



**MANITOWOC COUNTY**  
**COUNTY BOARD OF SUPERVISORS**  
**AMENDED MEETING NOTICE**

DATE: April 27, 2021

TIME: 6:30 P.M.

PLACE: The Heritage Center, County Board Meeting Room  
1701 Michigan Ave, Manitowoc, WI 54220

**Face Coverings Are Encouraged and Social Distancing Will Be Exercised.**

To live stream the meeting: <https://www.youtube.com/channel/UCcBZSVQYYfhgv5LHxT-fkwQ?reload=9>

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered at the meeting:

- I. Call to order by Chairperson.
- II. Invocation by Supervisor Williams.
- III. Pledge of Allegiance.
- IV. Roll Call.
- V. Consideration and correction, if any, of the minutes of the March 16, 2021 meeting.
- VI. Additions or deletions to the agenda. Additions must be submitted to the County Clerk's Office no less than two hours before the close of the courthouse business day on the day of the official meeting. Items may be added only if, for a good cause, it was impossible or impractical to give earlier public notice.
- VII. REPORTS OF COUNTY SUPERVISORS, OFFICES, AND DEPARTMENT DIRECTORS
  1. County Executive Bob Ziegelbauer and County Board Chair Jim Brey – Proclaiming the Month of May as Foster Care Month
  2. *Manitowoc County Emergency Management Director Travis Waack and Manitowoc County Public Health Director Stephanie Lambert – Report on COVID-19*
- VIII. PUBLIC COMMENT – OPPORTUNITY FOR CITIZENS TO PRESENT THEIR VIEWS
- IX. COMMUNICATIONS
  1. Eau Claire County Resolution 20-21/127 Requesting the State of Wisconsin Strengthen its Hate Crime Statute, Wis. Stat. § 939.645, to Provide Enhanced Security to Members of Wisconsin's Marginalized Communities
  2. Portage County – Resolution 76-2020-2022 Re: Conducting a Countywide Advisory Referendum on Clean Water Now for Wisconsin and Summary Statement of the Board of Canvassers from April 6, 2021 Election
  3. Washington County – 2020 Resolution 58 - Advisory Resolution Supporting the Transfer of the Fiscal Responsibility of Subsidized Guardianships to the State Similar to the Adoption Assistance Program
  4. Washington County – 2020 Resolution 59 - Advisory Resolution Supporting Pending Legislation to Amend Hearing Timeframes for Certain Juvenile Cases
  5. Washington County – 2020 Resolution 62 - Advisory Resolution Supporting Election Reform State and Local Level of Government
  6. Washington County - 2021 Resolution 1 – Advisory Resolution Supporting Legislation to Provide an Increase in Criminal and Ordinance Violation Surcharge
  7. Washington County – 2021 Resolution 2 – Advisory Resolution Supporting Legislation to Remove Requirement for Duplicate Copies of a Transcript for Application of a Search Warrant
  8. Wood County – Resolution 21-3-7 Reaffirming Wood County's Commitment to Taking Action to Reduce its Contribution to Climate Change
  9. Wood County – Resolution 20-12-10 Placing Clean Water Referendum Question on April 2021 Ballot and Summary Statement of the Board of Canvassers from April 6, 2021 Election

X. UNFINISHED BUSINESS, INCLUDING ANY MOTIONS TO RECONSIDER ACTIONS TAKEN AT THE LAST MEETING

XI. APPOINTMENTS BY COUNTY EXECUTIVE

A. Board of Health

Appoint one member to succeed Kayla Drumm for a two year term expiring April 2023.

1. Supv. Catherine E. Wagner

B. Traffic Safety Commission

Appoint one member to succeed Joshua Falk

1. Mason Simmons

XII. COMMITTEE REPORTS, INCLUDING PETITIONS, RESOLUTIONS, AND ORDINANCES

A. Aging & Disability Board

B. Board of Health

1. Resolution 2021/2022-1 Adopting Health Department Fee Schedule (Effective 05/01/2021)

C. Criminal Justice Coordinating Council

D. Executive Committee

E. Expo-Ice Center Board

F. Finance Committee

G. Highway Committee

H. Human Service Board

I. Land Conservation Committee/ UW-Extension Education and Agriculture Committee

J. Personnel Committee

K. Planning & Park Commission

Petitions: 1) Judith Budnik – Town of Manitowoc Rapids

2) Robert P. Boerger – Town of Schleswig

3) Manitowoc County – Ordinance Text Amendment, County Code Chapter 8

L. Public Safety Committee

2. Ordinance 2021/2022-2 Amending Manitowoc County Code § 3.06(4) (Sponsorship of Hazardous Waste & Materials Response)

M. Public Works Committee

3. Resolution 2021/2022-3 Granting Easement to Wisconsin Public Service (Cato Falls County Park)

4. Resolution 2021/2022-4 Granting Utility Easement to WE Energies (Walla Hi County Park)

N. Transportation Coordinating Committee

XIII. ANNOUNCEMENTS

XIV. ADJOURNMENTS

*Amended: April 22, 2021*

Jim Brey, Chairperson

Prepared by Linda Herman, Deputy County Clerk

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

**RESOLUTION ADOPTING HEALTH DEPARTMENT FEE SCHEDULE**  
(Effective 05/01/2021)

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1 WHEREAS, the Manitowoc County Health Department issues certain licenses and permits  
2 as an agent of various departments the State of Wisconsin; and  
3

4 WHEREAS, the Manitowoc County Board of Supervisors has authorized the Health  
5 Department to charge fees to defray the costs of providing these various licenses and permits; and  
6

7 WHEREAS, the State of Wisconsin recently revised Wis. Admin. Code ch. ATCP 75  
8 (Retail Food), which included renaming various licensing categories; and  
9

10 WHEREAS, the Manitowoc County Code requires that all fees for licenses (other than  
11 animal licenses) and permits issued by the Health Department must be set by County Board  
12 resolution; and  
13

14 WHEREAS, after careful consideration and review, the Board of Health recommends that  
15 the Health Department Fee Schedule should be revised to reflect the naming revisions in Wis.  
16 Admin. Code ch. ATCP 75 beginning May 1, 2021 and has provided a copy of the proposed Health  
17 Department Fee Schedule to the county board of supervisors of the County of Manitowoc for the  
18 time period May 1, 2021 to June 30, 2022 reflecting the same; and  
19

20 WHEREAS, other than revising the name of various licensing categories, the Board of  
21 Health is not recommending any fee increases;  
22

23 NOW, THEREFORE, BE IT RESOLVED that the Manitowoc County Board of  
24 Supervisors approves the proposed Health Department Fee Schedule, a copy of which is to be  
25 included as an appendix to Manitowoc County Code Chapter 7, Public Health.

Dated this 27th day of April 2021.

Respectfully submitted by the  
Board of Health

\_\_\_\_\_  
Rita Metzger, Chair

FISCAL IMPACT: Indeterminable.

FISCAL NOTE: Reviewed and approved by Comptroller. \_\_\_\_\_

LEGAL NOTE: Reviewed and approved as to form by Corporation Counsel. 

APPROVED: \_\_\_\_\_ Date \_\_\_\_\_  
Bob Ziegelbauer, County Executive

<b>Health Department Fee Structure 2021-2022</b>	
BED AND BREAKFAST (8 ROOMS OR LESS)	\$151
CAMPGROUND (1 - 25 SITES)	\$247
CAMPGROUND (26 - 50 SITES)	\$276
CAMPGROUND (51 - 100 SITES)	\$333
CAMPGROUND (101 - 200 SITES)	\$364
CAMPGROUND (MORE THAN 200 SITES)	\$402
CAMPGROUND - SPECIAL EVENT (1 - 25 SITES)	\$126
CAMPGROUND - SPECIAL EVENT (26 - 50 SITES)	\$168
CAMPGROUND - SPECIAL EVENT (51 - 100 SITES)	\$200
CAMPGROUND - SPECIAL EVENT (101 - 200 SITES)	\$231
CAMPGROUND - SPECIAL EVENT (MORE THAN 200 SITES)	\$263
DPI SCHOOL INSPECTION - LIMITED	\$165
DPI SCHOOL INSPECTION	\$430
HOTEL/MOTEL (5 - 30 ROOMS)	\$249
HOTEL/MOTEL (31 - 99 ROOMS)	\$346
HOTEL/MOTEL (100 - 199 ROOMS)	\$476
HOTEL/MOTEL (200 OR MORE ROOMS)	\$509
LATE RENEWAL FEE	\$100
MICRO MARKET (SINGLE LOCATION)	\$36
MICRO MARKET (MULTIPLE LOCATIONS ON SAME PREMISES)	\$54
MOBILE HOME PARK (1 - 20 SITES)	\$216
MOBILE HOME PARK (21 - 50 SITES)	\$286
MOBILE HOME PARK (51 - 100 SITES)	\$314
MOBILE HOME PARK (101 -175 SITES)	\$357
MOBILE HOME PARK (MORE THAN 175 SITES)	\$389
MOBILE RETAIL FOOD ESTABLISHMENT BASE – NO FOOD PREPARATION OR PROCESSING	\$65
MOBILE RETAIL FOOD ESTABLISHMENT – INSPECTION FEE	\$75
OPERATING WITHOUT A WISCONSIN CERTIFIED FOOD MANAGER	\$150
OPERATING WITHOUT A LICENSE	\$275
PLAN REVIEW	\$180
PRE-INSPECTION - BED & BREAKFAST	\$135
PRE-INSPECTION - CAMPGROUND	\$200
PRE-INSPECTION - HOTEL/MOTEL	\$250
PRE-INSPECTION - RECREATIONAL/EDUCATIONAL CAMP	\$265
PRE-INSPECTION - RETAIL FOOD ESTABLISHMENT – NOT SERVING MEALS – PRE-PACKAGED TCS	\$35
PRE-INSPECTION - RETAIL FOOD ESTABLISHMENT – NOT SERVING MEALS – SIMPLE NON-TCS	\$35
PRE-INSPECTION - RETAIL FOOD ESTABLISHMENT – NOT SERVING MEALS – SIMPLE TCS	\$100
PRE-INSPECTION - RETAIL FOOD ESTABLISHMENT – NOT SERVING MEALS - MODERATE	\$150
PRE-INSPECTION - RETAIL FOOD ESTABLISHMENT – NOT SERVING MEALS - COMPLEX	\$350
PRE-INSPECTION - RETAIL FOOD ESTABLISHMENT – SERVING MEALS - PREPACKAGED TCS	\$100
PRE-INSPECTION - RETAIL FOOD ESTABLISHMENT – SERVING MEALS - SIMPLE	\$250
PRE-INSPECTION - RETAIL FOOD ESTABLISHMENT – SERVING MEALS - MODERATE	\$290
PRE-INSPECTION - RETAIL FOOD ESTABLISHMENT – SERVING MEALS - COMPLEX	\$320
PRE-INSPECTION - SWIMMING POOLS AND WATER ATTRACTIONS	\$175
PRE-INSPECTION - TATTOO/BODY PIERCING ESTABLISHMENT	\$130
PRE-INSPECTION - TATTOO AND BODY PIERCING ESTABLISHMENT – COMBINED	\$130
PRE-INSPECTION - TOURIST ROOMING HOUSE	\$135
PRE-SALE INSPECTION	\$125
RECREATIONAL/EDUCATIONAL CAMP	\$403

REINSPECTION - FIRST	\$200
REINSPECTION - SECOND	\$400
REINSPECTION - THIRD	\$600
RETAIL FOOD ESTABLISHMENT – SERVING MEALS – PREPACKAGED TCS	\$135
RETAIL FOOD ESTABLISHMENT – SERVING MEALS - SIMPLE	\$262
RETAIL FOOD ESTABLISHMENT – SERVING MEALS - MODERATE	\$449
RETAIL FOOD ESTABLISHMENT – SERVING MEALS - COMPLEX	\$546
RETAIL FOOD ESTABLISHMENT – NOT SERVING MEALS – PRE-PACKAGED TCS	\$65
RETAIL FOOD ESTABLISHMENT – NOT SERVING MEALS – SIMPLE NON-TCS	\$81
RETAIL FOOD ESTABLISHMENT – NOT SERVING MEALS – SIMPLE TCS	\$243
RETAIL FOOD ESTABLISHMENT – NOT SERVING MEALS - MODERATE	\$336
RETAIL FOOD ESTABLISHMENT – NOT SERVING MEALS - COMPLEX	\$865
SPECIAL CONDITIONS INSPECTION	\$285
SWIMMING POOL	\$308
TATTOO OR BODY PIERCING ESTABLISHMENT	\$198
TATTOO OR BODY PIERCING ESTABLISHMENT - TEMPORARY	\$81
TATTOO AND BODY PIERCING ESTABLISHMENT (COMBINED)	\$284
TATTOO AND BODY PIERCING ESTABLISHMENT (COMBINED) – TEMPORARY	\$87
TOURIST ROOMING HOUSE (1 - 4 ROOMS)	\$146
TRANSIENT RETAIL FOOD ESTABLISHMENT – INSPECTION FEE	\$75
TRANSIENT RETAIL FOOD ESTABLISHMENT – NON-TCS FOOD	\$75
TRANSIENT RETAIL FOOD ESTABLISHMENT – PREPACKAGED TCS FOOD ONLY	\$65
TRANSIENT RETAIL FOOD ESTABLISHMENT - TCS	\$172
WATER ATTRACTION	\$308
WATER ATTRACTION WITH UP TO 2 SLIDES PER BASIN	\$389
WATER OR POOL SLIDES IN EXCESS OF 2 PER BASIN (EACH)	\$196
WELL WATER RESAMPLE (TRANSIENT NONCOMMUNITY WATER SYSTEM)	\$35
WELL WATER INITIAL SAMPLE (TRANSIENT NONCOMMUNITY WATER SYSTEM) - COLIFORM AND NITRATE	\$35
WELL WATER SAMPLE (TRANSIENT NONCOMMUNITY WATER SYSTEM) - NITRATE +NITRITE	\$50

**ORDINANCE AMENDING MANITOWOC COUNTY CODE § 3.06(4)  
(SPONSORSHIP OF HAZARDOUS WASTE & MATERIALS RESPONSE)**

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1       WHEREAS, Section 3.06(4) of the Manitowoc County Code provides that hazardous  
2 materials response services for the residents in Manitowoc County shall be delivered through the  
3 sponsorship of the Hazardous Materials Response Team of Manitowoc County; and  
4

5       WHEREAS, increasing technical requirements and declining membership threaten the long-  
6 term sustainability of the Hazardous Materials Response Team of Manitowoc County; and  
7

8       WHEREAS, a contracted hazardous materials response service would provide the same  
9 services and response times to local fire departments and residents of Manitowoc County in the  
10 event of a hazardous materials incident with a reduction in overall annual costs; and  
11

12       WHEREAS, staff of the Emergency Services Department have recommended contracting  
13 hazardous materials response services with the Appleton Fire Department to ensure long-term  
14 sustainability of effective, cost efficient hazardous materials response services; and  
15

16       WHEREAS, Manitowoc County and the City of Appleton have agreed in principle to the  
17 contract terms and conditions for the City of Appleton Fire Department to provide hazardous  
18 materials response services in the County; and  
19

20       WHEREAS, after careful consideration and review, the Public Safety Committee  
21 recommends that the Manitowoc County Code be amended to remove § 3.06(4) in its entirety so  
22 as to eliminate the Hazardous Materials Response Team of Manitowoc County and provide the  
23 Emergency Services Department with the discretion to determine the best method of providing  
24 hazardous materials response services for the residents in Manitowoc County;  
25

26       NOW, THEREFORE, the County Board of Supervisors of the County of Manitowoc does  
27 ordain as follows:  
28

29       Manitowoc County Code § 3.06(4) is hereby amended to repeal the subsection in its entirety  
30 as follows:  
31

32       (4) ~~Sponsorship of Hazardous Waste & Materials Response. Pursuant to Wis. Stat. §~~  
33       ~~166.03 (8), Manitowoc County hereby elects to sponsor the Hazardous Materials~~  
34       ~~Response Team of Manitowoc County, which shall consist of firefighting and other~~  
35       ~~emergency response personnel from or designated by the various municipalities in~~  
36       ~~Manitowoc County. The County shall sponsor all team members whose names have~~  
37       ~~been approved by the hazardous materials team leader and filed in writing with the~~  
38       ~~emergency management director. The team leader may designate persons to be~~  
39       ~~members for specific types of incidents.~~

40  
41 and  
42  
43

BE IT FURTHER ORDAINED that this ordinance shall be effective upon publication.

Dated this 27th day of April 2021.

Respectfully submitted by the  
Public Safety Committee

\_\_\_\_\_  
Dave Nickels, Chair

FISCAL IMPACT: None.

FISCAL NOTE: Reviewed and approved by Finance Director. \_\_\_\_\_

LEGAL NOTE: Reviewed and approved as to form by Corporation Counsel 

COUNTERSIGNED: \_\_\_\_\_  
Jim Brey, County Board Chair Date

APPROVED: \_\_\_\_\_  
Bob Ziegelbauer, County Executive Date

**RESOLUTION GRANTING EASEMENT TO WISCONSIN PUBLIC SERVICE  
(Cato Falls County Park)**

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1 WHEREAS, Manitowoc County owns the 84 acre Lower Cato Falls County Park located  
2 in the west central part of Manitowoc County; and

3  
4 WHEREAS, Manitowoc County will be constructing a park pavilion in this park to serve  
5 all citizens of Manitowoc County; and

6  
7 WHEREAS, there is currently no electrical service located in the park and the proposed  
8 pavilion will require electricity for lighting, power, and security systems; and

9  
10 WHEREAS, Wisconsin Public Service (“WPS”) is the electric utility in this region of  
11 Manitowoc County and requires an easement to extend electrical service into the park; and

12  
13 WHEREAS, Manitowoc County and WPS desire to work cooperatively to properly  
14 document this easement; and

15  
16 WHEREAS, the Manitowoc County Public Works Committee, after careful consideration  
17 of the matter and an examination of the facts, recommends that Manitowoc County grant WPS a  
18 utility easement to extend electrical service into Lower Cato Falls County Park to the location of  
19 the new park pavilion;

20  
21 NOW, THEREFORE, BE IT RESOLVED that the county board of supervisors of the  
22 County of Manitowoc grants WPS a utility easement in Lower Cato Falls County Park in  
23 substantially the same form in the attached easement and authorizes the County Executive, County  
24 Board Chair, County Clerk, Corporation Counsel, and any such other county officials as may be  
25 necessary to finalize and execute the easement; and

26  
27 BE IT FURTHER RESOLVED that the easement will be recorded in the Manitowoc  
28 County Register of Deeds office with any costs associated with the filing to be borne by WPS.

Dated this 27th day of April 2021.


Respectfully submitted by the  
Public Works Committee

\_\_\_\_\_  
Rick Gerroll, Chair



FISCAL IMPACT: None.

FISCAL NOTE: Reviewed and approved by Finance Director. \_\_\_\_\_

LEGAL NOTE: Reviewed and approved as to form by Corporation Counsel  \_\_\_\_\_

APPROVED: \_\_\_\_\_  
Bob Ziegelbauer, County Executive                      Date

**RESOLUTION GRANTING UTILITY EASEMENT TO WE ENERGIES  
(Walla Hi County Park)**

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1           WHEREAS, Manitowoc County owns the 160 acre Walla Hi County Park located in the  
2 southwest part of Manitowoc County; and

3  
4           WHEREAS, Manitowoc County will be constructing a park pavilion in this park to serve  
5 all citizens of Manitowoc County; and

6  
7           WHEREAS, there is currently no electrical service located in the park and the proposed  
8 pavilion will require electricity for lighting, power, and security systems; and

9  
10          WHEREAS, WE Energies is the electric utility in this region of Manitowoc County and  
11 requires an easement to extend electrical service into the park; and

12  
13          WHEREAS, Manitowoc County and WE Energies desire to work cooperatively to properly  
14 document this easement; and

15  
16          WHEREAS, the Manitowoc County Public Works Committee, after careful consideration  
17 of the matter and an examination of the facts, recommends that Manitowoc County grant WE  
18 Energies a utility easement to extend electrical service into Walla Hi County Park to the location  
19 of the new park pavilion;

20  
21          NOW, THEREFORE, BE IT RESOLVED that the county board of supervisors of the  
22 County of Manitowoc grants WE Energies a utility easement in Walla Hi County Park in  
23 substantially the same form in the attached easement and authorizes the County Executive, County  
24 Board Chair, County Clerk, Corporation Counsel, and any such other county officials as may be  
25 necessary to finalize and execute the easement; and

26  
27          BE IT FURTHER RESOLVED that the easement will be recorded in the Manitowoc  
28 County Register of Deeds office with any costs associated with the filing to be borne by WE  
29 Energies.

Dated this 27th day of April 2021.

Respectfully submitted by the  
Public Works Committee

\_\_\_\_\_  
Rick Gerroll, Chair

FISCAL IMPACT: None.

FISCAL NOTE: Reviewed and approved by Finance Director. \_\_\_\_\_

LEGAL NOTE: Reviewed and approved as to form by Corporation Counsel \_\_\_\_\_



APPROVED:

\_\_\_\_\_  
Bob Ziegelbauer, County Executive

\_\_\_\_\_  
Date