

MINUTES OF PUBLIC WORKS COMMITTEE

Held Wednesday, March 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. Brey, Supervisor James Falkowski, Corporation Counsel Peter Conrad

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

Donation Reports Donation reports were submitted for approval. Motion was made by Hoffman, seconded by Gauger to approve the Donations reports as submitted. Motion carried unanimously.

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

Public Comment The Committee Chairperson called for public comment three times. No 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 markets are steady.

Two Rivers Compost Site – Update

No report.

2019 Capital Equipment Purchases – Update

Neuser reported on the 2019 Capital Equipment purchases noting that all purchases are complete with the exception of the front end loader.

2019 Solid Waste & Recycling Agreements – Update

Neuser reported that the new Master Solid Waste Agreement with Waste Management that expires on April 30, 2019. Neuser added that the agreement has been in the review phase since December 2017 with a handful of issues still outstanding, with the most significant being an indemnification issue. Peter Conrad, corporation counsel, added that the indemnification provision is necessary to relieve any liability on the county and without the provision the county would not be able to enter into an agreement. Neuser added that without the agreement, each municipality would have to work out an individual agreement with Waste Management and be billed directly. The next conference call with Waste Management is scheduled for March 14, 2019. Discussion.

Resolution Dissolving the Solid Waste Management Advisory Committee

Motion was made by Zimmer, seconded by Gauger to recommend approval to the county board the Resolution Dissolving the Solid Waste Management Advisory Committee. Motion carried unanimously.

Proclamation and Recognition of Harvey Jannette and Donna Kieckbusch for Their Years of Service on Advisory Committee

Motion was made by Dyzak, seconded by Hoffman to recommend approval to the county board the Proclamation and Recognition of Harvey Jannette and Donna Kieckbusch for their years of service on the Advisory Committee. Motion carried unanimously.

BUILDING AND GROUNDS DIVISION – Discussion and Possible Action on the Following Items:

Bid Results LEC HVAC Units

Building & Grounds Supervisor Craig Breit reported on the Bid Results for the Manitowoc County Law Enforcement Center Rooftop HVAC unit noting that there were seven potential bidders that had taken out bidding documents, with only one bid being submitted by Schaus Roofing & Mechanical Contractors, Inc. for \$93,035 which was well under the approved budgeted amount. Breit explained that a Change Order to replace a small air handling unit in the basement will be added to this contract now that we know the cost of the rooftop unit, and the total overall cost will not exceed the budgeted amount for this project. Motion was made by Zimmer, seconded by Hoffman to approve Schaus Roofing and Mechanical Contractors, Inc., bid for \$93,035. Motion carried unanimously.

Ash Tree Removal Projects

Neuser reported on the Ash Tree Removal Projects noting that the public works department manages three timber stands and will be working with a Forester on harvesting of the Ash Trees while they still have value. Neuser added that the locations are at Recycling, Expo, and Hecker & Viebahn.

Request to Install Educational Garden at UW-Manitowoc/Office Complex

Breit reported on the Request to Install Educational Gardens at the UW-Manitowoc/Office Complex proposed by the Office Extension for educational purposes. Breit reviewed the proposed sites included in the committee packet. Motion was made by Hoffman, seconded by Gauger to approve the Request to Install Educational Gardens at UW-Manitowoc/Office Complex. Motion carried unanimously.

“Hands Around the Courthouse” Ground Use Permit

Neuser reported on the annual request for “Hands Around the Courthouse” Ground Use Permit by Lakeshore Community Action Program included in the committee packet. Motion was made by Dyzak, seconded by Zimmer to approve the “Hands Around the Courthouse” Ground Use Permit. Motion carried unanimously.

Sheriff’s Department Association Ground Use Permit

Neuser reported on the Sheriff’s Department Association Courthouse Ground Use Permit for a new event, an Easter Egg Hunt, inside the courthouse. Neuser added all appropriate documentation was completed including the application, application fee, and insurance certificate submitted. Motion was made by Gauger, seconded by Hoffman to approve the Sheriff’s Department Association Ground Use Permit for the Easter Egg Hunt to be held inside the courthouse rotunda. Motion carried unanimously.

Hecker & Viebahn Property Sale

No report.

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

Report on Activities by Public Works Director Gerry Neuser

Neuser reported on the following:

- Currently in Step 2 of changing copper prime trunk lines to internet trunk lines which will provide greater internet and telephone bandwidth at less cost than the existing trunks. This project should be completed by Quarter 4 of this year.
- IP Conversion from T-1 equipment has been delivered and scheduled to begin in spring.
- Motorola public safety radio upgrade to begin later in the year.

INFORMATION SERVICES DEPARTMENT

Operations/Projects – Update by I.S. Manager Kody Burg

Burg reported on the following:

- My Avatar Project was signed in 2015 and since the I.S. division merged with the public works department, it was discovered that the project needed to start over as the My Avatar project was nowhere near completion and what was done to date was configured incorrectly. The project is now scheduled to be completed by the end of the year and is currently at thirty percent completion.

**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.

Bid Results Ice Center HVAC

Neuser reported on the Manitowoc County Ice Center Rooftop HVAC bid results included in the committee packet noting that there were seven potential bidders that had taken out bidding documents, with only one bid being submitted by Schaus Roofing & Mechanical Contractors, Inc. for \$41,770 which was under the approved budgeted amount. Motion was made by Hoffman, seconded by Dyzak to approve the Schaus Roofing & Mechanical Contractors, Inc., bid of \$41,770. Motion carried unanimously.

Bid Results Expo Bleachers and Site Improvements (Parking Lot Construction)

Neuser reported on the Manitowoc County Expo Purchase of Permanent and Transportable Bleacher Unit bid results included in the committee packet noting that there were four bids received with staff and Expo-Ice Center Board recommendation to accept the bid of the low bidder, GT Grandstands. Motion was made by Zimmer, seconded by Hoffman to approve the GT Grandstands bid \$132,222 to include one permanent 1200 capacity seating bleacher and four portable bleacher units. Motion carried unanimously.

Neuser reported on the Manitowoc County Expo Site Improvements Construction bid results provided at the committee meeting noting that there were three bids received with staff recommendation of the low bidder, Vinton Construction. Motion was made by Gauger, seconded Dyzak to approve the Vinton Construction bid of \$218,488.25. Motion carried unanimously.

“Fairest of the Fair” Proclamation

Motion was made by Dyzak, seconded by Gauger to recommend approval to the county board the Fairest of the Fair proclamation. Motion carried unanimously.

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 Dyzak, seconded by Zimmer to adjourn the meeting at 5:11pm. Motion carried unanimously

Minutes taken by Shelton

Signed by Zimmer