

RESOLUTION ADOPTING HEALTH DEPARTMENT FEE SCHEDULE

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1 WHEREAS, the Manitowoc County Health Department issues certain licenses and permits
2 as an agent of the Wisconsin Department of Agriculture, Trade and Consumer Protection, and the
3 Department of Safety and Professional Services; and
4

5 WHEREAS, the Manitowoc County Board of Supervisors has authorized the Health
6 Department to charge fees to defray the costs of providing these various licenses and permits; and
7

8 WHEREAS, the State of Wisconsin has revised Wis. Admin. Code chs. ATCP 76 (Safety,
9 Maintenance, and Operation of Public Pools and Water Attractions) and ATCP 78 (Recreational
10 and Educational Camps) have been revised to include new categories of licenses while removing
11 others; and
12

13 WHEREAS, as an agent of the state, the Health Department fee structure is required to
14 align with the state administrative code; and
15

16 WHEREAS, the Manitowoc County Board of Supervisors has authorized the Health
17 Department to charge fees to defray the costs of providing these various licenses and permits; and
18

19 WHEREAS, Manitowoc County Code § 7.10 provides that the fees for licenses (other than
20 an animal license) and permits that the Health Department is authorized to charge must be set by
21 County Board resolution at the annual meeting; and
22

23 WHEREAS the Board of Health has reviewed the Health Department fee schedule and
24 recommends that it be adjusted beginning January 1, 2024; and
25

26 WHEREAS a copy of the proposed Health Department Fee Schedule has been provided to
27 the County Board;
28

29 NOW, THEREFORE, BE IT RESOLVED that the county board of supervisors of the
30 county of Manitowoc approves and adopts the proposed Health Department Fee Schedule to be
31 effective January 1, 2024, and directs that a copy of the fee schedule be included as an appendix
32 to Manitowoc County Code Chapter 7, Public Health.

Dated this 30th day of October 2023.

Respectfully submitted by the
Board of Health

Rita Metzger, Chair

FISCAL IMPACT: Indeterminable.

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 CANCELING COUNTY CHECKS NOT PRESENTED
WITHIN TWO YEARS OF ISSUANCE**

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1 WHEREAS, a few of the thousands of checks issued by Manitowoc County are not
2 presented for payment within two years of their date of issuance, and
3

4 WHEREAS, the County Treasurer is required to account for these uncashed checks in the
5 reserve to the County’s checking account, and
6

7 WHEREAS, Wis. Stat. § 59.64(4)(e) provides that the County Board may, at its annual
8 meeting, cancel checks that have not been presented for payment within two years of their
9 issuance; and
10

11 WHEREAS, those checks shown on the attached list were issued by Manitowoc County
12 prior to October 31, 2021, and were not presented for payment within two years of their issuance;
13 and
14

15 WHEREAS, after careful consideration and review, the Finance Committee recommends
16 canceling those checks on the attached list that were not presented for payment within two years
17 of their issuance;
18

19 NOW, THEREFORE, BE IT RESOLVED that those checks which are shown on the
20 attached list, which were issued by Manitowoc County prior to October 31, 2021, and which have
21 not been presented for payment within two years of their issuance, are hereby canceled and without
22 value; and
23

24 BE IT FURTHER RESOLVED that the payee of a canceled check may make application
25 to the County Board Chair and County Clerk to have a new check issued for the original amount,
26 without interest, and that the County Treasurer shall issue such a check within sixty days of written
27 notice of approval of such application by the County Board Chair and County Clerk.

Dated this 30th day of October 2023.

Respectfully submitted by the
Finance Committee

Paul Hansen, Chair

FISCAL IMPACT:	Increased available cash balance in Account 100-001	\$7,951.48
	Increased available cash balance in Account 160-485	85.97
	<u>Increased available cash balance in Account 126-770</u>	<u>2,084.88</u>
	Total increase in available cash balance	\$10,122.33

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

