



CITY OF MANITOWOC

WISCONSIN, USA

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

Environmental Remediation

- Lemberger Landfill: Project continues as planned, report was timely submitted.
- Gravel Pit: Cost recovery efforts continue. We have two signed RP agreements and expect the third shortly. A meeting with the WDNR is scheduled on April 6, 2018 to discuss the cost recovery process. DPI staff continue to work with our consultant on planned remediation efforts.
- MPU Lead Pipe issues: Still waiting for WDNR response.

Litigation and Prosecution

- Big Jay's: Litigation continues in federal court.
- Riverview Apartments: The City was approached by a prospective purchaser of the buildings and met with him on site and with the Mayor. We've reached out to the other parties with a final deadline.
- A municipal court defendant has declared himself a sovereign citizen and is becoming a vexatious litigant.
- All defendants who have requested trials have been scheduled for trial.

LEAN/BPI

- BPI event on attacking/biting animal notices will be held April 16. All documents have been submitted to DPI Koski.
- Several Rapid Improvement Events were held on improving the Special Assessment process.
- Assisted staff with advice on other BPI events as needed

Neighborhood Improvement

- 314-316 Riverview Drive: See litigation.
- Blighted properties: The Fire Department has not asked us to issue any raze orders this month. The monthly citation reports will be provided for Public Safety meetings.
- Rental Registration: Monitor state law changes, prepare possible changes to ordinance.

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Insurance/Risk Management

- Reviewed claims filed against the City.
- ADA Title II meeting held March 8th, second meeting scheduled for April 25.
- Property insurance through MPIC finally has an online portal.

Open Records

- Several records requests filed for a copy of the Municipal Judge's oath and bond.
- Requests filed

Labor Matters

- Working with HR Director on Central States Participation Agreement Renegotiation.
- Preparing for bargaining with Fire Department. Union sent letter requesting negotiations

Office Matters

- Staff meeting held weekly on Thursdays at 9 am
- Biweekly check-ins held with all employees
- Prepared committee reports
- Held weekly municipal court pretrials and trials.
- City Attorney on FMLA April 3-5

Monthly Reporting

- Since my February 28, 2018 report:
 - 36 Requests for Legal Services were received, 19 were closed
 - 2 new litigation matters were opened, 5 were closed
 - 56 new citations were sent over for prosecution, 13 were closed, 2 were held open.