



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: August 2, 2019

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 June:

Environmental Remediation

- Lemberger Landfill: Project continues as planned. Next status call set for September 5. EPA is considering a site visit in the fall.
- Gravel Pit: Update provided at June COW. A meeting to discuss a potential water main was held in July.

Open Records Requests

- Attorney John Hawley filed a request for the personnel file of a former employee
- K. Crawford for correspondence between City Attorney's Office and DPI regarding a tree on New York Avenue
- Police officer for information on light duty accommodations and workers' comp incidents at the Police Department
- Two law firms regarding the carbon monoxide leak at P. Tittl property in 2016

Litigation, Prosecution, and Neighborhood Improvement

- Lowe's: Suit filed for 2019 taxes, answering being prepared
- Assist Police with ordinance interpretation questions
- 205 N. Rapids Rd is being razed at owner expense – progress continues
- Blighted properties: Focus this month was on Lakeshore mall

Economic Development

- CN Peninsula: Discussions regarding planned development and remediation
- Metal Ware: TIF application submitted 7/31
- Assist CDD with other upcoming projects

LEAN/BPI

- Assisted staff with advice on BPI events as needed
- Possible event for 2019: follow-up on small contracts RIE from 2019
- Follow up on Council document workflow

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Insurance/Risk Management

- Reviewed claims filed against the City, reported to insurance
- ADA Title II: Audit progress continues, most departments have returned self-audit
- Working with Finance to obtain quotes for 2020 property insurance coverage, met with MPIC and Ansay

Labor Matters

- Fire Department bargaining: Declaratory ruling process continues, reviewed briefing of outside counsel
- Transit bargaining: Proposals have been exchanged, meetings scheduled
- Provide resolutions to backfill and fill positions where appropriate
- Assist PD with discipline and employee relations as needed

Office Matters

- Staff meeting held weekly
- Prepared committee reports
- Mid-year reviews conducted
- 2020 Budget Preparation has begun

Monthly Reporting

- Since my June 27, 2019 report:
 - 45 requests for Legal Services received, 47 closed
 - 12 litigation matters opened (3 claims, 6 animal bites), 5 closed
 - 87 new citations sent over for prosecution, trials are scheduled through 2019