



CITY OF MANITOWOC

WISCONSIN, USA

www.manitowoc.org



TO: Personnel Committee
FROM: Kathleen M. McDaniel, City Attorney
RE: City Attorney's Office Update
DATE: November 29, 2018

In addition to drafting legislation as requested by City departments, the City Attorney's Office has worked on the following projects and initiatives since our last meeting in October:

Environmental Remediation

- Lemberger Landfill: Project continues as planned. Next status call set for December 5.
- Gravel Pit: Fall sampling complete. Attending seminar regarding emerging contaminants on December 4. Working on plan for 2019.

Open Records Requests

- Steve Ford regarding 1015 Washington Raze Order
- Dylan Malczewski regarding 424 North 7th St
- MWH Law Group regarding EEOC v. Walmart – needed copy of bus routes

Litigation, Prosecution, and Claims Reporting

- Riverview Apartments: JenRuss, LLC has signed raze order
- Melissa Bennett v. City and Seehafer Broadcasting: Settlement Approved
- Lowe's: Initial phases of litigation, no recent update from tax counsel
- Reminder: Municipal Court will be holding trials on Wednesday mornings beginning in December

LEAN/BPI

- Assisted staff with advice on BPI events as needed.

Neighborhood Improvement

- 314-316 Riverview Drive: See litigation. Fire Department is seeking cost estimates for demolition.
- Blighted properties: Two more raze orders requested since last update. Rental Registration: Registration form has been finalized. Notice will be included with tax bills and presented at December Council.
- CN Peninsula: Phase 2 testing is completed and waiting for lab results.

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Paralegal Jane M. Rhode

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Insurance/Risk Management

- Reviewed claims filed against the City
- ADA Title II meeting held October 19 and November 28, next meeting set for March
- Reported claim for Rahr fence damage
- Attempt to recover costs on damaged squad car
- Quoting property insurance with MPIC and EMC (Ansay)

Labor Matters

- Fire Department bargaining continues, additional update will be provided at meeting
- Provide resolutions to backfill and fill positions

Office Matters

- Staff meeting held weekly on Thursdays
- Biweekly check-ins held with employees
- Prepared committee reports
- Held weekly municipal court pre-trials and trials

Monthly Reporting

- Since my September 28, 2018 report:
 - 53 Requests for Legal Services received, 48 closed
 - 23 new litigation matters opened (primarily bankruptcy notices), 8 closed
 - 185 new citations were sent over for prosecution, all pending matters set for trial