



TO: Personnel Committee
FROM: Kathleen M. McDaniel, City Attorney
RE: City Attorney's Office Update
DATE: September 2, 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 31 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 and City ranked fairly highly.
- WPS Superfund Site: City in contact with WPS and EPA regarding issues with test trench.

Open Records Requests

- B. Shull for list of raze orders
- Hillman Consulting for 2502 S. 21st St
- Attorney Ryan Graff of MGW Law re snow removal fees
- Attorney John Bilka re personnel file
- Tree removal complaint at 1117 South 17th St
- True the Vote (withdrawn)

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

LEAN/BPI

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

City Attorney Kathleen M. McDaniel • Assistant City Attorney Elizabeth Majerus
Paralegal Jane M. Rhode
CITY HALL • 900 Quay Street • Manitowoc, WI 54220-4543
Phone (920) 686-6990 • Fax (920) 686-6999

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.
- Liability coverage is renewed for 2021
- Work on 2021 Property insurance coverage

Labor Matters

- Fire Department bargaining: Proceeding to interest arbitration in October
- Police: Contract rejected by union, two bargaining sessions scheduled
- 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
- City Attorney was certified as an IMLA Local Government Fellow

Monthly Reporting

- Since my July 31, 2020 report:
 - 33 Requests for Legal Services received, 23 closed
 - 0 new litigation matters
 - 51 new citations sent over for prosecution, trials scheduled through December