Code Reports Ethics Code Report was submitted for approval. Motion was made by Cavanaugh, seconded by Dyzak to approve the Ethics Code Report. Motion carried unanimously.

Tour of Expo Grounds Tour was provided of the Expo grounds including review of the buildings, the new digital promotional sign, and the new agricultural multi-purpose building.

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

Public Works Director Gerry Neuser reported that one of the three balers broke down and needed a ram to be replaced. Neuser added that whenever one of the balers breaks down the facility cannot do a full sort and must comingle plastics which excludes that recyclable from a higher commodity market and results in lower prices. Neuser reported on the state of the recycling markets and the industry in general, with less packaging equaling lower volumes of recyclables being processed, and market prices for plastics remaining at low levels continues to be a budget challenge.

Electronics Recycling Annual Report

Neuser reported that on the electronics report included in the committee packet noting that of the 170,000 tons of electronics recycled, with over 141,000 tons of that amount being television sets. Neuser added that there is a user fee charged for most items, as the program is run as a break-even program as a service to the general public.

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

UW-Manitowoc Renovation Project – Update

Neuser reported on the UW-Manitowoc Renovation Project noting that the project is in the “Costing Phase”. The schematic design process is finished and the architectural firm will now be certain the cost of the project as proposed does not exceed the budget. Neuser added if the cost does exceed budget then scaling back of items will begin. Richard Haen, Regional Facilities Director for the UW Colleges commented on several aspects of the renovation project and the overlapping energy savings project that is being funded by the UW Colleges. Discussion.

Michigan Avenue Campus (Heritage Center) 2017 Planning – Update

Neuser reported the Michigan Avenue Campus (Heritage Center) 2017 Planning noting that the project is also in the “Costing Phase” and will begin developing the development of construction drawings and specifications once the cost estimate for the project is received from the architect. Neuser reviewed the potential layout with discussion of the layout. Discussion included potential removal of the wall between the 2nd floor County Board Room and the rooms behind it, noting that the previous accordion wall that in place in the early 1990’s would no longer be feasible without demolition of the kitchen behind it. Removal of the wall section to the south of this area is a masonry bearing wall, and it is uncertain if it can be removed, and if so, at what cost. Discussion ensued regarding the potential to have meetings at another site if needed to accommodate extremely large attendance should there be a contentious matter before the County Board.

Magnolia Avenue Property (052-818-402-010.00) – Appraised Value

Neuser reported on the Magnolia Avenue Property (052-818-402-0100.00) included in the committee packet noting that the property is for sale at \$162,500, has never had an offer made on it, and recommends that a new appraisal be completed in an effort to sell the property to mitigate the annual maintenance costs and return the property to the tax rolls. Motion was made by Gerroll, seconded by Zimmer to recommend to the Finance Committee to approve a new appraisal to be conducted on the Magnolia Avenue Property (052-818-402-010.00). Motion carried unanimously.

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

Report on Activities by Public Works Director Gerry Neuser

Neuser reported on the County’s Public Safety Radio System and that the Cities of Manitowoc and Two Rivers 800 MHz talk groups have been added to the system and successfully performance tested.

Microwave Connectivity Project – Update; Pay Requests

Neuser reported on the Microwave Connectivity Project noting that the project is in the “Mobilization Phase” and working with the winning bidder, Future Tech. Neuser added that the equipment is ordered and we expect the project to be completed in about ninety days. No pay requests were submitted.

Telephone System Converged Data Project – Update

Neuser reported on the Telephone System Converged Data Project noting that the project is also in the “Mobilization Phase”. Neuser added this technology project, converting our phone system infrastructure to a Voice Over Internet Protocol (VOIP) system, is being completed in partnership with County’s Information Systems Department with an anticipated completion of the project in about ninety days.

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

Report on Activities by Facility Manager Jennell Krizek

Expo Facility Manager Jennell Krizek reported on the upcoming Manitowoc County Fair, fairest of the fair update, and a reminder of the Ribbon Cutting Ceremony for the new multi-purpose building set for August 23 at 7:30pm during the county fair.

Horse-A-Rama Signage Request

Neuser reported on the Horse-A-Rama (HAR) Signage email request included in the committee packet along with a picture of the request design. Neuser added that HAR was the major sponsor of the new Agricultural Multi-Purpose Building donating \$100,000 towards the new building. Motion was made by Gerroll, seconded by Dyzak to approve the HAR Signage Request. Motion carried unanimously.

Manitowoc County Ice Center Make Up Air Unit – Bid Results

Neuser reported on the Ice Center Make Up Air Unit bid results included in the committee packet noting that three contractors requested the material and two contractors submitted bids. Motion was made by Zimmer, seconded by Cavanaugh to approve the low bidder, Schaus Roofing and Mechanical Contractors Inc., for \$16,977. Motion carried unanimously.

Multi-Purpose Building Update

Neuser reported that the tour covered the building update and overall very pleased with the project.

Comptroller’s Expo Special Revenue Fund Report

Neuser reported on the cover letter and balance sheet provided in the committee packet. Neuser reported that Expo Activities runs as a deficit account and the payment for the digital sign will be drawn out and revenues still coming in from Festival Foods for the sign over the next two years totaling \$13,000; Fair Activities will fluctuate until November-December, Ice Center Activities is holding well and the Make Up Air Unit of \$17,000 will be coming out of this account, and the Maintenance Activities reflects funds from the multi-purpose building donations and the general reserve funds and payment of multi-purpose building will be drawn out of this account.

Adjournment

Motion made by Gerroll, seconded by Dyzak to adjourn the meeting at 5:43pm. Motion carried unanimously.

Minutes taken by Krizek

Signed by Zimmer