



CITY OF MANITOWOC

WISCONSIN, USA

www.manitowoc.org

TO: Personnel Committee
FROM: Kathleen M. McDaniel, City Attorney
RE: City Attorney's Office Update
DATE: September 3, 2021

In addition to drafting legislation and reviewing contracts as requested by City departments, the City Attorney's Office has worked on the following projects and initiatives since my July 30, 2021 update:

Environmental Remediation

- Lemberger Landfill: Work continues as planned.
- Gravel Pit: Met with the Towns of Manitowoc and Newton in August. Newell cost recovery continues. Water main approval is still waiting on the Public Service Commission, hearing set for October.
- WPS Superfund Site: No update from last month, meeting scheduled with the EPA in December to discuss next steps.

Open Records Requests

- Carole Starck re Referendum Process
- Ron Kossik regarding Aaron Bailey, Jennifer Estrada, Theresa Collins, Beacon Organizational Consulting, Crusaders of Justicia, and various addresses within the City of Manitowoc
- Karla Black re Vehicle License Info
- Mike Ursin/TC re 822 S 14th St and 825 S 15th St

Litigation, Prosecution, and Neighborhood Improvement

- Assist Police with ordinance interpretation questions
- Blighted properties: Asst. City Attorney continues to work with Housing Inspector and Crime Prevention Sergeant to address, see updates from Chief Blaser to Public Safety for razing information

Economic Development

- Assist CD Department with proposed upcoming projects
 - Metal Ware – ongoing
 - Old Heresite property -ongoing
 - River North Apartments – closed

LEAN/BPI

- Assisted staff with advice on BPI events as needed
- Asst. City Attorney serving as chair of BPI committee
- Acquisitions event scheduled for September 16

Insurance/Risk Management

- Reviewed claims filed against the City, reported to insurance and Finance as appropriate
- ADA Title II work in progress, bimonthly meetings scheduled

Labor Matters

- Fire: Bargaining continues, union has brought in representative from PFFW
- Assist unionized departments with personnel matters as needed
- Assist HR with policy interpretation and discipline as necessary

Office Matters/Additional Information

- Both attorneys attended Municipal Attorney's Institute, ACA Majerus presented on sign codes post-*Reed*
- Budget request submitted for 2022

Monthly Reporting on Workload

- 30 Requests for Legal Services received, 26 closed
- 12 new litigation matters (4 animal bites, 7 claims, 1 foreclosure)
- 65 new citations sent over for prosecution, trials scheduled into 2022