

**ORDINANCE AMENDING MANITOWOC COUNTY CODE SECTION 1.03(4)**  
(County Supervisor Districts)

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1 WHEREAS, the Manitowoc County Board adopted a final supervisory district plan by  
2 Resolution No. 2021/2022-39 dated October 25, 2021; and  
3

4 WHEREAS, the supervisory districts established in the final supervisory district plan need  
5 to be incorporated into the Manitowoc County Code;  
6

7 NOW, THEREFORE, the county board of supervisors of the county of Manitowoc does  
8 ordain as follows:  
9

10 Section 1.03(4) of the Manitowoc County Code is hereby repealed in its entirety and  
11 recreated to read as follows:  
12

- 13 (4) The following districts were established by Resolution No. 2021/2022-39, Resolution  
14 Adopting Final Manitowoc County Supervisory District Plan, dated October 25, 2021,  
15 and are effective for those elections for which nomination papers may be taken out on  
16 or after December 1, 2021:  
17

	Municipality	Ward	Population
District No. 1:	City of Manitowoc	1	1,716
	<u>City of Manitowoc</u>	2	<u>1,738</u>
	Total		3,454
District No. 2:	City of Manitowoc	3	1,460
	<u>City of Manitowoc</u>	4	<u>1,990</u>
	Total		3,450
District No. 3:	City of Manitowoc	5	1,904
	<u>City of Manitowoc</u>	6	<u>1,554</u>
	Total		3,458
District No. 4:	City of Manitowoc	7	1,510
	<u>City of Manitowoc</u>	8	<u>1,955</u>
	Total		3,465
District No. 5:	City of Manitowoc	9	1,698
	<u>City of Manitowoc</u>	10	<u>1,778</u>
	Total		3,476

40	District No. 6:	City of Manitowoc	11	1,990
41		<u>City of Manitowoc</u>	<u>12</u>	<u>1,473</u>
42		Total		3,463
43				
44	District No. 7:	City of Manitowoc	13	1,731
45		<u>City of Manitowoc</u>	<u>14</u>	<u>1,735</u>
46		Total		3,466
47				
48	District No. 8:	City of Manitowoc	15	1,983
49		<u>City of Manitowoc</u>	<u>16</u>	<u>1,478</u>
50		Total		3,461
51				
52	District No. 9:	City of Manitowoc	17	1,507
53		<u>City of Manitowoc</u>	<u>18</u>	<u>1,965</u>
54		Total		3,472
55				
56	District No. 10:	City of Manitowoc	19	1,459
57		<u>City of Manitowoc</u>	<u>20</u>	<u>2,002</u>
58		Total		3,461
59				
60	District No. 11:	Town of Liberty	2	615
61		Town of Manitowoc	1	730
62		Town of Newton	2	921
63		<u>Town of Newton</u>	<u>3</u>	<u>859</u>
64		Total		3,125
65				
66	District No. 12:	Town of Centerville		631
67		Town of Meeme	2	561
68		Town of Newton	1	342
69		Village of Cleveland	1	987
70		<u>Village of Cleveland</u>	<u>2</u>	<u>592</u>
71		Total		3,113
72				
73	District No. 13:	City of Kiel	6	350
74		Town of Meeme	1	879
75		Town of Schleswig	1	940
76		<u>Town of Schleswig</u>	<u>2</u>	<u>969</u>
77		Total		3,138
78				
79	District No. 14:	City of Kiel	1	667
80		City of Kiel	2	637
81		City of Kiel	3	627
82		City of Kiel	4	691
83		<u>City of Kiel</u>	<u>5</u>	<u>616</u>
84		Total		3,238
85				

86	District No. 15:	Town of Eaton		814
87		Town of Liberty	1	630
88		Village of St. Nazianz		714
89		<u>Village of Valders</u>		<u>952</u>
90		Total		3,110
91				
92	District No. 16:	Town of Franklin	1	600
93		Town of Franklin	2	511
94		Town of Maple Grove		773
95		Village of Reedsville	1	693
96		<u>Village of Reedsville</u>	<u>2</u>	<u>502</u>
97		Total		3,079
98				
99	District No. 17:	Town of Kossuth	1	679
100		Town of Kossuth	2	694
101		Town of Kossuth	3	596
102		Town of Manitowoc Rapids	1	134
103		Village of Francis Creek		659
104		<u>Village of Kellnersville</u>		<u>307</u>
105		Total		3,069
106				
107	District No. 18:	Town of Cato	1	585
108		Town of Cato	2	769
109		Town of Rockland	1	453
110		Town of Rockland	2	542
111		<u>Village of Whitelaw</u>		<u>737</u>
112		Total		3,086
113				
114	District No. 19:	Town of Cooperstown	1	725
115		Town of Cooperstown	2	575
116		Town of Franklin	3	139
117		Town of Gibson	1	625
118		Town of Gibson	2	690
119		<u>Village of Maribel</u>		<u>336</u>
120		Total		3,090
121				
122	District No. 20:	Town of Mishicot	1	826
123		Town of Mishicot	2	501
124		Town of Two Creeks		390
125		Village of Mishicot	1	795
126		<u>Village of Mishicot</u>	<u>2</u>	<u>637</u>
127		Total		3,149
128				
129	District No. 21:	Town of Cato	3	267
130		Town of Manitowoc	2	346
131		Town of Manitowoc Rapids	2	660

132		Town of Manitowoc Rapids	3	753
133		Town of Manitowoc Rapids	4	567
134		<u>Town of Two Rivers</u>	<u>1</u>	<u>511</u>
135		Total		3,104
136				
137	District No. 22:	Town of Two Rivers	2	708
138		Town of Two Rivers	3	453
139		City of Two Rivers	1	845
140		<u>City of Two Rivers</u>	<u>2</u>	<u>1,057</u>
141		Total		3,063
142				
143	District No. 23:	City of Two Rivers	3	1,529
144		<u>City of Two Rivers</u>	<u>4</u>	<u>1,590</u>
145		Total		3,119
146				
147	District No. 24:	City of Two Rivers	5	1,581
148		<u>City of Two Rivers</u>	<u>6</u>	<u>1,579</u>
149		Total		3,160
150				
151	District No. 25:	City of Two Rivers	7	1,568
152		<u>City of Two Rivers</u>	<u>8</u>	<u>1,522</u>
153		Total		3,090

154  
155 and

156 BE IT FURTHER ORDAINED that this ordinance shall be effective upon publication.  
157

Dated this 2nd day of November 2021.

Respectfully submitted by the  
Executive Committee

\_\_\_\_\_  
Jim Brey, 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 ADOPTING 2022 BUDGET AND PROPERTY LEVY**

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1           WHEREAS, a detailed copy of the County Executive’s proposed 2022 annual budget has  
2 been made available to each county supervisor and to the general public; and

3  
4           WHEREAS, the proposed 2022 annual budget was presented to the Manitowoc County  
5 Board of Supervisors at its meeting on October 12, 2021; and

6  
7           WHEREAS, formal publication of a budget summary and announcement of a public hearing  
8 was made in accordance with Wis. Stat. § 65.90 and Wis. Stat. ch. 985 in the Manitowoc Herald  
9 Times Reporter on October 4, 2021; and

10  
11           WHEREAS, a public hearing on the proposed 2022 annual budget was held for the purpose  
12 of obtaining public input and the proposed 2022 annual budget was reviewed by the Manitowoc  
13 County Board of Supervisors at its annual meeting on October 25, 2021; and

14  
15           WHEREAS, Manitowoc County is to receive a total of \$15,341,133 in American Rescue  
16 Plan Act Funds (“ARPA”); and

17  
18           WHEREAS, ARPA funds are included in the 2022 budget and are appropriated for  
19 expenditure by the County Executive; and

20  
21           WHEREAS, the proposed 2022 annual budget includes performance-based increases for the  
22 Manitowoc County pay plan pursuant to Manitowoc County Code §§ 5.02(3)(c) and(d); and

23  
24           WHEREAS, Manitowoc County Code § 5.02(4) allows the wage schedule to be adjusted  
25 each year by action of the county board so that it remains competitive with the market; and

26  
27           WHEREAS, the Wisconsin Department of Revenue has calculated the applicable increase  
28 in the consumer price index as of January 1, 2022 to be 2.30%; and

29  
30           WHEREAS, a 2.0% increase in the wage schedule will assist in maintaining a competitive  
31 wage schedule; and

32  
33           WHEREAS, employees below midpoint who meet or exceed job requirements (*i.e.* receive  
34 a cumulative score of 1.75 or greater on their employee evaluation) are eligible for a step increase;  
35 and

36  
37           WHEREAS, employees at or above midpoint who exceed job requirements (*i.e.* receive a  
38 cumulative score of between 2.01 and 2.74 on their employee evaluation) will receive a 1.0%  
39 increase; and

40

41 WHEREAS, employees at or above midpoint whose performance exceeds the proficient  
42 performance level (*i.e.* receive a cumulative score of 2.75 or greater on their employee evaluation)  
43 will receive a 2.0% increase; and  
44

45 WHEREAS, increasing the maximum of each wage band by 10.0% will allow continued  
46 salary progression for employees reaching the current maximum of the wage band; and  
47

48 WHEREAS, the County pays a working condition premium to certain employees who are  
49 subject to unavoidable risks and hazards; and  
50

51 WHEREAS, the working condition premium has not been increased since 2013; and  
52

53 WHEREAS, increasing the working condition premium by 10% will bring that benefit up to  
54 date after not being adjusted since 2013; and  
55

56 WHEREAS, currently there are separate vacation schedules for non-exempt and exempt  
57 employees; and  
58

59 WHEREAS, modifying the vacation schedule for non-represented employees will: (1)  
60 consolidate the current three schedules into one schedule, (2) increase vacation availability for new  
61 employees, ~~and (3) increase the maximum vacation for current employees~~; and  
62

63 WHEREAS, modifying Section 12 of the Employee Policy Manual to update the vacation  
64 schedules and convert the current listing of accruals from days to hours will more accurately reflect  
65 sick, vacation, and holiday schedules; and  
66

67 WHEREAS, Manitowoc County offers Sheriff's Office and Joint Dispatch Center  
68 employees who are designated as field training officers ("FTOs") earn either a \$1.50 per hour  
69 premium when acting as a FTO or one hour of adjustment time; and  
70

71 WHEREAS, a \$1.50 per hour premium and one hour of adjustment are not substantially of  
72 equal value for individuals acting as FTOs; and  
73

74 WHEREAS, modifying the policy for premium pay for field training officers to offer either  
75 one hour of pay or one hour off for every eight hours worked as a FTO will provide employees the  
76 flexibility of choosing the benefit of equal value that is most advantageous to him or her; and  
77

78 WHEREAS, due to continual monitoring and progressive plan design, Manitowoc County's  
79 self-insured group health plan has been able to maintain current rates since 2015;  
80

81 NOW, THEREFORE, BE IT RESOLVED that the Manitowoc County Board of Supervisors  
82 hereby adopts a Governmental Funds Budget and a service delivery Proprietary Fund Budget for  
83 the calendar year beginning January 1, 2022 as indicated in the attached 2022 annual budget for  
84 Manitowoc County and any attachments or addenda thereto; and  
85

86 BE IT FURTHER RESOLVED that the county board of supervisors of the County of  
87 Manitowoc hereby authorizes the following sums of money be raised for the ensuing year:

88			
89	State Special Charges - Charitable & Penal	\$	0.00
90	County Aid Bridges (Wis. Stat. § 82.08)	\$	338,983.00
91	Illegal Real Estate Taxes Charged Back (Prior Year)	\$	1,257.52
92	<u>All Other County Taxes</u>	\$	<u>30,803,732.89</u>
93	Gross County Tax Levy	\$	31,143,973.41
94			

95 and

96  
97 BE IT FURTHER RESOLVED that Manitowoc County shall apportion the tax for Bridges  
98 under Wis. Stat. § 82.08 on the taxable property of the participating districts; and

99  
100 BE IT FURTHER RESOLVED that Manitowoc County Officials are hereby directed to  
101 reapportion the illegal real estate taxes charged back in the amount of \$1,257.52; and

102  
103 BE IT FURTHER RESOLVED that the 2022 annual budget in detail hereto attached shall  
104 be made a part of the Tax Levy; and

105  
106 BE IT FURTHER RESOLVED that Manitowoc County is to receive \$15,341,133 in ARPA  
107 funds, which shall be included with the 2022 budget and appropriated for expenditures approved  
108 by the County Executive; and

109  
110 BE IT FURTHER RESOLVED that the wage schedule is increased by 2.0% as of December  
111 26, 2021 and all regular non-represented employees will receive a 2.0% increase as of December  
112 26, 2021; and

113  
114 BE IT FURTHER RESOLVED that the working condition premium schedule is increased  
115 by 10% as of December 26, 2021 and all employees receiving a working condition premium will  
116 receive a 10% increase in working condition premium pay as of December 26, 2021; and

117  
118 BE IT FURTHER RESOLVED that the maximum of each wage band will be increased by  
119 10% as of December 26, 2021; and

120  
121 BE IT FURTHER RESOLVED that the performance-based increases included in the 2021  
122 annual budget will be granted pursuant to Manitowoc County Code §§ 5.02(3)(c) and (d) as  
123 follows:

- 124
- 125 (1) Employees below midpoint who meet or exceed job requirements (*i.e.* receive a  
126 cumulative score of 1.75 or greater on their employee evaluation) are eligible for a  
127 step increase; and
  - 128 (2) Employees at or above midpoint who exceed job requirements (*i.e.* receive a  
129 cumulative score of between 2.01 and 2.74 on their employee evaluation) will  
130 receive a 1.0% increase; and  
131



(3) Employees at or above midpoint whose performance exceeds the proficient performance level (*i.e.* receive a cumulative score of 2.75 or greater on their employee evaluation) will receive a 2.0% increase; and

BE IT FURTHER RESOLVED that Section 12.02 of the Employee Policy Manual is amended to read as follows:

12.02 Holiday, Vacation, and Sick Time Schedules~~Conversion of Paid Time Off~~

Holiday, vacation, and sick time is provided on an hourly basis according to the following schedule unless otherwise provided by resolution of the Manitowoc County Board of Supervisors. The schedules are based on full-time employee status. Holiday, vacation, and sick time for part-time employees is pro-rated according to the percentage of full-time authorized. Elected Officials are not provided with holiday, vacation, and sick time. Paid time off is awarded on a “per day” basis and is converted to hours based on the number of hours normally scheduled per day. Employees moving to a position with a different number of normally scheduled daily hours will maintain the same number of days of paid time off, but the hours will be converted to reflect the change in the normally scheduled day.

<u>Award Date</u>	<u>Positions Required to be Staffed at All Times &amp; Positions with 2080 Budgeted Hours</u>	<u>All Others</u>
<u>HOLIDAY</u>		
<u>Annually on January 1</u>	<u>80</u>	<u>75</u>
<u>VACATION</u>		
<u>6 months</u>	<u>40</u>	<u>37.50</u>
<u>1</u>	<u>80</u>	<u>75</u>
<u>2</u>	<u>120</u>	<u>112.50</u>
<u>8</u>	<u>144</u>	<u>135</u>
<u>12</u>	<u>152</u>	<u>142.50</u>
<u>13</u>	<u>160</u>	<u>150</u>
<u>14</u>	<u>168</u>	<u>157.50</u>
<u>15</u>	<u>176</u>	<u>165</u>
<u>16</u>	<u>184</u>	<u>172.50</u>
<u>17</u>	<u>192</u>	<u>180</u>
<u>18</u>	<u>208</u>	<u>195</u>
<u>19</u>	<u>216</u> <del>224</del>	<u>202.5</u> <del>210</del>
<u>20</u>	<u>240</u>	<u>225</u>
<u>SICK LEAVE</u>		
<u>Annually on January 1</u>	<u>80</u>	<u>75</u>

Any employee who currently receives more vacation than provided in the schedule above shall continue to maintain the amount of vacation he or she currently receives.

and

178 BE IT FURTHER RESOLVED that Section 12.04 of the Employee Policy Manual is  
179 amended to read as follows:

180  
181 12.04 Holidays

- 182  
183 ~~(1) Full time employees are granted ten paid holidays.~~  
184  
185 ~~(2) Holidays for part time hourly employees are pro-rated based on the percentage of~~  
186 ~~full time paid.~~  
187  
188 (13) Holidays for part-time salaried employees are granted so that there is no reduction  
189 in salary in the weeks in which holidays occur.  
190  
191 (24) For employees other than those in positions required to be staffed at all times,  
192 holidays are designated as follows: New Year's Day, Spring Holiday, Memorial  
193 Day, July 4, Labor Day, Thanksgiving Day, Day after Thanksgiving Day,  
194 Christmas Eve, Christmas Day and New Year's Eve.  
195  
196 (35) When a designated holiday falls on a Saturday employees will be granted the  
197 holiday time off on the preceding Friday. When a designated holiday falls on a  
198 Sunday employees will be granted holiday time off on the following Monday.  
199  
200 (46) When Christmas Day falls on a Saturday, employees will be granted the following  
201 Monday as holiday time off. When Christmas Eve and Christmas Day fall on  
202 Saturday and Sunday respectively employees will be granted the following Monday  
203 and Tuesday as holiday time off. When Christmas Eve and Christmas Day fall on  
204 a Sunday and Monday respectively employees will be granted the following  
205 Monday and Tuesday as holiday time off.  
206  
207 (57) When New Year's Day falls on a Saturday, employees will be granted the following  
208 Monday as holiday time off. When New Year's Eve and New Year's Day fall on  
209 a Saturday and Sunday respectively employees will be granted the following  
210 Monday and Tuesday as holiday time off. When New Year's Eve and New Year's  
211 Day fall on a Sunday and Monday respectively employees will be granted the  
212 following Monday and Tuesday as holiday time off.  
213  
214 (68) Positions required to be staffed at all times do not have designated holidays.  
215 Employees may schedule holiday time off at any time, subject to their supervisor's  
216 approval.  
217  
218 (79) Employees occupying positions that are required to be staffed at all times and were  
219 unable to use holiday time off during a calendar year may request an extension of  
220 time to utilize the holiday time off from the Department Director. The Department  
221 Director may grant the extension only if the employee can demonstrate both that  
222 they requested holiday time off and that the request was denied due to staffing  
223 demands. Extensions cannot exceed 6 months.

224  
225 (840) Employees who occupy positions required to be staffed at all times who separate  
226 from employment shall be required to repay holidays taken in excess of the number  
227 of designated holidays that have occurred at the time of separation. For example,  
228 an employee who uses 8 holidays by August 1<sup>st</sup> shall be required to repay 4 holidays  
229 because only 4 designated holidays had occurred as of August 1 (New Year's Day,  
230 Spring Holiday, Memorial Day and July 4<sup>th</sup>).

231  
232 (944) To be eligible for holiday pay the employee must have worked the scheduled hours  
233 of work on the last workday prior to the holiday and the scheduled hours of work  
234 of the workday following the holiday, except:

- 235 (a) When an employee's absence has been prior approved by the employee's  
236 supervisor.
- 237
- 238 (b) Because of illness. The employee may be asked to present a physician's  
239 certificate to verify the necessity to be absent from work. Any expense  
240 required to obtain a physician's statement shall be paid by Manitowoc  
241 County.  
242

243  
244 (1042) Employees with alternative religious preferences may take off their religious  
245 holidays, but will be required to substitute available paid leave for which they are  
246 eligible.

247  
248 (1143) Salaried employees scheduled to work on the actual calendar date of a holiday will  
249 be paid a \$100 premium for each actual holiday worked.

250  
251 and

252  
253 BE IT FURTHER RESOLVED that Section 12.09 of the Employee Policy Manual is  
254 amended to read as follows:

255  
256 12.09 Sick Leave

257  
258 (1) A probationary employee hired prior to January 1, 2013 will earn sick leave up until  
259 December 31, 2012, and the accumulated sick leave will be credited to the  
260 employee's accumulated sick leave bank upon completion of his or her  
261 probationary period.

262  
263 ~~(2) Each full time employee will be credited with 5 days of annual sick leave on the~~  
264 ~~first day of each year beginning on January 1, 2013. Each part time employee will~~  
265 ~~be credited with a prorated number of annual sick leave days.~~

266  
267 (23) An employee hired after January 1, 2013 will be credited with a prorated amount  
268 of annual sick leave based on his or her date of hire.  
269

- 270 (34) A probationary employee may use annual sick leave after he or she has been  
271 employed for at least 90 days.  
272
- 273 (45) An employee who transfers from one department to another will retain his or her  
274 accumulated sick leave and annual sick leave balances.  
275
- 276 (56) Accumulated sick leave earned prior to January 1, 2013 must be exhausted before  
277 using any annual sick leave credited on or after January 1, 2013.  
278
- 279 (67) Annual sick leave that is not used during the calendar year in which it is credited to  
280 an employee will be transferred to a family medical leave bank for the employee.  
281 An employee's family medical leave bank is capped at 25 days/200 hours for  
282 positions required to be staffed at all times and positions with 2080 budgeted hours  
283 and 187.50 hours for all other positions.  
284
- 285 (78) Annual sick leave and banked family medical leave are not subject to any payout.  
286
- 287 (89) An employee may use banked family medical leave for absences for which the  
288 employee is eligible for leave under the Federal and Wisconsin Family and Medical  
289 Leave Acts.  
290

291 BE IT FURTHER RESOLVED that the Table of Contents for Section 12 shall be updated  
292 in accordance with the amendments contained herein; and  
293

294 BE IT FURTHER RESOLVED that Section 18.06 of the Employee Policy Manual is  
295 amended to read as follows, effective November 28, 2021:  
296

297 18.06 Field Training Premium  
298

299 Sheriff's Department and Joint Dispatch Center employees who are designated as field  
300 training officers ~~shall be paid \$1.50 per hour premium during the hours that they are~~  
301 ~~assigned to and acting as a field training officer. Employees may elect to receive one hour~~  
302 ~~of pay or one hour of adjustment time for every 8 hours worked as a field training officer in~~  
303 ~~lieu of the \$1.50 per hour premium.~~  
304

305 and  
306

307 BE IT FURTHER RESOLVED that the monthly premiums for the self-insured group  
308 health plan continue to be maintained at the rate established in 2015; and  
309

310 BE IT FURTHER RESOLVED that Section 12.15 of the Employee Policy Manual is  
311 amended to read as follows:  
312

313 12.15 Vacation

314

315 All regular employees of Manitowoc County earn vacation hours as defined below.

316 Elected officials do not accumulate vacation.

317

318

319

VACATION SCHEDULE FOR NON-EXEMPT EMPLOYEES	
Years of Service	Number of Vacation Days
1	5
2	10
7	15
9	16
10	17
11	18
12	19
13	20
14	21
15	22
16	23
17	24
18	25
19	25 1/2
20	26
21	26 1/2
22	27

339

340

CORRECTIONS OFFICERS, COOKS, EMPLOYEES WITH POWER OF ARREST, AND JOINT DISPATCH CENTER EMPLOYEES	
Years of Service	Number of Vacation Days
1	6
2	12
8	18
15	21
16	22
17	24
18	26
19	28
20	30

353

354  
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EXEMPT EMPLOYEE VACATION SCHEDULE	
Years of Service	Number of Vacation Days
6 months	5
1	10
2	15
9	16
10	17
11	18
12	19
13	20
14	21
15	22
16	23
17	24
18	25
19	25 1/2
20	26
21	26 1/2
22	27

- (1) Vacation will not accrue in any month in which an employee is unpaid.
- (2) Vacation shall become available as of the anniversary date of the employee. Employees shall schedule their vacation time with the consent of their department director or designee. Department directors shall schedule their vacation time subject to the approval of the County Executive.
- (3) Vacation should be used prior to the employee's next anniversary date. Vacation which is not used by that time will be forfeited unless an extension is obtained. The employee is responsible for submitting the vacation extension request prior to their anniversary date or end of an extension period that has been granted. ~~The deadline for requesting an extension is the anniversary date or the end of any extension period that has been granted. The affected employee is responsible for submitting an extension request to his or her department director in advance. As of January 1, 2023, vacation extensions are limited to 50 hours.~~

Department directors may extend an employee's vacation up to 135~~90~~ days ~~and the Personnel Department may extend vacation by an additional 45 days.~~ The County Executive may grant any extension beyond 135 days up to a maximum of 180 days. ~~Department directors shall submit an employee status form to the Personnel Department for each vacation extension they wish to grant or recommend for approval.~~

399 An employee who forfeits vacation because he or she fails to request an extension  
400 prior to a deadline may appeal the loss to the County Executive. The County  
401 Executive must receive the appeal within 14 calendar days after the loss occurs.  
402 The County Executive shall evaluate each appeal on a case-by-case basis and may  
403 reinstate some or all of an employee's forfeited vacation if the loss occurs because  
404 of unusual or unavoidable circumstances.

405  
406 ~~The employee must provide a copy of the appeal to the Personnel Department at~~  
407 ~~the same time that it is submitted to the County Executive. The Personnel~~  
408 ~~Department will provide the Personnel Committee with a report on the disposition~~  
409 ~~of each vacation reinstatement appeal.~~

410  
411 (4) If a designated holiday falls within a week taken as vacation, the employee shall  
412 receive holiday pay for the designated holiday. Employees on an unpaid  
413 suspension may not use vacation. No sick leave shall be granted while an  
414 employee is on vacation.

415  
416 (5) Employees who terminate or retire from employment shall be paid out on their last  
417 paycheck any earned but unused vacation. Accumulated vacation time shall not  
418 be used to extend the last day worked.

419  
420 and

421  
422 BE IT FURTHER RESOLVED that the Finance Director is authorized to make any  
423 technical corrections to the budget that are necessary.

Dated this 2nd day of November 2021.

Respectfully submitted by the  
Finance Committee

\_\_\_\_\_  
Paul Hansen, Chair

FISCAL IMPACT: Requires a composite tax levy and rate, based upon the budget book as  
printed, as follows:

Tax Levy of \$31,143,973.41  
Composite Tax Rate of \$4.998891 per \$1,000 of equalized value.

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 ADOPTING REPORT AND DENYING ZONING  
AMENDMENT PETITION**  
(Michael Chalupny)

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1 WHEREAS, a petition was submitted by Michael Chalupny on September 21, 2021 to  
2 rezone an approximately 10.0 acre parcel of land located in the NW1/4, NE1/4, Section 13, T21N-  
3 R23E, Town of Gibson, from Exclusive Agriculture (EA) District to General Agriculture (GA)  
4 District; and  
5

6 WHEREAS, the petition was referred to the Planning and Park Commission for a  
7 recommendation and report; and  
8

9 WHEREAS, the Planning and Park Commission, after providing the required notice, held  
10 a public hearing on October 25, 2021; and  
11

12 WHEREAS, the Planning and Park Commission, after a careful consideration of testimony  
13 and an examination of the facts, has recommended the petition be denied for the reasons stated in  
14 the attached report;  
15

16 NOW, THEREFORE, BE IT RESOLVED that the county board of supervisors of the  
17 county of Manitowoc adopts the report of the Planning and Park Commission and denies the  
18 petition for zoning map amendment submitted by Michael Chalupny.

Dated this 2nd day of November 2021.

Respectfully submitted by the  
Planning and Park Commission

\_\_\_\_\_  
David Dyzak, 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



**ORDINANCE AMENDING ZONING MAP**  
(Daniel Kleinhans)

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1 WHEREAS, the Planning and Park Commission, after providing the required notice, held  
2 a public hearing on a petition for a zoning ordinance amendment on October 25, 2021; and  
3

4 WHEREAS, the Planning and Park Commission, after a careful consideration of testimony  
5 and an examination of the facts, recommends that the petition be approved for the reasons stated  
6 in the attached report;  
7

8 NOW, THEREFORE, the county board of supervisors of the county of Manitowoc does  
9 ordain as follows:  
10

11 A tract of land located in the East Half of the Northwest Quarter (E1/2 of the NW1/4) and  
12 the West Half of the Northeast Quarter (W1/2 of the NE1/4) of Section Eight (8), Township  
13 Seventeen (17) North, Range Twenty-Two (22) East, Town of Meeme, Manitowoc County,  
14 Wisconsin, and further described as follows:  
15

16 Commencing at the North ¼ corner of said Section 8; thence S10°-52'-00"E 739.69  
17 feet along the tangent centerline of Spring Lake Road; thence S06°-06'-00"W  
18 606.47 feet along said tangent centerline of Spring Lake Road and the point of real  
19 beginning; thence continue S06°-06'-00"W 255.12 feet along said tangent  
20 centerline of Spring Lake Road; thence S14°-22'-20"E 237.75 feet along said  
21 tangent centerline of Spring Lake Road; thence S30°-38'-40"E 369.41 feet along  
22 said tangent centerline of Spring Lake Road; thence S75°-00'-00"W 183.17 feet;  
23 thence S57°-00'-00"W 83.17 feet; thence N47°-31'-11"W 781.36 feet; thence N01°-  
24 23'-40"W 377.00 feet; thence S89°-03'-30"E 612.00 feet to the point of real  
25 beginning, said parcel containing approximately 435,633 square feet (10.000 acres)  
26 of land and is hereby rezoned from Natural Area (NA) District to General  
27 Agriculture (GA) District.

Dated this 2nd day of November 2021.

Respectfully submitted by the  
Planning and Park Commission

\_\_\_\_\_  
David Dyzak, Chair

FISCAL IMPACT: None.

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

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

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

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

