



MANITOWOC COUNTY
COUNTY BOARD OF SUPERVISORS
MEETING NOTICE

DATE: January 17, 2023

TIME: 6:00 P.M.

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

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 Martell.
- II. Invocation by Supervisor Weiss.
- III. Pledge of Allegiance.
- IV. Roll Call.
- V. Consideration and correction, if any, of the minutes of the December 20, 2022 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
- VIII. PUBLIC COMMENT – OPPORTUNITY FOR CITIZENS TO PRESENT THEIR VIEWS
- IX. APPOINTMENTS BY COUNTY EXECUTIVE
 - A. Manitowoc-Calumet Library System Board of Trustees

Appoint one member to succeed Cheryl Kjelstrup for a three-year term expiring January 2026.

 1. Natasha Khan
- X. COMMITTEE REPORTS, INCLUDING PETITIONS, RESOLUTIONS, AND ORDINANCES
 - A. Planning & Park Commission

Petitions: 1) Manitowoc County – Map and Ordinance Text Amendment, County Code Chapter 31
2) Muench Irrevocable Family Trust – Town of Liberty
3) Brad & Jennifer Kurtzweil – Town of Manitowoc Rapids
4) Soaring Eagle Dairy – Town of Manitowoc Rapids
 - B. Aging & Disability Board
 - C. Board of Health
 - D. Criminal Justice Coordinating Council
 - E. Executive Committee
 1. Resolution 2022/2023-48 Expressing Intent to Explore Courthouse Dome Project and Establishing Ad Hoc Courthouse Dome Advisory Committee
 - F. Expo-Ice Center Board
 - G. Finance Committee
 2. Resolution 2022/2023-49 Denying Claim (Wisconsin Realtors Association)

- H. Highway Committee
- I. Human Services Board
- J. Land Conservation Committee/UW-Extension Education and Agriculture Committee
 - 3. Resolution 2022/2023-50 Authorizing West Foundation Grant Application
- K. Personnel Committee
- L. Public Safety Committee
- M. Public Works Committee
- N. Transportation Coordinating Committee

XI. ANNOUNCEMENTS

XII. ADJOURNMENTS

Tyler Martell, 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 EXPRESSING INTENT TO EXPLORE COURTHOUSE
DOME PROJECT AND ESTABLISHING AD HOC COURTHOUSE DOME
ADVISORY COMMITTEE**

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1 WHEREAS, the current Manitowoc County courthouse (“Courthouse”) was originally built in
2 1907; and
3

4 WHEREAS, throughout the history of the Courthouse, multiple improvements have been
5 made, including in 1950 when the exterior dome was rebuilt and repaired after sustaining damage from
6 a severe wind and hail storm; and
7

8 WHEREAS, the 1950 repairs included replacing the original steel-framed exterior glass dome
9 with stainless steel panels altering the exterior appearance of the Courthouse; and
10

11 WHEREAS, in 2004, the county board of supervisors of the county of Manitowoc authorized
12 an Historic Structure Report (“2004 Report”) for the Courthouse to prioritize its restoration, focusing
13 on, *inter alia*, the exterior dome and tower and the interior dome; and
14

15 WHEREAS, the 2004 Report recommended restoration of the tower and exterior dome to a
16 condition that replicates the original construction as closely as feasible; and
17

18 WHEREAS, the 2004 Report further recommended that the interior dome also be restored
19 because the successful restoration of both domes must be viewed as a combined package as both domes
20 are integral to one another and the rotunda space below; and
21

22 WHEREAS, in 2022 the Public Works Department commissioned a study to assist the
23 department with project scope and budget considerations for restoration and repair of the Courthouse
24 tower and exterior dome, restoration of the atrium interior dome, replacement of the Courthouse
25 exterior windows, and courthouse HVAC system (“Project”); and
26

27 WHEREAS, the Courthouse is listed on the National Register of Historic Places; and
28

29 WHEREAS, the Courthouse is the civic image of the Manitowoc County government and is
30 central to the fiber of Manitowoc County; and
31

32 WHEREAS, investing in the Courthouse is a long term generational investment for the
33 community; and
34

35 WHEREAS, after careful consideration and review, the board of supervisors of the county of
36 Manitowoc wishes to explore the Project with the understanding that the following constitute major
37 decision checkpoints:
38

- 39 • Request for Proposals (RFP) for Engineering and Architectural work - beginning of
40 year 1;

- 41 • Decide whether to go out for bids on the three phases of the work (dome restoration,
- 42 windows, HVAC) - end of year 1;
- 43 • Decide on the funding mechanism - end of year 1;
- 44 • Accept or reject the bids - beginning of year 2;
- 45 • Monitor the bids and the work during construction and installation - years 2 and 3;

46
47 and

48
49 WHEREAS, prior to commencing construction, the project must bid in accordance with Wis.
50 Stat. § 66.0901; and

51
52 WHEREAS, if an acceptable bid is received by the County, construction on the Project would
53 commence in 2024; and

54
55 WHEREAS, to ensure the Project is completed in an efficient and cost effective manner, an ad
56 hoc Courthouse Restoration Advisory Committee should be formed to provide recommendations to
57 the Public Works Committee on project scope and budget considerations; and

58
59 WHEREAS, the Courthouse Restoration Advisory Committee should consist of the members
60 of the Executive Committee, the chair of the Public Works Committee, the chair of the Finance
61 Committee, six members of the County Board to be appointed by the County Board chair, two citizen
62 members, and one Manitowoc County circuit court judge;

63
64 NOW THEREFORE BE IT RESOLVED that the county board of supervisors of the county of
65 Manitowoc hereby establishes an ad hoc Courthouse Restoration Advisory Committee to provide
66 recommendations to the Public Works Committee regarding the Project; and

67
68 BE IT FURTHER RESOLVED that the ad hoc Courthouse Restoration Advisory Committee
69 shall consist of the members of the Executive Committee, the chair of the Public Works Committee,
70 the chair of the Finance Committee, six members of the County Board to be appointed by the County
71 Board chair, two citizen members to be appointed by the County Board chair, and one Manitowoc
72 County circuit court judge to be appointed by the County Board chair; and

73
74 BE IT FURTHER RESOLVED that the County Board chair shall appoint the chair of the ad
75 hoc Courthouse Restoration Advisory Committee; and

76
77 BE IT FURTHER RESOLVED that the ad hoc Courthouse Restoration Advisory Committee
78 shall have an indefinite term, but shall dissolve and cease to exist upon completion of the Project.

Dated this ____ day of January 2023.

Respectfully submitted by the
Executive Committee

Tyler Martell, Chair

FISCAL IMPACT: None.

FISCAL NOTE: Reviewed and approved by Finance Director. _____

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

A handwritten signature in black ink, appearing to be 'G. Ziegelbauer', is written over the signature line of the 'LEGAL NOTE' section.

APPROVED:

_____ Date _____
Bob Ziegelbauer, County Executive

RESOLUTION DENYING CLAIM
(Wisconsin Realtors Association)

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1 WHEREAS, Wisconsin Realtors Association filed a claim with Manitowoc County on
2 December 28, 2022 demanding the County repeal Manitowoc County Code § 13.32(2); and
3

4 WHEREAS, Manitowoc County has provided a copy of the claim and relevant records to
5 its insurance carrier; and
6

7 WHEREAS, the insurance carrier has reviewed the information provided and determined
8 that there is no coverage for the claim; and
9

10 WHEREAS, the Corporation Counsel, investigated the facts, and determined that
11 Manitowoc County should deny the claim; and
12

13 WHEREAS, the Finance Committee has reviewed the Corporation Counsel's
14 recommendation that the claim be denied and that the county issue a formal disallowance;
15

16 NOW, THEREFORE, BE IT RESOLVED by the Manitowoc County Board of Supervisors
17 that the claim is denied and that the Corporation Counsel and County Clerk are directed to provide
18 such notice of the denial of the claim as may be required.

Dated this 17th day of January 2022.

Respectfully submitted by the
Finance Committee

Paul Hansen, Chair

FISCAL IMPACT: None.

FISCAL NOTE: Reviewed and approved by Finance Director. _____

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



APPROVED: _____ Date _____
Bob Ziegelbauer, County Executive

RESOLUTION AUTHORIZING WEST FOUNDATION GRANT

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1 WHEREAS, the Ruth St. John and John Dunham West Foundation, Inc. awards grants to
2 arts and humanitarian, cultural, and civic organizations centered on the Lakeshore area; and

3
4 WHEREAS, the University of Wisconsin Division of Extension Manitowoc County
5 (“UWEX Manitowoc County”) fosters civic leadership, empowering citizens to make positive,
6 transformative changes in their communities; and

7
8 WHEREAS, UWEX Manitowoc County works with community partners to address food
9 insecurity by increasing access to healthy affordable culturally appropriate safe food through
10 farmers markets and community gardens; and

11
12 WHEREAS, food insecurity is the limited or unknown availability of nutritional,
13 affordable, culturally appropriate, and safe food for everyone in a household to meet their basic
14 needs; and

15
16 WHEREAS, Manitowoc County is home to 8,000 people eligible for Supplemental
17 Nutrition Assistance Program, as well as seven census tracts where 30% or more of the residents
18 are under 200% of the federal poverty level indicating low-income people with limited access to
19 healthy food; and

20
21 WHEREAS, UWEX Manitowoc County desires to apply for a grant from the West
22 Foundation to pay for the start-up costs and technical assistance necessary to establish a program
23 to oversee and manage community gardens, provide farm market electronic benefits transfer
24 (“EBT”) machines, and engage other proven programs that are not currently provided by any
25 Manitowoc County entity to address food insecurity issues in the County; and

26
27 WHEREAS, UWEX Manitowoc County has identified a total cost of approximately
28 \$30,000.00 for this project; and

29
30 WHEREAS, after careful consideration and review, the Extension, Education, and
31 Agriculture Committee recommends UWEX Manitowoc County pursue available grants from the
32 Ruth St. John and John Dunham West Foundation, Inc.;

33
34 NOW, THEREFORE, BE IT RESOLVED that the county board of supervisors of the
35 county of Manitowoc authorizes the UWEX Manitowoc County Area Extension Director to apply
36 for and accept a grant from the Ruth St. John and John Dunham West Foundation, Inc. in an
37 amount not to exceed \$30,000.00 to be used to create a plan to establish and maintain community
38 gardens, EBT at the farmer’s market, and engage other programs, to prepare marketing materials,
39 acquire services, educate market vendors, hire interns, and perform other work as outlined in the
40 grant proposal; and

41
42 BE IT FURTHER RESOLVED that the UWEX Manitowoc County Area Extension
43 Director, or his or her designee, is authorized to sign documents and take actions necessary to
44 complete the project as authorized in the grant application; and

45
46 BE IT FURTHER RESOLVED that the Finance Director is directed to record such
47 information in the official books of the County for the year ending December 31, 2023 as may be
48 required with carryover to 2024.

Dated this 17th day of January 2022.

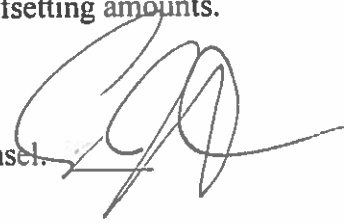
Respectfully submitted by the
Extension, Education, and Agriculture
Committee

Catherine Wagner, Chair

FISCAL IMPACT: No levy impact. Increases revenues and expenses by offsetting amounts.

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