

MINUTES OF PUBLIC WORKS COMMITTEE MEETING

Held Wednesday, July 14, 2010

Location: Manitowoc County Recycling Center

- Present:** Supervisor Behnke, Korinek, Hansen, Weiss, Vogt
- Also Present:** J. Beyer, G. Neuser, J. Reisenbuechler, S. Ahl, V. Mellon, B. Blashe, H. Jannette, D. Kieckbusch, M. Pritzl
- Called to Order** The meeting was called to order at 4:30pm by the Committee Chairperson.
- Minutes** Minutes were reviewed from the previous Committee meeting after which a motion was made by Hansen, seconded by Korinek to approve the minutes as submitted. Motion carried unanimously.
- Public Input** Committee Chairperson called for public input three times. No public input given.

Recycling Program

Reisenbuechler reported on the prepared recycling documents provided in the committee packets including Residential and Commercial Solid Waste Tonnages, Total Tons of Recyclables Shipped, MRF Revenues, Screened Compost Sales, Woodchip Sales, Plastic Shipments – Tonnage and Revenues, Mixed Paper – Tonnage and Revenues, OCC – Tonnage and Revenues, Annual Electronics Shipments, Monthly Electronics Shipments, and Market Trends. Reisebuechler reviewed the change in tonnage for the commercial and residential paper and the higher prices for plastic. Also discussed was the lost of some recyclables from other agencies in the County and the impact it could have on their tipping fees and lost of revenues to the MRF. Discussion.

2010 Drug Collection Program

Reisenbuechler reported on the drug collection program held on July 1, at the City of Manitowoc Police Department, and noted the high number of people that attended this collection. Discussion.

2010 Tire Collection Program

Reisenbuechler reviewed the proposed pricing for this year's tire collection program compared the pricing of last year's program. All of the prices had gone down due to several new markets that had opened up in Wisconsin. Discussion. Motion was made by Hansen, seconded by Korinek to approved staff's recommendation on the pricing for this the 2010 Tire Collection Program. Motion carried unanimously.

Discussion & Action on other Solid Waste Matters

Megan Pritzl was introduced as the person who is doing the business stops for the City of Manitowoc and working on other projects at the MRF this summer. The Public Works Director also indicated that he had not received several of the reappointment letters for the Solid Waste Advisory members. Also discussed was the 2011 Clean Sweep Grant application in which the same four counties will again apply together (Manitowoc, Calumet, Sheboygan and Fond du Lac Counties). Discussion.

Discussion & Action on Dept of Aging and Complex Office Space Needs

Beyer reported that there had been little progress on this project and the County Executive was meeting with the Department of Aging as they had some concerns with the plan to address office space needs.

Action Needed:

- Once a plan of action is agreed too the plan will be presented to the Committee.

Tax Deed Properties

Staff recommends demolition of the property located at 916 Chicago Street in the City of Manitowoc. The building is in very poor shape and after having a savage auction would like to demo the building. Discussion. Motion was made by Wiess, Seconded by Hansen, to approve staff moving ahead with the demolition of the building. Motion carried unanimously.

Property at 5053 Expo Drive

The County owns a house located at 5053 Expo Drive which was used as a group home for the Human Services Department. These operations that were done in this house can now be moved and staff would request permission to work on the sale of this property. Discussion. Motion was made by Vogt, seconded by Weiss, to have staff work on the sale of this property. Motion carried unanimously.

Courthouse – Roofing and Stair Project – Update; Pay Requests and Change Orders

Neuser reported on the current status of the courthouse roofing and stair project which was that the project was complete with the exception of some punch out items yet to be completed. Part of that work is some repairs to the stone which has been a problem getting the patch colors to match and for the patches to stay attached. Neuser submitted Pay Request #13 for \$97,059.71, included in the committee packet, for approval. Motion was made by Korinek, seconded by Vogt, to approve Pay Request #13 for \$97,059.71. Motion carried unanimously.

Courthouse – Chairlift

Staff indicated that with the new handicapped entrance complete that the need for the chair lift was not longer there and recommended removal of the lift. Discussion. Motion was made by Hansen, seconded by Korinek, that staff have the chair lift removed. Motion carried unanimously.

It was noted that several people have come to the old handicapped entrance to go into the Courthouse and see where the new entrance is located are walking across the lawn to get to the new ramp. It was recommended that a sidewalk be placed in the area where they have to travel to get to the new entrance. Also the old handicapped entrance is the one used by the Sheriff's department and is now kept locked as an employee only entrance. It was recommended by staff that a card reader be placed at this location for safety reasons related the handing of jail inmates going to court through this door. Discussion. Motion was made by Vogt, seconded by Korinek, that staff proceed with the placement of a sidewalk for those going from the island between the Courthouse and Jail to the new handicapped entrance and that a card reader be installed for access to the south lower entrance. Motion carried unanimously.

Smoking Area Resolution – Jeff Beyer

Beyer reported on the Resolution for the Designation of Outdoor Smoking Areas provided in the committee packets. Beyer also noted that there was some concern with the location of the designated area being next to the handicapped entrance. Discussion. Motion was made by Weiss, seconded by Hansen that this resolution be pulled from the up coming County Board meeting and that the Committee visit the site for the next committee meeting and act on this resolution at that time. Motion carried unanimously.

Jail Security System Project – Update; Pay Requests and Change Orders – Gerry Neuser

Neuser reported on the final punch list of items inspected by the software engineer. Systems are fully functional with a handful of punch list items left to complete and two final software patches scheduled. Neuser submitted pay request #11 for \$39,590.55 for approval. Motion made by Hansen, seconded by Korinek, to approve pay request #11 for \$39,590.55. Motion carried unanimously.

Communications & Technology Building – Update; Pay Requests and Change Orders – Gerry Neuser; Update on House & Building Plaque

Pay Requests and Change Orders

Neuser updated the committee on the current status of the Communication & Technology Building construction progress. Neuser submitted pay request #6 for \$508,506.12 for approval. Motion was made by Vogt, seconded by Hansen to approve pay request #6 for \$508,506.12. Motion carried unanimously.

Neuser submitted change order #3 for \$63,774 for approval. This change order was for the parking lot to be completed. Motion was made by Vogt, seconded by Korinek to approve change order #3 for \$63,774. Motion carried unanimously

Status of house

Neuser reported an RFP was developed and published as a legal noticed in the HTR, and also sent directly to Habitat for Humanity and two local house moving companies. No proposals were received. Staff recommends that the house be demolished. Discussion. Motion was made by Hansen, seconded by Weiss, staff proceeds with the demo of the house next to the C&T building. Motion carried unanimously.

Neuser reviewed with the Committee proposed lettering for a building plaque for the C&T building. The plaque is paid for by the contractors and engineering firm. Discussion. Motion was made by Korinek, seconded by Weiss, that the plaque go in but that the language be changed so that only the contractors are listed and that language be used dedicating the building to the citizens of the county. Motion carried unanimously.

County Radio & Antenna Project – Status; Update; Site plans and zoning changes for Towers; Portables and mobiles

Beyer reported that staff is working on the technical review of the county radio and antenna project and comparing equipment included in the Motorola contract. As part of the project several of the tower sites are being reviewed for the construction of the new towers. Included in the packets were the conditions for the zoning approval for the Town of Franklin for the tower to be located on Waste Management property. Beyer asked for the Committee to review the conditions of the approval and if acceptable to accept the conditions. Discussion. Motion was made by Hansen, seconded by Korinek to accept the conditions as approved by the Town of Franklin. Motion carried unanimously.

Beyer reviewed prices received for the purchase of County portables and mobiles. The pricing was reviewed at the JD Board last week and those agencies that were going to stay with VHF equipment asked that Beyer see if he could get the same break on the pricing for their equipment. Discussion.

Action Needed:

- For the next committee meeting the spreadsheet of the pricing will be provided to the committee for action.

Expo/Fair-Update – Review & action on Expo Board Finances; Agendas and minutes; Update on events – Jeff Beyer

Beyer reported on recent events at the Expo grounds for the month of June. It as noted that the group that does the quilt show that will occur in 2011 would like to hang a banner on the Expo sign along Expo drive and to contact DPW if there was any concern with this taking place. It was also noted that Jr. Fair registrations were up higher than they have been for the past two years.
Discussion

Beyer noted that the financials and minutes were available in the committee packets and asked if there were any questions to contact PW.

Ice Center – Update; Review and Action on Ice Center Board Finances; Agendas and Minutes – Jeff Beyer

Beyer noted that there was little happening at the Ice Center during the summer although there was the state Holstein show this month. Discussion. Beyer noted that the financials and minutes were available in the committee packets and asked if there were any questions to contact PW.

Ice Center & Expo Boards Organizational Structure - Discussion and Action

Beyer reported that the Expo Board had selected board members to meet with the Ice Center board to work together on a potential merger of the two boards. It was noted that the Ice Center Board had not been able to meet to work on this item. Several committee members felt that this is a direction that must be worked on. Discussion. Motion was made by Vogt, seconded by Korinek, to combine the boards and that staff, if possible with the input from the Ice Center and Expo Boards, prepare a structure or plan for the Boards to be combined for presentation at the next Committee meeting. Motion carried unanimously.

County Commercial Park – Site Plan Review

The committee reviewed a site for Riverside Landscaping located in the County Commercial Park. Staff indicated that the Planning Department had reviewed this site plan and have approved the plan with conditions. It was noted that the Planning Department had reviewed the plan with DPW staff and both departments were in agreement on the conditions and approval. Discussion. Motion was made by Korinek , seconded by Hansen, to approve the site plan contingent on the approval of the Property owners group in the Commercial Park. Motion carried unanimously.

FSA Space Lease Renewal

Staff reviewed a proposed renewal of the FSA lease in the Office Complex indicating that FSA had agreed to a lease increase from \$46,080 to \$54,883.71. Discussion. Motion was made by Hansen, seconded by Weiss, to approve the lease renewal. Motion carried unanimously.

Capital Projects and Maintenance items – UW Manitowoc Sidewalks; Complex Compressor

Staff reviewed the need to repair some items which were not expected in 2010, two of those items were sidewalks at the UW Manitowoc and a compressor at the Office Complex. These are projects that have to be done and the committee and staff reviewed on these repairs are to be done and paid for. Discussion.

Mainly Manitowoc Planter

Mainly Manitowoc had requested to place a planter outside of the Public Health building. It was the consensus of the Committee that this be approved with Mainly Manitowoc taking care of all maintenance of the planter.

Public Works Director Report:

Review and Action on Budgeted Items; Review and Action on Unbudgeted Items;

Staffing and Contracted Services

Beyer reported that information was included in the packets that cover some of the information that the Personnel Committee had reviewed regarding the contracted services at the Expo grounds. Also included in the packets was the MRF TURF which covers things happening in the solid waste and recycling fields. There was a copy of an article that mentioned some DPW staff and their work in the State of Wisconsin.

Adjournment

Motion was made by Vogt, seconded by Weiss to adjourn the meeting at 6:08pm. Motion carried unanimously. Next meeting August 11.

Minutes taken by Beyer

Signed by Hansen