



CITY OF MANITOWOC

WISCONSIN, USA

www.manitowoc.org



TO: Personnel Committee
FROM: Kathleen M. McDaniel, City Attorney
RE: City Attorney's Office Update
DATE: May 6, 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, next status call scheduled for June 6.
- Gravel Pit: Cost recovery efforts continue. Three of the responsible parties have signed settlement agreements and made payments. There will be a closed session in the near future to update the Council and Mayor more completely.
- MPU Lead Pipe issues: MPU's outside counsel, Attorney Art Harrington, has been in contact with the DNR to attempt to effectuation some progress here.

Litigation and Prosecution

- Big Jay's: Litigation continues in federal court.
- Riverview Apartments: Counsel for Scott Russel Deitz (JenRuss LLC) will be withdrawing from the case on May 9 and Judge Bendix will be sending the case to another branch at that time. The City will be asking for a court date as soon as possible after that.
- All defendants who have requested trials have been scheduled for trial.

LEAN/BPI

- BPI event on attacking/biting animal notices was rescheduled to May 9. All documents are prepared.
- Attorney Majerus spoke with DPI Koski about a lean event related to citation workflow.
- 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 continue to be provided for Public Safety meetings. We are transitioning these reports to the Fire Department.
- Rental Registration: Monitor state law changes, prepare possible changes to ordinance.

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Paralegal Jane M. Rhode

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Insurance/Risk Management

- Reviewed claims filed against the City, discussed large claim with Finance Committee, provided quarterly claims report to Finance Committee.
- ADA Title II meeting held April 25, next meeting scheduled for May 23. Additional documents are being taken to this Committee at this meeting.
- Assist Rahr-West with obtaining insurance for a traveling exhibition.

Open Records

- Request from Brad Austin for outstanding checks to vendors (annual request)
- Several requests for inspection reports on properties
- Request for list of dog licensees

Labor Matters

- Working with HR Director on Central States issues.
- Preparing for bargaining with Fire Department. Union was given letter with dates and we prepared a list of outside counsel to interview.
- Meet with Teamsters regarding a termination grievance
- Meet with Teamsters regarding a WRS payment grievance

Office Matters

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

Monthly Reporting

- Since my March 29, 2018 report:
 - 31 Requests for Legal Services were received, 37 were closed
 - 18 new litigation matters were opened (these include animal bites), 9 were closed
 - 95 new citations were sent over for prosecution. Our reporting is not working correctly on citations closed out or held open, so I have a request in with our vendor.