



TO: Personnel Committee
FROM: Kathleen M. McDaniel, City Attorney
RE: City Attorney's Office Update
DATE: July 31, 2020

In addition to drafting legislation as requested by City departments, the City Attorney's Office has worked on the following projects and initiatives since my July 1 update:

Environmental Remediation

- Lemberger Landfill: Awaiting EPA review of sampling plans.
- Gravel Pit: WDNR issued a NOV to Newell Rubbermaid. Sampling has resumed and City is in communication with DNR weekly. SDWLP application submitted.
- WPS Superfund Site: No update.

Open Records Requests

- Open the Books Wisconsin for 2019 employee salaries
- Dairyland Public Interest Law Group for names and addresses of sampled properties adjacent to Newton Gravel Pit
- Attorney John Bilka re employee personnel file

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

Economic Development

- Metal Ware: Continuing to work with company owners
- Assist CD Department with proposed upcoming projects
- Assist with Bayshore Trail development
- Camp Vits property closed, City now owns Vetter Trailhead

LEAN/BPI

- Assisted staff with advice on BPI events as needed
- Follow up on Council document workflow continues as time permits

Insurance/Risk Management

- Reviewed claims filed against the City, reported to insurance and Finance as appropriate
- ADA Title II: Beginning work on effective communication self-audit.
- Begin 2021 renewal process for property, excess work comp, and liability policies

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Labor Matters

- Fire Department bargaining: Proceeding to interest arbitration
- Police: Contract on tonight's agenda
- Assist unionized departments with personnel matters as needed
- Provide resolutions to backfill and fill positions where appropriate
- Assist HR with COVID policy interpretation as necessary

Office Matters/Additional Information

- Prepared committee reports
- Office is open during normal business hours, outside customers by appointment only

Monthly Reporting

- Since my July 1, 2020 report:
 - 25 Requests for Legal Services received, 38 closed
 - 11 new litigation matters (5 animal bites, 1 claims, 1 bankruptcy)
 - 66 new citations sent over for prosecution, trials scheduled through December