



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: September 28, 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 in August:

Environmental Remediation

- Lemberger Landfill: Project continues as planned. Next status call set for October 3. Conference call time was moved to accommodate addition to the group who is based out of Europe.
- Gravel Pit: Numerous discussions regarding cost recovery. Communication with the DNR regarding emerging contaminants.

Open Records Requests

- Andrew Swetlik - 1119 Menasha Avenue
- Brad Austin – uncashed checks (standard request)
- Sarah Gunn – 1805 Clark Street Water Heather
- Stratigopoulous – DPW Software Systems
- WFRV – officer involved shooting
- Larry Kronschnabel – emails regarding Meijer
- Action 2 News – Lincoln High School

Litigation, Prosecution, and Claims Reporting

- Riverview Apartments: JenRuss, LLC status conference on September 27.
- Reminder: Municipal Court will be holding trials on Wednesday mornings beginning in December

LEAN/BPI

- Attorney Majerus participated in a RIE on news releases on September 5.
- Assisted staff with advice on other BPI events as needed.

Neighborhood Improvement

- 314-316 Riverview Drive: See litigation.
- Blighted properties: Two raze orders requested since last update. Collaborate with DA and Metro Drug on nuisance drug properties.

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Paralegal Jane M. Rhode

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- Rental Registration: Registration form has been finalized and will be presented to Mayor this Friday.
- CN Peninsula: Phase 2 should begin shortly.

Insurance/Risk Management

- Reviewed claims filed against the City
- ADA Title II meeting held September 5, next meeting set for October 19
- Reported claim for Rahr fence damage

Labor Matters

- Fire Department bargaining continues, additional update will be provided at meeting
- Working with HR to comply with *Janus* decision
- Provide resolutions to backfill and fill positions
- Address grievance within Tranist

Office Matters

- Staff meeting held weekly on Thursdays
- Biweekly check-ins held with employees
- Prepared committee reports
- Held weekly municipal court pre-trials and trials

Monthly Reporting

- Since my September 4, 2018 report:
 - 35 Requests for Legal Services were received, 30 were closed
 - 7 new litigation matters were opened (these include 5 animal bites)
 - 46 new citations were sent over for prosecution