

MINUTES OF PUBLIC WORKS COMMITTEE

Held Wednesday, February 13, 2019

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

Present: Supervisors R. Gerroll, D. Dyzak, C. Hoffman, D. Gauger, D. Zimmer

Other County Board Members Present: Supervisor J. Falkowski

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 Gauger, seconded by Hoffman to approve the public works committee meeting minutes as submitted. Motion carried unanimously.

Donations/ Spreadsheets No donation trackers were submitted for approval.

Ethics Code Reports Ethics Code reports were submitted for approval. Motion was made by Dyzak, seconded by Gauger to approve the Ethics Code report. Motion carried unanimously.

Public Comment Maura Yost provided public comment.

**SOLID WASTE & RECYCLING DIVISION – Discussion and possible action on the following items:
Recycling and Solid Waste Programs**

Neuser reported on the Recycling and Solid Waste Programs and markets as included in the committee packet noting an estimated savings of \$739,000 by the county’s municipalities as a result of our Master Agreement with Waste Management/Ridgeview Landfill., markets were stable, and the year 2018 ended with a surplus in the recycling activity.

Two Rivers Compost Site – Update

Scott Ahl, City Engineer, attended the meeting and gave brief comment and it was affirmed that the County will be operating the Two Rivers compost site through April 2019, which is the end of the current lease. Neuser added that at this time, the lessor has not notified the County that they will be terminating the agreement and at this time, it is the county’s intention to keep operating at the current location until some type of partnership can be worked out with the City of Two Rivers.

2019 Capital Equipment Purchases – Update

Neuser reported on the 2019 Capital Equipment purchases including the main incline conveyor which has increased efficiency and safety. Neuser added that a new skidsteer will be delivered soon and finalizing the fork lift purchase details, which are all part of the approved capital budget.

2019 Solid Waste & Recycling Agreements – Update

Neuser reported that the new Master Solid Waste Agreement with Waste Management is still being negotiated with slow progress being made. Neuser added that the Solid Waste & Recycling agreements with all the county’s municipalities will follow immediately upon completion of the Master Agreement.

Future of Solid Waste Advisory Committee

Neuser reported on the Future of the Solid Waste Advisory committee noting the 1983 resolution provided in the committee packet. Neuser added that the advisory committee was created when the county was anticipating the construction and ownership of a landfill. Discussion on dissolution of this committee ensued, which included the Town of Franklin representative on the Solid Waste Advisory Committee commenting in support of dissolution. Motion was made by Zimmer, seconded by Hoffman to recommend dissolution of the Solid Waste Advisory Committee and directed the public works director to work with the corporation counsel on the proper procedure to accomplish the dissolution. Motion carried unanimously.

**BUILDING AND GROUNDS DIVISION – Discussion and Possible Action on the Following Items:
In Rem Property Sales**

Gerroll reported on the In Rem Property sales responsibility noting his attendance at the previous Finance committee meeting noting that it is now the consensus of the Finance committee to continue to keep In-Rem Property sales under their purview. This item will be removed from future agendas. Discussion.

Law Enforcement Center CCTV System Upgrade; Final Pay Request

Breit reported on the final completion of the Law Enforcement Center CCTV System upgrade project. Breit presented the final pay request of \$23,487 for approval. Motion was made by Dyzak, seconded by Gauger to approve the final pay request for \$23,487. Motion carried unanimously.

2019 Capital Projects

Neuser reported on the 2019 Capital Projects noting that the projects are currently in the bidding phase and bids are due in March. Neuser added that bids will be reviewed and awarded by the committee at their March meeting

Disposal of Surplus Personal Property – (timeclocks and other items of de minimis value)

Neuser reported on Disposal of Surplus Personal Property including items of de minimis value, and a current request to purchase the county's obsolete timeclocks for \$800. Neuser gave a brief explanation of the current process of larger valued items which are placed on the public works committee agenda for approval and items with little to no value being disposed of by the public works director in whatever means serves the best interest of the county. Discussion. Motion was made by Hoffman, seconded by Gauger to sell the timeclocks at \$800 total. Motion carried unanimously. Consensus of the committee to continue to give the public works director the authority to dispose of items with de minimis value at the best interest of the county.

DPW Staffing Review

Neuser reported on the organizational chart provided in the committee packet.

Hecker & Viebahn Property Sale

Motion was made by Gauger, seconded by Dyzak to enter into close session at 5:00pm. Motion carried unanimously.

Motion was made by Gauger, seconded by Dyzak to enter into open session at 5:13pm. Motion carried unanimously.

Motion was made by Zimmer, seconded by Hoffman to counteroffer the Hecker & Viebahn property at the appraised value. 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 following:

- The Microwave Redundancy project is 100% complete
- The T1-to-Ethernet conversion Project at the radio towers to begin in late March.
- Major Motorola Upgrade will happen in September/October – planning phases started.

INFORMATION SERVICES DEPARTMENT

Operations/Projects – Update

Neuser reported on the following:

- Disaster Recovery Site update – will be complete in the second quarter of this year.
- Human Services MyAvatar Project – currently at 20% complete and will be completed by the end of year.
- Aegis Law Enforcement System – message switch replacement project will be happening soon – waiting on the vendor.
- New Security Event & Incident Management (SEIM) Tool to be installed this year.
- Social Media Archive Project is being implemented which will record and archive all county-run social media.
- Windows 10 upgrade project currently 67% completed, with full completion by end of year.

**EXPO/FAIR/ICE CENTER DIVISION – Discussion and Possible Action on the Following Items:
Report on Activities by Facility Manager Jennell Shelton**

Shelton reported on upcoming events, fair related matters, and other Expo related matters.

2019 Expo/Ice Center Capital Projects – Update

Neuser reported on the 2019 Expo-Ice Center Capital projects with bids due in March and other equipment already purchased as part of the approved budget. **Comptroller's Expo Special Revenue Fund Report**

Neuser reported on the Expo Special Revenue Fund provided in the committee packet.

Adjournment

Motion was made by Hoffman, seconded by Zimmer to adjourn the meeting at 5:26pm. Motion carried unanimously

Minutes taken by Shelton

Signed by Zimmer