

MANITOWOC COUNTY PLANNING AND PARK COMMISSION  
MINUTES OF THE REGULAR OCTOBER 23, 2023 MEETING

**Call to Order – Roll Call**

The Regular October 23, 2023 meeting of the Manitowoc County Planning and Park Commission was called to order by Chairperson Falkowski at 4:00 p.m. in the County Offices Complex, 4319 Expo Drive, Manitowoc, WI.

Roll call of Commissioners present: Mr. Dyzak, Mr. Falkowski, Mr. Korinek, Mr. Waack, Mr. Vogt and Mr. Zimmer

Commissioners absent: Ms. Muench

Staff present: Tim Ryan, Andrea Raymakers, Pete Tarnowski and Michelle Haupt

The Commission elected a secretary pro tempore for today's meeting due to the secretary being absent. A motion was made by, Mr. Vogt nominating Mr. Korinek as secretary for the meeting and seconded by Mr. Zimmer. Motion passed upon unanimous voice vote.

**Approval of Minutes – Open Meeting Law Compliance**

Chairman Falkowski called for a motion to accept the Minutes of the regular August 28, 2023 meeting. Motion to accept the Minutes was made by Mr. Dyzak and seconded by Mr. Korinek. Motion passed upon a unanimous voice vote.

**Approval of Agenda:** Motion made by Mr. Zimmer and seconded by Mr. Waack to approve the Agenda as presented. Motion passed upon a unanimous voice vote.

**Open Meeting Law Compliance:** Mr. Ryan read the Open Meeting Law Compliance stating that the petitions seeking Zoning Map and Ordinance Amendments being heard at this public meeting were referred from the County Clerk; published in the Herald-Times Reporter on October 11, 2023 and October 16, 2023, reviewed by the Commission at a Commission Meeting held on October 23, 2023. The Commission will make a recommendation on each of these requests to the County Board, who will take action at their November 7, 2023 meeting.

**Public Comment:** Mr. Falkowski asked if there was anyone who wished to speak on any topic other than the public hearings.

There was no one to speak. Mr. Falkowski closed Public Comment.

**Public Hearings – Discussion and possible action:**

**Manitowoc County Planning and Park Commission** petitioned for an ordinance amendment for Chapter 4 of the Manitowoc County Code titled "finance" to allow for application, special assessment and permit fee increases.

Mr. Ryan read the petition (copy on file).

There was no one to speak.

Mr. Falkowski closed the Public Hearing.

Motion was made by Mr. Waack to approve a 5% increase, rounding up to the nearest \$1 dollar and seconded by Mr. Dyzak. Motion passed upon a unanimous voice vote.

**Certified Surveys, Development Plans and Subdivisions – Discussion and possible action:**

**Satori Family Irrevocable Trust** CSM Variance, NW1/4, SE1/4 Section 25, T19N-R22E, Town of Cato.

Mr. Ryan read a summary of the request (copy on file).

Motion was made by Mr. Korinek and seconded by Mr. Vogt to approve the variance request. Motion passed upon a unanimous voice vote.

**Discussion and possible action on snowmobile trail maintenance contracts for the 2023-2024 season.**

Mr. Tarnowski gave an overview and answered questions for the Commission.

Motion was made by Mr. Korinek to approve and seconded by Mr. Dyzak. Motion passed upon a unanimous voice vote.

**Miscellaneous**

**Staff Reports – None**

**Personnel – None**

**Correspondence – None**

**Other Matters – None**

**Next Meeting Date:** Next meeting is tentatively scheduled for Monday, December 4, 2023.

**Adjournment:** Motion to adjourn was made by Mr. Dyzak and seconded by Mr. Korinek to adjourn at 4:23 pm. Motion passed upon a unanimous voice vote.

Respectfully submitted,

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Mr. Korinek, Secretary Pro Tempore

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Date