

MINUTES OF PUBLIC WORKS COMMITTEE

Held Wednesday, May 13, 2020

Location: Heritage Center (a/k/a MAC, Michigan Avenue Campus)

Present: Supervisors R. Gerroll, D. Zimmer, M. Linsmeier, K. Sitkiewitz

Other County Board Members Present:

Absent & Excused: D. Dyzak

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

Donations/ Donation trackers were submitted for approval. Motion was made by Zimmer, seconded by

Spreadsheets Sitkiewitz to approve the donation spreadsheet as submitted. Motion carried unanimously.

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

Election of Officers (Vice Chairperson/Committee Secretary)

David Dyzak was nominated by Don Zimmer as the committee vice chairperson. After three calls for other nominations a motion was made by Zimmer, seconded by Sitkiewitz, that nominations be closed and unanimous ballot be cast for Dyzak as committee vice chair. Motion carried unanimously.

Don Zimmer was nominated by Don Zimmer as the committee secretary. After three calls for other nominations a motion was made by Zimmer, seconded by Sitkiewitz, that nominations be closed and unanimous ballot be cast for Zimmer as committee secretary. 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:
Review of Division Activities/Duties**

Neuser reviewed the Division Activities and Duties included in the committee packet.

Recycling and Solid Waste Programs

Neuser reported on the Recycling and Solid Waste Programs and markets as included in the committee packet.

2020 Clean Sweep Program Revised Dates – October 23-24, 2020

Neuser reported on the 2020 Clean Sweep Program revised dates set for October 23-24, 2020.

Rate Increase for Compost Materials

Neuser reported on the recommended Rate Increase for Compost Materials included in the committee packet. Motion was made by Sitkiewitz, seconded by Linsmeier to approve the recommended Rate Increase for Compost Materials. Motion carried unanimously.

No Charge Wood Chips Output to Municipalities

Neuser reported on the collection of wood chips from the Waldo Blvd construction and the past windstorm. Neuser added that this has been past practice to offer No Charge Wood Chips to Municipalities versus hauling out the material at a cost to the recycling facility. Motion was made by Zimmer, seconded by Sitkiewitz to approve No Charge Wood Chips Output to Municipalities. Motion carried unanimously.

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

Review of Division Activities/Duties

Neuser reviewed the Division Activities and Duties included in the committee packet.

2020 Capital Projects

Breit reported on the 2020 Capital Projects included in the committee packet.

Pay Request(s) for Capital Projects

Breit reported on the Craft Inc invoice included in the committee packet for the first payment request for \$89,283 with a total budget of \$140,000. Motion was made by Zimmer, seconded by Sitkiewitz to approve the Craft Inc invoice for the first payment request for \$89,283. Motion carried unanimously.

Breit reported on the Schaus Mechanical invoice included in the committee packet for the first payment request for \$20,941 with a total budget of \$100,000. Motion was made by Sitkiewitz, seconded by Zimmer to approve the Schaus mechanical invoice for the first payment request for \$20,941. Motion carried unanimously.

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

Review of Division Activities/Duties

Neuser reviewed the Division Activities and Duties included in the committee packet.

Report on Activities by Public Works Director Gerry Neuser

Neuser reviewed the Activities included in the committee packet.

2020 Capital Projects Update

Neuser reported on the 2020 Capital Projects included in the committee packet.

INFORMATION SERVICES DEPARTMENT

Review of Division Activities/Duties

Neuser reviewed the Division Activities and Duties included in the committee packet.

Operations/Projects – Update

Neuser reported on the Capital Projects included in the committee packet.

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

Review of Division Activities/Duties

Neuser reviewed the Division Activities and Duties included in the committee packet.

Report on Activities by Facility Manager Jennell Shelton

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

2020 Capital Projects Update

Shelton reported on the 2020 Capital Projects provided in the committee packet.

Expo Board Recommendations for Expo Board Appointments: Jordan Herrmann and Barbara Palzewicz

Shelton reported on the Expo Board Recommendations for Expo Board Appointments for Jordan Herrmann and Barbara Palzewicz. Motion was made by Zimmer, second by Sitkiewitz to recommend approval to the county executive the Expo Board Recommendations for Expo Board Appointments for Jordan Herrmann and Barbara Palzewicz. Motion carried unanimously.

2020 Manitowoc County Fair Update

Shelton reported on the planning and preparation for the 2020 Manitowoc County Fair.

Comptroller's Expo Special Revenue Fund Report

Neuser reported on the Expo Special Revenue Fund provided in the committee packet, highlighting that there will be a significant negative fund balance in the Expo Activity for 2020 due to COVID-19 event cancellations and lack of new building/event reservations.

Shelton reported on the Expo Events Revenues lost due to COVID-19 included in the committee packet.

Adjournment

Motion was made by Sitkiewitz, seconded by Zimmer to adjourn the meeting at 5:29pm. Motion carried unanimously

Minutes taken by Shelton

Signed by Zimmer