

**RESOLUTION AUTHORIZING APPLICATION FOR AND  
ACCEPTANCE OF FARMLAND PRESERVATION PROGRAM  
PLANNING GRANT**

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1           WHEREAS, Wisconsin Stat. § 91.10 authorizes counties to adopt a Farmland Preservation  
2 Plan for the purpose of preserving agricultural resources, guiding land use decisions, minimizing  
3 farm and non-farm conflicts; and providing tax credits for property owners in certified farmland  
4 preservation areas; and  
5

6           WHEREAS, the Manitowoc County Farmland Preservation Plan is certified until  
7 December 31, 2024; and  
8

9           WHEREAS, an updated Farmland Preservation Plan allows county landowners to continue  
10 to be eligible for income tax credits; and  
11

12           WHEREAS, the Planning and Zoning Department intends to contract with the Bay-Lake  
13 Regional Planning Commission to provide consulting services to facilitate meetings, develop plan  
14 elements, and update the Farmland Preservation Plan according to the requirements set forth in  
15 Wis. Stat. § 91.10 and Wis. Admin. Code ch. ATCP 49; and  
16

17           WHEREAS, the Wisconsin Department of Agriculture, Trade and Consumer Protection  
18 offers planning grants which may reimburse up to 50 percent of a county's cost to prepare a  
19 Farmland Preservation Plan update, up to a maximum of \$30,000;  
20

21           NOW, THEREFORE, BE IT RESOLVED THAT the county board of supervisors of the  
22 county of Manitowoc County Board of Supervisors authorizes the Planning and Zoning Director  
23 to apply for and accept a grant from the state of Wisconsin Department of Agriculture, Trade and  
24 Consumer Protection in an amount not to exceed \$30,000 for the purpose of updating the Farmland  
25 Preservation Plan; to contract with the Bay-Lake Regional Planning Commission for services in  
26 connection with updating the Farmland Preservation Plan in an amount not to exceed \$30,000; and  
27 to sign such documents and take such actions as may be necessary to undertake, direct, and  
28 complete the grant and update the Farmland Preservation Plan; and  
29

30           BE IT FURTHER RESOLVED that revenues and expenditures in the 2023 Planning and  
31 Zoning budget are amended by the amount of the grant received and that the Finance Director is  
32 directed to record such information in the official books of the County as may be required.

Dated this 18th day of April 2023.

Respectfully submitted by the  
Planning and Park Commission

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James Falkowski, Chair

FISCAL IMPACT: No tax levy impact. Expenditures will be offset by any revenues received from the grant.

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

LEGAL NOTE: This resolution amends the budget and requires a two-thirds vote of the entire county board. Reviewed and approved as to form by Corporation Counsel. \_\_\_\_\_

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



**ORDINANCE AMENDING ZONING MAP**  
(Lance and Holly Dederling)

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 March 27, 2023; 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 parcel of land in part of the Northwest 1/4 of the Fractional Northeast 1/4, all being in  
12 Section 4, Township 17 North, Range 21 East, Town of Schleswig, Manitowoc County,  
13 Wisconsin, described as follows:  
14

15 Commencing at the South 1/4 corner of Section 33, Township 18 North, Range 21  
16 East, Town of Eaton, Manitowoc County, Wisconsin; thence along the South line  
17 of the Southeast 1/4 of said Section 33, S89°35'27"E, 405.50 feet to the point of  
18 beginning; thence, continuing along said South line, S89°35'27"E, 259.00 feet;  
19 thence S00°00'53"W, 505.00 feet; thence N89°35'27"W, 259.00 feet; thence  
20 N00°00'53"E, 505.00 feet to the point of beginning, said parcel containing  
21 approximately 130,972 Square Feet (3.0026 Acres) of land and is hereby rezoned  
22 from General Agriculture (GA) District to Small Estate Residential (SE) District.

Dated this 18th day of April 2023.

Respectfully submitted by the  
Planning and Park Commission

\_\_\_\_\_  
James Falkowski, Chair

FISCAL IMPACT: None.

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

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

COUNTERSIGNED: \_\_\_\_\_  
Tyler Martell, County Board Chair Date

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







**ORDINANCE AMENDING MANITOWOC COUNTY CODE § 13.37(7)  
(PRIVATE SEWAGE SYSTEMS - VIOLATIONS)**

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1           WHEREAS, Chapter 13 of the Manitowoc County Code regulates private sewage systems;  
2 and

3  
4           WHEREAS, the purpose of the Private Sewage Systems Ordinance is to insure the safe  
5 and proper use of land and water resources and to promote the public health, safety, and general  
6 welfare by regulating the location, design, installation, alteration, inspection, management and use  
7 of all private sewage systems; and

8  
9           WHEREAS, the Manitowoc County Private Sewage Systems Ordinance is adopted  
10 pursuant to Wis. Stat. §§ 59.70(1), 59.70(5), 145.04, 145.19, 145.20, and 145.245; and

11  
12           WHEREAS, Section 13.37 of the Manitowoc County Code outlines what constitutes  
13 violations of the Private Sewage Systems Ordinance; and

14  
15           WHEREAS, the proposed amendment is to confirm Manitowoc County’s intent when it  
16 passed Ordinance No. 2017/2018-75 that use or occupancy of a building that is not in compliance  
17 with M.C.C. § 13.32(2) is not itself unlawful; and

18  
19           WHEREAS, the Planning and Park Commission, after providing the required notice, held  
20 a public hearing on March 27, 2023 to consider the proposed amendment to the Manitowoc County  
21 Private Sewage Systems Ordinance; and

22  
23           WHEREAS, the Planning and Park Commission, after careful consideration of the  
24 testimony at the hearing and an examination of the facts, recommends that the following  
25 amendment of the Manitowoc County Private Sewage Systems Ordinance be approved;

26  
27           NOW, THEREFORE, the county board of supervisors of the county of Manitowoc does  
28 ordain as follows:

29  
30           Manitowoc County Code § 13.37(7) is amended to read as follows:

31  
32           (7) It is unlawful to use or occupy any building that requires a private sewage system,  
33 which is not serviced by a private sewage system that complies with the Private Sewage Systems  
34 Ordinance. A violation of s. 13.32(2) does not constitute a violation of this sub. (7).

35  
36 and

37  
38           BE IT FURTHER ORDAINED that if applicable, the table of contents shall be updated to  
39 reflect this amendment; and

40  
41           BE IT FURTHER ORDAINED that this ordinance shall be effective upon publication.



Dated this 18th day of April 2023.

Respectfully submitted by the  
Planning and Park Commission

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James Falkowski, Chair

FISCAL IMPACT: None.

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

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

COUNTERSIGNED: \_\_\_\_\_  
Tyler Martell, County Board Chair                      Date

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



**RESOLUTION AUTHORIZING FUND BALANCE DESIGNATIONS,  
CARRY-OVER, TRANSFERS, AND REAPPROPRIATION OF  
SPECIFIED FUNDS FROM 2022 TO 2023**

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1           WHEREAS, events occur after the adoption of the Annual Budget that affect various  
2 program activities and their appropriations for a given budget year; and  
3

4           WHEREAS, some of the activities, programs, and projects that were planned for the 2022  
5 budget year did not take place, were not completed, or are ongoing and must be carried over into  
6 the next budget year; and  
7

8           WHEREAS, the County Board has previously adopted Resolution Implementing Fund  
9 Balance Policy In Accordance With GASB Statement No. 54 in December 2011; and  
10

11           WHEREAS, the Finance Director has compiled a pre-audit list designating those activities,  
12 programs, projects, and funds that should be carried forward and reappropriated in the 2022  
13 budget; and  
14

15           WHEREAS, the appropriate oversight committees and the Finance Committee have  
16 reviewed the requests and recommend that the designation, carry over, transfer, and re-  
17 appropriation requests be approved; and  
18

19           WHEREAS, Wisconsin statutes and county board rules require that the county board take  
20 official action to authorize the designation, carry over, transfer, and re-appropriation of funds; and  
21

22           WHEREAS, sound financial practice requires that such carry over designations and  
23 transfers be recorded in the official books of the County; and  
24

25           WHEREAS, the General Fund had another good year in 2022 to the point that funds are  
26 available to transfer to the Debt Service to pay off a portion of the remaining balance of our 2012  
27 General Obligation Note; and  
28

29           WHEREAS, any additional items or adjustments that may be required at the completion of  
30 the County's external audit will be brought to the County Board in a separate resolution at the  
31 conclusion of the field work of the external audit;  
32

33           NOW, THEREFORE, BE IT RESOLVED by the Manitowoc County Board of Supervisors  
34 that the following funds and their designations are authorized to be carried over from the official  
35 books of the county for the year ended December 31, 2022 to the official books of the county for  
36 the year ending December 31, 2023; that the funds be re-appropriated and expended as may be  
37 required; and that the 2023 Annual Budget is amended and the appropriate line items in the General  
38 Fund or Debt Service Fund may be increased as necessary:  
39

40 NON-SPENDABLE FUND BALANCE

41

42 <u>Account Number</u>	<u>Description</u>	<u>Amount</u>
43 100.34100	Resrvd-Property Taxes	\$829,473.94
44 100.34115	Resrvd-Prepaid Items	\$22,560.21
45 <u>100.34120</u>	<u>Resrvd-Inventory</u>	<u>\$63,251.06</u>
46 TOTAL		\$915,285.21

47

48 RESTRICTED FUND BALANCE

49

50 <u>Account Number</u>	<u>Description</u>	<u>Amount</u>
51 100.34240	Unres/Desig-Public Health	\$2,308.43
52 100.34245	Unres/Desig-Veterans Srv	\$49,880.16
53 100.34270	Unres/Desig-Lnd Rec Modern	\$303,659.43
54 <u>100.34271</u>	<u>Unres/Desig-ROD Redaction</u>	<u>\$85,812.48</u>
55 TOTAL		\$440,339.73

56

57 COMMITTED FUND BALANCE

58

59 <u>Account Number</u>	<u>Description</u>	<u>Amount</u>
60 100.34232	Unres/Desig-Mapping	\$109,620.94
61 100.34233	Unres/Desig-Area Plan PP	\$160,472.82
62 100.34238	Unres/Desig-PZ Coastal Grant	\$10,315.50
63 100.34259	Unres/Desig-Prepay debt	\$300,000.00
64 100.34275	Unres/Desig-Sheriff	\$7,909.62
65 100.34277	Unres/Desig-Vehicle Pool PW	\$138,926.00
66 100.34280	Unres/Desig-Emgt Hazmat	\$288,741.51
67 100.34282	Unres/Desig-Personnel	\$14,965.27
68 100.34289	Unres/Desig-Elections CC	\$141,231.66
69 100.34293	Unres/Desig-Communications Pro	\$354,869.20
70 100.34294	Unres/Desig-PW-PBX Phone Sys	\$227,537.10
71 100.34295	Unres/Desig-Future Cap Proj	\$60,000.00
72 <u>100.34298</u>	<u>Unres/Desig-Vehicle</u>	<u>\$35,000.00</u>
73 TOTAL		\$1,849,589.62

74

75 and

76

77 BE IT FURTHER RESOLVED that remaining funds in the County's Special Revenue

78 Funds, Debt Service Funds, and Capital Projects Funds be carried forward for their intended

79 purpose as previously approved by the County Board and may be reappropriated in the 2023

80 budget as may be required; and

81

82 BE IT FURTHER RESOLVED that the Finance Director is directed to record such

83 information in the official books of the County for the year ended December 31, 2022 and for the

84 year ending December 31, 2023 as may be required.

Dated this 18th day of April 2023.

Respectfully submitted by the  
Finance Committee

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

FISCAL IMPACT: Carries over and transfers the amounts specified from the 2022 budget to the 2023 budget and amends the 2023 Annual Budget as may be required.

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

LEGAL NOTE: This resolution amends the budget and requires a two-thirds vote of the entire county board. Reviewed and approved as to form by Corporation Counsel. \_\_\_\_\_

APPROVED:

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

\_\_\_\_\_  
Date



**RESOLUTION DENYING CLAIM**

(Donna Diaz)

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1           WHEREAS, Donna Diaz filed a claim with Manitowoc County on March 14, 2023 seeking  
2 reimbursement of \$1,537.00 for medical and other expenses, in addition to unidentified future  
3 expenses that she may have, which were purportedly incurred as a result of slipping on ice on a  
4 courthouse sidewalk; and

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

8  
9           WHEREAS, the insurance carrier has reviewed the information provided, investigated the  
10 facts, and determined that Manitowoc County should deny the claim; and

11  
12           WHEREAS, the Corporation Counsel and the Finance Committee have reviewed the  
13 insurance carrier's recommendation that the claim be denied and that the county issue a formal  
14 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 18th day of April 2023.

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:

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

\_\_\_\_\_  
Date





**RESOLUTION AUTHORIZING REALLOCATION OF HUMAN SERVICES DEPARTMENT 1.0 FULL-TIME EQUIVALENT POSITION (CCS Rehabilitation Specialist to Clinical Division Deputy Director)**

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1           WHEREAS, the human services department has four divisions, each of which has a deputy  
2 director, except for the clinical services division; and  
3

4           WHEREAS, the previous clinical services deputy director was promoted to human services  
5 department director; and  
6

7           WHEREAS, the vacated clinical services deputy director position was not refilled and was  
8 removed from the “Full Time Equivalent Report (FTE) by Department” included in the Manitowoc  
9 County, WI 2023 Adopted Annual Budget; and  
10

11           WHEREAS, the job duties of the human services director make it unmanageable to  
12 perform both the department director and clinical services deputy director duties; and  
13

14           WHEREAS, the 2023 budget included two CCS rehabilitation specialist position that have  
15 not been filled; and  
16

17           WHEREAS, amending the Full Time Equivalent Report (FTE) by Department in the 2023  
18 budget to reallocate the FTE positions in the human services department by reducing the number  
19 of CCS rehabilitation specialist positions by 1.0 FTE and including a 1.0 FTE clinical service  
20 deputy director position will permit the human services director to effectively perform the duties’  
21 of that position; and  
22

23           WHEREAS, after careful consideration and review, the Human Services Board and the  
24 Personnel Committee recommend amending the “Full Time Equivalent Report (FTE) by  
25 Department” included in the Manitowoc County, WI 2023 Adopted Annual Budget to reallocate  
26 the FTEs in the human services department by reducing the number of CCS rehabilitation  
27 specialist positions by 1.0 FTE and including a 1.0 FTE clinical service deputy director position;  
28

29           NOW, THEREFORE, BE IT RESOLVED that county board of supervisors of the county  
30 of Manitowoc amend the “Full Time Equivalent Report (FTE) by Department” included in the  
31 Manitowoc County, WI 2023 Adopted Annual Budget to reallocate the FTEs in the human services  
32 department by reducing the number of CCS rehabilitation specialist positions by 1.0 FTE and  
33 creating a 1.0 FTE clinical service deputy director position; and  
34

35           BE IT FURTHER RESOLVED that the Finance Director is directed to record such  
36 information in the official books of the County for the year ending December 31, 2023 as may be  
37 required.

Dated this 18th day of April 2023.

Respectfully submitted by the  
Personnel Committee

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Susie Maresh, Chair

Human Services Board

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Jim Brey, Chair

**FISCAL IMPACT:** The position costs roughly \$126,000 annually of which approximately \$12,260 would come from levy dollars with the remainder paid from grant funds.

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

**LEGAL NOTE:** This resolution amends the budget and requires a two-thirds vote of the entire county board. Reviewed and approved as to form by Corporation Counsel. \_\_\_\_\_

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

