



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

**DATE:** Tuesday, August 15, 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 Gerroll.
- III. Pledge of Allegiance.
- IV. Roll Call.
- V. Consideration and correction, if any, of the minutes of the July 18, 2023 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 Chairperson Tyler Martell – Proclamation Honoring the Kiel Girls' Varsity Soccer Team Division 4 State Champions
  2. County Executive Bob Ziegelbauer and Chairperson Tyler Martell – Proclamation Declaring September as Juror Appreciation Month
  3. County Executive Bob Ziegelbauer and Chairperson Tyler Martell – Proclamation Commemorating the Life of Lyle L. Heide
  4. County Executive Bob Ziegelbauer and Chairperson Tyler Martell – Proclamation Commending Emma Dvorak as Manitowoc County Fairest of the Fair
- VIII. PUBLIC COMMENT – OPPORTUNITY FOR CITIZENS TO PRESENT THEIR VIEWS
- IX. APPOINTMENTS BY COUNTY EXECUTIVE
  - A. Aging & Disability Board

Appoint one member to fill a vacancy that expires December 31, 2023.

    1. Cindy Neelis
  - B. Local Emergency Planning Committee

Appoint three members to succeed Todd Bergmann, Joseph Jeanty and Amy John, Alternate) Debbie Holschbach for two-year terms expiring September 2025.

    1. Todd Bergmann
    2. Joseph Jeanty
    3. Amy John, Alternate) Debbie Holschbach

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

A. Planning & Park Commission

1. Resolution 2023/2024-22 Approving and Adopting the Manitowoc County Park and Open Space Plan
2. Ordinance 2023/2024-23 Amending Zoning Map (Kyle and Bailey Reeve)
3. Ordinance 2023/2024-24 Amending Zoning Map (Lawrence A Krepline Revocable Living Trust)
4. Ordinance 2023/2024-25 Amending Zoning Map (Justin Morris)
5. Ordinance 2023/2024-26 Amending Zoning Map (Eugene J Andres Revocable Living Trust)

- Petitions: 1) Derek and Regina Burkholder – Town of Cato  
2) Michael Miller – Town of Kossuth  
3) Curt Rabe – Town of Schleswig  
4) Lloyd and Darlean Rumpff – Town of Schleswig

B. Aging & Disability Board

C. Board of Health

D. Criminal Justice Coordinating Council

E. Executive Committee

F. Expo-Ice Center Board

G. Finance Committee

6. Resolution 2023/2024-27 Denying Claim (Kathleen Hagen)
7. Resolution 2023/2024-28 Denying Claim (Robert Shimon)
8. Resolution 2023/2024-29 Initial Resolution Authorizing Not to Exceed \$2,500,000 General Obligation Promissory Notes for Highway Projects

H. Highway Committee

I. Human Services Board

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

K. Personnel Committee

9. Resolution 2023/2024-30 Amending Employee Manual § 4.10(5) (Classification of Employees)
10. Resolution 2023/2024-31 Amending Employee Policy Manual § 18.05 (Shift Premium)
11. Resolution 2023/2024-32 Amending Employee Policy Manual § 23.07(6) (Electronic Mail (E-Mail))
12. Resolution 2023/2024-33 Amending Employee Manual Sec. 8.10(3) (Designation of Outdoor Smoking Areas)

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 APPROVING AND ADOPTING THE MANITOWOC  
COUNTY PARK AND OPEN SPACE PLAN**

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1 WHEREAS, the Planning and Park Commission has identified the need to update the  
2 Manitowoc County Park and Open Space Plan; and

3  
4 WHEREAS, Manitowoc County was awarded a grant from the Wisconsin Coastal  
5 Management Program to aid in the development of the Manitowoc County Park and Open Space  
6 Plan update; and

7  
8 WHEREAS, the Manitowoc County Planning and Zoning Department and Bay Lake  
9 Regional Planning Commission have developed and prepared an update to the Manitowoc County  
10 Park and Open Space Plan; and

11  
12 WHEREAS, the Manitowoc County Park and Open Space Plan provides guidance to the  
13 county parks department in their efforts to develop, maintain and manage the various county parks,  
14 public accesses and open spaces to meet the recreational needs of the citizens, visitors and future  
15 generations of Manitowoc County; and

16  
17 WHEREAS, adoption of the Manitowoc County Park and Open Space Plan is a  
18 requirement to be eligible for financial aid opportunities administered by the State of Wisconsin  
19 and the federal government relating to outdoor recreation and open space programs; and

20  
21 WHEREAS, the Manitowoc County Planning and Park Commission held an open house  
22 and public hearing on July 24, 2023 on the Manitowoc County Park and Open Space Plan; and

23  
24 WHEREAS, after careful consideration and review, the Manitowoc County Planning and  
25 Park Commission recommends approval of the updated Manitowoc County Park and Open Space  
26 Plan;

27  
28 NOW, THEREFORE BE IT RESOLVED that the county board of supervisors of the  
29 county of Manitowoc hereby approves and adopts the Manitowoc County Park and Open Space  
30 Plan dated July 24, 2023.

Dated this 15th day of August 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 Corp

APPROVED: Bob Ziegelbauer, County Executive

**ORDINANCE AMENDING ZONING MAP**  
(Kyle and Bailey Reeve)

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 June 26, 2023 and July 24,  
3 2023; and  
4

5 WHEREAS, the Planning and Park Commission, after a careful consideration of testimony  
6 and an examination of the facts, recommends that the petition be approved for the reasons stated  
7 in the attached report;  
8

9 NOW, THEREFORE, the county board of supervisors of the county of Manitowoc does  
10 ordain as follows:  
11

12 A parcel of land located in part of Lot 1 of Certified Survey Map Volume 28 Page 341  
13 being part of the Northwest 1/4 of the Northeast 1/4 of Section 25, T.21 N. - R.23 E., Town of  
14 Gibson, Manitowoc County, Wisconsin described as follows:  
15

16 Beginning at the Southeast corner of said Lot 1; thence North 89°45'23" West  
17 317.24 feet; thence North 00°00'00" East 149.23 feet; thence South 89°45'23" East  
18 333.05 feet; thence South 6°03'03" West 150.00 feet to the point of beginning, said  
19 parcel containing approximately 1.11 acres of land and is hereby rezoned from  
20 Large Estate (LE) District to Rural Residential (RR) District.  
21

22 and  
23

24 A parcel of land located in part of Lot 1 of Certified Survey Map Volume 28 Page 341  
25 being part of the Northwest 1/4 of the Northeast 1/4 of Section 25, T.21 N. - R.23 E., Town of  
26 Gibson, Manitowoc County, Wisconsin described as follows:  
27

28 Beginning at the Southwest corner of said Lot 1; thence North 34°14'24" East  
29 569.92 feet; thence South 64°38'57" East 225.44 feet; thence North 84°49'30" East  
30 149.41 feet to the centerline of Princel Road; thence along said line South 6°03'03"  
31 West 242.97 feet; thence North 89°45'23" West 333.05 feet; thence South 0°00'00"  
32 West 149.23 feet; thence North 89°45'23" West 314.55 feet to the point of  
33 beginning, said parcel containing approximately 3.74 acres of land and is hereby  
34 rezoned from Large Estate (LE) District to Small Estate (SE) District.

Dated this 15th day of August 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

REPORT TO: THE MANITOWOC COUNTY BOARD OF SUPERVISORS AUGUST 15, 2023.
FROM: THE MANITOWOC COUNTY PLANNING AND PARK COMMISSION
RE: KYLE & BAILEY REEVER ZONING MAP AMENDMENT REQUEST

This report, recommendation, Ordinance, proof of publication, attached map, and the fact sheet are hereby presented in accordance with Section 59.69(5)(e)4 Wisconsin Statutes.

Kyle and Bailey Reever, on May 16, 2023, petitioned the Manitowoc County Board of Supervisors to rezone approximately 1.11 acres of land located in the NW1/4, NE1/4, Section 25, T21N-R23E, Town of Gibson, from LE, Large Estate to RR, Rural Residential and approximately 3.74 acres of land located in the NW1/4, NE1/4, Section 25, T21N-R23E, Town of Gibson, from LE, Large Estate to SE, Small Estate.

The Town of Gibson adopted the Manitowoc County Zoning Ordinance on December 5, 2011. The uses permitted in RR, Rural Residential zoning provides for mixed residential and low impact non-residential development on relatively small lots with a minimum lot size of one acre and the uses permitted in SE, Small Estate zoning provides for mixed residential and agriculture activity with a minimum lot size of two acres.

1. Action taken to date on this request includes:

- a. Kyle & Bailey Reever, petitioned for a zoning map amendment on May 16, 2023.
- b. The petition was referred from the County Clerk to the County Planning and Park Commission for a hearing and recommendation.
- c. The public hearing notices were published in the Herald-Times-Reporter on June 15, 2023 and on June 19, 2023.
- d. The County Planning and Park Commission held a public hearing on this amendment request on June 26, 2023.
- e. The Commission at their June 26, 2023 meeting recommended postponement of a requested rezoning of approximately 1.11 acres of land located in the NW1/4, NE1/4, Section 25, T21N-R23E, Town of Gibson, from LE, Large Estate to RR, Rural Residential and approximately 3.74 acres of land located in the NW1/4, NE1/4, Section 25, T21N-R23E, Town of Gibson, from LE, Large Estate to SE, Small Estate.
- f. The Commission at their July 24, 2023 meeting recommended approval of a requested rezoning of approximately 1.11 acres of land located in the NW1/4, NE1/4, Section 25, T21N-R23E, Town of Gibson, from LE, Large Estate to RR, Rural Residential and approximately 3.74 acres of land located in the NW1/4, NE1/4, Section 25, T21N-R23E, Town of Gibson, from LE, Large Estate to SE, Small Estate.

2. Existing conditions relating to land use, zoning, and natural resources are summarized on the accompanying zone change fact sheet.

3. Testimony at the June hearing is summarized as follows:

- a. Mr. Tim Ryan, Director, reviewed the Commission Agenda Commentary.
- b. Ms. Brenda Rank, adjacent property owner, spoke in opposition of the rezone.
- c. Mr. Steven Page, adjacent property owner, spoke in opposition of the rezone.

4. Testimony at the July hearing is summarized as follows:

- a. Mr. Steve Zeitler, surveyor, spoke in favor of the request.
- b. Mr. Richard Wegner, Town Chairperson, spoke with regards to the town approval.
- c. Ms. Brenda Rank, adjacent property owner, spoke in opposition of the rezone.
- d. Mr. Kyle Reeve, property owner, spoke in favor of the request.

The County Planning and Park Commission made the following findings from testimony at the hearing, the rezoning fact sheet, staff analysis, and discussions at the public hearing and meeting.

1. The area to be considered for rezoning meets past criteria set by the Commission for rezoning land from the LE, Large Estate District.
2. The Gibson Town Board supports the proposed zone change to RR, Rural Residential and SE, Small Estate.
3. Rezoning will allow for the construction of a single family home adjacent to an existing residential area.
4. Area to be rezoned is located in the southeast corner of the property and has adequate road frontage.

#### RECOMMENDATION

The County Planning and Park Commission determined from testimony at the public hearing, from the zone change fact sheets and maps, and from the staff analysis, that the public health, safety and general welfare would be safeguarded and substantial justice done, if the request of Kyle & Bailey Reeve to rezone approximately 1.11 acres of land from LE, Large Estate to RR, Rural Residential and approximately 3.74 acres of land from LE, Large Estate to SE, Small Estate were approved.

The Manitowoc County Planning and Park Commission, at its July 24, 2023 meeting, therefore by a 5-1 (Mr. Korinek abstaining) vote recommended that the subject property (an approximately 1.11 acres of land located in the NW1/4, NE1/4, Section 25, T21N-R23E, Town of Gibson, and approximately 3.74 acres of land located in the NW1/4, NE1/4, Section 25, T21N-R23E, Town of Gibson more fully described in the accompanying proposed ordinance amendment) be recommended for rezoning from LE, Large Estate to RR, Rural Residential and SE, Small Estate.



# MANITOWOC COUNTY ZONING MAP AMENDMENT CHECKLIST

## GENERAL ZONING PRINCIPLES

- ☐ IS THE PROPOSED ZONING MAP AMENDMENT CONSISTENT WITH AND IN ACCORDANCE WITH THE COUNTY'S:
  - 1. LAND USE PLAN?
  - 2. FARMLAND PRESERVATION PLAN?
  - 3. OTHER LOCAL UNITS PLANS?
- ☐ HAS THERE BEEN A SUBSTANTIAL CHANGE IN CONDITIONS SINCE THE LAND WAS ORIGINALLY ZONED TO WARRANT THE PROPOSED AMENDMENT?
- ☐ WAS THE SUBJECT PROPERTY INCORRECTLY ZONED INITIALLY?
- ☐ DOES THE DECISION TO RECOMMEND APPROVAL OR DENIAL REPRESENT THE COMMISSION'S/COMMISSIONER'S WILL OR DOES IT REPRESENT ITS JUDGMENT?
- ☐ IS THE PROPOSED AMENDMENT IN THE BEST INTEREST OF THE COMMUNITY PUBLIC HEALTH, SAFETY, AND GENERAL WELFARE?
- ☐ WILL THE PROPOSED REZONING BE COMPATIBLE WITH NEIGHBORHOOD PROPERTIES AND WILL IT NOT ADVERSELY AFFECT THE VALUE OF SUCH ADJACENT LAND?
- ☐ IS THE SUBJECT PROPERTY ECONOMICALLY FEASIBLE TO DEVELOP OR USE UNDER THE CURRENT ZONING?
- ☐ ARE THERE ADEQUATE SITES ELSEWHERE THAT ARE ZONED APPROPRIATELY FOR THE PROPOSED USE?
- ☐ DOES THE PROPOSED ZONING MAP AMENDMENT CONSTITUTE SPOT ZONING?
- ☐ HAVE ALL USES THAT ARE PERMITTED UNDER THE PROPOSED ZONING DISTRICT BEEN CONSIDERED RATHER THAN JUST THE USE THAT IS BEING PROPOSED BY THE APPLICANT?
- ☐ DOES THE PROPOSED AMENDMENT (IF OUT OF EA, EXCLUSIVE AGRICULTURE) MEET THE STATUTORY AND COMMISSION POLICY FINDINGS?
- ☐ OBJECTIONS FROM TOWN OR OTHER INTERESTED PARTIES?
- ☐ CITIZEN SUPPORT/OBJECTION?

## SHORELAND FLOODPLAIN ZONING ORDINANCE PRINCIPLES

- ☐ IS THE PROPOSED LOCATION FOR THE PROPOSED USE WITHIN THE AREAS IDENTIFIED AS:
  - FLOODPLAIN
  - WETLAND
  - FLOODWAY
  - SHORELAND
- ☐ DOES THE PROPOSED CONSTRUCTION MEET THE STATE'S AND COUNTY'S STANDARDS:
  - PERMITTED ACCESSORY OR CONDITIONAL USE
  - SHORELINE VEGETATION REMOVAL
  - MINIMUM SETBACK FROM WATERWAY
  - MINIMUM LOT SIZE AND WIDTH
  - STANDARDS FOR FILLING, GRADING & EXCAVATION



# COUNTY OF MANITOWOC

## COUNTY CLERK

1010 South 8<sup>th</sup> St., Ste. 115  
Manitowoc, WI 54220

**Jessica Backus**  
Manitowoc County Clerk

Telephone: (920) 683-4004  
Email: [jessicabackus@manitowoccountywi.gov](mailto:jessicabackus@manitowoccountywi.gov)

June 12, 2023

Tim Ryan, Director  
Planning & Park Commission  
4319 Expo Dr., P.O. Box 935  
Manitowoc, WI 54220-0935

and

Manitowoc County Supervisor James J. Falkowski  
Supervisory District 19

ATTN: Tim Ryan and Supervisor Falkowski

We enclose a copy of the following petition for an amendment to Manitowoc County's Zoning Ordinance Use Regulations as filed in this office:

**Name of Owner:**

Kyle & Bailey Reeve  
14006 Princel Road  
Mishicot, WI 54228

**Township:**

Gibson

**Applicant/Agent**

Steve Zeitler  
7410 Hidden Valley Road  
Maribel, WI 54227

This notice is made in compliance with Section 59.69(5)(e)(1) of the Wisconsin Statutes.  
A report of the above petition will be made to the County Board at its next succeeding meeting.

Sincerely,

*Jessica Backus*

Jessica Backus  
Manitowoc County Clerk



Manitowoc County  
Planning and Park Commission

Fee (\$505) Received ☒

Receipt # 40644

ZONING MAP AMENDMENT APPLICATION

Date of Application:

OWNER / APPLICANT/ AGENT

MAY 16 2023

Owner

Kyle & Bailey Reeve

Applicant/Agent

Steve Zeiter

Address (1)

14006 PRINCE RD

Address (1)

7410 HIDDEN VLY RD

Address (2)

Mishicot, WI

Address (2)

MARLBEL, WIS

City/State/Zip

54228

City/State/Zip

54227

Phone

926-652-6866

Phone

920-857-4670

PROPERTY LEGAL DESCRIPTION

NW 1/4, NE 1/4, S 25 T 21 N R 23 E Town of GIBSON

House /Fire #

Tax Number

006-025-002-001.00

PROPERTY INFORMATION

Existing Zoning District

LE

Proposed Zoning district

RR + SE

Please include an air photo identifying the proposed area with dimensions or a description of the area proposed for rezoning including acreage:

SEE ATTACHED

Proposed use: (Reason for change)

my mother in law would like construct a one family residence on one lot

Return to:  
Manitowoc County  
Planning and Park Commission  
4319 Expo Drive, PO Box 935  
Manitowoc, WI 54220-0935  
(920) 683-4185



Signature (applicant, owner, agent)

5/11/23

Date

Signature (applicant, owner, agent) Date

# MANITOWOC COUNTY

## ZONING MAP AMENDMENT FACT SHEET

(Manitowoc County, Town of Gibson from LE to SE & RR)

### PETITIONER

**Name:** Kyle & Bailey Reeve  
**Address:** 14006 Princ Road  
Mishicot WI 54228  
**Town:** Gibson

### PARCEL

**Location:** NW1/4, NE1/4, Section 25, T21N-R23E  
**Tax#:** 006-025-002-001.00  
**Area:** 4.85 acres

### ACTION TO DATE

**Petition Submitted:** 5/16/2023  
**Town Action:** Approved June 5, 2023  
**Hearing Notice Published:** 6/15/2023 & 6/19/2023  
**Advisory:** 6/26/2023  
**Hearing:** 6/26/2023

### ADJACENT USES & ZONING

Direction:	District:	Use:
North	RR	Building & Woods
South	EA & RR	Farmland & Residential
East	EA & GA	Woods & Grassland/Pond
West	EA	Farmland & Woods

### PARCEL USES & ZONING

**Existing Zoning District:** LE, Large Estate Residential  
**Existing Land Use:** Residence & Woods  
**Proposed Zoning District:** SE, Small Estate Residential  
RR, Rural Residential  
**Proposed Use:** Sell off 1 acre lot to mother-in-law  
to build a house

### MAP INFORMATION

**Farmland Preservation Designation:**  
Non-Farmland Preservation  
**Soil Type:** HmB, MsA  
**Air Photo Date:** 04/2020

### OTHER CONSIDERATIONS

**Drainage:** Well - Somewhat poorly drained  
**Soil Limitations:** Moderate - Severe (Percolates Slowly)  
**Sewage Disposal:** Private Onsite Wastewater Treatment  
**Road Access:** Princ Rd

**Soil Test:** 4/7/99 Conventional  
**Terrain:** 0 to >12 Percent Slopes  
**Vegetative Cover:** Woodland

**Town Future Land Use Designation:** Woodlands/Natural Area

Encouraging the preservation of woodlands and valuable open spaces within the Town of Gibson. Benefits of preserving woodlands include maintaining/improving wildlife habitat and recreation opportunities, restoration of clean water resources, erosion prevention, etc. Woodlands should not be developed with great densities. Utilizing unique development options such as clustering can help maintain the continuity of woodlands. By preserving the woodlands and vast open spaces, the town will maintain its rural nature,

**County Future Land Use Designation:** Woodlands/Natural Areas

Woodlands are a valuable natural resource, providing a host of benefits. Trees filter air and water, serve as buffers between land uses, provide wildlife habitat and areas for passive recreation.

# TOWN OF GIBSON

Linda S. Herman  
Clerk/Treasurer  
2211 Rockledge Road  
Mishicot, WI 54228  
  
Phone (920)973-2212  
townofgibson@gmail.com

March 8, 2023

Manitowoc County Planning & Park Dept.  
4319 Expo Drive  
Manitowoc, WI 54220



Dear Sir or Madam:

On March 6, 2023, the following matter came before the Gibson Town Board with respect to building permits/zoning:

**Kyle and Bailey Reeve** – Kyle Reeve appeared before the board with a request to rezone approximately 1 acre of land located in the S1/2, NW1/4, NE1/4, Section 25, T21N-R23E, Town of Gibson (Parcel No. 006-025-002-001.00) from Large Estate Residential (LE) to Rural Residential (RR) to allow building a home on the land. After discussion, **a motion was made by Supervisor Rabitz, seconded by Supervisor Argall, to adopt Resolution No. 2023-01 Approving Rezoning Request of Kyle and Bailey Reeve for Parcel No. 006-025-002-001.00, All voting aye, motion carried.** A certified copy of the Resolution is enclosed.

Should you have any questions or need further information, please feel free to contact me.  
Thank you.

Sincerely,

A handwritten signature in cursive script that reads "Linda S. Herman".


Linda S. Herman

STATE OF WISCONSIN)

COUNTY OF MANITOWOC)

I, Linda S. Herman, Clerk/Treasurer of the Town of Gibson, do hereby certify that the attached resolution is a true and correct copy of the original resolution in my custody and which was passed and adopted by the Town Board of the Town of Gibson at a meeting held on the 6th day of March, 2023. I further certify that the attached Resolution was posted by me, as required by law, in three public places on the 9th day of March, 2023.

Set my hand and official seal this 9th<sup>h</sup> day of March, 2023.

  
Linda S. Herman, Gibson Town Clerk/Treasurer

STATE OF WISCONSIN

TOWN OF GIBSON

MANITOWOC COUNTY

No. 2023-01

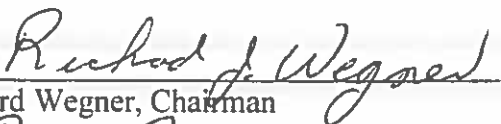
**RESOLUTION APPROVING REZONING REQUEST  
KYLE AND BAILEY REEVER  
PARCEL NO. 006-025-002-001.00**


WHEREAS, the Town Board of the Town of Gibson of Manitowoc County, Wisconsin, by this resolution, adopted by a majority vote of 3 to 0 of the town board on a roll call vote with a quorum present at a meeting on March 6, 2023, at the Gibson Town Hall, 14920 County Trunk Highway Q, Mishicot, Wisconsin; and voting and proper notice having been given; resolves and orders as follows:

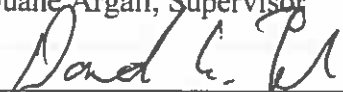
The request of Kyle and Bailey Reever to rezone 1 acre of land located in the S1/2, NW1/4, NE1/4, Section 25, T21N-R23E, Town of Gibson (Parcel No. 006-025-002-001.00 from Large Estate Residential (LE) to Rural Residential (RR) was approved by a vote of 3 to 0 of the Gibson Town Board on March 6, 2023.

The town clerk shall properly post or publish this resolution as required under s. 60.80, Wis. Stats.

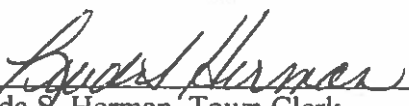
Adopted this 7th day of March, 2023.

  
Richard Wegner, Chairman

  
Duane Argall, Supervisor

  
Donald Rabitz, Supervisor

Attest:

  
Linda S. Herman, Town Clerk

STATE OF WISCONSIN

TOWN OF GIBSON

MANITOWOC COUNTY



No. 2023-01 (a)

**AMENDMENT TO RESOLUTION APPROVING REZONING REQUEST  
KYLE AND BAILEY REEVER  
PARCEL NO. 006-025-002-001.00**

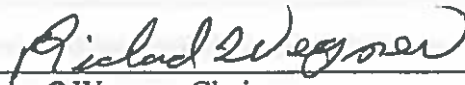
WHEREAS, the Town Board of the Town of Gibson of Manitowoc, Wisconsin adopted Resolution No. 2023-01 Approving Rezoning Request of Kyle and Bailey Reever on March 7, 2023, a copy of which is attached hereto.


WHEREAS, it is necessary to amend the request of Kyle and Bailey Reever to rezone a parcel of land located in the S1/2, NW1/4, NE1/4, Section 25, T21N-R23E, Town of Gibson (Parcel No. 006-025-002-001.00) as follows: rezone one (1) acre of land to Rural Residential (RR) and the remainder of the parcel (approximately 3.85 acres) to Small Estate Residential (SE).

NOW, THEREFORE, BE IT RESOLVED, that the Gibson Town Board hereby approves the amendment to Resolution No 2023-01 to reflect the requested rezoning of 006-025-002-001.00.

The town clerk shall properly post or publish this resolution as required under s. 60.80, Wis. Stats.

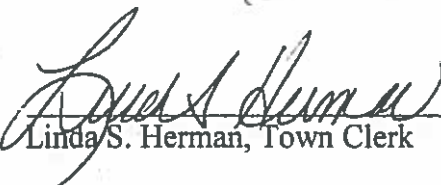
Adopted this 5th day of June, 2023.

  
Richard Wegner, Chairman

  
Donald Rabitz, Supervisor

  
Steven Rahmlow, Supervisor

Attest:

  
Linda S. Herman, Town Clerk



STATE OF WISCONSIN

TOWN OF GIBSON

MANITOWOC COUNTY

No. 2023-01

**RESOLUTION APPROVING REZONING REQUEST**

**KYLE AND BAILEY REEVER**

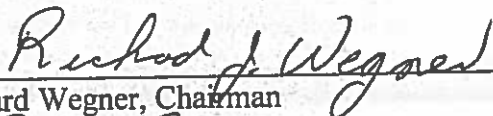
**PARCEL NO. 006-025-002-001.00**

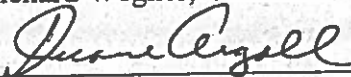
WHEREAS, the Town Board of the Town of Gibson of Manitowoc County, Wisconsin, by this resolution, adopted by a majority vote of 3 to 0 of the town board on a roll call vote with a quorum present at a meeting on March 6, 2023, at the Gibson Town Hall, 14920 County Trunk Highway Q, Mishicot, Wisconsin; and voting and proper notice having been given; resolves and orders as follows:

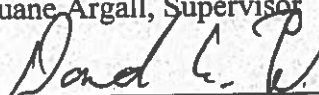
The request of Kyle and Bailey Reever to rezone 1 acre of land located in the S1/2, NW1/4, NE1/4, Section 25, T21N-R23E, Town of Gibson (Parcel No. 006-025-002-001.00 from Large Estate Residential (LE) to Rural Residential (RR) was approved by a vote of 3 to 0 of the Gibson Town Board on March 6, 2023.

The town clerk shall properly post or publish this resolution as required under s. 60.80, Wis. Stats.

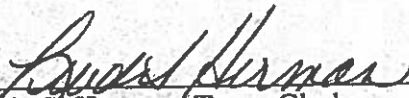
Adopted this 7th day of March, 2023.

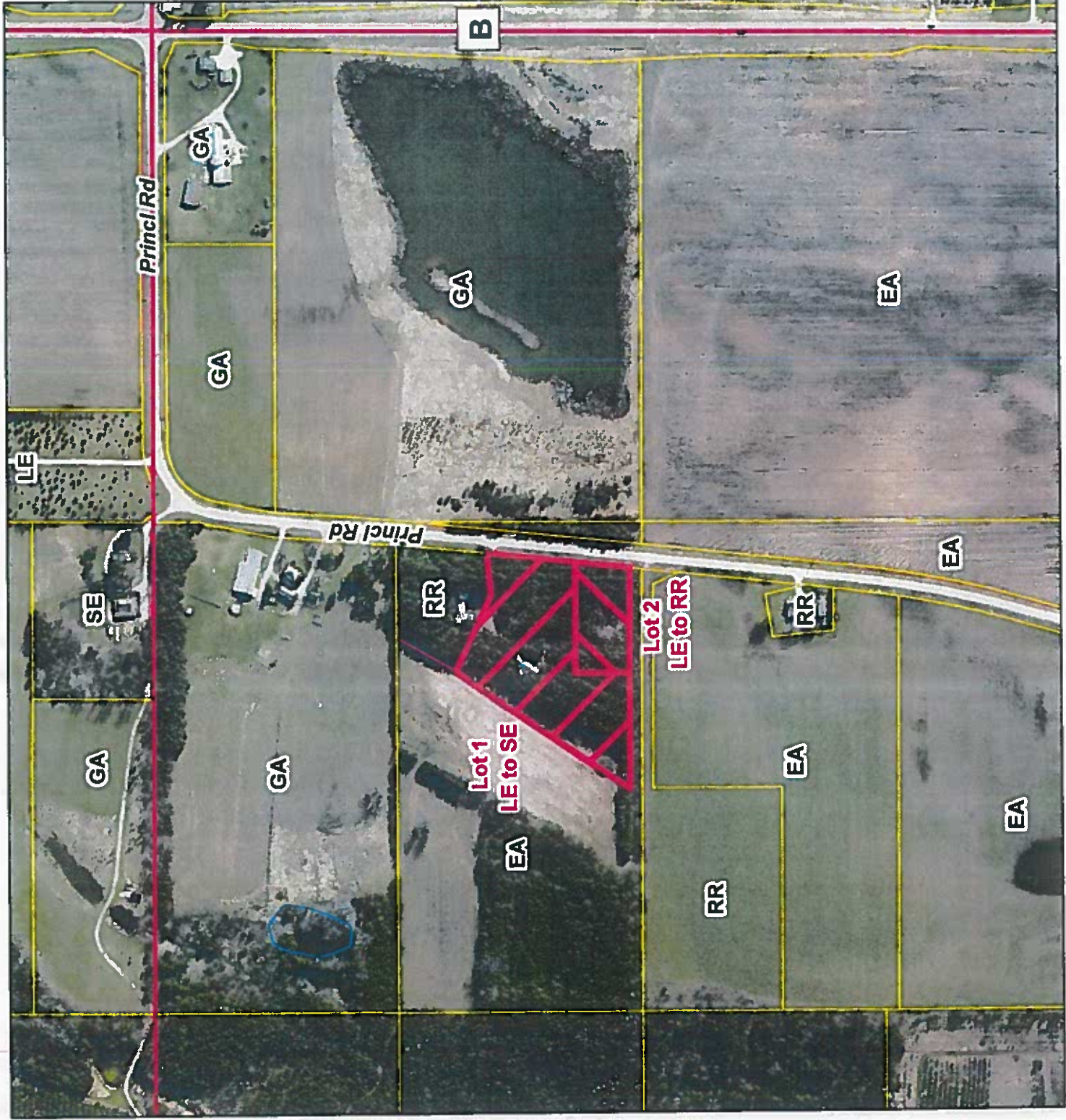
  
Richard Wegner, Chairman

  
Duane Argall, Supervisor

  
Donald Rabitz, Supervisor

Attest:

  
Linda S. Herman, Town Clerk



Kyle & Bailey Reeve  
 NW 1/4, NE 1/4  
 Section 25, T21N-R23E  
 Town of Gibson  
 Lot 1  
 From: LE To: SE  
 Approximately 3.74 acre(s)  
 Lot 2  
 From: LE To: RR  
 Approximately 1.11 acre(s)  
**-87.651, 44.267**

Map Overview

Gibson

6	5	4	3	2	1
7	8	9	10	11	12
18	17	16	15	14	13
19	20	21	22	23	24
30	29	28	27	26	25
31	32	33	34	35	



**Legend**

- Zoning Line
- Section Line
- Lot Line
- Water Way



# Certified Survey Map

ALL OF LOT 1 OF CERTIFIED SURVEY MAP VOLUME 28 PAGE 341 BEING  
PART OF THE NW 1/4 - NE 1/4, SECTION 25, T. 21 N.- R.23 E,  
TOWN OF GIBSON, MANITOWOC COUNTY, WISCONSIN.

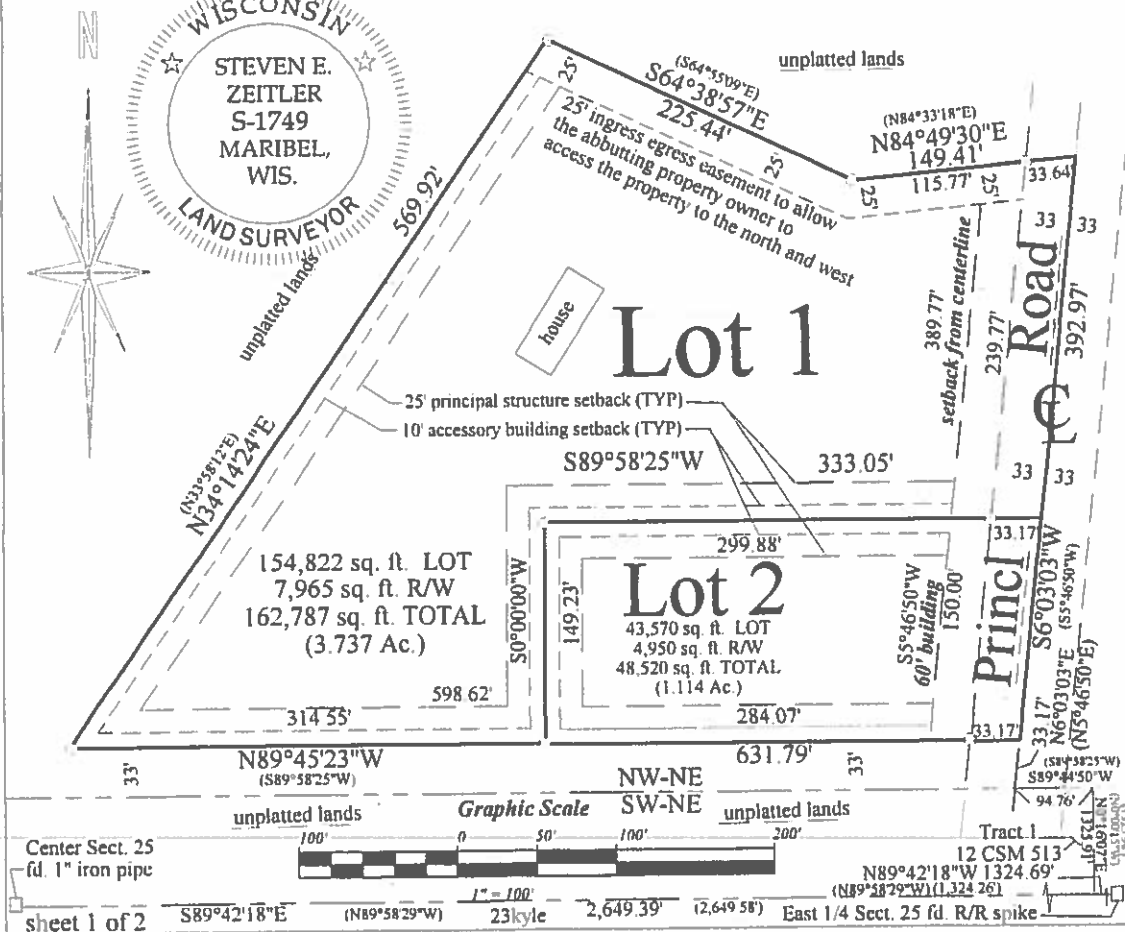
**Surveyors Certificate:**

I, Steven E. Zeitler, Registered Land Surveyor, do hereby certify that I have surveyed, Divided and mapped the land described hereon; that I have made such survey and map by the direction of the owners listed hereon; and that I have complied with the provisions of Chapter 236 Section 236.34 of the Wisconsin Statutes and Section 12.07 of the Subdivision Regulations for Manitowoc County, Wisconsin. That the map hereon is a true and correct representation of the survey.

Steven E. Zeitler P.E. # 1749 Date 4/24/23

## Legend

- 1" iron pipe found  
1" X 18" iron pipe (set) min. wt. 1.13 lb./lin/ft.  
Bearings referenced to the southerly line of the  
NE 1/4 assumed N89°58'30"W



# Certified Survey Map

ALL OF LOT 1 OF CERTIFIED SURVEY MAP VOLUME 28 PAGE 341 BEING  
PART OF THE NW 1/4 - NE 1/4, SECTION 25, T. 21 N. - R.23 E.,  
TOWN OF GIBSON, MANITOWOC COUNTY, WISCONSIN.

## DESCRIPTION:

All of Lot 1 of Certified Survey Map Volume 28 Page 341 being Part of the  
Northwest 1/4 of the Northeast 1/4 of Section 25, T.21 N. - R.23 E.,  
Town of Gibson, Manitowoc County, Wisconsin described as;

Beginning at the Southeast corner of said Lot 1;  
thence North 89°45'23" West 631.79 feet; thence North 34°14'24" East 569.92 feet;  
thence South 64°38'57" East 225.44 feet; thence North 84°49'30" East 149.41 feet  
to the centerline of Princel Road; thence along said line South 6°03'03" West 392.97  
feet to the point of beginning and containing 4.85 acres.

## OWNERS CERTIFICATE:

As owners We, hereby certify that we caused the land described on this map to be  
surveyed, divided, and mapped as represented hereon; We also certify that this  
Certified Survey Map is required to be submitted to the Manitowoc County Planning  
and Park Commission for approval or objection in accordance with current Land  
Subdivision Ordinances.

Kyle Reeve

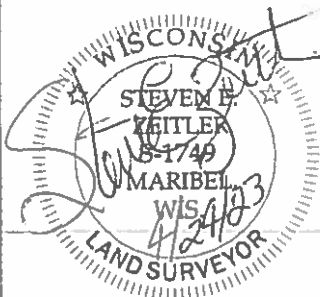
Bailey Reeve

STATE OF WISCONSIN)  
MANITOWOC COUNTY)

Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_, 2023 the above named  
owners, to me known to be the persons who executed the foregoing instrument and  
acknowledge the same.

Steven E. Zeitler

My commission expires 1/14/23



**ORDINANCE AMENDING ZONING MAP**  
(Lawrence A Krepline Revocable Living Trust)

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 July 24, 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 located in part of the Northeast Quarter (NE1/4) of the Southeast Quarter  
12 (SE1/4) of Section Eight (8), Township Nineteen (19) North, Range Twenty-One (21) East, Town  
13 of Rockland, Manitowoc County, Wisconsin described as follows:  
14

15 Commencing at the east quarter corner of said Section 8; thence S89°-47'-06"W  
16 (recorded as N89°-28'-27"E) along the north line of the SE1/4 of said Section 8, a  
17 distance of 130.00 feet; thence S02°-35'-28"E (recorded as N02°-54'-19"W) 33.03  
18 feet to the south right of way line of Boxwood Road and the point of real beginning;  
19 thence continue S02°-35'-28"E (recorded as N02°-54'-19"W) 387.14 feet; thence  
20 N56°-33'-04"W 418.18 feet; thence N00°-12'-54"W 155.00 feet to said south right  
21 of way line; thence N89°-47'-06"E along said south right of way line, a distance of  
22 332.00 feet to the point of real beginning, said parcel containing approximately  
23 91,183 square feet (2.093 acres) of land and is hereby rezoned from Exclusive  
24 Agriculture (EA) District to Small Estate (SE) District.

Dated this 15th day of August 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

REPORT TO: THE MANITOWOC COUNTY BOARD OF SUPERVISORS AUGUST 15, 2023.  
FROM: THE MANITOWOC COUNTY PLANNING AND PARK COMMISSION  
RE: LAWRENCE A KREPLINE REVOCABLE LIVING TRUST ZONING MAP  
AMENDMENT REQUEST

This report, recommendation, Ordinance, proof of publication, attached map, and the fact sheet are hereby presented in accordance with Section 59.69(5)(e)4 Wisconsin Statutes.

The Lawrence A Krepline Revocable Living Trust, on June 29, 2023, petitioned the Manitowoc County Board of Supervisors to rezone approximately 2.9 acres of land located in the NE1/4, SE1/4, Section 8, T19N-R21E, Town of Rockland, from EA, Exclusive Agriculture to SE, Small Estate.

The Town of Rockland adopted the Manitowoc County Zoning Ordinance on November 14, 2011. The uses permitted in SE, Small Estate zoning provides for mixed residential and agriculture activity with a minimum lot size of two acres.

1. Action taken to date on this request includes:

- a. The Lawrence A Krepline Revocable Living Trust petitioned for a zoning map amendment on June 29, 2023.
- b. The petition was referred from the County Clerk to the County Planning and Park Commission for a hearing and recommendation.
- c. The public hearing notices were published in the Herald-Times-Reporter on July 13, 2023 and on July 17, 2023.
- d. The County Planning and Park Commission held a public hearing on this amendment request on July 24, 2023.
- e. The Commission at their July 24, 2023 meeting recommended approval of a requested rezoning of approximately 2.9 acres of land located in the NE1/4, SE1/4, Section 8, T19N-R21E, Town of Rockland, from EA, Exclusive Agriculture to SE, Small Estate.

2. Existing conditions relating to land use, zoning, and natural resources are summarized on the accompanying zone change fact sheet.

3. Testimony at the hearing is summarized as follows:

- a. Mr. Tim Ryan, Director, reviewed the Commission Agenda Commentary.
- b. Mr. Nicholas Griffey, applicant, spoke in favor of the request.

The County Planning and Park Commission made the following findings from testimony at the hearing, the rezoning fact sheet, staff analysis, and discussions at the public hearing and meeting.

1. The area to be considered for rezoning meets past criteria set by the Commission for rezoning land from the EA, Exclusive Agriculture District.
2. The Rockland Town Board supports the proposed zone change to SE, Small Estate.
3. Rezoning will allow for the construction of a single family home in an existing residential neighborhood next to their relative.
4. Area to be rezoned is located in the northeast corner of the property and borders the town road and a creek.

5. Request affects a minimal amount of farmland.

### RECOMMENDATION

The County Planning and Park Commission determined from testimony at the public hearing, from the zone change fact sheets and maps, and from the staff analysis, that the public health, safety and general welfare would be safeguarded and substantial justice done, if the request of the Lawrence A Krepline Revocable Living Trust to rezone approximately 2.9 acres of land from EA, Exclusive Agriculture to SE, Small Estate were approved.

The Manitowoc County Planning and Park Commission, at its July 24, 2023 meeting, therefore by a unanimous vote recommended that the subject property (an approximately 2.9 acres of land located in the NE1/4, SE1/4, Section 8, T19N-R21E, Town of Rockland, more fully described in the accompanying proposed ordinance amendment) be recommended for rezoning from EA, Exclusive Agriculture to SE, Small Estate.



# MANITOWOC COUNTY ZONING MAP AMENDMENT CHECKLIST

## GENERAL ZONING PRINCIPLES

- ☐ IS THE PROPOSED ZONING MAP AMENDMENT CONSISTENT WITH AND IN ACCORDANCE WITH THE COUNTY'S:
  - 1. LAND USE PLAN?
  - 2. FARMLAND PRESERVATION PLAN?
  - 3. OTHER LOCAL UNITS PLANS?
- ☐ HAS THERE BEEN A SUBSTANTIAL CHANGE IN CONDITIONS SINCE THE LAND WAS ORIGINALLY ZONED TO WARRANT THE PROPOSED AMENDMENT?
- ☐ WAS THE SUBJECT PROPERTY INCORRECTLY ZONED INITIALLY?
- ☐ DOES THE DECISION TO RECOMMEND APPROVAL OR DENIAL REPRESENT THE COMMISSION'S/COMMISSIONER'S WILL OR DOES IT REPRESENT ITS JUDGMENT?
- ☐ IS THE PROPOSED AMENDMENT IN THE BEST INTEREST OF THE COMMUNITY PUBLIC HEALTH, SAFETY, AND GENERAL WELFARE?
- ☐ WILL THE PROPOSED REZONING BE COMPATIBLE WITH NEIGHBORHOOD PROPERTIES AND WILL IT NOT ADVERSELY AFFECT THE VALUE OF SUCH ADJACENT LAND?
- ☐ IS THE SUBJECT PROPERTY ECONOMICALLY FEASIBLE TO DEVELOP OR USE UNDER THE CURRENT ZONING?
- ☐ ARE THERE ADEQUATE SITES ELSEWHERE THAT ARE ZONED APPROPRIATELY FOR THE PROPOSED USE?
- ☐ DOES THE PROPOSED ZONING MAP AMENDMENT CONSTITUTE SPOT ZONING?
- ☐ HAVE ALL USES THAT ARE PERMITTED UNDER THE PROPOSED ZONING DISTRICT BEEN CONSIDERED RATHER THAN JUST THE USE THAT IS BEING PROPOSED BY THE APPLICANT?
- ☐ DOES THE PROPOSED AMENDMENT (IF OUT OF EA, EXCLUSIVE AGRICULTURE) MEET THE STATUTORY AND COMMISSION POLICY FINDINGS?
- ☐ OBJECTIONS FROM TOWN OR OTHER INTERESTED PARTIES?
- ☐ CITIZEN SUPPORT/OBJECTION?

## SHORELAND FLOODPLAIN ZONING ORDINANCE PRINCIPLES

- ☐ IS THE PROPOSED LOCATION FOR THE PROPOSED USE WITHIN THE AREAS IDENTIFIED AS:
  - FLOODPLAIN
  - WETLAND
  - FLOODWAY
  - SHORELAND
- ☐ DOES THE PROPOSED CONSTRUCTION MEET THE STATE'S AND COUNTY'S STANDARDS:
  - PERMITTED ACCESSORY OR CONDITIONAL USE
  - SHORELINE VEGETATION REMOVAL
  - MINIMUM SETBACK FROM WATERWAY
  - MINIMUM LOT SIZE AND WIDTH
  - STANDARDS FOR FILLING, GRADING & EXCAVATION



# COUNTY OF MANITOWOC

## COUNTY CLERK

1010 South 8<sup>th</sup> St., Ste. 115  
Manitowoc, WI 54220

Jessica Backus  
Manitowoc County Clerk

Telephone: (920) 683-4004  
Email: [jessicabackus@manitowoccountywi.gov](mailto:jessicabackus@manitowoccountywi.gov)

July 10, 2023

Tim Ryan, Director  
Planning & Park Commission  
4319 Expo Dr., P.O. Box 935  
Manitowoc, WI 54220-0935

and

Manitowoc County Supervisor Nicholas Muench  
Supervisory District 18

ATTN: Tim Ryan and Supervisor Muench

We enclose a copy of the following petition for an amendment to Manitowoc County's Zoning Ordinance Use Regulations as filed in this office:

**Name of Owner:**

Lawrence A. Krepline Revocable Living Trust  
21913 W Goodwin Rd  
Reedsville, WI 54230

**Township:**

Rockland

**Applicant/Agent**

Nicholas Griffey  
8158 CTH NN  
Greenleaf, WI 54126

This notice is made in compliance with Section 59.69(5)(e)(1) of the Wisconsin Statutes.  
A report of the above petition will be made to the County Board at its next succeeding meeting.

Sincerely,

*Jessica Backus*

Jessica Backus  
Manitowoc County Clerk



Manitowoc County  
Planning and Park Commission

Fee (\$505) Received ☒

Receipt # 40706

ZONING MAP AMENDMENT APPLICATION



Date of Application: 6/29/23

OWNER / APPLICANT / AGENT

Lawrence A Krepline Revocable Living Trust

Owner

Larry Krepline

Applicant/Agent

Nicholas Griffey

Address (1)

21913 W Goodwin RD

Address (1)

8158 CTH NN

Address (2)

Address (2)

City/State/Zip Reedsville, WI 54230

City/State/Zip

Greenleaf, WI 54126

Phone

(920) 378-4004

Phone

(920) 680-2516

PROPERTY LEGAL DESCRIPTION

NE 1/4, SE 1/4, S 8 T 19 N R 21 E Town of Rockland

House /Fire #

Tax Number

01500801300100

PROPERTY INFORMATION

Existing Zoning District

EA

Proposed Zoning district

SE

Please include an air photo identifying the proposed area with dimensions or a description of the area proposed for rezoning including acreage:

Air view of the property will be attached. Approximately 2.9 acres of land.

Proposed use: (Reason for change)

To put a well and septic system on the property. Build a barndominium for living. Also plant grass and trees on the property.

Return to:  
Manitowoc County  
Planning and Park Commission  
4319 Expo Drive, PO Box 935  
Manitowoc, WI 54220-0935  
(920) 683-4185

Signature (applicant, owner, agent)

6/29/23

Date

Signature (applicant, owner, agent)

Date

# MANITOWOC COUNTY

## ZONING MAP AMENDMENT FACT SHEET

(Manitowoc County, Town of Rockland from EA to SE)

### PETITIONER

**Name:** Lawrence A Krepline Rev. Living Trust  
Nicholas Griffey (*Applicant*)

**Address:** 21913 W Goodwin Rd.  
Reedsville WI 54230

**Town:** Rockland

### PARCEL

**Location:** NE1/4, SE1/4 Section 8, T19N-R21E

**Tax#:** 015-008-013-001.00

**Area:** 2.9 acres

### ACTION TO DATE

**Petition Submitted:** 06/29/2023

**Town Action:** Approved June 12, 2023

**Hearing Notice Published:** 7/13/2023 & 7/17/2023

**Advisory:** 7/24/2023

**Hearing:** 7/24/2023

### ADJACENT USES & ZONING

Direction:	District:	Use:
North	EA	Farmland
South	EA	Farmland
East	EA	Creek/Residential
West	EA	Farmland
	CB	Residential

### PARCEL USES & ZONING

**Existing Zoning District:** EA, Exclusive Agriculture

**Existing Land Use:** Farmland

**Proposed Zoning District:** SE, Small Estate

**Proposed Use:** Build a new home

### MAP INFORMATION

**Farmland Preservation Designation:**

Farmland Preservation

**Soil Type:** KnB, MbA, Po

**Air Photo Date:** 04/2020

### OTHER CONSIDERATIONS

**Drainage:** Mostly well drained

**Soil Limitations:** Severe – Percs Slowly

**Sewage Disposal:** Private Onsite Wastewater Treatment

**Road Access:** Boxwood Rd

**Town Future Land Use Designation:** Agricultural

Protection of economically productive areas, including farmland and forests. To preserve valuable agricultural land and open spaces. Agricultural land within the town is foreseen to be in jeopardy due to development pressures. The town contains approximately 11,556 acres of agricultural lands. As the town grows, agricultural land within the town limits would be converted to uses such as residential, transportation, or other more productive uses.

**County Future Land Use Designation:** Agricultural

Provide for the continued viability of farming and agricultural uses, the raising of livestock, the conservation of agricultural land, and to maintain and promote the rural character of these farmlands into the future.

**Soil Test:** N/A

**Terrain:** 0 to >12 Percent Slopes

**Vegetative Cover:** Farmland

# Town of Rockland

## Manitowoc County

---

June 19, 2023

From: Rockland Township Board



To: Manitowoc County Planning and Park Commission:

On Monday June 12, 2023, Nick Griffey requested a zoning approval for an approximate 2.6 acre parcel on Boxwood Road in the Town of Rockland. He requested that this agricultural land be zoned residential in the event he goes forward to purchase.

Included in this communication are the minutes from the Board Meeting. The board did approve the request. Also included in this communication is a map of the property.

In the event you have question regarding this, please feel free to contact any of the board members. Mr. Griffey has been advised to alert your department of this approval, as well.

Sincerely,

Rockland Town Board,

Rosalie Geiger

Tim Thor

Mike Havlinek



Minutes to be approved July 17, 2023.....

**Town of Rockland June 12, 2023 Board Meeting  
Rockland Town Hall @ 7:00 P.M**

**Call to Order and Roll Call:** Chairman, Rosie Geiger, called the meeting to order at 7:00 p.m. Officials present were Rosie Geiger, Tim Thor, Mike Havlinek, Paula Winkel, Laura Henze and Dan Benter. There were 8 citizens present.

**Review and Approve May's Minutes and Treasurer's Report:** Motion made by Mike Havlinek and second by Tim Thor to approve the Secretary's report as posted and printed. Motion carried. Motion made by Tim Thor and second by Mike Havlinek to accept the Treasurer's report. Motion approved.

The agenda was followed as printed and posted.

**Public Input:** A citizen shared concern that there is a hole in road at corner of Beech and Boxwood roads. Road superintendent will be informed. Also, a separate mention of a hump remaining at Hilltop bridge.

**Reports and Communications:** Fire inspection of Town Hall/Shop was completed.

**Nick Griffey: Request for zoning approval on a 3 acre parcel (agricultural to residential):** Tim made a motion and Mike seconded to approve zoning change for an approximate 2.6 acre parcel. Motion approved. Griffey will work with Park and Planning on next steps and land purchase.

**License and Permits:** Tim Thor made a motion and Mike Havlinek second to approve the Liquor Class (B&C), Class B Beer, and Tobacco licenses to applicants as well as Operator's licenses for 2023-2024 year. Mike Havlinek second. Motion approved. Tim Thor made a motion to approve the fireworks permit for Camp 10 and Mike Havlinek second. Motion passed. Five building permits were issued in last month.

**WEC Grant:** – There is a new \$750 grant available from WEC for upgrading older ADA compliant voting equipment such as the Town or Rockland's Automark machine. Paula will be attending a County demonstration and get more information on duration and ability to use AutoMark if we don't do the upgrade to ExpressVote.

**Communications with Road Superintendent & Culvert/Striping replacement:** Paula shared an update on Keith's behalf including that Scott's construction completed wedging. Tim made a motion to allow TOR employees to do grass cutting in ditches for Village of Reedsville at a \$5/hr increase to last year's price. Mike Havlinek second and motion carried. A follow up road check will be done on Monday, June 19<sup>th</sup> at 6:00 p.m. to evaluate needs on Blue Heron/Whitetail Run.

No road striping planned at this time. Estimates for culvert replacements have been obtained. It was shared that there is ARPA funds (with County 50% match available) to use for this as well as potentially Bridge Aid for larger cross-pipes. This will be reviewed in the July meeting after Board has a chance to review details.

**Constable Report:** Assistance given to a loose horse and meeting with property owner this week regarding ashes in ditch.

**Review Timing for Annual Open Book and Board of Review:** The open book is scheduled for Wednesday June 28<sup>th</sup> 5-7 p.m. and the Board of Review is scheduled for Wednesday, July 12, from 5-7 p.m.

**Vouchers Approved:** Motion made by Mike Havlinek and second by Tim Thor to approve payment of vouchers #21544 to #21567 and EFT's in the amount of \$13,607.65. Motion carried.

**Decide Leader for July 10<sup>th</sup> Board Meeting (Rosie on vacation):** Mike Havlinek made a motion to move the Board meeting from July 10<sup>th</sup> to July 17<sup>th</sup> to allow all three Board members to be present, Tim Thor second. Motion Carried.

**Topics for July 17, 2023 Meeting:** Culvert replacements.

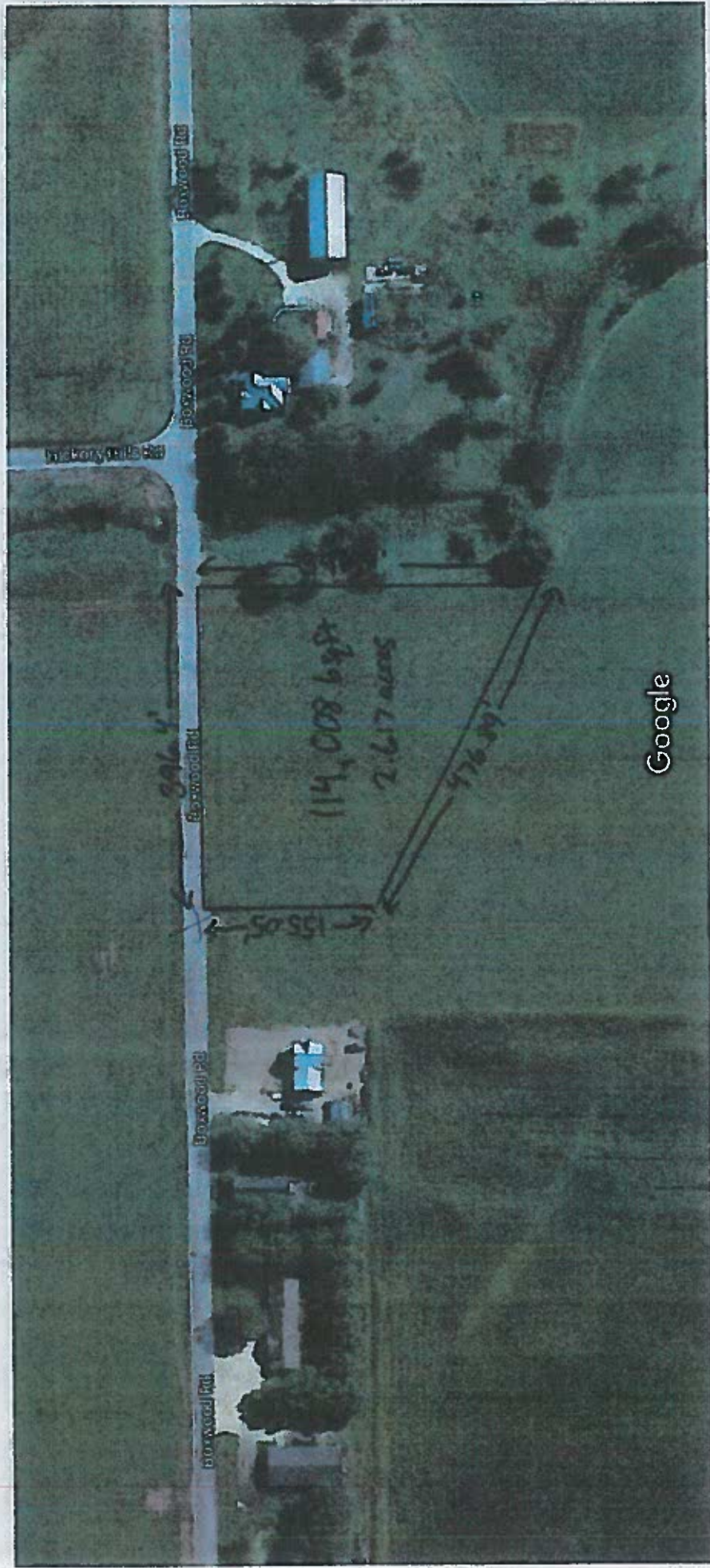
**Adjournment:** Motion made by Tim Thor and second by Mike Havlinek to adjourn the meeting at 8:20 p.m. Motion carried. Meeting adjourned.

Respectfully submitted, Paula Winkel Deputy Clerk/Treasurer, Town of Rockland, Manitowoc County



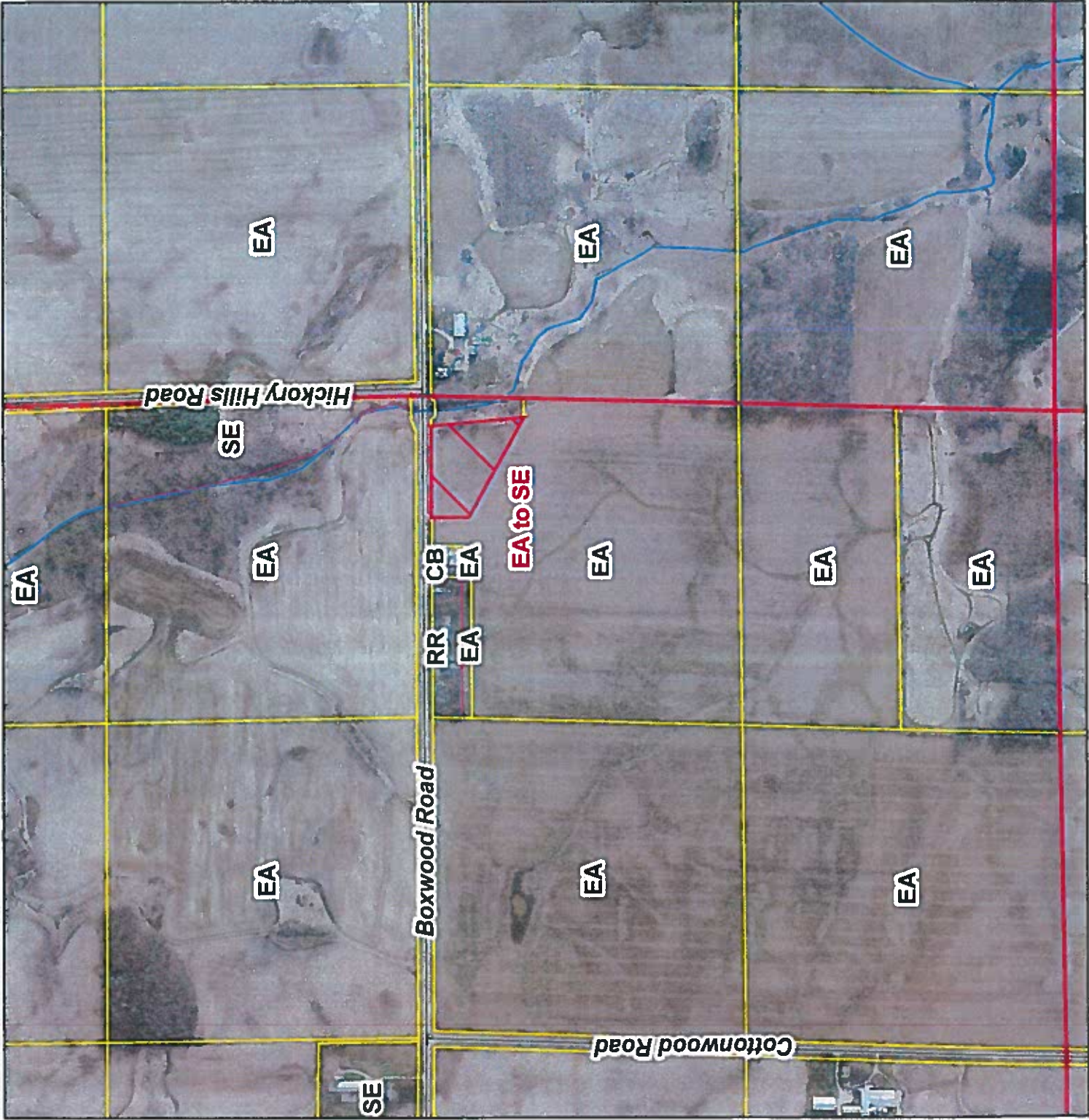


Google Maps



Imagery ©2023 Maxar Technologies, Map data ©2023 100 ft





Lawrence Krepline  
 Revocable Living Trust  
 NE 1/4, SE 1/4  
 Section 8, T19N-R21E  
 Town of Rockland  
 From: EA To: SE  
 Approx. 2.62 acre(s)  
**-88.004 44.131**

### Map Overview

Rockland

6	5	4	3	2	1
7	8	9	10	11	12
18	17	16	15	14	13
19	20	21	22	23	24
30	29	28	27	26	25
31	32	33	34	35	36



**Legend**

- Proposed Zone Change
- Zoning Line
- Lot Line
- Water Way
- Section Line



# EXHIBIT MAP FOR NICK GRIFFEY

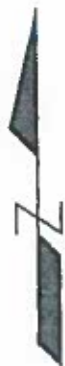
A TRACT OF LAND IN THE NORTHEAST QUARTER OF THE SOUTHEAST QUARTER (NE1/4 OF THE SE1/4),  
SECTION 8, T.19N., R.21E., TOWN OF ROCKLAND, MANITOWOC COUNTY, WISCONSIN

CENTER OF  
SECTION 8  
T.19N., R.21E.

E1/4 CORNER  
SECTION 8  
T.19N., R.21E.  
(MAG FND.)

MANITOWOC COUNTY  
RECEIVED  
  
JUL 24 2023  
  
PLANNING & PARK  
COMMISSION

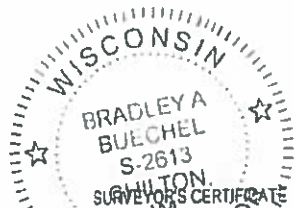
BEARINGS REFERENCED TO THE NORTH  
LINE OF THE SE1/4, SECTION 8  
ASSIGNED: S89°-47'-06"W PER THE  
MANITOWOC COUNTY COORDINATE SYSTEM



- LEGEND—
- = MANITOWOC CO. PLSS COR.
  - = 1" IRON PIPE FOUND

A part of the Northeast Quarter (NE1/4) of the Southeast Quarter (SE1/4) of Section Eight (8), Township Nineteen (19) North, Range Twenty-One (21) East, Town of Rockland, Manitowoc County, Wisconsin containing 91,183 square feet (2.093 acres) of land and being described by:

Commencing at the east quarter corner of said Section 8; thence S89°-47'-06"W (recorded as N89°-28'-27"E) along the north line of the SE1/4 of said Section 8, a distance of 130.00 feet; thence S02°-35'-28"E (recorded as N02°-54'-19"W) 33.03 feet to the south right of way line of Boxwood Road and the point of real beginning; thence continue S02°-35'-28"E (recorded as N02°-54'-19"W) 387.14 feet; thence N56°-33'-04"W 418.18 feet; thence N00°-12'-54"W 155.00 feet to said south right of way line; thence N89°-47'-06"E along said south right of way line, a distance of 332.00 feet to the point of real beginning.

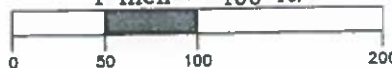


I, Bradley A. Buechel, Professional Land Surveyor of Meridian Surveying, LLC, certify that I have surveyed the described property and that the map shown is a true and accurate representation thereof to the best of my knowledge and belief.

Dated this 24 day of July, 2023.

*Bradley A. Buechel*  
WISCONSIN PROFESSIONAL LAND SURVEYOR  
Bradley A. Buechel, S-2613

GRAPHIC SCALE  
1 inch = 100 ft.



SURVEYED FOR:  
NICK GRIFFEY  
  
PARCEL NO.:  
015-008-013-001.00

**MERIDIAN**  
**SURVEYING, LLC**  
2020 Madison Street Office: 920-893-0881  
New Holstein, WI 53061 Fax: 920-273-6037

DRAWN BY: JD	FIELD WORK DATE: 7-13-23
CHECKED BY: BB	FIELD BOOK: NOTES
JOB NO.: 14738	SHEET 1 OF 1

**ORDINANCE AMENDING ZONING MAP**  
(Justin Morris)

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 July 24, 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 located in part of Lot 2 of Certified Survey Map Volume 24 page 65 being  
12 part of the Southeast 1/4 of the Northwest 1/4 and Southwest 1/4 of the Northeast 1/4 of Section  
13 7, T.21 N. - R.24 E., Town of Mishicot, Manitowoc County, Wisconsin described as follows:  
14

15 Commencing at the southeast corner of said Lot 2; thence South 89°09'11" West  
16 606.33 feet; thence North 89°44'07" West 307.54 feet to the point of beginning;  
17 thence continuing North 89°44'07" West 307.52 feet; thence along a tangent line  
18 North 32°14'53" East 99.29 feet; thence North 48°32'20" East 302.55 feet; thence  
19 South 5°33'24" East 287.07 feet to the point of beginning, said parcel containing  
20 approximately 1.11 acres of land and is hereby rezoned from General Agriculture  
21 (GA) District to Rural Residential (RR) District.

Dated this 15th day of August 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

REPORT TO: THE MANITOWOC COUNTY BOARD OF SUPERVISORS AUGUST 15, 2023.
FROM: THE MANITOWOC COUNTY PLANNING AND PARK COMMISSION
RE: JUSTIN MORRIS ZONING MAP AMENDMENT REQUEST

This report, recommendation, Ordinance, proof of publication, attached map, and the fact sheet are hereby presented in accordance with Section 59.69(5)(e)4 Wisconsin Statutes.

Justin Morris, on June 19, 2023, petitioned the Manitowoc County Board of Supervisors to rezone approximately 1.11 acres of land located in the SE1/4, NW1/4, Section 7, T21N-R24E, Town of Mishicot, from GA, General Agriculture to RR, Rural Residential.

The Town of Mishicot adopted the Manitowoc County Zoning Ordinance on January 2, 2012. The uses permitted in the RR, Rural Residential zoning provides for mixed residential and low impact non-residential development on relatively small lots with a minimum lot size of one acre.

1. Action taken to date on this request includes:
  - a. Justin Morris petitioned for a zoning map amendment on June 19, 2023.
  - b. The petition was referred from the County Clerk to the County Planning and Park Commission for a hearing and recommendation.
  - c. The public hearing notices were published in the Herald-Times-Reporter on July 13, 2023 and on July 17, 2023.
  - d. The County Planning and Park Commission held a public hearing on this amendment request on July 24, 2023.
  - e. The Commission at their July 24, 2023 meeting recommended approval of a requested rezoning of approximately 1.11 acres of land located in the SE1/4, NW1/4, Section 7, T21N-R24E, Town of Mishicot, from GA, General Agriculture to RR, Rural Residential.
2. Existing conditions relating to land use, zoning, and natural resources are summarized on the accompanying zone change fact sheet.
3. Testimony at the hearing is summarized as follows:
  - a. Mr. Tim Ryan, Director, reviewed the Commission Agenda Commentary.
  - b. Mr. Justin Morris, property owner, spoke in favor of the request.

The County Planning and Park Commission made the following findings from testimony at the hearing, the rezoning fact sheet, staff analysis, and discussions at the public hearing and meeting.

1. The area to be considered for rezoning meets past criteria set by the Commission for rezoning land from GA, General Agriculture District.
2. The Mishicot Town Board supports the proposed zone change.
3. Rezoning will allow for the construction of a single family home adjacent to existing residential areas.
4. The area to be rezoned is wooded.

## **RECOMMENDATION**

The County Planning and Park Commission determined from testimony at the public hearing, from the zone change fact sheets and maps, and from the staff analysis, that the public health, safety and general welfare would be safeguarded and substantial justice done, if the request of Justin Morris to rezone approximately 1.11 acres of land from GA, General Agriculture to RR, Rural Residential were approved.

The Manitowoc County Planning and Park Commission, at its July 24, 2023 meeting, therefore by a unanimous vote recommended that the subject property (an approximately 1.11 acres of land located in the SE¼, NW¼, Section 7, T21N-R24E, Town of Mishicot, more fully described in the accompanying proposed ordinance amendment) be recommended for rezoning from GA, General Agriculture to RR, Rural Residential.

# MANITOWOC COUNTY ZONING MAP AMENDMENT CHECKLIST

## GENERAL ZONING PRINCIPLES

- ☐ IS THE PROPOSED ZONING MAP AMENDMENT CONSISTENT WITH AND IN ACCORDANCE WITH THE COUNTY'S:
  - 1. LAND USE PLAN?
  - 2. FARMLAND PRESERVATION PLAN?
  - 3. OTHER LOCAL UNITS PLANS?
- ☐ HAS THERE BEEN A SUBSTANTIAL CHANGE IN CONDITIONS SINCE THE LAND WAS ORIGINALLY ZONED TO WARRANT THE PROPOSED AMENDMENT?
- ☐ WAS THE SUBJECT PROPERTY INCORRECTLY ZONED INITIALLY?
- ☐ DOES THE DECISION TO RECOMMEND APPROVAL OR DENIAL REPRESENT THE COMMISSION'S/COMMISSIONER'S WILL OR DOES IT REPRESENT ITS JUDGMENT?
- ☐ IS THE PROPOSED AMENDMENT IN THE BEST INTEREST OF THE COMMUNITY PUBLIC HEALTH, SAFETY, AND GENERAL WELFARE?
- ☐ WILL THE PROPOSED REZONING BE COMPATIBLE WITH NEIGHBORHOOD PROPERTIES AND WILL IT NOT ADVERSELY AFFECT THE VALUE OF SUCH ADJACENT LAND?
- ☐ IS THE SUBJECT PROPERTY ECONOMICALLY FEASIBLE TO DEVELOP OR USE UNDER THE CURRENT ZONING?
- ☐ ARE THERE ADEQUATE SITES ELSEWHERE THAT ARE ZONED APPROPRIATELY FOR THE PROPOSED USE?
- ☐ DOES THE PROPOSED ZONING MAP AMENDMENT CONSTITUTE SPOT ZONING?
- ☐ HAVE ALL USES THAT ARE PERMITTED UNDER THE PROPOSED ZONING DISTRICT BEEN CONSIDERED RATHER THAN JUST THE USE THAT IS BEING PROPOSED BY THE APPLICANT?
- ☐ DOES THE PROPOSED AMENDMENT (IF OUT OF EA, EXCLUSIVE AGRICULTURE) MEET THE STATUTORY AND COMMISSION POLICY FINDINGS?
- ☐ OBJECTIONS FROM TOWN OR OTHER INTERESTED PARTIES?
- ☐ CITIZEN SUPPORT/OBJECTION?

## SHORELAND FLOODPLAIN ZONING ORDINANCE PRINCIPLES

- ☐ IS THE PROPOSED LOCATION FOR THE PROPOSED USE WITHIN THE AREAS IDENTIFIED AS:
  - FLOODPLAIN
  - WETLAND
  - FLOODWAY
  - SHORELAND
- ☐ DOES THE PROPOSED CONSTRUCTION MEET THE STATE'S AND COUNTY'S STANDARDS:
  - PERMITTED ACCESSORY OR CONDITIONAL USE
  - SHORELINE VEGETATION REMOVAL
  - MINIMUM SETBACK FROM WATERWAY
  - MINIMUM LOT SIZE AND WIDTH
  - STANDARDS FOR FILLING, GRADING & EXCAVATION



# COUNTY OF MANITOWOC COUNTY CLERK

1010 South 8<sup>th</sup> St., Ste. 115  
Manitowoc, WI 54220

Jessica Backus  
Manitowoc County Clerk

Telephone: (920) 683-4004  
Email: [jessicabackus@manitowoccountywi.gov](mailto:jessicabackus@manitowoccountywi.gov)

July 10, 2023

Tim Ryan, Director  
Planning & Park Commission  
4319 Expo Dr., P.O. Box 935  
Manitowoc, WI 54220-0935

and

Manitowoc County Supervisor Lee Engelbrecht  
Supervisory District 20

ATTN: Tim Ryan and Supervisor Engelbrecht

We enclose a copy of the following petition for an amendment to Manitowoc County's Zoning Ordinance Use Regulations as filed in this office:

**Name of Owner:**

Justin Morris  
17411 Tisch Mills Road  
Mishicot, WI 54228

**Township:**

Mishicot

**Applicant/Agent**

Steve Zeitler  
7410 Hidden Valley Road  
Maribel, WI 54227

This notice is made in compliance with Section 59.69(5)(e)(1) of the Wisconsin Statutes.  
A report of the above petition will be made to the County Board at its next succeeding meeting.

Sincerely,

*Jessica Backus*

Jessica Backus  
Manitowoc County Clerk



Manitowoc County  
Planning and Park Commission

Fee (\$505) Received ☒  
Receipt # 40702

ZONING MAP AMENDMENT APPLICATION

MANITOWOC COUNTY  
RECEIVED

JUN 19 2023

PLANNING & PARK  
COMMISSION

Date of Application:

OWNER / APPLICANT / AGENT

Owner

Justin Morris

Applicant/Agent

Steve Z. Peyer

Address (1)

17411 Tisch Mills Rd

Address (1)

7410 Hidden Valley Road

Address (2)

City/State/Zip

Mishicot WI 54228

City/State/Zip

Maribel, WI 54227

Phone

920 629-6295

Phone

920-857-4670

PROPERTY LEGAL DESCRIPTION

SE 1/4, NW 1/4, S 7 T 21 N R 24 E Town of Mishicot

House / Fire #

17411

Tax Number

013-107-008-003.00

PROPERTY INFORMATION

Existing Zoning District

GA

Proposed Zoning district

RR LOT 1

Please include an air photo identifying the proposed area with dimensions or a description of the area proposed for rezoning including acreage:

SEE ATTACHED QSM

Proposed use: (Reason for change)

I would like to create a 1-acre parcel for my sister Sarah for a future building site.

Return to:  
Manitowoc County  
Planning and Park Commission  
4319 Expo Drive, PO Box 935  
Manitowoc, WI 54220-0935  
(920) 683-4185

Signature (applicant, owner, agent)

Date

Signature (applicant, owner, agent)

Date



# MANITOWOC COUNTY

## ZONING MAP AMENDMENT FACT SHEET

(Manitowoc County, Town of Mishicot from GA to RR)

### PETITIONER

**Name:** Justin Morris  
**Address:** 17411 Tisch Mills Road  
Mishicot WI 54228  
**Town:** Mishicot

### PARCEL

**Location:** SE1/4, NW1/4, Section 7, T21N-R24E  
**Tax#:** 013-107-008-003.00  
**Area:** 1.11 acres

### ACTION TO DATE

**Petition Submitted:** 6/19/2023  
**Town Action:** Approved June 5, 2023  
**Hearing Notice Published:** 7/13/2023 & 7/17/2023  
**Advisory:** 7/24/2023  
**Hearing:** 7/24/2023

### ADJACENT USES & ZONING

Direction:	District:	Use:
North	GA & RR	Woods & Residential
South	LE	Woods & Residential
East	GA	Woods & Residential
West	GA	Woods & Residential

### PARCEL USES & ZONING

**Existing Zoning District:** GA, General Agriculture  
**Existing Land Use:** Woods  
**Proposed Zoning District:** RR, Rural Residential  
**Proposed Use:** Sell off 1 acre lot to my sister to build a house

### MAP INFORMATION

**Farmland Preservation Designation:**  
Non-Farmland Preservation  
**Soil Type:** PIB  
**Air Photo Date:** 04/2020

### OTHER CONSIDERATIONS

**Drainage:** Excessively drained, rapidly permeable soils  
**Soil Limitations:** Slight  
**Sewage Disposal:** Private Onsite Wastewater Treatment  
**Road Access:** Tisch Mills Rd

**Soil Test:** N/A  
**Terrain:** 0 to >12 Percent Slopes  
**Vegetative Cover:** Woodland

**Town Future Land Use Designation:** Natural Areas

Areas of special environmental, natural resource and open space significance. These Natural Areas should not be developed with parcel size less than 20 acres because of natural resource conditions. The considerations include shoreline conservation, flooding, wetland conservation, wildlife habitats, unique aesthetic features, cultural and historic sites, existing and proposed parks, and State Forest and Wildlife Areas. The delineation of lands with these characteristics often falls into a linear pattern, hence the reference to environmental areas as corridors.

**County Future Land Use Designation:** Woodlands/Natural Areas

Woodlands are a valuable natural resource, providing a host of benefits. Trees filter air and water, serve as buffers between land uses, provide wildlife habitat and areas for passive recreation.



# TOWN OF MISHICOT

Office of Town Clerk

Lee Stefaniak, Chairperson  
10534 Division Drive  
Two Rivers, WI 54241  
(920) 755-4263

Dean Anhalt, Supervisor  
P.O. Box 272  
Mishicot, WI 54228-0272  
(920) 755-4128

Robert DesJarlais, Supervisor  
17624 Kasmer Road  
Mishicot, WI 54228  
(920) 776-2150

Tammy Thielbar, Treasurer  
3029 E. Church Street  
Two Rivers, WI 54241  
(920) 323-3529

Connie Tesarik, Clerk  
618 Tisch Mills Road  
Mishicot, WI 54228  
920-776-1597  
mishicotown@charter.net

Richard Franz, Constable  
2727 Maplewood Road  
Two Rivers, WI 54241  
(920) 793-4657

MANITOWOC COUNTY  
RECEIVED

JUN 09 2023

PLANNING & PARK  
COMMISSION

June 6, 2023

Mr. Tim Ryan  
Manitowoc County Planning & Park Dept.  
4319 Expo Drive  
P. O. Box 610  
Manitowoc, WI 54221-0610

Dear Tim:

RE: MORRIS RE-ZONING - TISCH MILLS ROAD

Justin Morris, a Town of Mishicot resident, came before the Mishicot Town Board at their monthly meeting last evening, June 5. Mr. Morris has had a CSM done on Parcels: 013-107-003-003.00 and 013-107-008-003.00. The CSM creates Lot 1 and Lot 2. Mr. Morris is requesting to rezone Lot 1 from GA to RR for the purpose of a family member constructing a single-family dwelling. Mr. Morris is requesting a variance for Lot 2 to remain zoned GA.

The Mishicot Town Board made the following motion at their June 5, 2023, Town Board Meeting: **Supervisor Anhalt moved to approve the rezoning of Lot 1 to RR (Rural Residential) and to further approve the variance request for Lot 2 to remain GA (General Ag) both with Manitowoc County's approval. Motion seconded by Supervisor DesJarlais. All votes in favor. Motion carried.**

Mr. Anhalt said that Mr. Morris' requests fit the residential use of the surrounding area, and noted it is a good use of the property. Mr. Morris said he had not yet had the property tested for septic. Mr. Anhalt further noted that holding tanks for new construction are not allowed in the town.

Sincerely yours,

  
Lee Stefaniak  
Chairman - Town of Mishicot

cc: Justin Morris  
jmohunter22@yahoo.com



Justin Morris  
SE 1/4, NW 1/4  
Section 7, T21N-R24E  
Town of Mishicot  
From: GA To: RR  
Approximately 1.00 acre(s)  
**-87.634 44.307**

Map Overview

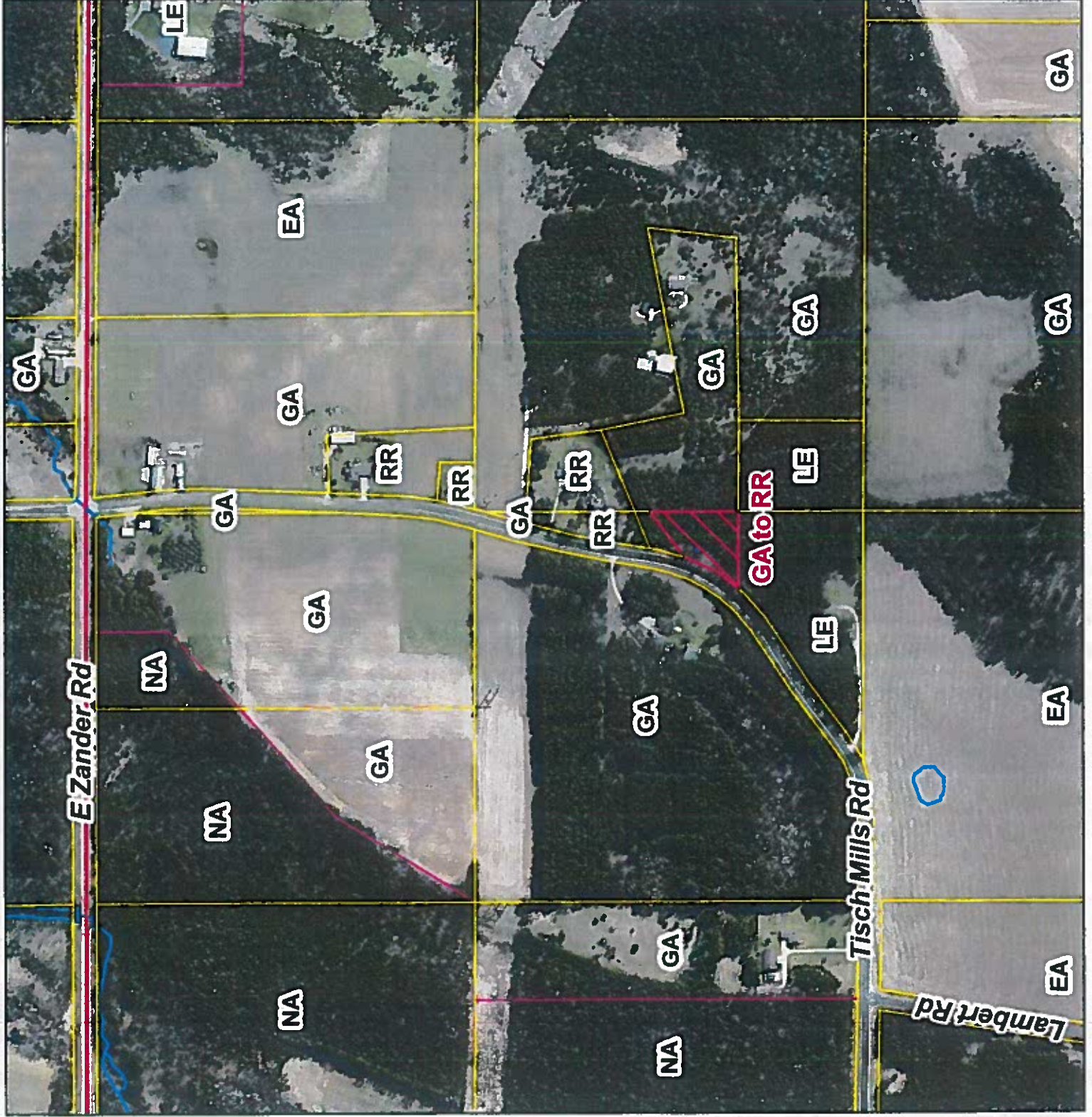
Mishicot

6	5	4			
7	8	9			
18	17	16			
19	20	21			
30	29	28			
31	32	33			
36	5	4	3		
6	5	4	3		
7	8	9	10		
			17	16	15

0 220 440 880 Feet

Legend

- Proposed Zone Change
- Section line
- Zoning\_lines
- Lot Line
- Water Way



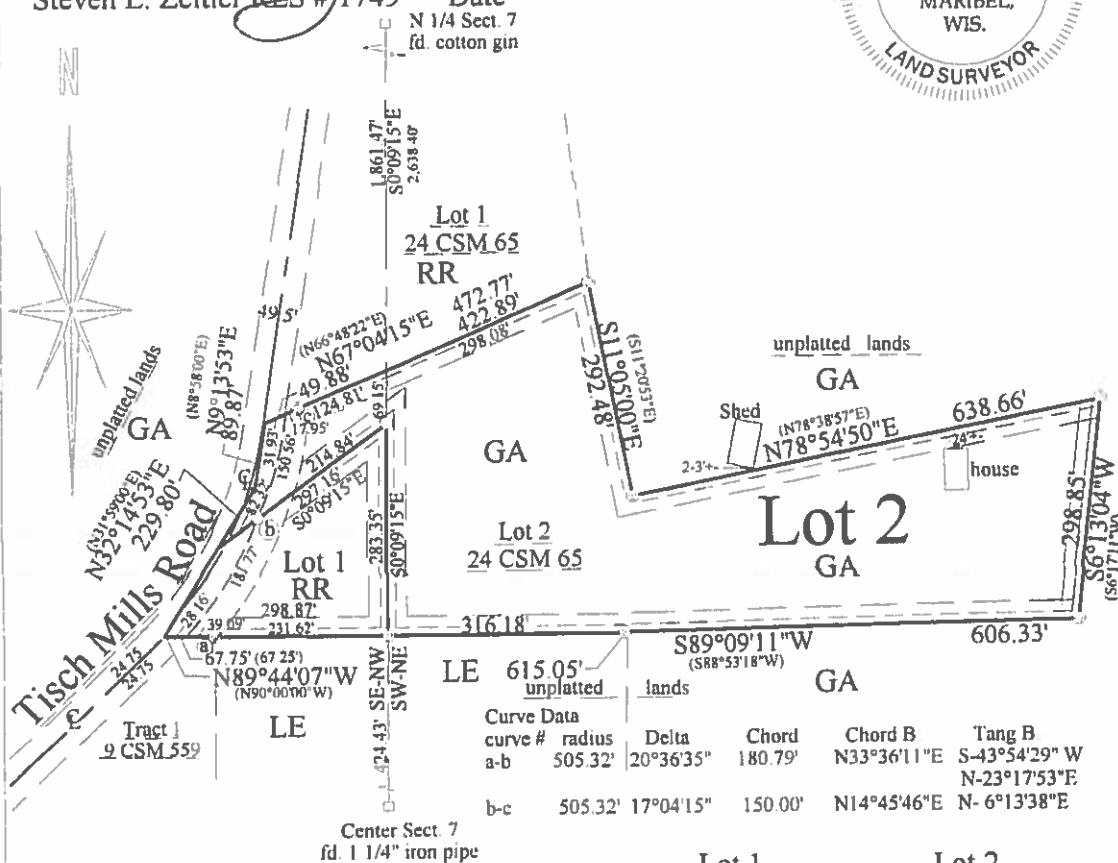
# Certified Survey Map

ALL OF LOT 2 OF CERTIFIED SURVEY MAP VOLUME 24 PAGE 65 BEING  
PART OF THE SE 1/4 - NW 1/4 AND SW 1/4 - NE 1/4, SECTION 7,  
T. 21 N.- R.24 E, TOWN OF MISHICOT, MANITOWOC COUNTY, WISCONSIN.

## Surveyors Certificate:

I, Steven E. Zeitler, Registered Land Surveyor, do hereby certify that I have surveyed,  
Divided and mapped the land described hereon; that I have made such survey and  
map by the direction of the owners listed hereon; and that I have complied with the  
provisions of Chapter 236 Section 236.34 of the Wisconsin Statutes and Section  
12.07 of the Subdivision Regulations for Manitowoc County, Wisconsin. That the  
map hereon is a true and correct representation of the survey.

*Steven E. Zeitler* 4/1/23  
Steven E. Zeitler RLS #1749 Date



## Legend

- ⊙ 1" iron pipe fd.
  - 1" X 18" iron pipe (set) min. wt. 1.13 lb./lin.ft.
- Bearings referenced to the easterly line of the  
NW 1/4 recorded as N00°09'15" W

Lot 1  
Area  
Lot 43,578 sq.ft  
R/W 4,777 sq.ft  
Total 48,355 sq.ft.  
1.11 Ac.

Lot 2  
Area  
Lot 290,001 sq.ft  
R/W 4,590 sq.ft  
Total 294,591 sq.ft.  
6.76 Ac.

## Graphic Scale





# Certified Survey Map

ALL OF LOT 2 OF CERTIFIED SURVEY MAP VOLUME 24 PAGE 65 BEING  
PART OF THE SE 1/4 - NW 1/4 AND SW 1/4 - NE 1/4, SECTION 7,  
T. 21 N. - R. 24 E., TOWN OF MISHICOT, MANITOWOC COUNTY, WISCONSIN.

## DESCRIPTION:

All of Lot 2 of Certified Survey Map Volume 24 page 65 being part of  
the Southeast 1/4 of the Northwest 1/4 and Southwest 1/4 of  
the Northeast 1/4 of Section 7, T. 21 N. - R. 24 E., Town of Mishicot,  
Manitowoc County, Wisconsin described as;

Beginning at the southeast corner of said Lot 2; thence South 89°09'11"  
West 606.33 feet; thence North 89°44'07" West 615.05 feet;  
thence along a tangent line North 32°14'53" East 229.80 feet;  
thence continuing North 9°13'53" East 89.87 feet;  
North 67°04'15" East 472.77 feet; thence South 11°05'00" East 292.48  
feet; thence North 78°54'50" East 638.66 feet; thence South 6°33'04" West  
298.85 feet to the point of beginning and including those lands previously  
conveyed for highway purposes and containing 7.87 acres

## OWNERS CERTIFICATE:

As owners' we, herby certify that we caused the land described on this map to be  
surveyed, divided, and mapped as represented hereon; We also certify that this  
Certified Survey Map is required to be submitted to the Manitowoc County Planning  
and Park Commission for approval or objection in accordance with current Land  
Subdivision Ordinances.

  
Michael G. Morris

  
Justin M. Morris

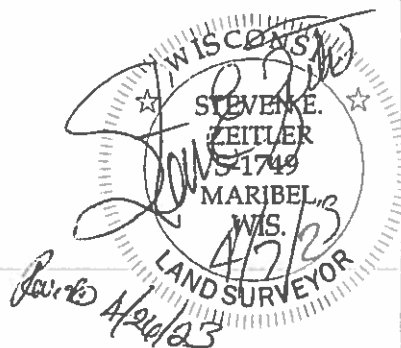
  
Barbara J. Morris

STATE OF WISCONSIN)  
MANITOWOC COUNTY)

Personally came before me this 30<sup>TH</sup> day of April, 2023 the above named  
owners, to me known to be the persons who executed the foregoing instrument and  
acknowledge the same.

  
Steven E. Zeitler

My commission expires 01/14/26



**ORDINANCE AMENDING ZONING MAP**  
(Eugene J Andres Revocable Living Trust)

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 June 26, 2023 and July 24,  
3 2023; and  
4

5 WHEREAS, the Planning and Park Commission, after a careful consideration of testimony  
6 and an examination of the facts, recommends that the petition be approved for the reasons stated  
7 in the attached report;  
8

9 NOW, THEREFORE, the county board of supervisors of the county of Manitowoc does  
10 ordain as follows:  
11

12 A parcel of land located in part of the Northwest 1/4 of the Northeast 1/4 of Section 33,  
13 T.20 N. - R.23 E., Town of Kossuth, Manitowoc County, Wisconsin described as follows:  
14

15 Commencing at the North 1/4 Corner of Section 33; thence along the westerly line  
16 of the NE 1/4 South 0°13'44" West 33.00 to the southerly line of Rockwood Road  
17 being the point of beginning; thence along said line North 89°45'09" East 713.34  
18 feet; thence South 0°13'44" West 610.67 feet; thence South 89°45'09" West 713.34  
19 feet; thence North 0°13'44" East 610.67 feet to the point of beginning, said parcel  
20 containing approximately 10.0 acres of land and is hereby rezoned from Exclusive  
21 Agriculture (EA) District to General Agriculture (GA) District.  
22

23 and  
24

25 BE IT FURTHER ORDAINED that the rezoning is subject to the following condition:  
26

27 A Certified Survey Map (CSM) of the property is required and the CSM will have  
28 the language "Non-Habitable" identified directly on the CSM to prevent future  
29 residential development.

Dated this 15th day of August 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

REPORT TO:	THE MANITOWOC COUNTY BOARD OF SUPERVISORS AUGUST 15, 2023.
FROM:	THE MANITOWOC COUNTY PLANNING AND PARK COMMISSION
RE:	EUGENE J ANDRES REVOCABLE LIVING TRUST ZONING MAP AMENDMENT REQUEST

This report, recommendation, Ordinance, proof of publication, attached map, and the fact sheet are hereby presented in accordance with Section 59.69(5)(e)4 Wisconsin Statutes.

The Eugene J Andres Revocable Living Trust, on March 27, 2023, petitioned the Manitowoc County Board of Supervisors to rezone approximately 10.0 acres of land located in the NW1/4, NE1/4, Section 33, T20N-R23E, Town of Kossuth, from EA, Exclusive Agriculture to GA, General Agriculture.

The Town of Kossuth adopted the Manitowoc County Zoning Ordinance on January 2, 2012. The uses permitted in the GA, General Agriculture zoning provides for a rural area with a mixture of agriculture, low-density residential and rural commercial activity with a minimum lot size of 10.0 acres.

1. Action taken to date on this request includes:

- a. The Eugene J Andres Revocable Living Trust petitioned for a zoning map amendment on March 27, 2023.
- b. The petition was referred from the County Clerk to the County Planning and Park Commission for a hearing and recommendation.
- c. The public hearing notices were published in the Herald-Times-Reporter on June 15, 2023 and on June 19, 2023.
- d. The County Planning and Park Commission held a public hearing on this amendment request on June 26, 2023.
- e. The Commission at their June 26, 2023 meeting recommended postponement of a requested rezoning of approximately 10.0 acres of land located in the NW1/4, NE1/4, Section 33, T20N-R23E, Town of Kossuth, from EA, Exclusive Agriculture to GA, General Agriculture.
- f. The Commission at their July 24, 2023 meeting recommended approval of a requested rezoning of approximately 10.0 acres of land located in the NW1/4, NE1/4, Section 33, T20N-R23E, Town of Kossuth, from EA, Exclusive Agriculture to GA, General Agriculture with the following condition. The verbiage "non-habitable" must be present on the certified survey map.

2. Existing conditions relating to land use, zoning, and natural resources are summarized on the accompanying zone change fact sheet.

3. Testimony at the June hearing is summarized as follows:

- a. Mr. Tim Ryan, Director, reviewed the Commission Agenda Commentary.

4. Testimony at the July hearing is summarized as follows:

- a. Mr. Steve Zeitler, agent, spoke in favor of the request.

The County Planning and Park Commission made the following findings from testimony at the hearing, the rezoning fact sheet, staff analysis, and discussions at the public hearing and meeting.

1. The area to be considered for rezoning meets past criteria set by the

Commission for rezoning land from the EA, Exclusive Agriculture District.

2. The Kossuth Town Board and the Town Planning Commission supports the proposed zone change to GA, General Agriculture.
3. The intended use of the property will continue to be farming.
4. A Certified Survey Map (CSM) of the property is required and the CSM will have the language "Non-Habitable" identified directly on the CSM to prevent future residential development.

## **RECOMMENDATION**

The County Planning and Park Commission determined from testimony at the public hearing, from the zone change fact sheets and maps, and from the staff analysis, that the public health, safety and general welfare would be safeguarded and substantial justice done, if the request of the Eugene J Andres Revocable Living Trust to rezone approximately 10.0 acres of land from EA, Exclusive Agriculture to GA, General Agriculture were approved.

The Manitowoc County Planning and Park Commission, at its July 24, 2023 meeting, therefore by a unanimous vote recommended that the subject property (an approximately 10.0 acres of land located in the NW1/4, NE1/4, Section 33, T20N-R23E, Town of Kossuth, more fully described in the accompanying proposed ordinance amendment) be recommended for rezoning from EA, Exclusive Agriculture to GA, General Agriculture.



# MANITOWOC COUNTY ZONING MAP AMENDMENT CHECKLIST

## GENERAL ZONING PRINCIPLES

- ☐ IS THE PROPOSED ZONING MAP AMENDMENT CONSISTENT WITH AND IN ACCORDANCE WITH THE COUNTY'S:
  - 1. LAND USE PLAN?
  - 2. FARMLAND PRESERVATION PLAN?
  - 3. OTHER LOCAL UNITS PLANS?
- ☐ HAS THERE BEEN A SUBSTANTIAL CHANGE IN CONDITIONS SINCE THE LAND WAS ORIGINALLY ZONED TO WARRANT THE PROPOSED AMENDMENT?
- ☐ WAS THE SUBJECT PROPERTY INCORRECTLY ZONED INITIALLY?
- ☐ DOES THE DECISION TO RECOMMEND APPROVAL OR DENIAL REPRESENT THE COMMISSION'S/COMMISSIONER'S WILL OR DOES IT REPRESENT ITS JUDGMENT?
- ☐ IS THE PROPOSED AMENDMENT IN THE BEST INTEREST OF THE COMMUNITY PUBLIC HEALTH, SAFETY, AND GENERAL WELFARE?
- ☐ WILL THE PROPOSED REZONING BE COMPATIBLE WITH NEIGHBORHOOD PROPERTIES AND WILL IT NOT ADVERSELY AFFECT THE VALUE OF SUCH ADJACENT LAND?
- ☐ IS THE SUBJECT PROPERTY ECONOMICALLY FEASIBLE TO DEVELOP OR USE UNDER THE CURRENT ZONING?
- ☐ ARE THERE ADEQUATE SITES ELSEWHERE THAT ARE ZONED APPROPRIATELY FOR THE PROPOSED USE?
- ☐ DOES THE PROPOSED ZONING MAP AMENDMENT CONSTITUTE SPOT ZONING?
- ☐ HAVE ALL USES THAT ARE PERMITTED UNDER THE PROPOSED ZONING DISTRICT BEEN CONSIDERED RATHER THAN JUST THE USE THAT IS BEING PROPOSED BY THE APPLICANT?
- ☐ DOES THE PROPOSED AMENDMENT (IF OUT OF EA, EXCLUSIVE AGRICULTURE) MEET THE STATUTORY AND COMMISSION POLICY FINDINGS?
- ☐ OBJECTIONS FROM TOWN OR OTHER INTERESTED PARTIES?
- ☐ CITIZEN SUPPORT/OBJECTION?

## SHORELAND FLOODPLAIN ZONING ORDINANCE PRINCIPLES

- ☐ IS THE PROPOSED LOCATION FOR THE PROPOSED USE WITHIN THE AREAS IDENTIFIED AS:
  - FLOODPLAIN
  - WETLAND
  - FLOODWAY
  - SHORELAND
- ☐ DOES THE PROPOSED CONSTRUCTION MEET THE STATE'S AND COUNTY'S STANDARDS:
  - PERMITTED ACCESSORY OR CONDITIONAL USE
  - SHORELINE VEGETATION REMOVAL
  - MINIMUM SETBACK FROM WATERWAY
  - MINIMUM LOT SIZE AND WIDTH
  - STANDARDS FOR FILLING, GRADING & EXCAVATION



# COUNTY OF MANITOWOC

## COUNTY CLERK

1010 South 8<sup>th</sup> St., Ste. 115  
Manitowoc, WI 54220

Jessica Backus  
Manitowoc County Clerk

Telephone: (920) 683-4004  
Email: [jessicabackus@manitowoccountywi.gov](mailto:jessicabackus@manitowoccountywi.gov)

June 12, 2023

Tim Ryan, Director  
Planning & Park Commission  
4319 Expo Dr., P.O. Box 935  
Manitowoc, WI 54220-0935

and

Manitowoc County Supervisor Susie L. Maresh  
Supervisory District 17

ATTN: Tim Ryan and Supervisor Maresh

We enclose a copy of the following petition for an amendment to Manitowoc County's Zoning Ordinance Use Regulations as filed in this office:

**Name of Owner:**

Eugene J. Andres Revocable Living Trust  
7026 Rockwood Road  
Whitelaw, WI 54247

**Township:**

Kossuth

**Applicant/Agent**

Steve Zeitler  
7410 Hidden Valley Road  
Maribel, WI 54227

This notice is made in compliance with Section 59.69(5)(e)(1) of the Wisconsin Statutes.  
A report of the above petition will be made to the County Board at its next succeeding meeting.

Sincerely,

*Jessica Backus*

Jessica Backus  
Manitowoc County Clerk



Manitowoc County  
Planning and Park Commission

Fee (\$505) Received ☒  
Receipt # 40497

asm #200

#705.00

ZONING MAP AMENDMENT APPLICATION

Date of Application:

OWNER / APPLICANT / AGENT

Owner

Eugene Andres Revoc Liv

Applicant/Agent

Steve Zettler

Address (1)

7026 Rockwood Rd

Address (1)

7410 Hidden Valley Road

Address (2)

~~10~~

Address (2)

City/State/Zip

Whitefish, Wis 54247

City/State/Zip

Maribel, Wis

Phone

920-682-9705

Phone

920-857-4670

MANITOWOC COUNTY  
RECEIVED

PART OF

PROPERTY LEGAL DESCRIPTION

SW 1/4, NE 1/4, S 33 T 20 N R 23 E Town of Kossuth

MAR 27 2023

PLANNING & PARK  
COMMISSION

House / Fire #

Tax Number

007-033-002-000.00

PROPERTY INFORMATION

Existing Zoning District

EA

Proposed Zoning district

GA

Please include an air photo identifying the proposed area with dimensions or a description of the area proposed for rezoning including acreage:

SEE ATTACHED ASM

Proposed use: (Reason for change)

IT WILL REMAIN FARM USE.  
I Am Deeding this 10AC And 50 Acres of the  
Homestead TO my Daughter Corri.

Return to:  
Manitowoc County  
Planning and Park Commission  
4319 Expo Drive, PO Box 935  
Manitowoc, WI 54220-0935  
(920) 683-4185

Eugene Andres 3/27/23  
Signature (applicant, owner, agent) Date

Signature (applicant, owner, agent) Date

# MANITOWOC COUNTY

## ZONING MAP AMENDMENT FACT SHEET

(Manitowoc County, Town of Kossuth from EA to GA)

### PETITIONER

**Name:** Eugene J Andres  
Revocable Living Trust  
**Address:** 7026 Rockwood Rd.  
Whitelaw, WI 54247  
**Town:** Kossuth

### PARCEL

**Location:** NW¼, NE¼, Section 33, T20N-R23E  
**Tax#:** 007-033-002-000.00  
**Area:** 10 Acres

### ACTION TO DATE

**Petition Submitted:** 3/27/2023  
**Town Action:** Approved June 12, 2023  
**Hearing Notice Published:** 06/15/2023, 06/19/2023  
**Advisory:** 06/26/2023  
**Hearing:** 06/26/2023

### ADJACENT USES & ZONING

Direction:	District:	Use:
North	EA	Agricultural
South	EA	Agricultural
East	EA	Agricultural
West	EA	Agricultural

### PARCEL USES & ZONING

**Existing Zoning District:** EA, Exclusive Agriculture  
**Existing Land Use:** Agricultural  
**Proposed Zoning District:** GA, General Agriculture  
**Proposed Use:** Remain farm use,  
deeding land to daughter

### MAP INFORMATION

**Farmland Preservation Designation:**  
Farmland Preservation  
**Soil Type:** KnB, MbA  
**Air Photo Date:** 04/2020

### OTHER CONSIDERATIONS

**Drainage:** Well – poorly drained  
**Soil Limitations:** Moderate – Severe  
**Sewage Disposal:** Private Onsite Wastewater Treatment  
**Road Access:** Rockwood Rd  
**Town Land Use Designation:** Agriculture

**Soil Test:** N/A  
**Terrain:** 0 to <12 Percent Slopes  
**Vegetative Cover:** Agricultural

Decisions to allow residential development in areas identified for agricultural uses should be based on sound land use planning criteria. If residential development is permitted, single family residences are recommended at densities that preserve natural areas, viewsheds, open spaces, and areas deemed important for the town to keep preserved. Adequate buffers are encouraged for future non-farming uses in these areas in order to lessen conflict with the agricultural operations.

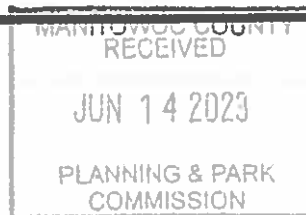
**County Future Land Use Designation:** Agricultural

The purpose of the Agricultural designation is to provide for the continued viability of farming and agricultural uses, the raising of livestock, the conservation of agricultural land, and to maintain and promote the rural character of the farmlands into the future.

## Michelle Haupt

---

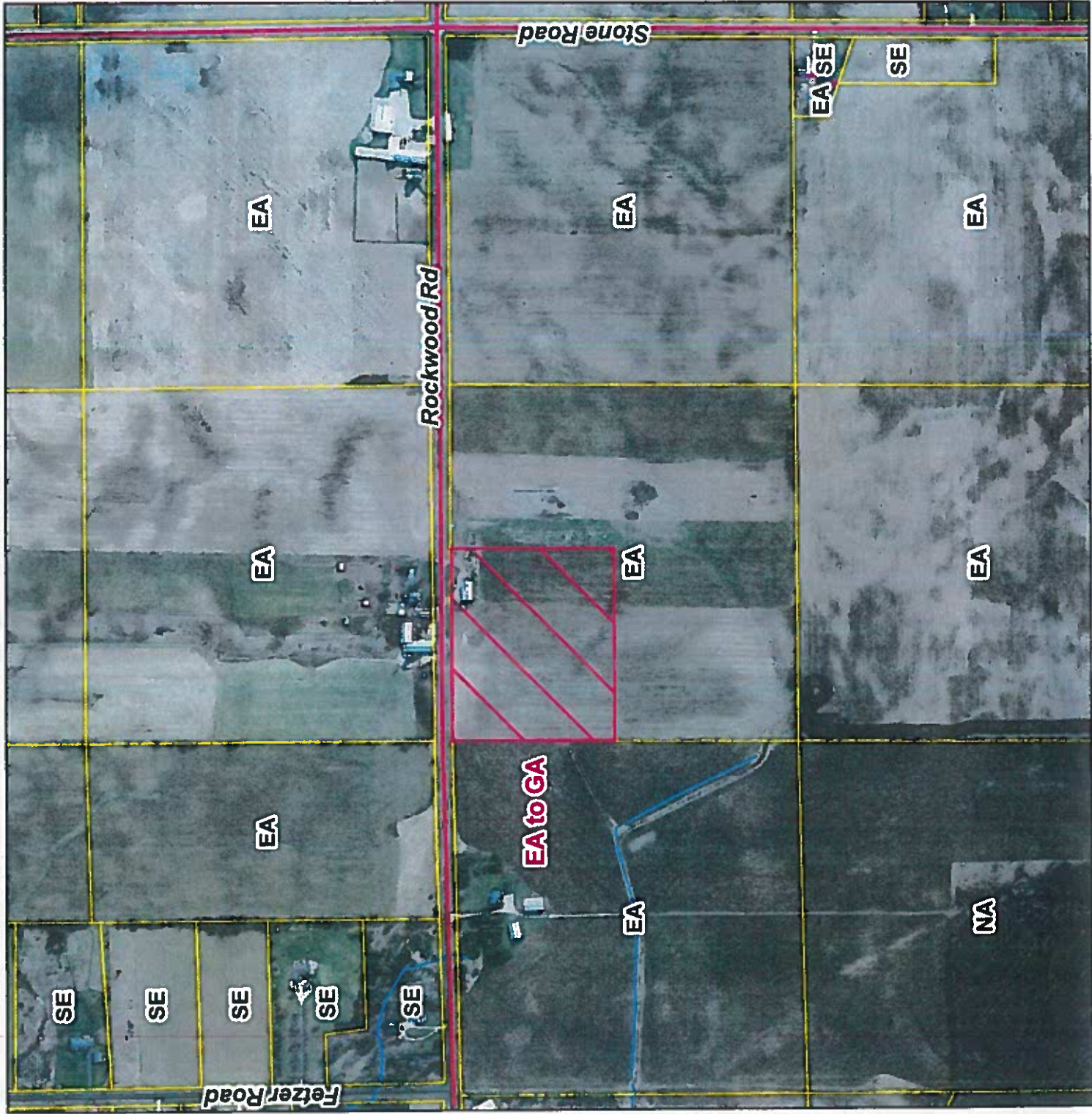
**From:** Ralph Schuh <powerguy@lsol.net>  
**Sent:** Wednesday, June 14, 2023 7:58 AM  
**To:** Tim Ryan  
**Cc:** Michelle Haupt  
**Subject:** Andres rezone



**WARNING:** This message originated from outside of Manitowoc County's email system. Any attachments or links should be carefully considered before proceeding. Think before you click!

At the Kossuth Town Board meeting on June 12, 2023, the Andres rezone of 10 acres from EA to GA, at 7021 Rockwood Road, was approved for parcel 007-033-002-000.00  
The rezone had previously been recommended for approval by the Town Planning Commission on May 22, 2023.





Eugene Andres  
Revoc Living Trust  
NW 1/4, NE 1/4  
Section 33, T20-R23E  
Town of Kossuth  
From: EA To: GA  
Approximately 10.00 acre(s)  
**-87.750, 44.167**

### Map Overview

Kossuth

6	5	4	3	2	1
7	8	9	10	11	12
18	17	16	15	14	13
19	20	21	22	23	24
30	29	28	27	26	25
31	32	33	34	35	36



### Legend

- Section Line
- Parcel Line
- Streams

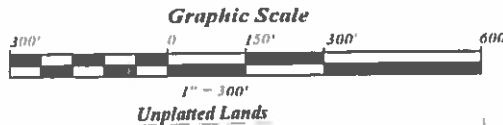
# CERTIFIED SURVEY MAP

ALL OF NW 1/4 OF THE NE 1/4 AND OF SECTION 33, T.20 N.- R.23 E.,  
TOWN OF KOSSUTH, MANITOWOC COUNTY, WISCONSIN

## Legend

- 1" iron pipe set Min wt. 1.13 lb/lin/ft
- Bearings referenced to the westerly line  
of the NE 1/4 recorded as N0°13'44" W

N 1/4 Cor Sect 33  
fd. 1" iron pipe



Rockwood Road

N 89°45'10" E 1,322.58'

713.34'

N 89°45'10" E

Lot 1

Area  
Lot 435,600 Sq.ft or  
10.00 Acres

GA

N 89°45'10" E

610.67'

N 0°13'44" E

EA

609.23'

1,322.57'

60' front yard setback (from centerline)  
25' principal structure setback (TYP)  
10' accessory building setback (TYP)

EA

S 0°14'30" W

1294.78'

EA

Lot 2

Area  
Lot 1,277,409 Sq.ft  
29.32 Acres

NE-NW NW-NE  
SE-NW SW-NE

S 89°41'10" W 1321.98'

NW-NE NE-NE  
SW-NE SE-NE

Unplanted Lands

EA

### DESCRIPTION:

All of the Northwest 1/4 of the Northeast  
1/4 of Section 33, T.20 N. - R.23 E.,  
Town of Kossuth, Manitowoc County,  
Wisconsin described as;

Commencing at the North 1/4 Corner of Section 33;  
thence along the westerly line of the NE 1/4 South  
0°13'44" East 33.00 to the southerly line of Rockwood  
Road being the point of beginning;  
thence along said line North 89°45'10" East 1,322.57 feet;  
thence South 0°15'19" West 1,294.78 feet; thence South  
89°41'07" West 1,321.98 feet; thence North 0°13'44" East  
1,296.33 feet to the point of beginning and containing  
39.8 Acres.

EA

Unplanted Lands



Center Sect. 33  
fd. 2" iron pipe

**RESOLUTION DENYING CLAIM**  
(Kathleen Hagen)

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1 WHEREAS, Kathleen Hagen filed a claim with Manitowoc County on July 28, 2023  
2 seeking reimbursement of \$315.00 to clean tar off her car purportedly caused by County Highway  
3 construction activity on County Highway K; and  
4

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

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

11 WHEREAS, the Corporation Counsel and the Finance Committee have reviewed the  
12 insurance carrier's recommendation that the claim be denied and that the county issue a formal  
13 disallowance;  
14

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

Dated this 15th day of August 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 DENYING CLAIM**  
(Robert Shimon)

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1 WHEREAS, Robert Shimon filed a claim with Manitowoc County on July 13, 2023  
2 seeking \$2,691.12 for damage to his car purportedly caused by gravel being discharged from a  
3 county mower on Highway 310; and

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

7  
8 WHEREAS, the insurance carrier has reviewed the information provided, investigated the  
9 facts, and determined that Manitowoc County should deny the claim; and

10  
11 WHEREAS, the Corporation Counsel and the Finance Committee have reviewed the  
12 insurance carrier's recommendation that the claim be denied and that the county issue a formal  
13 disallowance;

14  
15 NOW, THEREFORE, BE IT RESOLVED by the Manitowoc County Board of Supervisors  
16 that the claim is denied and that the Corporation Counsel and County Clerk are directed to provide  
17 such notice of the denial of the claim as may be required.

Dated this 15th day of August 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

**INITIAL RESOLUTION AUTHORIZING NOT TO EXCEED \$2,500,000  
GENERAL OBLIGATION PROMISSORY NOTES FOR HIGHWAY  
PROJECTS**

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1        WHEREAS, Manitowoc County, Wisconsin ("County") is in need of an amount not to  
2 exceed \$2,500,000 for the public purpose of financing the construction and improvement of  
3 highways; and  
4

5        WHEREAS, it is desirable to authorize the issuance of general obligation promissory notes  
6 for such purpose pursuant to Wis. Stat. ch. 67;  
7

8        NOW, THEREFORE, BE IT RESOLVED by the county board of supervisors of the county  
9 of Manitowoc that:  
10

11        Section 1. Authorization. The County shall borrow an amount not to exceed \$2,500,000  
12 by issuing its general obligation promissory notes for the public purpose of financing the  
13 construction and improvement of highways. There be and there hereby is levied on all the taxable  
14 property in the County a direct, annual tax in such years and in such amounts as are sufficient to  
15 pay when due the principal and interest on such notes.  
16

17        Section 2. Sale of the Notes. The county board of supervisors of the county of  
18 Manitowoc hereby authorizes and directs that the Notes be offered for public sale. At a  
19 subsequent meeting, the county board of supervisors of the county of Manitowoc shall consider  
20 such bids for the Notes as may have been received and take action thereon.  
21

22        Section 3. Notice of Sale. The County Clerk (in consultation with PMA Securities, LLC  
23 ("PMA")) be and hereby is directed to cause notice of the sale of the Notes to be disseminated in  
24 such manner and at such times as the County Clerk may determine and to cause copies of a  
25 complete Official Notice of Sale and other pertinent data to be forwarded to interested bidders as  
26 the County Clerk may determine.  
27

28        Section 4. Official Statement. The County Clerk (in consultation with PMA) shall cause  
29 an Official Statement to be prepared and distributed. The appropriate County officials shall  
30 determine when the Official Statement is final for purposes of Securities and Exchange  
31 Commission Rule 15c2 12 and shall certify said Official Statement, such certification to constitute  
32 full authorization of such Official Statement under this resolution.

Dated this 15th day of August 2023.

Respectfully submitted by the  
Finance Committee

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

FISCAL IMPACT: No fiscal impact. This resolution authorizes the issuance of promissory notes, but has no fiscal impact until the county board adopts a resolution for the sale of the promissory notes. That resolution will contain a fiscal note.

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

LEGAL NOTE: Pursuant to Wis. Stat. § 67.045(1)(f), this resolution requires a vote of three-fourths of the members-elect. Reviewed and approved as to form by Corporation Counsel. \_\_\_\_\_

APPROVED:

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

\_\_\_\_\_  
Date

**RESOLUTION AMENDING EMPLOYEE MANUAL § 4.10(5)**  
**(Classification of Employees)**

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1 WHEREAS, Manitowoc County has authorized an Employee Policy Manual ("Employee  
2 Policy Manual") to establish uniform personnel policies and procedures; and

3  
4 WHEREAS, Section 4.10 (Classification of Employees) defines the various classification  
5 of county employees; and

6  
7 WHEREAS, amendments must be made to the Employee Policy Manual from time-to-time  
8 to keep policies current, reflect current practice, and address new issues and circumstances; and

9  
10 WHEREAS, the proposed revision to Section 4.10(5) ensures that each type of county  
11 employee has a clear and appropriate definition; and

12  
13 WHEREAS, after careful consideration and review the Personnel Committee recommends  
14 approval of the following amendment to the Manitowoc County Employee Policy Manual;

15  
16 NOW, THEREFORE, BE IT RESOLVED that the county board of supervisors of the  
17 county of Manitowoc amends Section 4.10(5) of the Manitowoc County Employee Policy Manual  
18 as follows:

19  
20 Employee Policy Manual § 4.10(5) (Classification of Employees) is amended to read as follows:

21  
22 4.10 Classification of Employees

23  
24 ...

25  
26 (5) Temporary, and Casual, ~~Limited Term (LTE), Seasonal and On-Call~~ Employees:  
27 Collective bargaining agreements shall be reviewed prior to hiring an employee of  
28 this in these classifications, because some restrictions may exist.

29  
30 (a) Temporary – is an employee that is hired for a limited period of time. The  
31 length of employment for a temporary employee must be defined before  
32 hire and in no case shall employment be more than six months. Seasonal  
33 employees are considered temporary employees.

34  
35 (b) Casual employee – is an employee who is hired with no set hours or days  
36 of work who will be asked to work as and when it is required. While there  
37 is no set end date to the assignment for a casual employee – the need for  
38 employees hired in this category should be evaluated frequently. Casual  
39 employees who have not worked for a period of 1 year will be removed

40 from the payroll – unless an exception is granted by the County Executive.  
41 While there may be an occasional need for a casual employee to work up to  
42 full time hours, casual employees may not work over 20 hours per week on  
43 a consistent basis.  
44

45 ~~Every effort shall be made to not have employees in this~~ Employees in these classifications  
46 cannot work more than 1200 hours per year so contributions to the Wisconsin Retirement  
47 System can be avoided.

48  
49 Employees in ~~this~~ these classifications are not eligible for fringe benefits other than those  
50 provided for by law ~~or administrative code.~~

51  
52 Employees in these classifications working more than six months cannot work an average  
53 of more than 20 hours per week.

Dated this 15th day of August 2023.

Respectfully submitted by the  
Personnel Committee

\_\_\_\_\_  
Susie Maresh, 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 AMENDING EMPLOYEE POLICY MANUAL § 18.05  
(Shift Premium)**

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

WHEREAS, Manitowoc County has authorized an Employee Policy Manual ("Employee Policy Manual") to establish uniform personnel policies and procedures; and

WHEREAS, Section 18.05 (Shift Premium) establishes premium pay for County employees; and

WHEREAS, amendments must be made to the Employee Policy Manual from time-to-time to keep policies current, reflect current practice, and address new issues and circumstances; and

WHEREAS, the proposed revision to Section 18.05 adds premium pay for Human Services Department employees providing back up after-hours crisis coverage and on-site after-hours respite coverage; and

WHEREAS, after careful consideration and review, the Personnel Committee recommends approval of the following amendment to the Manitowoc County Employee Policy Manual;

NOW, THEREFORE, BE IT RESOLVED that the county board of supervisors of the county of Manitowoc amends Section 18.05 (Shift Premium) of the Manitowoc County Employee Policy Manual as follows:

Employee Policy Manual § 18.05 (Shift Premium) is amended to read as follows:

**18.05 Shift-Premium Pay**

- (1) A shift premium of 25¢ per hour shall be paid for all shifts beginning at or after 2:00 p.m., with no shift premiums paid for shifts beginning at or after 4:00 a.m. up until 1:59 p.m. Part-time employees required to work all shifts, including shifts beginning on or after 2:00 p.m. are also eligible for the 25¢ per hour shift premium.
- (2) A premium pay per 8 hour shift will be provided to qualified Human Services Department employees providing back up coverage for after-hours crisis workers. Premium amount to be established by the Personnel Committee.
- (3) A premium pay of per 8 hour shift will be provided to qualified Human Services Department employees providing on-site after-hours respite coverage at a respite home. Premium amount to be established by the Personnel Committee.



Dated this 15th day of August 2023.

Respectfully submitted by the  
Personnel Committee

\_\_\_\_\_  
Susie Maresh, 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 AMENDING EMPLOYEE POLICY MANUAL § 23.07(6)**  
**(Electronic Mail (E-Mail))**

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1 WHEREAS, Manitowoc County has authorized an Employee Policy Manual ("Employee  
2 Policy Manual") to establish uniform personnel policies and procedures; and  
3

4 WHEREAS, Section 23.07 (Electronic Mail (E-Mail)) establishes standards for county  
5 employees while using county email systems; and  
6

7 WHEREAS, amendments must be made to the Employee Policy Manual from time-to-time  
8 to keep policies current, reflect current practice, and address new issues and circumstances; and  
9

10 WHEREAS, the proposed revision to Section 23.07(6) clarifies the requirement that  
11 information received from or transmitted to CJIS can be accessed only through a Computer  
12 Resource (as that term is defined in the Employee Policy Manual) owned by Manitowoc County;  
13 and  
14

15 WHEREAS, after careful consideration and review the Personnel Committee recommend  
16 approval of the following amendment to the Employee Policy Manual;  
17

18 NOW, THEREFORE, BE IT RESOLVED that the county board of supervisors of the  
19 county of Manitowoc amends Section 23.07(6) (Electronic Mail (E-Mail)) of the Manitowoc  
20 County Employee Policy Manual as follows:  
21

22 Employee Policy Manual § 23.07(6) (Electronic Mail (E-Mail)) is amended to read as follows:  
23

24 23.07 Electronic Mail (E-Mail)

25 ...

26 (6) Computer Users receiving or transmitting HIPAA protected information and  
27 information accessed through CJIS must utilize a Computer Resource owned by  
28 Manitowoc County.

Dated this 15th day of August 2023.

Respectfully submitted by the  
Personnel Committee

\_\_\_\_\_  
Susie Maresh, 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 AMENDING EMPLOYEE MANUAL SEC. 8.10(3)**  
**(Designation of Outdoor Smoking Areas)**

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1 WHEREAS, Manitowoc County has authorized an Employee Policy Manual ("Employee  
2 Policy Manual") to establish uniform personnel policies and procedures; and  
3

4 WHEREAS, Section 8.10 (Designation of Outdoor Smoking Areas) defines the areas on  
5 certain county properties where smoking is permitted; and  
6

7 WHEREAS, amendments must be made to the Employee Policy Manual from time-to-time  
8 to keep policies current, reflect current practice, and address new issues and circumstances; and  
9

10 WHEREAS, since the Employee Policy Manual was adopted, Manitowoc County has  
11 acquired and staffed two additional locations, the Heritage Center and the Human Services  
12 Department Hamilton Street Building; and  
13

14 WHEREAS, the proposed revision to Section 8.10(3) adds specific smoking sites for the  
15 Heritage Center and Human Services Department Hamilton Street Building; and  
16

17 WHEREAS, after careful consideration and review the Personnel Committee recommend  
18 approval of the following amendment to the Manitowoc County Employee Policy Manual;  
19

20 NOW, THEREFORE, BE IT RESOLVED that the county board of supervisors of the  
21 county of Manitowoc amends Section 8.10(3) (Designation of Outdoor Smoking Areas) of the  
22 Manitowoc County Employee Policy Manual as follows:  
23

24 Employee Policy Manual § 8.10(3) (Designation of Outdoor Smoking Areas) is amended to read  
25 as follows:  
26

27 8.10 Designation of Outdoor Smoking Areas  
28

29 ...  
30

31 (3) Smoking is allowed in designated outdoor areas only. The designated areas are:

- 32 (a) Administration Building – West side of building  
33 (b) Communications Center – West side of building  
34 (c) Courthouse – East Steps, top of stairs and north of the window that is north  
35 of the Entrance (toward Washington Street)  
36 (d) Expo/Ice Center – Smoking is allowed anywhere outside.  
37 (e) Highway Department – Outside employee lunch room on east side of  
38 building  
39 (f) Human Services Department – Picnic table on east side of building

- 40 (g) Office Complex – South side of building  
41 (h) Sheriff's Department – Fenced in parking lot south of the Jail  
42 (i) Heritage Center – West side of building  
43 (j) Human Services Department Hamilton Street Building – Northwest side of  
44 building

Dated this 15th day of August 2023.

Respectfully submitted by the  
Personnel Committee

\_\_\_\_\_  
Susie Maresh, 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