



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

DATE: January 16, 2024

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 Neils.
- III. Pledge of Allegiance.
- IV. Roll Call.
- V. Consideration and correction, if any, of the minutes of the December 17, 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 Jerome Vetting for years of service on Manitowoc County Expo-Ice Center Board
  2. Area Extension Director Jayna Hintz – UW-Extension's Impact in Manitowoc County
  3. Personnel Director Chris Eisenschink – Presentation on Manitowoc County's Health Insurance Plan
- VIII. PUBLIC COMMENT – OPPORTUNITY FOR CITIZENS TO PRESENT THEIR VIEWS
- IX. APPOINTMENTS BY COUNTY EXECUTIVE
  - A. Ethics Board

Appoint one member to succeed Tom Musial for a three-year term expiring February 28, 2027.

    1. Tom Musial
  - B. Joint Dispatch Board

Appoint one member to succeed Theresa Becker to complete a term expiring August 2024.

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

Petitions: 1) Carol Waniger – Town of Cato  
2) Jaeger Repair Inc – Town of Cooperstown  
3) Joseph Pribyl – Town of Gibson  
4) Samuel and Christina Schrock – Town of Maple Grove  
5) Peter Propson, Jr. – 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
  - 1. Resolution 2023/2024-57 Initial Resolution Authorizing General Obligation Courthouse Improvement Bonds in an Amount Not to Exceed \$4,075,000
- H. Highway Committee
- I. Human Services Board
- J. Land Conservation Committee/UW-Extension Education and Agriculture Committee
- K. Personnel Committee
  - 2. Resolution 2023/2024-58 Establishing Elected Official's Compensation (County Clerk, Register of Deeds, and Treasurer)
- 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.

**INITIAL RESOLUTION AUTHORIZING GENERAL OBLIGATION  
COURTHOUSE IMPROVEMENT BONDS IN AN AMOUNT NOT TO  
EXCEED \$4,075,000**

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1           WHEREAS, Manitowoc County, Wisconsin (the "County") is in need of an amount not to  
2 exceed \$4,075,000 for the public purpose of financing Courthouse improvement projects,  
3 including engineering and design and replacement of courthouse HVAC system and windows (the  
4 "Project"); and

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

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

11  
12           Section 1. Authorization. The County shall borrow an amount not to exceed \$4,075,000  
13 by issuing its general obligation courthouse improvement bonds (the "Bonds") for the public  
14 purpose of financing the Project. There be and there hereby is levied on all the taxable property  
15 in the County a direct, annual tax in such years and in such amounts as are sufficient to pay when  
16 due the principal and interest on such Bonds.

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

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

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


Dated this 16th day of January 2024.

Respectfully submitted by the  
Finance Committee

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

**FISCAL IMPACT:** No fiscal impact. This resolution authorizes the issuance of bonds, but has no fiscal impact until the county board adopts a resolution for the sale of the bonds. 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 ESTABLISHING ELECTED OFFICIAL'S  
COMPENSATION**

(County Clerk, Register of Deeds, and Treasurer)

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1           WHEREAS, Wisconsin Stat. § 59.22 provides that total annual compensation of certain  
2 elected officials, exclusive of reimbursements, must be established before the earliest time for  
3 filing nomination papers for office and that this compensation shall not be increased or decreased  
4 during the official's term; and

5  
6           WHEREAS, Manitowoc County Code s. 5.06 (the "ordinance") defines the process to be  
7 used in establishing the total annual compensation for the elected positions of Clerk of Court,  
8 Coroner, County Clerk, Executive, Register of Deeds, Sheriff, and Treasurer; and

9  
10           WHEREAS, the ordinance provides that the Personnel Committee shall establish salary  
11 recommendations for the elected positions of Clerk of Court, Coroner, and Sheriff, using the  
12 following guidelines:

- 13  
14           (a)    The recommended salary shall be 85% of the wage band for the first year 14 of an  
15 elected official's term.  
16  
17           (b)    Each subsequent year of an elected official's term shall be increased by the average  
18 change in the Consumer Price Index, as determined by the Wisconsin Department  
19 of Revenue, for the past four years.

20  
21 and

22  
23           WHEREAS, the ordinance provides:

- 24  
25           (1)    Elected offices that are below 85% of the maximum of the wage band will be  
26 increased by a maximum of 5.0% each year until the 85% mark is met; and  
27  
28           (2)    Elected offices that are above 85% of the maximum of the wage band will be frozen  
29 at the current rate until future increases in the wage schedule cause the  
30 compensation for 30 the elected office to meet the 85% level; and

31  
32 and

33  
34           WHEREAS, the ordinance specifies that each subsequent year of an elected official's term  
35 shall be increased by the average change in the Consumer Price Index, as determined by the  
36 Wisconsin Department of Revenue for the past four years; and

37  
38           WHEREAS, the ordinance states that the County Clerk receive an additional \$1,000; and

39  
40 WHEREAS, the Personnel Committee recommends that these elected officials be offered  
41 the same fringe benefit package that is offered to appointed, full-time Department Directors;  
42

43 NOW, THEREFORE, BE IT RESOLVED that the county board of supervisors of the  
44 county of Manitowoc set the following salaries as the total annual compensation for the elected  
45 offices of County Clerk, Register of Deeds and Treasurer:  
46

	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>
47 County Clerk	\$72,700	\$76,336	\$78,376	\$81,393
48 Register of Deeds	\$71,650	\$75,233	\$77,376	\$80,354
49 Treasurer	\$71,650	\$75,233	\$77,376	\$80,354

50  
51  
52 and  
53

54 BE IT FURTHER RESOLVED that the per pay period amount of the annual salaries is as  
55 follows:  
56

	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>
57 County Clerk	\$2796.15	\$2936.00	\$3014.46	\$3130.50
58 Register of Deeds	\$2755.77	\$2893.58	\$2976.00	\$3090.54
59 Treasurer	\$2755.77	\$2893.58	\$2976.00	\$3090.54

60  
61  
62 and  
63

64 BE IT FURTHER RESOLVED that the total annual compensation will continue for  
65 ensuing terms unless changed by the County Board in accordance with state law; and  
66

67 BE IT FURTHER RESOLVED that the County Clerk, Register of Deeds, and Treasurer  
68 shall participate in the Wisconsin Retirement System (WRS) on a pre-tax basis in accordance with  
69 state law, that each elected official is required to pay his or her share of the total WRS contribution  
70 as required by law, that the County will pay its share of the total WRS contribution as required by  
71 law, and that it is expressly recognized that the respective shares may change if state law is changed  
72 or if the WRS rate is adjusted as authorized by law; and  
73

74 BE IT FURTHER RESOLVED that the County Clerk, Register of Deeds, and Treasurer  
75 are eligible for and may elect to receive health insurance through the County's Group Health  
76 Insurance Plan on the same terms and condition, such as co-pays, deductibles, and premium  
77 contributions, any of which may be modified from time to time, as are offered to full-time  
78 appointed Department Directors; and  
79

80 BE IT FURTHER RESOLVED that the County Clerk, Register of Deeds, and Treasurer  
81 are eligible for and may elect to receive any other fringe benefits, such as dental, vision, or life  
82 insurance, on the same terms and conditions, any of which may be modified from time to time, as  
83 are offered to full-time, appointed Department Directors, and  
84

85 BE IT FURTHER RESOLVED that the County Clerk, Register of Deeds, and Treasurer  
86 are eligible for and may participate in such other programs, such as deferred compensation and  
87 wellness, on the same terms and conditions, any of which may be modified from time to time, as  
88 are offered to full-time, appointed Department Directors; and

89  
90 BE IT FURTHER RESOLVED that, the foregoing notwithstanding, the County Clerk,  
91 Register of Deeds, and Treasurer: a) are not eligible for; b) do not accrue; and c) are not paid for  
92 any leave, such as holiday leave, short term disability, long-term disability, sick leave, or vacation  
93 leave; and

94  
95 BE IT FURTHER RESOLVED that the County shall make all disbursements, payments,  
96 and withholdings, such as for F.I.C.A., liability insurance, income taxes, and worker's  
97 compensation as may be required by federal and state law.

Dated this 16th day of January 2024.

Respectfully submitted by the  
Personnel Committee

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

FISCAL IMPACT: Indeterminate.

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

MEETING OF THE COUNTY BOARD OF SUPERVISORS  
MANITOWOC COUNTY, WISCONSIN

Tuesday, January 16, 2024

6:00 P.M.

Pursuant to Wis. Stats. 59.04, the County Board of Supervisors of Manitowoc County, Wisconsin convened in open session at the Heritage Building, in the City of Manitowoc, being the 16<sup>th</sup> day of January 2024, for the purpose of transacting business as a Board of Supervisors.

Chairperson Martell called the meeting to order at 6:00 p.m.

Supervisor Neils gave the invocation, followed by the Pledge of Allegiance to the Flag by the entire assemblage.

Roll call: 22 members were present at the time of roll call: Behnke, Brey, Engelbrecht, Falkowski, Gerroll, Hacker, Hansen, Heller, Klein, Lillibridge, Maresh, Martell, Metzger, Muench, Naidl, Neils, Phipps, Shimulunas, Sitkiewitz, Vogt, Weiss, and Zimmer. Supervisors Baumann, Jadowski, and Wagner were excused.

On a motion by Supervisor Heller, seconded by Supervisor Hansen the December 17, 2023 meeting minutes were approved on a unanimous vote.

REPORTS OF COUNTY SUPERVISORS, OFFICERS AND DEPARTMENT DIRECTORS

County Executive Bob Ziegelbauer and Chairperson Martell presented a Proclamation Honoring Jerome Vetting for years of service on Manitowoc County Expo-Ice Center Board.

The team of Jayna Hintz, Katrina Pionek, Angie Ulness, and Jace Purdy presented on the UW-Extension's impact in Manitowoc County.

Personnel Director Chris Eisenschink presented on Manitowoc County's Health Insurance Plan.

PUBLIC INPUT – OPPORTUNITY FOR CITIZENS TO PRESENT THEIR VIEWS

Chairperson Martell declared public comment open at 6:34 p.m.

Patricia Klein, City of Two Rivers, would like the County Board to repair or replace the items that need to be fixed in the courthouse within the County's budget.

No one else present wished to speak, subsequently Chairperson Martell closed public input at 6:39 p.m.

APPOINTMENTS BY COUNTY EXECUTIVE

Chairperson Martell presented County Executive Ziegelbauer's appointment of Tom Musial to the Ethics Board. Supervisor Hansen moved, seconded by Supervisor Muench to approve the appointment. Upon voice vote, the motion carried unanimously.

Chairperson Martell presented County Executive Ziegelbauer's appointment of Kristi Reynolds to the Joint Dispatch Board. Supervisor Engelbrecht moved, seconded by Supervisor Falkowski to approve the appointment. Upon voice vote, the motion carried unanimously.

COMMITTEE REPORTS ON MEETINGS, PETITIONS, RESOLUTIONS, ORDINANCES

Planning and Park Commission: Supervisor Falkowski gave a brief report.



Criminal Justice Coordinating Committee: Supervisor Falkowski gave a brief report.

Executive Committee: Chairperson Martell gave a brief report.

Expo-Ice Center Board: Supervisor Sitkiewitz gave a brief report.

Finance Committee: Supervisor Hansen gave a brief report.

Supervisor Hansen moved, seconded by Supervisor Brey to adopt Resolution 2023/2024-57 Initial Resolution Authorizing General Obligation Courthouse Improvement Bonds in an Amount Not to Exceed \$4,075,000. Upon discussion and vote, the motion carried with 20 ayes and 2 noes. Supervisors Klein and Phipps voted no.

Personnel Committee: Supervisor Maresh gave a brief report.

Supervisor Maresh moved, seconded by Supervisor Neils to adopt Resolution 2023/2024-58 Establishing Elected Official's Compensation (County Clerk, Register of Deeds, and Treasurer). Upon vote, the motion carried unanimously.

Public Safety Committee: Supervisor Falkowski gave a brief report.

Public Works Committee: Supervisor Gerroll gave a brief report.

#### ADJOURNMENT

Supervisor Muench moved to adjourn, seconded by Supervisor Engelbrecht, and the motion was adopted by acclamation. The meeting adjourned at 7:03 p.m.

Respectfully submitted,  
Jessica Backus, Manitowoc County Clerk



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

DATE: February 20, 2024

TIME: 5:30 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>

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- I. Call to order by Chairperson Martell.
- II. Invocation by Supervisor Muench.
- III. Pledge of Allegiance.
- IV. Roll Call.
- V. Consideration and correction, if any, of the minutes of the January 16, 2024 meeting.
- VI. Additions or deletions to the agenda. Additions must be submitted to the County Clerk's Office no less than two hours before the close of the courthouse business day on the day of the official meeting. Items may be added only if, for a good cause, it was impossible or impractical to give earlier public notice.
- VII. REPORTS OF COUNTY SUPERVISORS, OFFICES, AND DEPARTMENT DIRECTORS
- VIII. PUBLIC COMMENT – OPPORTUNITY FOR CITIZENS TO PRESENT THEIR VIEWS
- IX. APPOINTMENTS BY COUNTY EXECUTIVE
  - A. Joint Dispatch Board

Appoint one member to succeed Kristi Reynolds to complete a term expiring August 2024.

    1. Mark Knier
- X. COMMITTEE REPORTS, INCLUDING PETITIONS, RESOLUTIONS, AND ORDINANCES
  - A. Planning & Park Commission
    1. Ordinance 2023/2024-59 Amending Zoning Map (Jaeger Repair Inc.)
    2. Ordinance 2023/2024-60 Amending Zoning Map (Samuel & Christina Schrock)
    3. Ordinance 2023/2024-61 Amending Zoning Map (Peter Propson Jr.)
    4. Ordinance 2023/2024-62 Amending Zoning Map (Joseph Pribyl)
    5. Ordinance 2023/2024-63 Amending Zoning Map (Carol Waniger)

Petitions: 1) David and Cheryl Schneider – Town of Schleswig  
2) Arlyn and Lori Kaye Eickert – Town of Rockland  
3) Dennis and Mary Frenz – Town of Gibson
  - B. Aging & Disability Board
  - C. Board of Health
    6. Ordinance 2023/2024-64 Amending Manitowoc County Code S. 7.14 (Health Officer Qualifications)

D. Criminal Justice Coordinating Council

E. Executive Committee

F. Expo-Ice Center Board

G. Finance Committee

7. Resolution 2023/2024-65 Initial Resolution Authorizing Not to Exceed \$4,200,000 General Obligation Promissory Notes for Highway Projects

H. Highway Committee

I. Human Service Board

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

8. Ordinance 2023/2024-66 Amending Manitowoc County Code S. 26.05 (Fees)

9. Resolution 2023/2024-67 Authorizing Producer LED Watershed Protection Grant

10. Resolution 2023/2024-68 Authorizing West Foundation Grant

K. Personnel Committee

L. Public Safety Committee

M. Public Works Committee

N. Transportation Coordinating Committee

O. Miscellaneous

Personnel Committee and Human Services Board

11. Resolution 2023/2024-69 Authorizing Addition of 4.0 Full-Time Equivalent Human Services Employees (Safety Service Specialist)

XI. ANNOUNCEMENTS

XII. ADJOURNMENTS

Tyler Martell, Chairperson

Prepared by Melissa Tennant, 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.

**ORDINANCE AMENDING ZONING MAP**  
(Jaeger Repair, Inc.)

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 January 22, 2024; and  
3

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

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

11           A parcel of land in all of Lot 1 of Certified Survey Map Volume 29 Page 147 Document  
12 Number 1091892 being part of the Southeast 1/4 of the Northeast 1/4 of Section 15, T.21 N. - R.22  
13 E., Town of Cooperstown, Manitowoc County, Wisconsin more particularly described as follow:  
14

15           Commencing at the Northeast Corner of Section 15; thence along the easterly line  
16 of the NE 1/4 South 0°51'21" West 1,342.79 feet; thence North 89°14'47" West  
17 33.00 feet to the point of beginning; thence along the westerly line of Maribel Road  
18 South 0°51'21" West 383.48 feet; thence North 89°02'24" West 133.62 feet; thence  
19 North 47°09'53" West 38.86 feet; thence North 89°14'48" West 174.66 feet; thence  
20 North 1°20'23" East 356.98 feet; thence South 89°14'47" East 334.16 feet to the  
21 point of beginning, said parcel containing approximately 2.84 acres of land;  
22

23 is hereby rezoned from Small Estate Residential (SE) District to Rural Residential (RR) District.

Dated this 20th day of February 2024.

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

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

REPORT TO:	THE MANITOWOC COUNTY BOARD OF SUPERVISORS FEBRUARY 20, 2024.
FROM:	THE MANITOWOC COUNTY PLANNING AND PARK COMMISSION
RE:	JAEGER REPAIR INC 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.

Jaeger Repair Inc, on November 27, 2023, petitioned the Manitowoc County Board of Supervisors to rezone approximately 2.84 acres of land located in the SE1/4, NE1/4, Section 15 T21N-R22E, Town of Cooperstown, from SE, Small Estate to RR, Rural Residential.

The Town of Cooperstown adopted the Manitowoc County Zoning Ordinance on December 13, 2011. The uses permitted in the 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. Jaeger Repair Inc petitioned for a zoning map amendment on November 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 January 10, 2024 and on January 15, 2024.
- d. The County Planning and Park Commission held a public hearing on this amendment request on January 22, 2024.
- e. The Commission at their January 22, 2024 meeting recommended approval of a requested rezoning of approximately 2.84 acres of land located in the SE1/4, NE1/4, Section 15 T21N-R22E, Town of Cooperstown, from SE, Small Estate 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. Gary Jaeger, 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 SE, Small Estate District.
2. The Cooperstown Town Board support the proposed zone change to RR, Rural Residential.
3. Area to be rezoned is adjacent to an existing RR, Rural Residential parcel.

## **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 Jaeger Repair Inc to rezone approximately 2.84 acres of land from SE, Small Estate to RR, Rural Residential were approved.

The Manitowoc County Planning and Park Commission, at its January 22, 2024 meeting, therefore by a unanimous vote recommended that the subject property (an approximately 2.84 acres of land located in the SE1/4, NE1/4, Section 15 T21N-R22E, Town of Cooperstown, more fully described in the accompanying proposed ordinance amendment) be recommended for rezoning from SE, Small Estate 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)

January 5, 2024

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

and

Manitowoc County Supervisor James 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:**

Jaeger Repair Inc  
16410 CTH "T"  
Maribel, WI 54227

**Township:**

Cooperstown

**Applicant/Agent**

Steven 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 # **40982**

## ZONING MAP AMENDMENT APPLICATION

Date of Application:		OWNER / APPLICANT/ AGENT		MANITOWOC COUNTY RECEIVED NOV 27 2023 PLANNING & PARK COMMISSION
Owner	<u>JAEGER</u> Jaeger Repair Inc.	Applicant/Agent	Steven Zeitler	
Address (1)	<u>16140 CTH "T"</u>	Address (1)	<u>7410 Hidden Valley Road</u>	
Address (2)	_____	Address (2)	_____	
City/State/Zip	<u>Maribel, Wis 54227</u>	City/State/Zip	<u>Maribel, Wis 54227</u>	
Phone	_____	Phone	<u>920-857-4670</u>	

✓

**PROPERTY LEGAL DESCRIPTION**

SE 1/4, NE 1/4, S 15 T 21 N R 22 E Town of Cooperstown

House /Fire # \_\_\_\_\_ Tax Number 003-015-004-002.00

✓

**PROPERTY INFORMATION**

Existing Zoning District SE  Proposed Zoning district RR

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

See attached air photo

Proposed use: (Reason for change)

I have another business that would like to purchase the north 1.25 acres for his construction business.

Return to: Manitowoc County Planning and Park Commission 4319 Expo Drive, PO Box 935 Manitowoc, WI 54220-0935 (920) 683-4185	<p style="text-align: center;"><i>Harry A. Jaeger</i> <u>11/24/23</u></p> <p>Signature (applicant, owner, agent) Date</p> <hr/> <p>Signature (applicant, owner, agent) Date</p>
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# MANITOWOC COUNTY

## ZONING MAP AMENDMENT FACT SHEET

(Manitowoc County, Town of Cooperstown from SE to RR)

### PETITIONER

**Name:** Jaeger Repair Inc.  
**Address:** 16140 CTH T  
Maribel, WI 54227  
**Town:** Cooperstown

### PARCEL

**Location:** SE ¼, NE ¼, Section 15 T21N-R22E  
**Tax#:** 003-015-004-002.00  
**Area:** 2.84 acres

### ACTION TO DATE

**Petition Submitted:** 11/27/2023  
**Town Action:** Approved November 14, 2023  
**Hearing Notice Published:** 1/10/2024 & 1/15/2024  
**Advisory:** 1/22/2024  
**Hearing:** 1/22/2024

### ADJACENT USES & ZONING

Direction:	District:	Use:
North	EA	Farmland
South	RR	Residential
East	EA	Farmland
West	EA	Farmland

### PARCEL USES & ZONING

**Existing Zoning District:** SE, Small Estate Residential  
**Existing Land Use:** Grandfathered Business  
**Proposed Zoning District:** RR, Rural Residential  
**Proposed Use:** Sell off 1.25 acre lot

### MAP INFORMATION

**Farmland Preservation Designation:**  
Non-Farmland Preservation  
**Soil Type:** HrB, SyA  
**Air Photo Date:** 04/2023

### OTHER CONSIDERATIONS

**Drainage:** Well – somewhat poorly drained  
**Soil Limitations:** Moderate - Severe (Percs Slowly)  
**Sewage Disposal:** Private Onsite Wastewater Treatment  
**Road Access:** CTH T

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

**Town Future Land Use Designation:** Agricultural

Preserve, where appropriate, agricultural lands and open spaces. Preserve the farmer's right to farm in order to better serve the residents of the town and to safeguard for future generations the limited rural, agricultural atmosphere and character valued by the residents of the town of Cooperstown.

**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.

TOWN OF COOPERSTOWN  
MANITOWOC COUNTY  
MARIBEL, WI 54227  
[townofcooperstown@yahoo.com](mailto:townofcooperstown@yahoo.com)



November 20, 2023

Planning & Zoning Commission  
4319 Expo Dr  
P.O. Box 935  
Manitowoc, WI 54220

RE: Rezoning Request- Jaeger Repair Inc.

Dear Planning and Zoning Commission,

At a regular monthly meeting on November 14, 2023, the Town Board of the Town of Cooperstown reviewed the rezoning request by Jaeger Repair Inc. On a motion by Supervisor Shibler and seconded by Supervisor Kouba, moved to recommend approval of the rezoning request based on the information provided by Gary Jaeger and the application. The motion approved the rezoning request for parcel 003-015-004-002.00 from SE to RR for 2.84 acres. Motion was approved on a vote of 5 in favor.

Thank you. Please direct any questions to 920-660-8544.

Sincerely,

A handwritten signature in black ink that reads "Susan Kornely". The signature is written in a cursive style.

Susan Kornely, Clerk



Jaeger Repair Inc.  
 Section 15, T21N-R22E  
 SE 1/4, NE1/4  
 Town of Cooperstown  
 From: SE To: RR  
 Approximately 2.84 acre(s)  
**-87.808, 44.294**

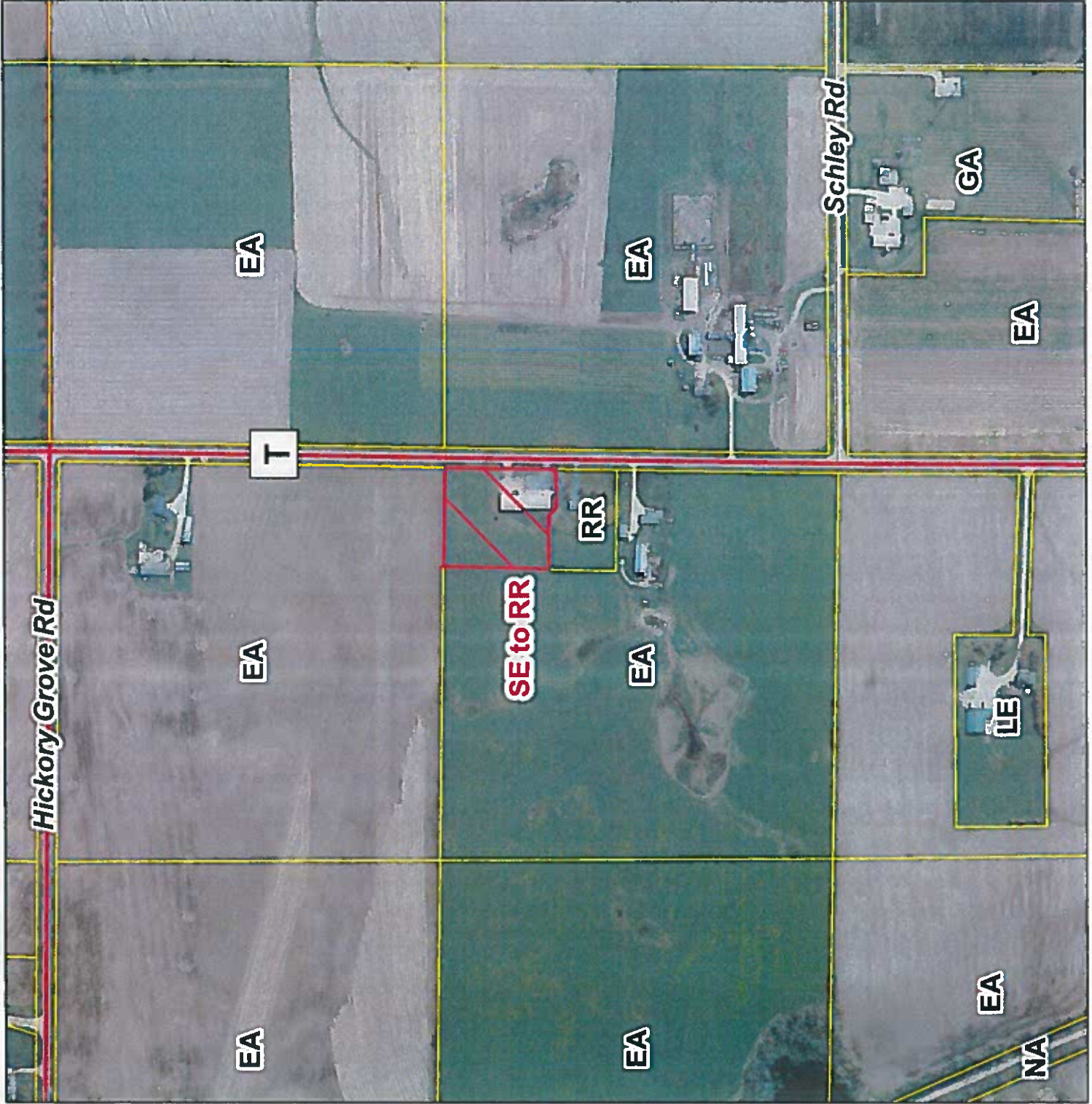
Map Overview

Cooperstown												
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							

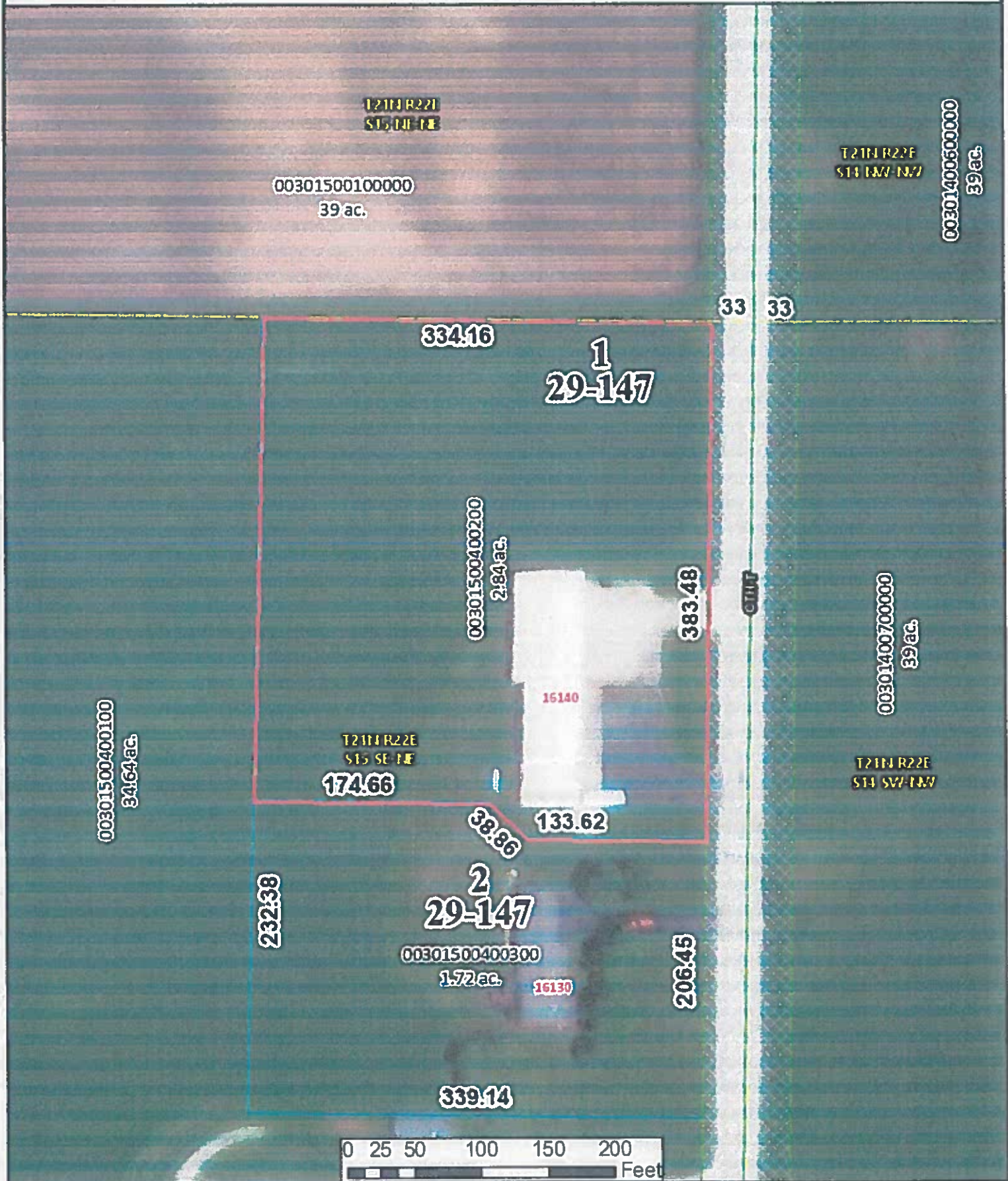


**Legend**

- Proposed Zone Change
- Section Line
- Parcel Line
- Streams



# Manitowoc County Parcel Viewer



No. 2023/2024-60

**ORDINANCE AMENDING ZONING MAP**  
(Samuel and Christina Schrock)

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 January 22, 2024; 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 A parcel of land located in part of the Northwest ¼ of the Southeast ¼ of Section 27, T. 20  
11 N.- R.21 E., Town of Maple Grove, Manitowoc County, Wisconsin more particularly described as  
12 follows:  
13

14 Commencing at the South ¼ of Section 27; thence along the westerly line of the  
15 Southeast ¼ North 0°17'54" West 1,286.31 feet to the point of beginning; Thence  
16 continuing North 0°17'54" West 1,286.31 feet; Thence South 89°52'48" East  
17 370.88 feet; Thence South 0°17'54" East 1,291.74 feet; Thence North 89°02'30"  
18 West 370.96 feet to the point of beginning, said parcel contains approximately  
19 10.00 acres of land;  
20

21 is hereby rezoned from Exclusive Agriculture (EA) District to General Agriculture (GA) District.  
22

Dated this 20th day of February 2024.

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 FEBRUARY 20, 2024.
FROM:	THE MANITOWOC COUNTY PLANNING AND PARK COMMISSION
RE:	SAMUEL & CHRISTINA SCHROCK 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.

Samuel & Christina Schrock, on November 17, 2023, petitioned the Manitowoc County Board of Supervisors to rezone approximately 10.0 acres of land located in the NW1/4, SE1/4, Section 27, T20N-R21E, Town of Maple Grove, from EA, Exclusive Agriculture to GA, General Agriculture.

The Town of Maple Grove adopted the Manitowoc County Zoning Ordinance on December 12, 2011. 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. Samuel & Christina Schrock petitioned for a zoning map amendment on November 17, 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 January 10, 2024 and on January 15, 2024.
- d. The County Planning and Park Commission held a public hearing on this amendment request on January 22, 2024.
- e. The Commission at their January 22, 2024 meeting recommended approval of a requested rezoning of approximately 10.0 acres of land located in the NW1/4, SE1/4, Section 27, T20N-R21E, Town of Maple Grove, from EA, Exclusive Agriculture to GA, General Agriculture.

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. Samuel Schrock, 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 EA, Exclusive Agriculture District.
2. The Maple Grove Town Board supports the proposed zone change to GA, General Agriculture.
3. The area is hilly with poor soils.
4. Minimal farmland will be affected by the proposed rezoning due to water drainage ditch and existing ag building.
5. Rezoning will allow for a single family home to be built.



## 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 Samuel & Christina Schrock 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 January 22, 2024 meeting, therefore by a unanimous vote recommended that the subject property (an approximately 10.0 acres of land located in the NW1/4, SE1/4, Section 27, T20N-R21E, Town of Maple Grove, 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@manitowoccountymi.gov](mailto:jessicabackus@manitowoccountymi.gov)

January 5, 2024

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

and

Manitowoc County Supervisor Leo J. Naidl  
Supervisory District 16

ATTN: Tim Ryan and Supervisor Naidl

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:**

Samuel & Christina Schrock  
20603 Taus Road  
Reedsville, WI 54230

**Township:**

Maple Grove

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 [checked]
Receipt # 40974

ZONING MAP AMENDMENT APPLICATION

MANITOWOC COUNTY RECEIVED
NOV 17 2023
PLANNING & PARK COMMISSION

Date of Application:

OWNER / APPLICANT/ AGENT

Owner

Samuel

Sam & Christener Schrock

Applicant/Agent

Address (1)

20603 TAUS Rd

Address (1)

Address (2)

.

Address (2)

City/State/Zip

Readsville WI 54230

City/State/Zip

Phone

920 629 3722

Phone

PROPERTY LEGAL DESCRIPTION

NW 1/4, SE 1/4, S 27 T 20 N R 21 E Town of Maple Grove

House /Fire # 6219 Aspen Rd Tax Number 011-027-014-000.00

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:

10 Acres

Proposed use: (Reason for change)

Change Ag building to use for warehouse

Rezone to build a house on that property

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

Sam I Schrock 11/17/23
Signature (applicant, owner, agent) Date

Signature (applicant, owner, agent) Date

# MANITOWOC COUNTY

## ZONING MAP AMENDMENT FACT SHEET

(Manitowoc County, Town of Maple Grove from EA to GA)

### PETITIONER

**Name:** Samuel & Christina Schrock  
**Address:** 20603 Taus Rd.  
Reedsville, WI 54230  
**Town:** Maple Grove

### PARCEL

**Location:** NW1/4, SE1/4, Section 27, T20N-R21E  
**Tax#:** 011-027-014-000.00  
**Area:** 10.0 acres

### ACTION TO DATE

**Petition Submitted:** 11/17/2023  
**Town Action:** Approved September 12, 2023  
**Hearing Notice Published:** 1/10/2024 & 1/15/2024  
**Advisory:** 1/22/2024  
**Hearing:** 1/22/2024

### ADJACENT USES & ZONING

Direction:	District:	Use:
North	EA	Farmstead/Farmland
South	EA	Farmland
East	EA	Farmland/Grassland
West	LE & EA	Residential/Farmland

### PARCEL USES & ZONING

**Existing Zoning District:** EA, Exclusive Agriculture  
**Existing Land Use:** Farmland/Grassland  
**Proposed Zoning District:** GA, General Agriculture  
**Proposed Use:** To build a house and obtain C.U.P.  
to operate business in Ag building.

### MAP INFORMATION

**Farmland Preservation Designation:**  
Farmland Preservation  
**Soil Type:** KnC2, MbA, MsA, Po  
**Air Photo Date:** 04/2023

### OTHER CONSIDERATIONS

**Drainage:** Well – poorly drained  
**Soil Limitations:** Severe – Percs Slowly  
**Sewage Disposal:** Private Onsite Wastewater Treatment  
**Road Access:** Aspen Road

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

**Town Future Land Use Designation:** Agricultural

As the town develops, agricultural land would be converted to uses such as residential, commercial, industrial, transportation, or other developed land uses. Work at preserving agricultural land but allow for orderly growth. Maintain rural character of the town by preserving the natural resources.

**County Future Land Use Designation:** Agricultural

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 these farmlands into the future.

**TOWN OF MAPLE GROVE**

Mary Jo Krahn, Town Clerk  
6302 Aspen Rd  
Reedsville, WI 54230-9187

November 13, 2023



Manitowoc County Planning & Zoning  
4319 Expo Drive  
Manitowoc, WI 54221

RE: Rezoning Request – Samual Schrock  
Aspen Road

Dear Sirs:

At the Town Board meeting held on September 12, 2023, a motion was made and carried to approve the request from Samual Schrock to rezone 10 acres of land to construct a pole shed on his property located on Aspen Rd Road in the Town of Maple Grove. The 10 acres would be rezoned to GA

If you have any question about this, please feel free to contact the Town Chairperson, Paul Heraly, Town Chairperson at 920-716-2414.

Sincerely,

*Mary Jo Krahn*  
Town Clerk

**TOWN OF MAPLE GROVE**  
Tuesday, September 12, 2023



The monthly meeting of the Maple Grove Town Board was called to order on Tuesday, September 12, 2023 at 7:30 PM by Chairperson Paul Heraly.

Present were: Butch Tisler. Absent: Wayne Laabs.

Also present were Paul Hahn, Charmaine Rimple, Jason Schuh, Samuel & Christina Schrock and Rick Krahn

A motion was made by Tisler and seconded by Heraly to approve the August 8, 2023 meeting minutes as presented. Motion carried.

A motion was made by Tisler and seconded by Heraly to approve the Treasurer report as presented. Motion carried.

A motion was made by Tisler and seconded by Heraly to approve the rezoning request from Samuel Schrock to rezone 10 acres of his property located on Aspen Road to construct a new pole shed for his manufacturing business, Mid-State Lamp Co. Motion carried

A motion was made by Tisler and seconded by Heraly to approve the Right of Way Application from Samuel Schrock to install a driveway for an entrance to his property located on Aspen Road. Motion carried

A motion was made by Tisler and seconded by Heraly to approve the Right of Way application from Craig Kesler to install a culvert for an entrance to his woods in the Town of Maple Grove. Motion carried

A motion was made by Tisler and seconded by Heraly to approve the Class "B" Beer License application from Rollin Ridge Disc Golf Course LLC. Motion carried

Correspondence was presented regarding Mid State Properties. A motion was made by Tisler and seconded by Heraly to send them a letter stating they are in violation of the county zoning code and should either remove the vehicles or submit a rezone request. Motion carried

Schuh presented the Reedsville Fire Dept proposed 2024 budget. He explained that the 2% dues were included in the budget amount and we should take that amount off our October payment. A separate check needs to be sent for the 2% amount.

A motion was made by Tisler and seconded by Heraly to approve the Reedsville 2024 Fire Protection Agreement as presented. Motion carried. Signed copy of the Agreement will be returned by Reedsville after Village Board approves it.

Valders Ambulance Service, Reedsville Fire Dept and Reedsville First Responders monthly reports were presented for review.

The next regular meeting will be held on Tuesday, October 10, 2023 at 7:30 PM.

A motion was made by Tisler and seconded by Heraly to adjourn the meeting. Motion carried.  
Meeting adjourned at 8:30 PM.

Respectfully submitted,

Mary Jo Krahn,  
Town Clerk





Samuel Schrock  
 NW 1/4, SE 1/4  
 Section 27, T20N-R21E  
 Town of Maple Grove

From: EA to: GA  
 Approx. 10.0 acre(s)  
 -87.974, 44.174

Map Overview

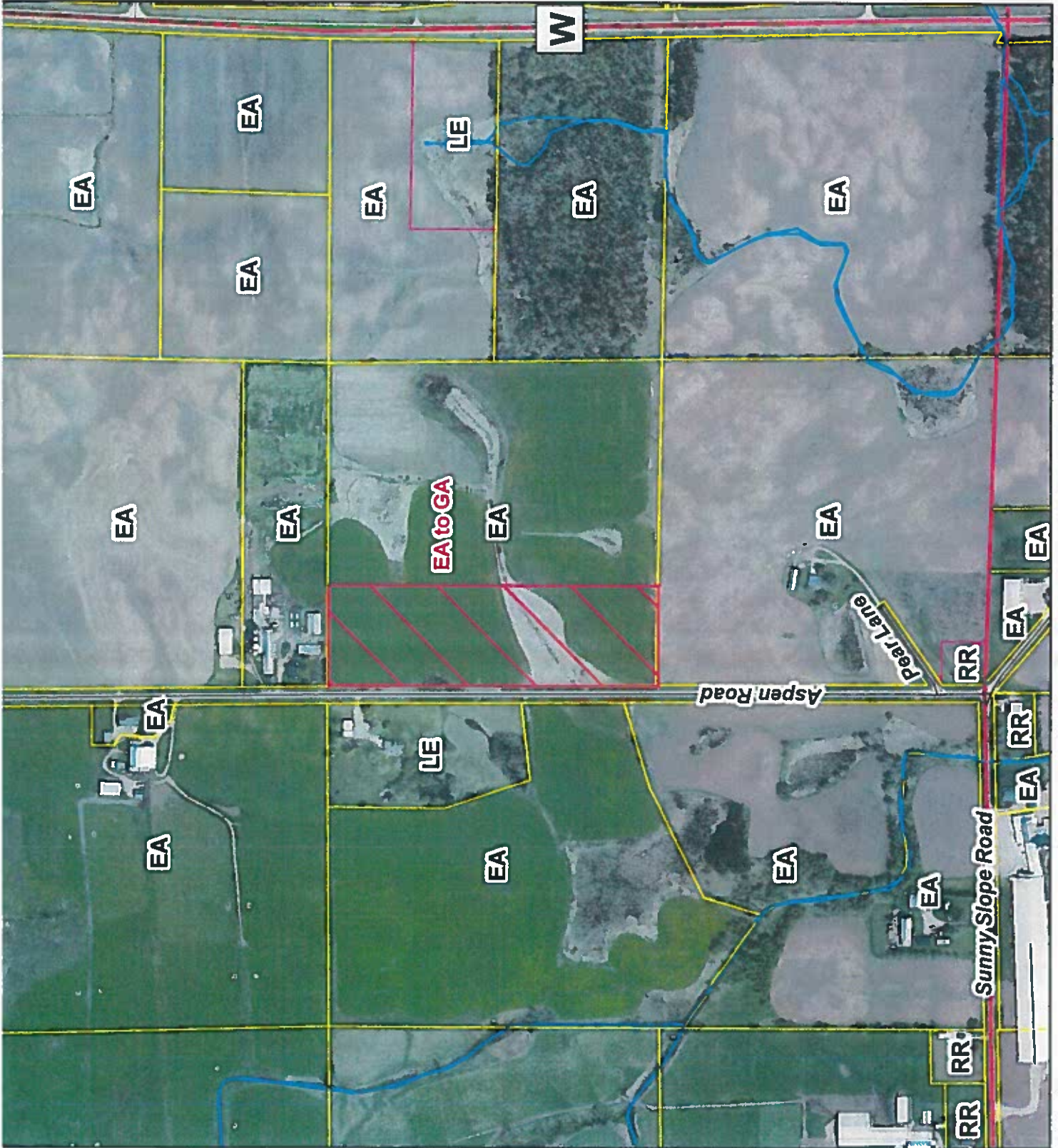
Maple Grove

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



# Manitowoc County Parcel Viewer



**ORDINANCE AMENDING ZONING MAP**  
(Peter Propson Jr.)

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 January 22, 2024; 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 Southwest Quarter (SW1/4) of the Northwest Quarter  
12 (NW1/4) of Section 4 and the Southeast Quarter (SE1/4) of the Northeast Quarter (NE1/4) of  
13 Section 5, Township 17 North, Range 21 East, Town of Schleswig, Manitowoc County, Wisconsin  
14 more particularly described as follows:

15  
16           Commencing at the Northwest Corner of said Section 4; thence S00°-14'-00"E  
17 along the West line of the NW1/4 of said Section 4, a distance of 1471.02 feet to  
18 the North line of the SW1/4 of the NW1/4 of said Section 4; thence S89°-26'-34"E  
19 along said North line 1322.34 feet to the East line of SW1/4 of the NW1/4 of said  
20 Section 4; thence S00°-06'-35"E along said East line 571.53 feet to the point of  
21 beginning; thence continuing S00°-06'-35"E along said East line 758.90 feet to the  
22 South line of the NW1/4 of said Section 4; thence N89°-44'-22"W along said South  
23 line 324.40 feet; thence N00°-15'-40"E 649.00 feet; thence N89°-44'-22"W  
24 1038.84 feet to the Centerline of Steinthal Road; thence N01°-43'-57"E along said  
25 Centerline 109.92 feet; thence S89°-44'-22"E 1355.51 feet to the point of  
26 beginning, said parcel containing approximately 358,322 square feet (8.23 acres)  
27 of land;

28  
29 is hereby rezoned from Natural Area (NA) District to General Agriculture (GA) District.

Dated this 20th day of February 2024.

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 FEBRUARY 20, 2024.  
FROM: THE MANITOWOC COUNTY PLANNING AND PARK COMMISSION  
RE: PETER PROPSON JR 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.

Peter Propson Jr, on November 7, 2023, petitioned the Manitowoc County Board of Supervisors to rezone approximately 8.23 acres of land located in the SW1/4, NW1/4, Section 4 and in the SE1/4, NE1/4, Section 5 T17N-R21E, Town of Schleswig, from NA, Natural Area to GA, General Agriculture.

The Town of Schleswig adopted the Manitowoc County Zoning Ordinance on October 11, 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. Peter Propson Jr petitioned for a zoning map amendment on November 7, 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 January 10, 2024 and on January 15, 2024.
  - d. The County Planning and Park Commission held a public hearing on this amendment request on January 22, 2024.
  - e. The Commission at their January 22, 2024 meeting recommended approval of a requested rezoning of approximately 8.23 acres of land located in the SW1/4, NW1/4, Section 4 and in the SE1/4, NE1/4, Section 5 T17N-R21E, Town of Schleswig, from NA, Natural Area to GA, General Agriculture.
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. Peter Propson Jr, 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 NA, Natural Area District.
2. The Schleswig Town Board & Town Planning Commission supports the proposed zone change to GA, General Agriculture.
3. The proposed zoning district is adjacent to said parcel.

## **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 Peter Propson Jr to rezone approximately 8.23 acres of land from NA, Natural Area to GA, General Agriculture were approved.

The Manitowoc County Planning and Park Commission, at its January 22, 2024 meeting, therefore by a unanimous vote recommended that the subject property (an approximately 8.23 acres of land located in the SW1/4, NW1/4, Section 4 and in the SE1/4, NE1/4, Section 5 T17N-R21E, Town of Schleswig, more fully described in the accompanying proposed ordinance amendment) be recommended for rezoning from NA, Natural Area 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)

January 5, 2024

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

and

Manitowoc County Supervisor Jonathan M. Neils  
Supervisory District 13

ATTN: Tim Ryan and Supervisor Neils

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:**

Peter Propson, Jr.  
10319 Steinthal Road  
Kiel, WI 53042

**Township:**

Schleswig

**Name of Applicant/Agent:**

Anthony P. Lulloff  
AP Lulloff Land Survey LLC  
17625 Matznick Road  
Kiel, WI 53042

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 # **40958**

## ZONING MAP AMENDMENT APPLICATION

MANITOWOC COUNTY RECEIVED  
NOV 07 2023  
PLANNING & PARK COMMISSION

Date of Application: 11/6/23

### OWNER / APPLICANT/ AGENT

Owner Peter Propson, Jr.  
Address (1) 10319 Steinthal Road  
Address (2) \_\_\_\_\_  
City/State/Zip Kiel, WI 53042  
Phone 920.973.1936

Applicant/Agent Anthony P. Lulloff  
Address (1) AP Lulloff Land Survey LLC  
Address (2) 17625 Matznick Road  
City/State/Zip Kiel, WI 53042  
Phone 920.894.2151

### PROPERTY LEGAL DESCRIPTION

SW 1/4, NW 1/4, S 4 + 5 T 17 N R 21 E Town of Schleswig  
SE 1/4 NE 1/4  
House /Fire # 10319 Tax Number 01600400700200

### PROPERTY INFORMATION

Existing Zoning District NA 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 sketch. *We will follow up with a Certified Survey Map.*

Proposed use: (Reason for change)

Mr. Propson is selling his home and shed on a proposed 9.46 acres parcel. The remainder of his property will remain NA and be sold to the north adjacent landowner. Andrew Harper.

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

Anthony P. Lulloff 11/6/23  
Signature (applicant, owner, agent) Date

Revised 11/7/23  
APL

Signature (applicant, owner, agent) Date

# MANITOWOC COUNTY ZONING MAP AMENDMENT FACT SHEET

(Manitowoc County, Town of Schleswig from NA to GA)

## PETITIONER

**Name:** Peter Propson, Jr.  
**Address:** 10319 Steinthal Rd.  
Kiel, WI 53042  
**Town:** Schleswig

## PARCEL

**Location:** SW ¼, NW ¼, Section 4, T17N-R21E  
SE ¼, NE ¼, Section 5, T17N-R21E  
**Tax#:** 016-004-007-002.00  
**Area:** 8.23 acre(s)

## ACTION TO DATE

**Petition Submitted:** 11/07/2023  
**Town Action:** Approved December 14, 2023  
**Hearing Notice Published:** 1/10/24 & 1/15/24  
**Advisory:** 01/22/24  
**Hearing:** 01/22/24

## ADJACENT USES & ZONING

Direction:	District:	Use:
North	NA	Grassland/Farmland
South	NA	Farmland/Wooded
East	GA	Farmland/Wooded
West	NA	Residential/Grassland

## PARCEL USES & ZONING

**Existing Zoning District:** NA, Natural Area  
**Existing Land Use:** Residential  
**Proposed Zoning District:** GA, General Agriculture  
**Proposed Use:** Sell existing house with outbuilding  
and 10 acres of land.

## MAP INFORMATION

**Farmland Preservation Designation:**  
Non-Farmland Preservation Area  
**Soil Type:** LuC2, LuD, MuA  
**Air Photo Date:** 04/2023

## OTHER CONSIDERATIONS

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

**Soil Test:** June 30, 2009  
**Terrain:** 0 – 12+ Percent Slopes  
**Vegetative Cover:** Grassland/Farmland

Preserve the agricultural resources of the town. Anticipated Land Use trends to include division of land in the town into smaller parcels. New residential development types shall conform to surrounding land uses. Preserve as much of the rural landscape and woodlands and other natural features as possible. Encourage design techniques (such as conservation and cluster subdivision) that strike a creative balance between open space and development.

**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.

**TOWN OF SCHLESWIG**  
Regular Monthly Town Board Meeting  
December 14th, 2023  
MINUTES



**UNAPPROVED DRAFT**

Meeting called to order by Supervisor Glomski at 7:05 P.M. at the Schleswig Town Hall. Meeting notices were posted at designated sites on December 12th and the media was notified. Town officials present for the meeting were Supervisor Glomski, Supervisor Schwantes, Supervisor Hoerth, Clerk Pieper, Treasurer Krebsbach, Deputy Treasurer Vondrachek and Road Superintendent Hartmann.

**Motion – Hoerth/Schwantes** to approve the agenda as presented; motion carried.

**Motion – Hoerth/Schwantes** to approve Regular Board meeting minutes of 11/9/2023; motion carried.

**Motion – Hoerth/Schwantes** to approve minutes of the Special Board meeting minutes to approve 2024 budget; motion carried.

Treasurer's report: Checkbook balance \$24,807.70; mobile home account \$2,079.16; tax savings account \$209,554.89; ARPA account \$1,534.81; capital outlay account \$77,125.23; equipment account \$202,402.02. Receipts since previous meeting were \$37,170.35.

Clerk's report: **Motion: Schwantes/Hoerth** to approve payments of the EFT for US Treasury to #16981 totaling \$ 177,831.36; motion carried.

Board Member's Report: Discussion regarding research on purchasing a tractor. Will wait for bids to come through before making any decisions. Table discussion for future meeting.

Assessor's report: Town is at 66% at this time. Reassessments will begin in October 2024 continuing through 2025. Invoice for reassessment will arrive in 2025.

Constable's report: No Update on any issues. Constable Schuler suggested that the Town Board consider backing a piece of legislation/bill that Andre Jacques has proposed regarding wake surfing on smaller lakes. Supervisor Glomski requested more information be presented to Board.

Visitors' input: No comment.

Building permits:

Seth Zipperer – Solar Panels  
James Dhein – New Home  
Dick Hasey – Siding

Old & New Business:

- A. Fair Market Assessments proposed a new Maintenance Contract for the 2024-2025 timeframe. **Motion Hoerth/Schwantes** to accept the maintenance contract as presented.
- B. Motion Hoerth/Schwantes to accept Insurance Policy Coverage from Rural Insurance as presented.
- C. Motion Schwantes/Hoerth: to approve the slate of election officials as presented.
- D. Motion Hoerth/Schwantes: to approve payment to Glacierland Phragmites for invoice of \$906
- E. Road Work Projects
  - o Louis Corners Road Update  
All work has been completed and information has been gathered to now present for grant reimbursement
- F. City of Kiel Request for No Through Traffic: Motion Hoerth/Schwantes to table conversation regarding posting no through traffic on Rockville Road until Supervisors have a chance to review the material proposed.
- G. Fire Contract: Motion Hoerth/Schwantes to approve proposed contract to include \$10,000 increase yearly payment to City of Kiel beginning January 2024.

Miscellaneous Reports

- H. Planning Commission Update:
  - o The Planning Commission recommended for approval the Re-zone Map Amendment request from Peter Propson Jr., of 10319 Steinthal Road for a rezone on a 10 acre parcel from NA {Natural Area} to be re-zoned GA (General Agriculture). Motion: Glomski/Schwantes to concur with the Planning Commission - Motion carried.
  - o The Planning Commission recommended for approval the request from Peter Propson Jr., of 10319 Steinthal Road for a Variance Application on the driveway from the required 150' width for GA to a 109' width. Motion :Glomski/Schwantes to concur with the Planning Commission . Motion carried.
  - o The Planning Commission recommended for approval the Re-zone Map Amendment request from David Schneider for a rezone of Lot #2 of the Cedar Lake property purchased by Mr. Schneider and sub-divided into 4 lots. All lots are currently zoned CB (Commercial Business). Lot #2 will move from CB to LR (Lake Residential). Motion: Glomski/Schwantes to concur with the Planning Commission's recommendation for approval - Motion carried.
  - o The Planning Commission recommended for non-approval the Re-zone Map Amendment request from Michael D. Pfister of 11020 Wilke Lake Road. Mr. Pfister would like to sell a '1' acre lot to the North of the existing farm house/buildings lot and rezone the lot from GA {General Agriculture} to RR (Rural Residential).The '1' acre lot does not meet the Town of Schleswig " past practice " minimum requirements of RR (Rural Residential) which needs to be a ' 2 ' acre minimum. Motion: Schwantes/Glomski to concur with the Planning Commission's recommendation for non-approval - Motion carried.
- I. Entertainment for the Holiday Party – Treasurer Krebsbach has organized and secured entertainment for the evening.

**Motion Schwantes/Hoerth:** to adjourn; motion carried. Meeting adjourned at 8:30pm.

Beth Pieper, Town Clerk  
12/18/2023



Peter Propson Jr.  
 SW 1/4, NW 1/4  
 Section 4, T17N-R21E  
 SE 1/4, NE 1/4  
 Section 5, T17N-R21E  
 Town of Schleswig

From: NA To: GA  
 Approximate 8.23 acre(s)  
**-87.998, 43.973**

Map Overview

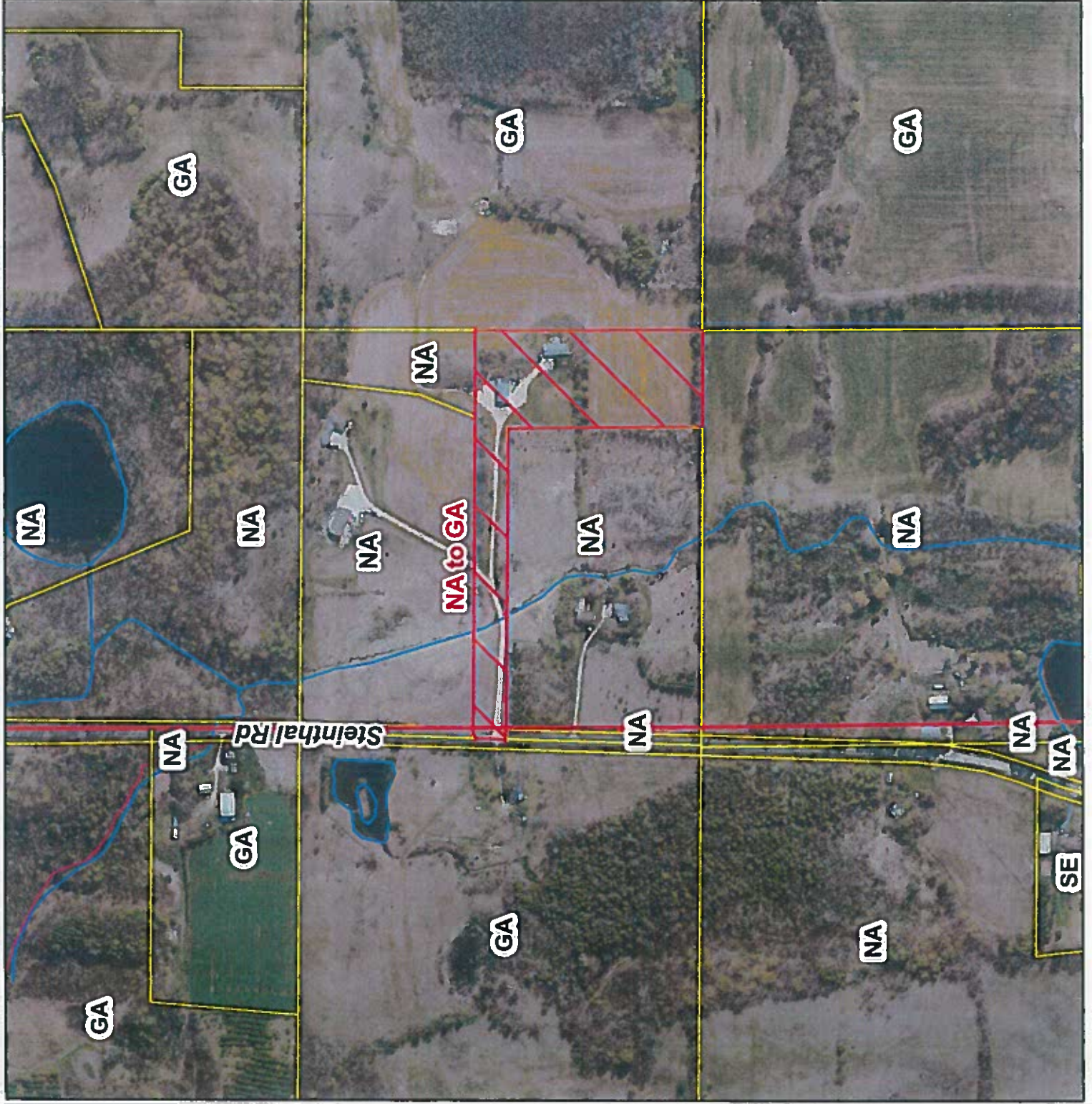
Schleswig

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



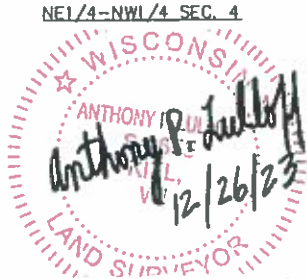
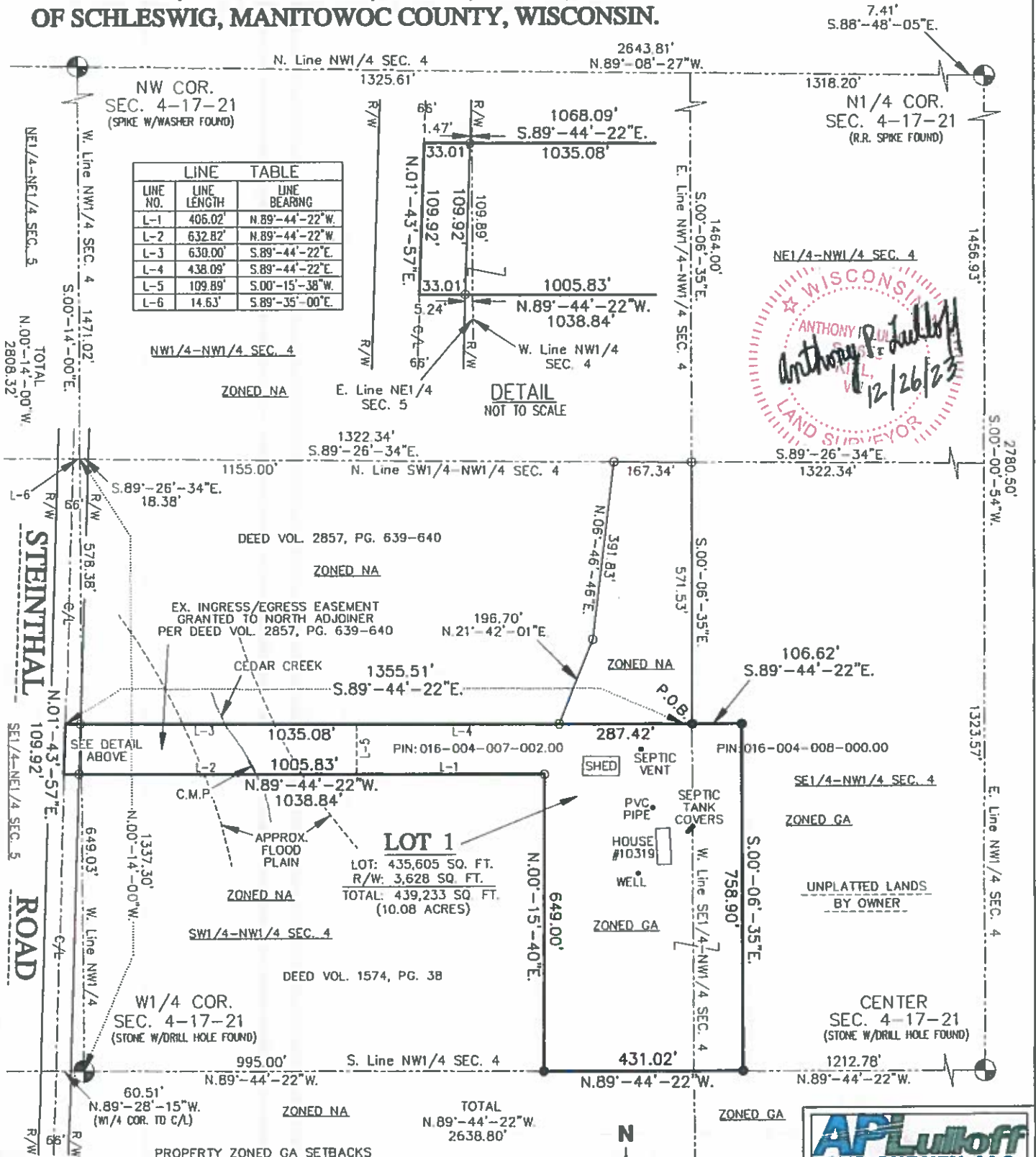
Legend

- Proposed Zone Change
- Parcel Line
- Water Way
- Zoning Line

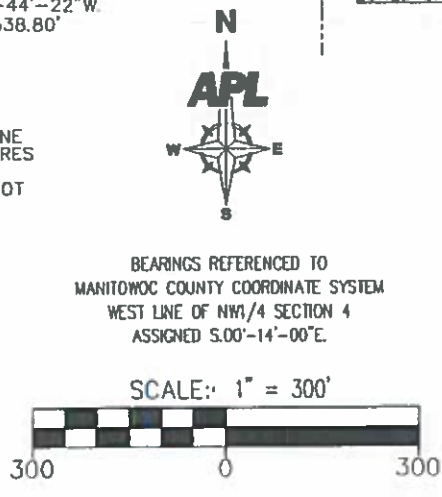


# CERTIFIED SURVEY MAP

A PART OF THE SW1/4 OF THE NW1/4 AND THE SE1/4 OF THE NW1/4 OF SECTION 4, AND PART OF THE SE1/4 OF THE NE1/4 OF SECTION 5, T. 17 N., R. 21 E., TOWN OF SCHLESWIG, MANITOWOC COUNTY, WISCONSIN.



- LEGEND**
- = 3/4" x 18" Iron Rebar Set Weighing 1.15 lbs/ft.
  - = 3/4" Iron Rebar Found
  - = 1" Iron Pipe Found
  - ( ) = Recorded As Data
  - ⊕ = Manitowoc County Monument



**AP Lulloff LAND SURVEY, LLC**  
 Anthony Lulloff PLS, SP  
 AP Lulloff Land Survey, LLC  
 17625 Matznick Road  
 Kiel, WI 53042  
 aplulloff@gmail.com  
 920.894.2151

Prepared For:  
 Peter Propson Jr.  
 10319 Steinthal Road  
 Kiel, WI 53042

1	11-8-23	PRELIM.
2	11-20-23	FINAL
3	12-16-23	ADD FLOODPLAIN

DRAWING FILE: PROPSON CSM  
 PROJECT NUMBER: 2231004  
 DRAWN BY: KCM CHECKED BY: APL  
 NOTEBOOK: MISC-1 PAGE: 62  
 SHEET 1 OF 2 MAP NO. L-14019

STATE OF WISCONSIN) SS  
MANITOWOC COUNTY)

CERTIFIED SURVEY MAP

Sheet 2 of 2

**SURVEYOR'S CERTIFICATE:**

I, Anthony P. Lulloff, Wisconsin Professional Land Surveyor of AP Lulloff Land Survey LLC. certify that I have surveyed, divided and mapped under the direction of Peter Propson, Jr., a part of the Southwest Quarter (SW1/4) of the Northwest Quarter (NW1/4) and the Southeast Quarter (SE1/4) of the Northwest Quarter (NW1/4) of Section 4 and the Southeast Quarter (SE1/4) of the Northeast Quarter (NE1/4) of Section 5, Township 17 North, Range 21 East, Town of Schleswig, Manitowoc County, Wisconsin containing 439,233 square feet (10.08 acres) of land and being described by:

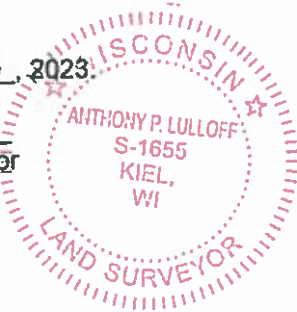
Commencing at the Northwest Corner of said Section 4; thence S00°-14'-00"E along the West line of the NW1/4 of said Section 4, a distance of 1471.02 feet to the North line of the SW1/4 of the NW1/4 of said Section 4; thence S89°-26'-34"E along said North line 1322.34 feet to the East line of SW1/4 of the NW1/4 of said Section 4; thence S00°-06'-35"E along said East line 571.53 feet to the point of beginning; thence S89°-44'-22"E 106.62 feet; thence S00°-06'-35"E 758.90 feet to the South line of the NW1/4 of said Section 4; thence N89°-44'-22"W along said South line 431.02 feet; thence N00°-15'-40"E 649.00 feet; thence N89°-44'-22"W 1038.84 feet to the Centerline of Steinthal Road; thence N01°-43'-57"E along said Centerline 109.92 feet; thence S89°-44'-22"E 1355.51 feet to the point of beginning; being subject to any and all easements and restrictions of record.

That such is a correct representation of all exterior boundaries of the land surveyed.

That I have fully complied with the provisions of Chapter 236.34 of the Wisconsin Statutes, Section 12.07 of the Manitowoc County Subdivision Regulations and the Town of Schleswig in surveying, dividing and mapping the same.

Dated this 26th day of December, 2023.

Anthony P. Lulloff  
Wisconsin Professional Land Surveyor  
Anthony P. Lulloff, S-1655



**OWNER'S CERTIFICATE:**

As owner, I hereby certify that I caused the land described on this Certified Survey Map to be surveyed, divided, and mapped as represented on this map.

Dated this 3 day of Jan, 2024.

In the presence of:

Tari L. Whart

Peter D. Propson, Jr.

Peter Propson, Jr.

△

**ORDINANCE AMENDING ZONING MAP  
(Joseph Pribyl)**

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 January 22, 2024; 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 the SE 1/4 of the SW 1/4 of Section 26, Town 21 North, Range  
12 23 East, Town of Gibson, Manitowoc County, Wisconsin, more particularly described as follows:  
13

14           Commencing at the SW Corner of said Section: Thence N 89°51'38" E, 1332.56  
15 feet coincident with the south line of said Section; Thence N 00°11'22" E, 214.09  
16 feet to the point of beginning; Thence S 74°08'41" E, 280.41 feet; Thence N  
17 00°11'25" E, 637.93 feet coincident with the west line of Lot 1; Thence N 89°37'34"  
18 W, 197.52 feet; Thence S 00°11'22" W, 123.42 feet; Thence N 89°37'34" W, 72.48  
19 feet; Thence S 00°11'22" W, 439.66 feet to the point of beginning, said parcel  
20 containing approximately 153,189 Square Feet (3.517 Acres) of land;  
21

22 is hereby rezoned from Large Estate Residential (LE) District and Rural Residential (RR)  
23 District to Small Estate Residential (SE) District.

Dated this 20th day of February 2024.

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

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

REPORT TO:	THE MANITOWOC COUNTY BOARD OF SUPERVISORS FEBRUARY 20, 2024.
FROM:	THE MANITOWOC COUNTY PLANNING AND PARK COMMISSION
RE:	JOSEPH PRIBYL 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.

Joseph Pribyl, on December 4, 2023, petitioned the Manitowoc County Board of Supervisors to rezone approximately .33 acres of land located in the SE1/4, SW1/4, Section 26, T21N-R23E, Town of Gibson, from RR, Rural Residential and approximately 3.18 acres of land located in the SE1/4, SW1/4, Section 26, 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 the 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. Joseph Pribyl petitioned for a zoning map amendment on December 4, 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 January 10, 2024 and on January 15, 2024.
- d. The County Planning and Park Commission held a public hearing on this amendment request on January 22, 2024.
- e. The Commission at their January 22, 2024 meeting recommended approval of a requested rezoning of approximately .33 acres of land located in the SE1/4, SW1/4, Section 26, T21N-R23E, Town of Gibson, from RR, Rural Residential and approximately 3.18 acres of land located in the SE1/4, SW1/4, Section 26, 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 hearing is summarized as follows:

- a. Mr. Tim Ryan, Director, reviewed the Commission Agenda Commentary.
- b. Mr. Joseph Pribyl, property owner, spoke in favor of the request.
- c. Mr. Andrew Pribyl, 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 LE, Large Estate District.
2. The Gibson Town Board supports the proposed zone change to 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 southwest 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 Joseph Pribyl to rezone approximately .33 acres of land from RR, Rural Residential and approximately 3.18 acres of land from LE, Large Estate to SE, Small Estate were approved.

The Manitowoc County Planning and Park Commission, at its January 22, 2024 meeting, therefore by a unanimous vote recommended that the subject property (an approximately .33 acres of land located in the SE1/4, SW1/4, Section 26, T21N-R23E, Town of Gibson, from RR, Rural Residential and approximately 3.18 acres of land located in the SE1/4, SW1/4, Section 26, T21N-R23E, Town of Gibson, from LE, Large Estate (more fully described in the accompanying proposed ordinance amendment) be recommended for rezoning 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)

January 5, 2024

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

and

Manitowoc County Supervisor James 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:**

Joseph Pribyl  
2418 Hwy 147W  
Mishicot, WI 54228

**Township:**

Gibson

**Applicant/Agent**

Andrew Pribyl  
7218 CTH O  
Two Rivers, WI 54241

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 # **40991**

## ZONING MAP AMENDMENT APPLICATION

MANITOWOC COUNTY  
RECEIVED  
DEC 04 2023  
PLANNING & PARK  
COMMISSION

Date of Application:		OWNER / APPLICANT/ AGENT	
Owner	<u>Joseph Pribyl</u>	Applicant/Agent	<u>Andrew Pribyl</u>
Address (1)	<u>2418 Hwy 147w</u>	Address (1)	<u>7218 Cth O</u>
Address (2)	_____	Address (2)	_____
City/State/Zip	<u>Mishicot, WI, 54228</u>	City/State/Zip	<u>Two Rivers, WI, 54241</u>
Phone	<u>920-755-2090</u>	Phone	<u>920-860-0587</u>

**PROPERTY LEGAL DESCRIPTION**

SE 1/4, SW 1/4, S 26 T 21 N R 23 E Town of Gibson

House /Fire # 2418 Tax Number 00602601200102

**PROPERTY INFORMATION**

Existing Zoning District LE/RR Proposed Zoning district SE (LOT 2)


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

See attached. There is also a small area in the SW corner of the parcel zoned RR. This would also be changed to SE.

Proposed use: (Reason for change)

Split existing parcel of 2418 into (2) parcels. Existing 2418 to remain LE while new new parcel to be SE. Use of new parcel for single family home.

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

 12/3/23  
Signature (applicant, owner, agent) Date

 12-3-23  
Signature (applicant, owner, agent) Date

# MANITOWOC COUNTY

## ZONING MAP AMENDMENT FACT SHEET

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

### PETITIONER

**Name:** Joseph Pribyl  
**Address:** 2418 STH 147 W  
Mishicot WI 54228  
**Town:** Gibson

### PARCEL

**Location:** SE1/4, SW1/4, Section 26, T21N-R23E  
**Tax#:** 006-026-012-001.02  
**Area:** 3.51 acres

### ACTION TO DATE

**Petition Submitted:** 12/4/2023  
**Town Action:** Approved November 6, 2023  
**Hearing Notice Published:** 1/10/2024 & 1/15/2024  
**Advisory:** 1/22/2024  
**Hearing:** 1/22/2024

### ADJACENT USES & ZONING

Direction:	District:	Use:
North	EA	Creek & Woods
South	EA	Farmland & Road
East	LE	Residential
West	EA	Woods

### PARCEL USES & ZONING

**Existing Zoning District:** LE, Large Estate Residential  
RR, Rural Residential  
**Existing Land Use:** Grassland & Woods  
**Proposed Zoning District:** SE, Small Estate Residential  
**Proposed Use:** Sell off 3 acre lot to son to build a house

### MAP INFORMATION

**Farmland Preservation Designation:**  
Non-Farmland Preservation  
**Soil Type:** PIB, PIC  
**Air Photo Date:** 04/2023

### OTHER CONSIDERATIONS

**Drainage:** Well - excessively drained  
**Soil Limitations:** Slight - Moderate (Percs Slowly)  
**Sewage Disposal:** Private Onsite Wastewater Treatment  
**Road Access:** STH 147 W

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

**Town Future Land Use Designation:** Agricultural

Encouraging the preservation of agricultural lands within the Town of Gibson. Any new development techniques and programs should preserve as much farmland as possible. 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, view sheds, open spaces, and areas deemed important for the town to keep preserved.

**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.

STATE OF WISCONSIN  
TOWN OF GIBSON  
MANITOWOC COUNTY



No. 2023-10

**RESOLUTION APPROVING REZONING REQUEST  
JOSEPH A. PRIBYL  
PARCEL NO. 006-026-012-001-02**

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 November 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 Joseph A. Pribyl to rezone approximately 3 ± acres of land located in the SE 1/4, SW 1/4, Section 26, T21, R23E, Town of Gibson (Parcel No. 006-026-012-001-02) from Large Estate Residential (LE) and Rural Residential (RR) to Small Estate Residential (SE) with the balance of this parcel remaining zoned as Large Estate Residential (LE) was approved by a vote of 3 to 0 of the Gibson Town Board on November 6, 2023.

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

Adopted this 6th day of November, 2023.

Richard Wegner  
Richard Wegner, Chairman  
Steven Rahmlow  
Steven Rahmlow, Supervisor  
Donald Rabitz  
Donald Rabitz, Supervisor

Attest: Linda S. Herman  
Linda S. Herman, Town Clerk





Joseph Pribyl  
 SE 1/4, SW 1/4  
 Section 26, T21N-R23E  
 Town of Gibson  
 From: LE To: SE  
 Approximately 3.18 acre(s)  
 From: RR To: SE  
 Approximately 0.33 acre(s)  
**-87.679, 44.256**

Map Overview

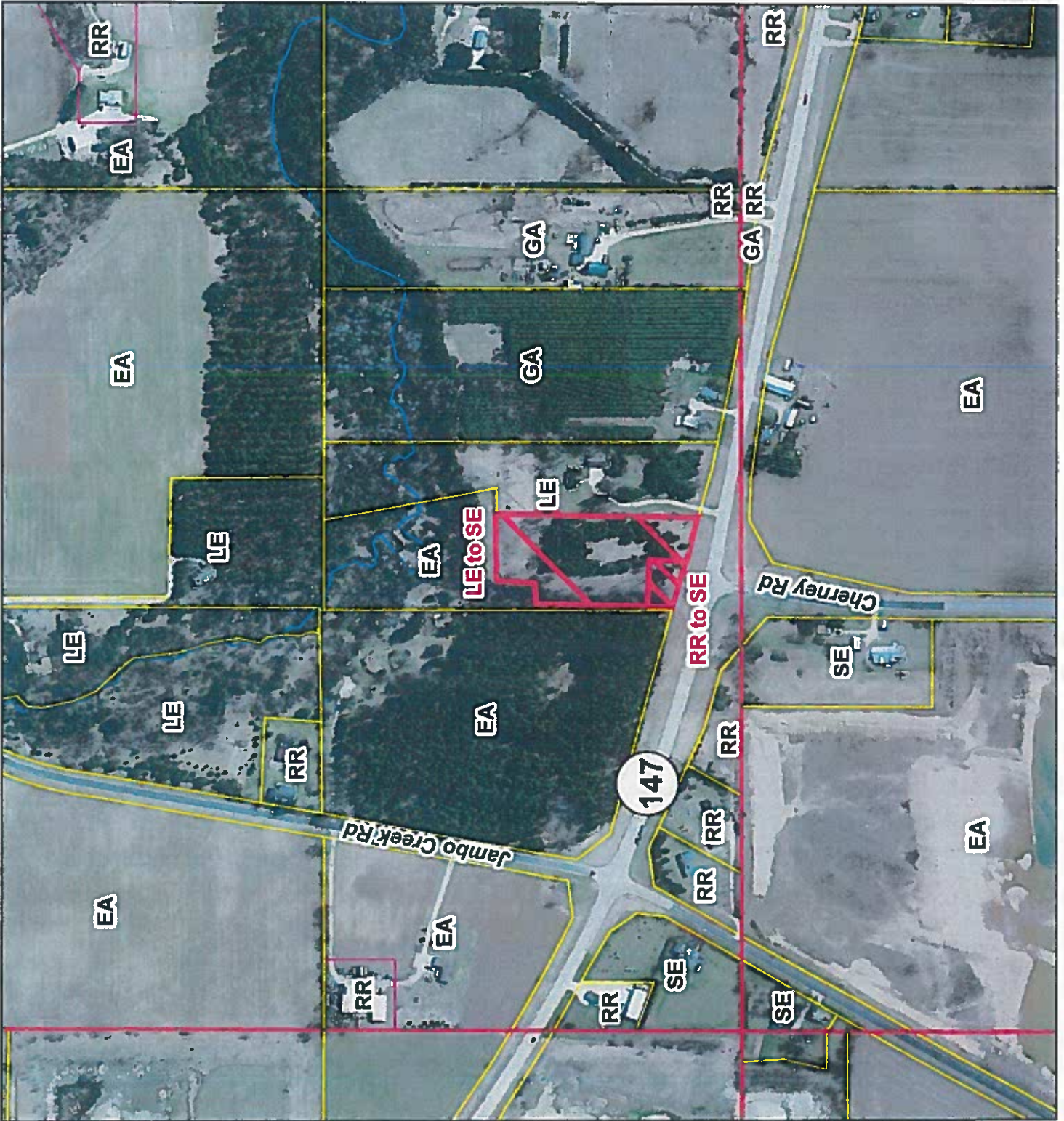
Gibson

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	



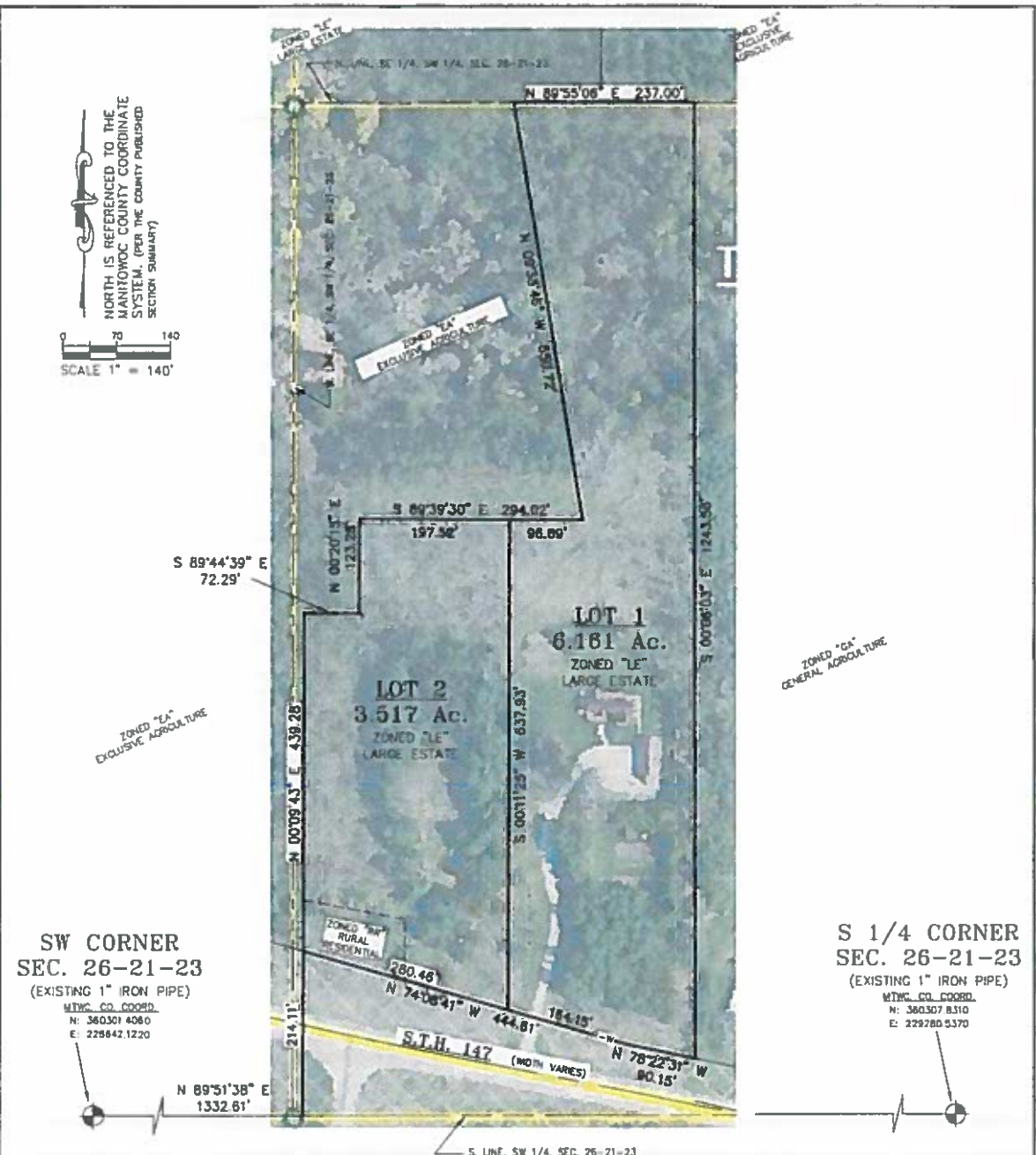
**Legend**

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



NORTH IS REFERENCED TO THE  
MANITOWOC COUNTY COORDINATE  
SYSTEM. (PER THE COUNTY PUBLISHED  
SECTION SUMMARY)

SCALE 1" = 140'



**SW CORNER  
SEC. 26-21-23**  
(EXISTING 1" IRON PIPE)  
MTRC CO. COORD.  
N: 360301 4060  
E: 229842 1220

**S 1/4 CORNER  
SEC. 26-21-23**  
(EXISTING 1" IRON PIPE)  
MTRC CO. COORD.  
N: 360307 8310  
E: 229780 5370

**LOT 1:**  
Located in the SE 1/4 of the SW 1/4 of Section 26, Town 21 North, Range 23 East, Town of Gibson, Manitowoc County, Wisconsin, described as follows:  
Commencing at the SW Corner of said Section; Thence N 89°51'38" E, 1332.56 feet coincident with the south line of said Section; Thence N 00°11'22" E, 214.09 feet; Thence S 74°08'41" E, 280.41 feet to the point of beginning; Thence continuing S 74°08'41" E, 164.30 feet; Thence S 78°22'58" E, 89.97 feet; Thence N 00°04'24" W, 1243.55 feet; Thence S 89°55'58" W, 237.00 feet coincident with the north line of the SE 1/4 of the SW 1/4 of said Section; Thence S 09°32'14" E, 550.59 feet; Thence N 89°37'34" W, 96.69 feet; Thence S 00°11'25" W, 637.93 feet to the point of beginning.  
Said parcel contains 268,365 Square Feet (6.161 Acres) of land

**LOT 2:**  
Located in the SE 1/4 of the SW 1/4 of Section 26, Town 21 North, Range 23 East, Town of Gibson, Manitowoc County, Wisconsin, described as follows:  
Commencing at the SW Corner of said Section; Thence N 89°51'38" E, 1332.56 feet coincident with the south line of said Section; Thence N 00°11'22" E, 214.09 feet to the point of beginning; Thence S 74°08'41" E, 280.41 feet; Thence N 00°11'25" E, 637.93 feet coincident with the west line of Lot 1; Thence N 89°37'34" W, 197.52 feet; Thence S 00°11'22" W, 123.42 feet; Thence N 89°37'34" W, 72.48 feet; Thence S 00°11'22" W, 439.66 feet to the point of beginning.  
Said parcel contains 153,189 Square Feet (3.517 Acres) of land.

**MAP OF PROPOSED ZONING CHANGE**  
LOCATED IN THE SE 1/4 OF THE SW 1/4 OF SECTION 26, TOWN 21 NORTH, RANGE 23 EAST, TOWN OF GIBSON,  
MANITOWOC COUNTY, WISCONSIN

FILE NO. 1 OF 1	FIELD WORK COMPLETION DATE: 11/29/2023
	DRAWN BY: JAD/BLB
	JOB NO. S749023
	CAD FILE: DWG\21-23\26\PRIBYL\S749023
	SCALE: 1" = 140'

**ANDREW PRIBYL**  
718 CTY RD. "O"  
TWO RIVERS, WI 54241

**Corner Point**  
A DIVISION OF ACD CONSULTING GROUP

350 S. 26th Street  
Manitowoc, WI 54220  
Ph. 920.682.6105

**ORDINANCE AMENDING ZONING MAP  
(Carol Waniger)**

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 January 22, 2024; 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 Southwest 1/4 of the Southeast 1/4 of Section 31  
12 T.19 N.- R. 22 E., Town of Cato, Manitowoc County, Wisconsin more particularly described as  
13 follows:

14  
15           Commencing at the Southeast Corner of Section 31; thence along the southerly line  
16 of the SE 1/4 North 89°50'02" West 1,329.81 feet to the point of beginning; thence  
17 continuing North 89°50'02" West 181.40 feet; thence along the northerly line of  
18 Tract 1 of Certified Survey Map Volume 16 page 379 North 2°49'03" West 40.00  
19 feet; thence North 34°21'03" West 24.39 feet; thence North 50°01'03" West 40.00  
20 feet; thence North 74°49'03" West 14.00 feet; thence North 50°49'03" West 30.00  
21 feet; thence North 16°49'03" West 25.00 feet; thence North 37°49'03" West 40.00  
22 feet; thence North 59°49'03" West 20.00 feet; thence North 39°49'03" West 30.00  
23 feet; thence North 30°49'03" West 55.00 feet; thence North 37°49'03" West 30.00  
24 feet; thence North 64°49'03" West 14.00 feet; thence North 86°49'03" West 35.00  
25 feet; thence North 74°49'03" West 85.00 feet; thence North 57°49'03" West 35.00  
26 feet; thence North 76°49'03" West 20.00 feet; thence North 63°49'03" West 30.00  
27 feet; thence North 73°49'03" West 30.00 feet; thence North 81°49'03" West 25.00  
28 feet; thence North 2°06'57" East 260.63 feet to the southerly line of the Wisconsin  
29 Central LTD Rail Road right of way; thence along said line South 87°30'39" East  
30 653.98 feet; thence South 2°16'48" West 579.38 feet to the point of beginning, said  
31 parcel containing approximately 6.4 acres of land;

32  
33 is hereby rezoned from Large Estate Residential (LE) District to Rural Residential (RR) District.

Dated this 20th day of February 2024.



REPORT TO: THE MANITOWOC COUNTY BOARD OF SUPERVISORS FEBRUARY 20, 2024.  
FROM: THE MANITOWOC COUNTY PLANNING AND PARK COMMISSION  
RE: CAROL WANIGER 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.

Carol Waniger, on December 7, 2023, petitioned the Manitowoc County Board of Supervisors to rezone approximately 6.73 acres of land located in the SW1/4, SE1/4, Section 31, T19N-R22E, Town of Cato, from LE, Large Estate to RR, Rural Residential.

The Town of Cato adopted the Manitowoc County Zoning Ordinance on December 5, 2011. 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. Carol Waniger petitioned for a zoning map amendment on December 7, 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 January 10, 2024 and on January 15, 2024.
- d. The County Planning and Park Commission held a public hearing on this amendment request on January 22, 2024.
- e. The Commission at their January 22, 2024 meeting recommended approval of a requested rezoning of approximately 6.73 acres of land located in the SW1/4, SE1/4, Section 31, T19N-R22E, Town of Cato, from LE, Large Estate 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. Paul Leonhard, adjacent property owner/son in law, 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 Cato Town Board & Town Land Use Committee support the proposed zone change to RR, Rural Residential.
3. The rezone will allow for the house and shed to be segregated from the grassland.
4. The rezone will also allow for the grassland to be attached to her daughter's adjacent parcel, which is zoned RR, Rural Residential.

## **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 Carol Waniger to rezone approximately 6.73 acres of land from LE, Large Estate to RR, Rural Residential were approved.

The Manitowoc County Planning and Park Commission, at its January 22, 2024 meeting, therefore by a unanimous vote recommended that the subject property (an approximately 6.73 acres of land located in the SW1/4, SE1/4, Section 31, T19N-R22E, Town of Cato, more fully described in the accompanying proposed ordinance amendment) be recommended for rezoning from LE, Large Estate 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 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)

January 5, 2024

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:**

Carol Waniger  
16628 W. Washington Street  
Valders, WI 54245

**Township:**

Cato

**Applicant/Agent**

Steven Zeitler PLS  
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 # **6705** **40999**

## ZONING MAP AMENDMENT APPLICATION

MANITOWOC COUNTY  
RECEIVED  
DEC 07 2023  
PLANNING & PARK  
COMMISSION

Date of Application:		OWNER / APPLICANT/ AGENT	
Owner	<u>Carol Waniger</u>	Applicant/Agent	<u>Steven Zeitler PLS</u>
Address (1)	<u>16628 Washington St</u>	Address (1)	<u>7410 Hidden Valley Road</u>
Address (2)		Address (2)	
City/State/Zip	<u>Valders Wisconsin 54245</u>	City/State/Zip	<u>Maribel, Wis 54227</u>
Phone	<u>920-323-2942</u>	Phone	<u>920-857-4670</u>

**PROPERTY LEGAL DESCRIPTION**

SW 1/4, SE 1/4, S 31 T 19 N R 22 E Town of Liberty Cato

House /Fire # \_\_\_\_\_ Tax Number 001-031-015-002.00

**PROPERTY INFORMATION**

Existing Zoning District LE  Proposed Zoning district RR

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

Please see existing CSM

Proposed use: (Reason for change)

I plan on creating my own lot for my existing homestead with just over 1 acre of land and attaching the remaining property to my daughter's adjacent parcel which is zoned RR.

Return to: Manitowoc County Planning and Park Commission 4319 Expo Drive, PO Box 935 Manitowoc, WI 54220-0935 (920) 683-4185	<u>Carol M. Waniger</u> 11/21/23 Signature (applicant, owner, agent) Date
	_____ Signature (applicant, owner, agent) Date

# MANITOWOC COUNTY

## ZONING MAP AMENDMENT FACT SHEET

(Manitowoc County, Town of Cato from LE to RR)

### PETITIONER

**Name:** Carol Waniger  
**Address:** 16628 W Washington St  
Valders, WI 54245  
**Town:** Cato

### PARCEL

**Location:** SW¼, SE¼, Section 31, T19N-R22E  
**Tax#:** 001-031-015-002.00  
**Area:** 6.73 Acres

### ACTION TO DATE

**Petition Submitted:** 12/7/2023  
**Town Action:** Approved December 11, 2023  
**Hearing Notice Published:** 1/10/2024, 1/15/2024  
**Advisory:** 1/22/2024  
**Hearing:** 1/22/2024

### ADJACENT USES & ZONING

Direction:	District:	Use:
North	EA	Railroad/Farmland
South	EA & RR	Farmland / Residential
East	CB	Farmland / Business
West	EA & RR	Farmland / Residential

### PARCEL USES & ZONING

**Existing Zoning District:** LE, Large Estate  
**Existing Land Use:** Residentail / Grassland  
**Proposed Zoning District:** RR, Rural Residential  
**Proposed Use:** To separate house with just over 1 acre and attach remaining to adjacent property.

### MAP INFORMATION

**Farmland Preservation Designation:**  
Non-Farmland Preservation  
**Soil Type:** KnB, MbA, Po  
**Air Photo Date:** 04/2023

### OTHER CONSIDERATIONS

<b>Drainage:</b> Well – poorly drained	<b>Soil Test:</b> 10/27/2009
<b>Soil Limitations:</b> Severe	<b>Terrain:</b> 0 to 12 Percent Slopes
<b>Sewage Disposal:</b> Private Onsite Wastewater Treatment	<b>Vegetative Cover:</b> Grassland
<b>Road Access:</b> W Washington St.	
<b>Town Land Use Designation:</b> Natural Area	

These Natural Areas should not be developed with a parcel size less than 35 acres because of natural resource conditions. The town should continue to preserve unique wildlife habitat and environmental features through education; and promotion of numerous voluntary programs. Identify valuable wetland and floodplains and promote the preservation of such areas.

**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.

DECEMBER 11, 2023  
MINUTES

MANITOWOC COUNTY  
RECEIVED

DEC 13 2023

PLANNING & PARK  
COMMISSION

The Public Budget Hearing for the Town of Cato was called to order by Chairperson Gerald Linsmeier at 7:15 P.M. Gerald Linsmeier stated the town proposes a levy of \$559,823.00 which carries a tax rate of \$2.83 per \$1000 of property value. That means that the owner of a \$100,000 home will pay \$283 for the town portion of the tax bill for 2023. A motion was made by Chuck Schuh and seconded by Russ Braun to approve the 2024 budget for the Town of Cato. Motion carried. A motion was made by Gerald Linsmeier and seconded by Russ Braun to adjourn the Budget Hearing at 7:25 P.M. Motion carried.

Regular meeting was called to order by Chairman Gerald Linsmeier at 7:30 p.m. Minutes of the previous meeting were read. Motion was made by Chuck Schuh and seconded by Russ Braun to accept the minutes as read. Motion carried. Treasurer's Report (current) given by Mary Muench showed a balance in the Money Market and checkbook of \$232,626.15. Also, the American Rescue Plan balance is \$4,743.03 and Collins State Bank is \$41,213.69. A motion was made by Russ Braun and seconded by Chuck Schuh to accept Treasurer's Report as given. Motion carried. PRESENT: Gerald Linsmeier, Chuck Schuh, Russ Braun, Mary Muench, Kevin Naidl, Brian Haas, Mike Tuschel, Roger Pingel, Chuck Muench, Travis Schisel, John Polifka, Paul Leonard and Debbie Schuh.

Vouchers were presented. A motion was made by Gerald Linsmeier and seconded by Russ Braun to pay all vouchers. Motion carried. Another motion was made by Gerald Linsmeier and seconded by Chuck Schuh to pay vouchers at the end of the year. Motion carried.

Also, Mary Muench informed the board the Town of Cato received their Shared Revenue of \$46,961.00 on November 15, 2023.

Paul Leonard was present to discuss the rezoning for Carol Waniger (16628 West Washington Street). Carol would like to transfer a portion of her 6.73 acre parcel to her daughter and son-in-law who have an adjoining lot. Carol's parcel is currently zoned LE which requires a minimum lot size of 5 acres. Moving her property to RR zoning would allow her to retain her home on the proposed 1.329 acres remaining after the transfer. Proposed lot size will meet the 1 acre minimum lot size for RR zoning which is like the two properties to the west on Washington Street. The committee voted to recommend the Cato Town Board to approve the request to rezone Parcel # 001-031-015-002.00 from LE to RR. A motion was made by Gerald Linsmeier and seconded by Chuck Schuh to grant this rezoning request. Motion carried.

A motion was made by Gerald Linsmeier and seconded by Chuck Schuh to sign the Joint Powers Agreement between Manitowoc County Joint Dispatch and Town of Cato. Motion carried.

Kevin Naidl, Road Superintendent, returned the tractor rental back to Riesterer and Schnell. Also, a motion was made by Chuck Schuh and seconded by Gerald Linsmeier to purchase lights for at the Recycling Center. Motion carried.

Chuck Muench, Constable, reported on a property located in the Town of Cato with junk and junk vehicles. Mr. Muench stated there has been progress at the property. He also, dealt with animal issues and property line issue, which was resolved.

A motion was made by Gerald Linsmeier and seconded by Chuck Schuh to move the January meeting to January 8, 2024. Motion carried.

Recycling Center attendant stated everything is going well at the Recycling Center.

A motion was made by Chuck Schuh and seconded by Russ Braun to adjourn meeting at 8:05 p.m. Motion carried.

MARY MUENCH  
Clerk/Treasurer  
DECEMBER 2023

December 4, 2023

To: Cato Town Board

RE: Land Use Committee recommendation for approval of Rezone Request for Carol Waniger

- Cato Land Use committee in attendance:
  - Brian Haas: 920-901-9279
  - Tony Kohlmann: 920-901-4699 via phone conversation
  - Roger Pingel: 920-860-7862
  - John Polifka: 920-717-2277
  - Travis Schisel: 920-860-1697
  - Bob Staudinger: 920-973-2858
  - Chris Neumeyer: 920-860-5618
- Requestor: Carol Waniger landowner (16628 West Washington St.) via Paul Leonhard (16620 West Washington St.)

Carol would like to transfer a portion of her 6.73 acre parcel to her Daughter and Son-in-law who have an adjoining lot. Carol's parcel is currently zoned LE (Large Estate) which requires a minimum lot size of 5 acres. Moving her property to RR (Rural Residential) zoning would allow her to retain her home on the proposed 1.329 acres remaining after the transfer. Proposed lot size will meet the 1-acre minimum lot size for RR zoning which is like the 2 properties to the west on Washingtons St. The Land use committee had a meeting to discuss this request on Monday December 4<sup>th</sup> 2023. Tony Kohlmann was contacted via phone prior to the meeting and he was in favor of the proposed change. Chris Neumeyer was unable to attend due to health issues. Chris's new number is listed on this document for future reference. All remaining members were in attendance to review the request form (Figure 1), Certified Survey Map (Figure 2), and info from Manitowoc County Planning and Zoning Department website information (figures 3-8). Paul Leonhard was present for the discussion to answer questions.

**The Committee discussed the request and voted to recommend the Cato Town Board approve the request to rezone Parcel ID 00103101500200 from Large Estate (LE) to Rural Residential (RR).**

The factors considered for this recommendation included as follows:

- The home at 16628 is on a holding tank due to a large portion of property being a wetland (Figure 5 from Manitowoc County Parcel Viewer)
- Adjoining homes on street are zoned like the proposed RR (Figure 6 from Manitowoc County Parcel Viewer)
- Land not currently used for agriculture, nor does the wetland status promote ag use. (Figure 5)
- Property adjoining to the east is zoned commercial (figure 6)

Respectfully Submitted for your consideration by the Cato Land use Committee.



Carol Waniger  
 SW 1/4, SE 1/4  
 Section 31, T19N-R22E  
 Town of Cato  
 From: LE To: RR  
 Approximately: 6.73 acre(s)  
**-87.908, 44.067**

Map Overview

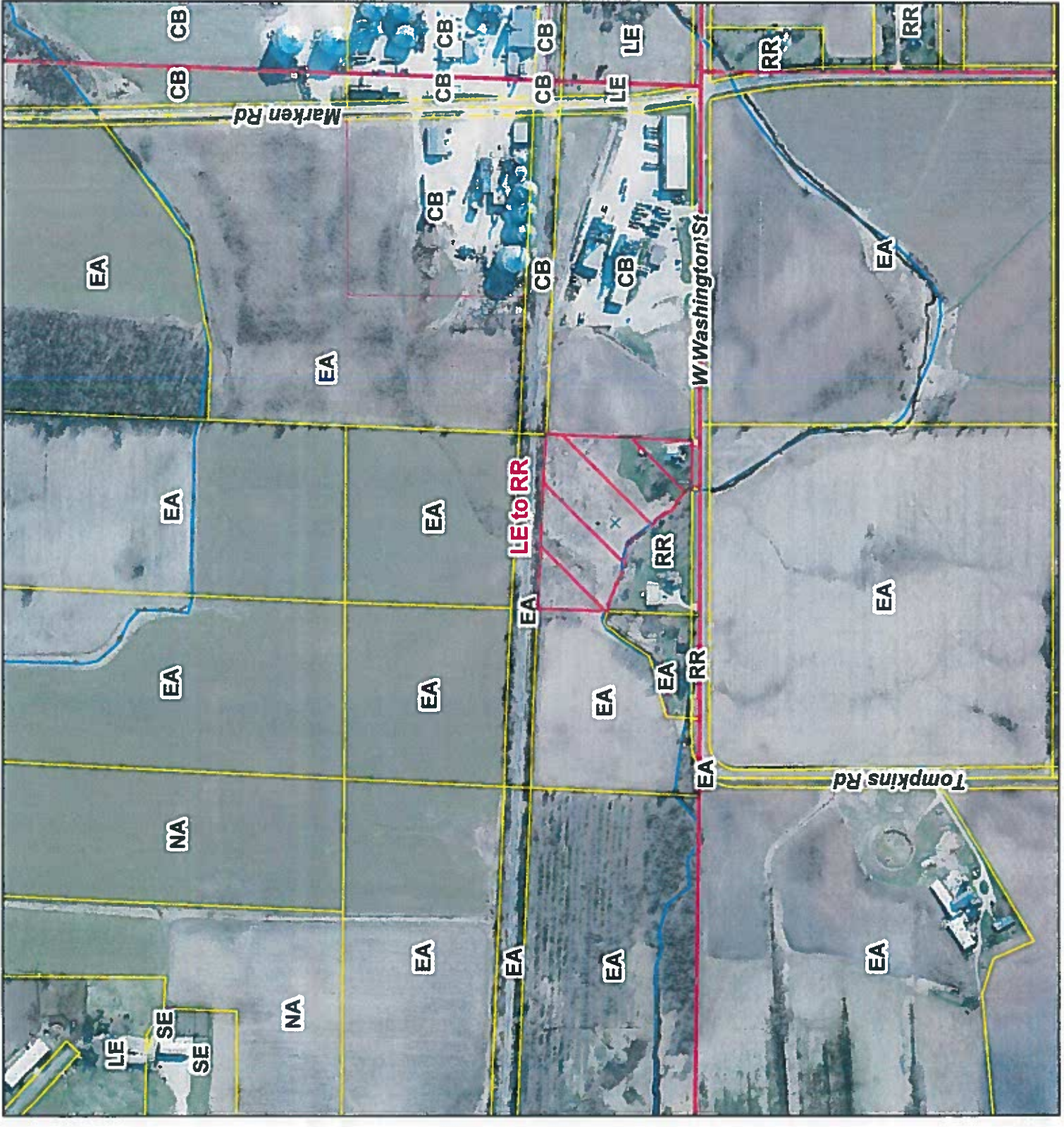
Cato											
6	5	4	3	2	1						
7	8	9	10	11	12						
18	17	16	15	14	13						
19	20	21	22	23	24						
30	29	28	27	26	25						
31	32	33	34	35	36						

Prepared by:  
Manning County  
Planning and Zoning Dept.



Legend

- Proposed Zoning (Red outline)
- Lot Line (Yellow outline)
- Water Way (Blue line)
- Section Line (Red outline)



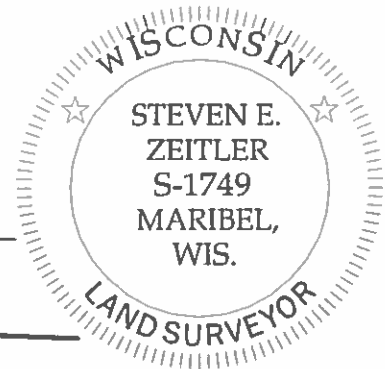
# Certified Survey Map

ALL OF TRACT 1 CERTIFIED SURVEY MAP VOLUME 16 PAGE 379  
AND PART OF THE SW 1/4 - SE 1/4, SECTION 31, T. 19 N.- R.22 E, TOWN  
OF CATO, 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.

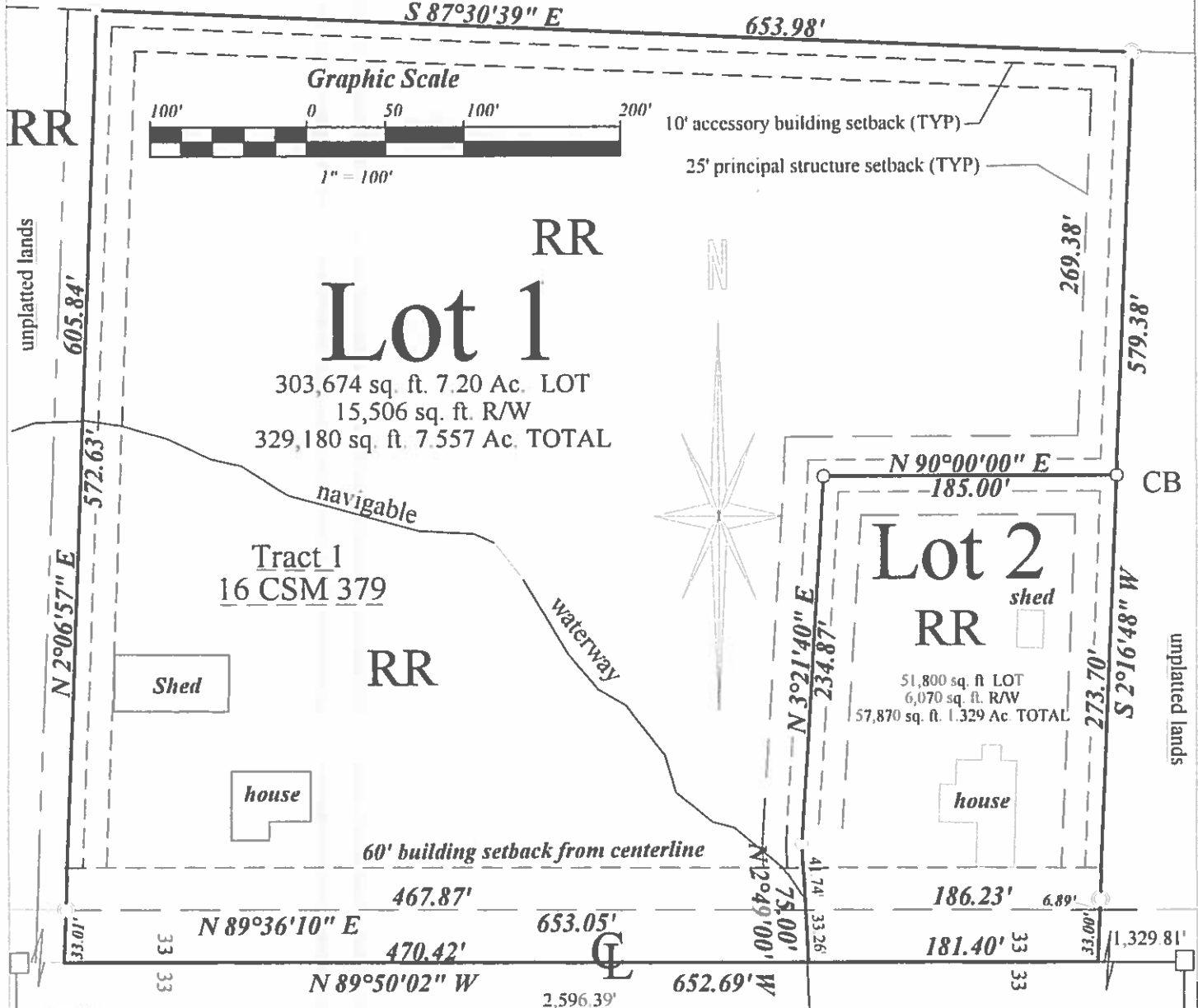
*Steven E. Zeitler* 11/15/23  
Steven E. Zeitler RLS # 1749 Date



**Legend** ----- EA

○ 5/8" Rod found  
1" X 18" iron pipe (set) min. wt. 1.13 lb./lin./ft.  
Bearings referenced to the southerly line of the  
SE 1/4 assumed N89°50'02"W

50 Wisconsin 50  
50 Central LTD 50



# Certified Survey Map

ALL OF TRACT 1 CERTIFIED SURVEY MAP VOLUME 16 PAGE  
379 AND PART OF THE SW 1/4 - SE 1/4, SECTION 31, T. 19 N.- R.22  
E, TOWN OF CATO, MANITOWOC COUNTY, WISCONSIN.

## OWNERS CERTIFICATE:

As owner I, hereby certify that I caused the land described on this map to be surveyed, divided, and mapped as represented hereon; I 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.

Carol Waniger

Carol Waniger

STATE OF WISCONSIN)  
MANITOWOC COUNTY)

Personally came before me this 21<sup>ST</sup> day of November, 2023 the above named owners, to me known to be the persons who executed the foregoing instrument and acknowledge the same.

Steven E. Zeitler

Steven E. Zeitler

My commission expires 1/14/25

## 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.

Paul F. Leonhard

Paul F. Leonhard

Shelly A. Leonhard

Shelly A. Leonhard

STATE OF WISCONSIN)  
MANITOWOC COUNTY)

Personally came before me this 21<sup>ST</sup> day of November, 2023 the above named owners, to me known to be the persons who executed the foregoing instrument and acknowledge the same.

Steven E. Zeitler

Steven E. Zeitler

My commission expires 1/14/25



# Certified Survey Map

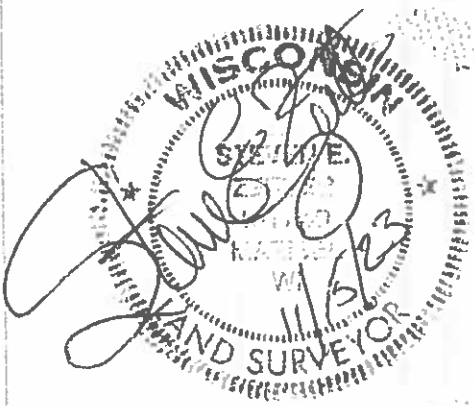
ALL OF TRACT 1 CERTIFIED SURVEY MAP VOLUME 16 PAGE 379 AND  
PART OF THE SW 1/4 - SE 1/4, SECTION 31, T. 19 N.- R.22 E, TOWN OF  
CATO, MANITOWOC COUNTY, WISCONSIN.

## DESCRIPTION:

All of Tract 1 of Certified Survey Map Volume 16 Page 379 and Part of the Southwest 1/4 of the Southeast 1/4 of Section 31 T/ 19 N.- R. 22 E., Town of Liberty, Manitowoc County, Wisconsin described as;

Commencing at the southeast Corner of Section 31; thence along the southerly line of the SE 1/4 North 89°50'02" West 1,329.81 feet to the point of beginning;

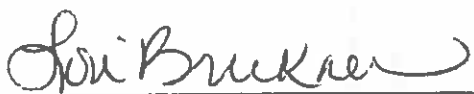
thence continuing North 89°50'02" West 652.69 feet; thence North 2°06'57" East 605.84 feet to the southerly line of the Wisconsin Central LTD Rail Road Right of way; thence along said line South 87°30'39" East 653.98 feet; thence South 2°16'48" West 579.38 feet to the point of beginning and containing 8.885 acres.



## EXTRATERRITORIAL APPROVAL

### CERTIFICATE OF THE VILLAGE OF VALDERS

Approved for the Village of Valders this 4th day of December, 2023.



Lori Bruckner  
Village Clerk



**ORDINANCE AMENDING MANITOWOC COUNTY CODE S. 7.14  
(HEALTH OFFICER QUALIFICATIONS)**

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1           WHEREAS, Manitowoc County has established a county-wide local health department as  
2 part of the statewide public health system operating under Wis. Stat. chs. 250 through 255; and  
3

4           WHEREAS, Wis. Admin. Code § DHS 140.08 requires the Wisconsin Department of  
5 Health Services to review the operations of each local health department every five years; and  
6

7           WHEREAS, based on the review under Wis. Admin. Code § DHS 140.08, the Wisconsin  
8 Department of Health Services issues a written finding as to whether the local health department  
9 satisfies the requirements for a level I, II, or III local health department; and  
10

11           WHEREAS, the Wisconsin Department of Health Services issued a finding on December  
12 13th, 2023, that the Manitowoc County Health Department satisfies requirements for a level III  
13 health department; and  
14

15           WHEREAS, the Manitowoc County Code presently specifies that the health officer must  
16 possess qualifications for a Level II health department as defined by Wis. Stat. § 251.06(1)(b); and  
17

18           WHEREAS, after careful consideration and review, the Board of Health recommends that  
19 the Manitowoc County Code be amended to specify health officer qualifications for a Level III  
20 health department;  
21

22           NOW, THEREFORE, the county board of supervisors of the county of Manitowoc does  
23 ordain as follows:  
24

25           Manitowoc County Code s. 7.14(1) is amended to read as follows:  
26

27           (1)    The health officer shall meet the requirements necessary to be a local health officer  
28 of a Level III local health department as provided in Wis. Stat. § 251.06(1)(c) and  
29 Wis. Admin. Code § DHS 140.07(4). must have at least 3 years of experience in a  
30 full-time position with a public health agency, including responsibility for a  
31 communicable disease prevention and control program, preferably in a supervisory  
32 or other administrative position, and at least one of the following:  
33

34           1.    ~~A bachelor's degree from a nursing program accredited by the national~~  
35 ~~professional nursing education accrediting organization or from a nursing~~  
36 ~~program accredited by the board of nursing, either of which shall include~~  
37 ~~preparation in public health nursing.~~  
38



**INITIAL RESOLUTION AUTHORIZING NOT TO EXCEED \$4,200,000  
GENERAL OBLIGATION PROMISSORY NOTES FOR HIGHWAY  
PROJECTS**

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1 WHEREAS, Manitowoc County, Wisconsin (the "County") is in need of an amount not to  
2 exceed \$4,200,000 for the public purpose of financing the construction and improvement of  
3 highways (the "Project"); 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 \$4,200,000  
12 by issuing its general obligation promissory notes (the "Notes") for the public purpose of financing  
13 the Project. There be and there hereby is levied on all the taxable property in the County a direct,  
14 annual tax in such years and in such amounts as are sufficient to pay when due the principal and  
15 interest on such Notes.  
16

17 Section 2. Sale of the Notes. The County Board of Supervisors hereby authorizes and  
18 directs that the Notes be offered for public sale. At a subsequent meeting, the County Board of  
19 Supervisors shall consider such bids for the Notes as may have been received and take action  
20 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 20th day of February 2024.

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

**ORDINANCE AMENDING MANITOWOC COUNTY CODE S. 26.05  
(Fees)**

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1 WHEREAS, Manitowoc County has adopted an animal waste storage ordinance; and

2  
3 WHEREAS, the Soil and Water Conservation Department administers Manitowoc County  
4 Code ch. 26 (Animal Waste Storage Ordinance) through permits and fees; and

5  
6 WHEREAS, Soil and Water Conservation Department staff have identified and suggested  
7 changes to the permit fee schedule; and

8  
9 WHEREAS, the Soil and Water Conservation Department staff recommend changing the  
10 fee structure for animal waste storage facilities from paying based on the number of animal units  
11 served by a waste storage facility to paying based on the size of the facility; and

12  
13 WHEREAS, the proposed changes provide clarification of issues that have arisen since the  
14 current ordinance was adopted and make the fee schedule more applicable to current administrative  
15 use; and

16  
17 WHEREAS, after careful consideration and review, the Land Conservation Committee  
18 recommends amending the ordinance to change the fee structure for animal waste storage facilities  
19 from paying based on the number of animal units served by a waste storage facility to paying based  
20 on the size of the waste storage facility;

21  
22 NOW, THEREFORE, the county board of supervisors of the county of Manitowoc does  
23 ordain as follows:

24  
25 Manitowoc County Code s. 26.05(3)(a) through (e) is amended to read as follows:

26  
27 (3) Fees.

28  
29 (a) ~~The fee for a permit for an animal waste storage facility with 300 or fewer~~  
30 ~~animal units is \$500~~ The fee for a permit for an animal waste storage facility  
31 with a capacity of less than 2.5 million gallons is \$500.

32  
33 (b) ~~The fee for a permit for an animal waste storage facility with 301 to 1,000~~  
34 ~~animal units is \$750~~ The fee for a permit for an animal waste storage facility  
35 with a capacity of at least 2.5 million gallons but less than 5 million gallons  
36 is \$750.

37  
38 (c) ~~The fee for a permit for an animal waste storage facility with 1,001 to 2,000~~  
39 ~~animal units is \$1,150~~ The fee for a permit for an animal waste storage

40 facility with a capacity at least 5 million gallons but less than 7.5 million  
41 gallons is \$1,150.

42  
43 (d) ~~The fee for a permit for an animal waste storage facility with 2,001 to 3,000~~  
44 ~~animal units is \$1,500~~The fee for a permit for an animal waste storage  
45 facility with a capacity of at least 7.5 million gallons but less than 10 million  
46 gallons is \$1,500.

47  
48 (e) ~~The fee for a permit for an animal waste storage facility with more than~~  
49 ~~3,000 animal units is \$2,500~~The fee for a permit for an animal waste storage  
50 facility 10 million or more gallons is \$2,500.

51 and

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

54 BE IT FURTHER ORDAINED that this ordinance shall be effective upon publication.  
55  
56  
57

Dated this 20th day of February 2024.

Respectfully submitted by the  
Land Conservation Committee

\_\_\_\_\_  
Catherine Wagner, Chair

FISCAL IMPACT: None.

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

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

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

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

**RESOLUTION AUTHORIZING PRODUCER LED WATERSHED PROTECTION GRANT**

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1           WHEREAS, the approved Manitowoc County Land and Water Resource Management  
2 Plan identifies concerns with non-point pollution of surface water, ground water, and agricultural  
3 soil erosion in the County; and

4  
5           WHEREAS, uncontrolled nonpoint source pollution and agricultural runoff can be  
6 significant sources impacting Manitowoc County groundwater, lakes, and watersheds draining to  
7 the Lake Michigan ecosystem; and

8  
9           WHEREAS, farmers and landowners involved in agriculture and operating in unity as a  
10 group in Manitowoc County have the ability to make a positive impact and adopt practices to  
11 control runoff, promote soil health and sustainability, promote a positive land ethic, and mentor  
12 others; and

13  
14           WHEREAS, the Soil and Water Conservation Department has the opportunity to apply for  
15 and receive a \$7,000.00 Producer-Led Watershed Protection grant in 2024 from the Department  
16 of Agriculture, Trade and Consumer Protection (DATCP) to help foster producer led groups; and

17  
18           WHEREAS, 10 farmers and landowners in Manitowoc County have expressed a desire to  
19 create a Producer Led Group called "Seven Rivers Soil Cooperative"; and

20  
21           WHEREAS, for approximately the first one and one-half to two years until the group  
22 becomes fully functional, the Soil and Water Conservation Department will assist the Seven Rivers  
23 Soil Cooperative by providing technical assistance and administrative oversight including grant  
24 writing and administration functions; and

25  
26           WHEREAS, Producer-Led Watershed Protection Grant applications will be ongoing for  
27 approximately two years and awards will be used to cost share approved best management  
28 practices, department costs, and administering the grant budgets for the Seven Rivers Soil  
29 Cooperative; and

30  
31           WHEREAS, after careful consideration and review the Land Conservation Committee  
32 recommends the Soil and Water Conservation Department pursue grants under DATCP, WDNR,  
33 and other applicable government agencies and non-profit entities;

34  
35           NOW, THEREFORE, BE IT RESOLVED that the county board of supervisors of the  
36 county of Manitowoc authorizes the Soil and Water Conservation Department Director, or his  
37 designee, to apply for and accept a DATCP Producer-Led Watershed Protection grant in an amount  
38 up to \$7,000.00 for the Seven Rivers Soil Cooperative project; and

39

40  
41 BE IT FURTHER RESOLVED the Soil and Water Conservation Department will meet the  
42 financial obligations necessary to fully and satisfactorily complete the deliverables as outlined in  
43 the grant application and any agreements entered into pursuant thereto; and  
44

45 BE IT FURTHER RESOLVED that the director of the Manitowoc County Soil and Water  
46 Conservation Department, or his designee, is hereby authorized and empowered to sign documents  
47 and take actions necessary to undertake, direct, and complete the grant process including, but not  
48 limited to financial assistance, submitting grant applications, reimbursements and reports with  
49 grant providers, and to submit other documentation as necessary to complete agreements/contracts;  
50 and  
51

52 BE IT FURTHER RESOLVED, that Soil and Water Conservation Department Director is  
53 further authorized to apply for and accept additional grant funds related to the Seven Rivers Soil  
54 Cooperative for the next (2) years, subject to county board approval for budget amendment if  
55 applicable.


Dated this 20th day of February 2023.

Respectfully submitted by the  
Land Conservation Committee

\_\_\_\_\_  
Catherine Wagner, Chair

FISCAL IMPACT: No tax levy impact. If the grant is approved, increases revenues and associated expenses by an equal amount.

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

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

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



**RESOLUTION AUTHORIZING WEST FOUNDATION GRANT**

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1           WHEREAS, the Ruth St. John and John Dunham West Foundation, Inc. (“West  
2 Foundation”) awards grants to arts and humanitarian, cultural, and civic organizations centered on  
3 the Lakeshore area; and  
4

5           WHEREAS, the University of Wisconsin Division of Extension Manitowoc County  
6 (“UWEX Manitowoc County”) fosters civic leadership, empowering citizens to make positive,  
7 transformative changes in their communities; and  
8

9           WHEREAS, UWEX Manitowoc County works with community partners to address food  
10 insecurity by increasing access to healthy affordable culturally appropriate safe food through  
11 farmers markets and community gardens; and  
12

13           WHEREAS, food insecurity is the limited or unknown availability of nutritional,  
14 affordable, culturally appropriate, and safe food for everyone in a household to meet their basic  
15 needs; and  
16

17           WHEREAS, Manitowoc County is home to 8,000 people eligible for Supplemental  
18 Nutrition Assistance Program, as well as seven census tracts where 30% or more of the residents  
19 are under 200% of the federal poverty level indicating low-income people with limited access to  
20 healthy food; and  
21

22           WHEREAS, UWEX Manitowoc County desires to apply for a grant from the West  
23 Foundation to pay for a plan to provide sustainability to programs providing electronic benefits  
24 transfer (“EBT”) machines at the farmer’s market as well as to prepare marketing materials,  
25 acquire services, educate market vendors, hire interns, and perform other work as outlined as in  
26 the grant proposal; and  
27

28           WHEREAS, after careful consideration and review, the UW-Extension, Education, and  
29 Agriculture Committee recommends UWEX Manitowoc County pursue a grant from the Ruth St.  
30 John and John Dunham West Foundation, Inc. in an amount not to exceed \$9,900.00;  
31

32           NOW, THEREFORE, BE IT RESOLVED that the county board of supervisors of the  
33 county of Manitowoc authorizes the UWEX Manitowoc County Area Extension Director to apply  
34 for and accept a grant from the Ruth St. John and John Dunham West Foundation, Inc. in an  
35 amount not to exceed \$9,900.00 to be used to create a plan to provide sustainability to programs  
36 providing electronic benefits transfer (“EBT”) machines at the farmer’s market as well as to  
37 prepare marketing materials, acquire services, educate market vendors, hire interns, and perform  
38 other work as outlined as in the grant proposal; and  
39

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

43  
44 BE IT FURTHER RESOLVED that the Finance Director is directed to record such  
45 information in the official books of the County for the year ending December 31, 2024 as may be  
46 required with carryover to 2025.

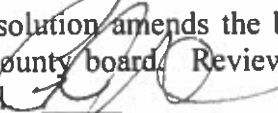
Dated this 20th day of February 2024.

Respectfully submitted by the  
UW-Extension, Education, and Agriculture  
Committee

\_\_\_\_\_  
Catherine Wagner, Chair

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

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

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

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

**RESOLUTION AUTHORIZING ADDITION OF 4.0 FULL-TIME  
EQUIVALENT HUMAN SERVICES EMPLOYEES  
(Safety Service Specialist)**

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1           WHEREAS, the mission of the Human Services Department's Child and Family Services  
2 Unit is to protect the safety of children; and

3  
4           WHEREAS, to support this mission, the Child and Family Services Unit coordinates and  
5 provides services to families at risk of abuse or neglect in an effort to provide permanency for each  
6 child through family focused intervention; and

7  
8           WHEREAS, the Human Services Department currently uses four full time contracted  
9 employees to support that mission through in-home safety services; and

10  
11           WHEREAS, the result of a Manitowoc County Worker Determination process indicated  
12 these contracted employees should be treated as Manitowoc County employees; and

13  
14           WHEREAS, on January 10, 2024, the U.S. Department of Labor published a final rule,  
15 effective March 11, 2024, revising the Department's guidance on how to analyze who is an  
16 employee or independent contractor under the Fair Labor Standards Act (FLSA) and this change  
17 more tightly defines what a contracted worker is versus an employee; and

18  
19           WHEREAS, the risks to the County leaving this employment relationship as-is include the  
20 assumption of any violations, potential exposure for benefits, and other FLSA penalties; and

21  
22           WHEREAS, it is more cost effective for the County to employ the four full-time employees  
23 directly as Safety Service Specialists; and

24  
25           WHEREAS, after careful consideration and review, the Human Services Board and the  
26 Personnel Committee recommends that 4.0 FTE Safety Service Specialist positions be created to  
27 replace the contracted personnel currently performing the same duties;

28  
29           NOW, THEREFORE, BE IT RESOLVED that the county board of supervisors of the  
30 county of Manitowoc authorizes the creation of 4.0 FTE Safety Service Specialist positions in the  
31 Human Services Department; and

32  
33           BE IT FURTHER RESOLVED that the 2024 Full-Time Equivalent Report (FTE) by  
34 Department included in the 2024 Adopted Annual Budget Book is amended to include the new 4.0  
35 FTE Safety Service Specialist positions; and

37 BE IT FURTHER RESOLVED that the Finance Director is directed to record such  
38 information in the official books of the County for the year ending December 31, 2024 as may be  
39 required.

Dated this 20th day of February 2024.

Respectfully submitted by the  
Personnel Committee

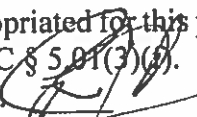
\_\_\_\_\_  
Susie Maresh, Chair

\_\_\_\_\_  
Human Services Board

\_\_\_\_\_  
Jim Brey, Chair

FISCAL IMPACT: No levy impact. Anticipated savings of approximately \$3,145 per position.

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

LEGAL NOTE: Sufficient funds have been appropriated for this position and only a majority  
vote is required pursuant to MCC § 5.01(3)(b). Reviewed and approved as  
to form by Corporation Counsel 

APPROVED:

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

\_\_\_\_\_  
Date

MEETING OF THE COUNTY BOARD OF SUPERVISORS  
MANITOWOC COUNTY, WISCONSIN

Tuesday, February 20, 2024

5:30 P.M.

Pursuant to Wis. Stats. 59.04, the County Board of Supervisors of Manitowoc County, Wisconsin convened in open session at the Heritage Building, in the City of Manitowoc, being the 20<sup>th</sup> day of February 2024, for the purpose of transacting business as a Board of Supervisors.

Chairperson Martell called the meeting to order at 5:30 p.m.

Supervisor Muench gave the invocation, followed by the Pledge of Allegiance to the Flag by the entire assemblage.

Roll call: 23 members were present at the time of roll call: Baumann, Behnke, Brey, Engelbrecht, Falkowski, Gerroll, Hacker, Hansen, Heller, Jadowski, Klein, Lillibridge, Maresh, Martell, Metzger, Muench, Naidl, Neils, Phipps, Shimulunas (arrived at 5:47p.m.), Sitkiewitz, Vogt, Wagner, and Weiss. Supervisor Zimmer was excused.

On a motion by Supervisor Behnke, seconded by Supervisor Engelbrecht the January 16, 2024 meeting minutes were approved on a unanimous vote.

PUBLIC INPUT – OPPORTUNITY FOR CITIZENS TO PRESENT THEIR VIEWS

Chairperson Martell declared public comment open at 5:33 p.m.

Patricia Klein, City of Two Rivers, questioned the true number of windows that were in need of replacement at the courthouse.

No one else present wished to speak, subsequently Chairperson Martell closed public input at 5:39 p.m.

APPOINTMENTS BY COUNTY EXECUTIVE

Chairperson Martell presented County Executive Ziegelbauer's appointment of Mark Knier to the Joint Dispatch Board. Supervisor Behnke moved, seconded by Supervisor Baumann to approve the appointment. Upon voice vote, the motion carried unanimously.

COMMITTEE REPORTS ON MEETINGS, PETITIONS, RESOLUTIONS, ORDINANCES

Planning and Park Commission: Supervisor Falkowski gave a brief report.

Supervisor Falkowski moved, seconded by Supervisor Heller to enact Ordinance 2023/2024-59 Amending Zoning Map (Jaeger Repair Inc.). Upon vote, the motion carried unanimously.

Supervisor Falkowski moved, seconded by Supervisor Lillibridge to enact Ordinance 2023/2024-60 Amending Zoning Map (Samuel & Christina Schrock). Upon vote, the motion carried unanimously.

Supervisor Falkowski moved, seconded by Supervisor Neils to enact Ordinance 2023/2024-61 Amending Zoning Map (Peter Propson Jr.). Upon vote, the motion carried unanimously.

Supervisor Falkowski moved, seconded by Supervisor Maresh to enact Ordinance 2023/2024-62 Amending Zoning Map (Joseph Pribyl). Upon vote, the motion carried unanimously.

Supervisor Falkowski moved, seconded by Supervisor Phipps to enact Ordinance 2023/2024-63 Amending Zoning Map (Carol Waniger). Upon vote, the motion carried unanimously.

Board of Health: Supervisor Neils gave a brief report.

Supervisor Metzger moved, seconded by Supervisor Neils to enact Ordinance 2023/2024-64 Amending Manitowoc County Code S. 7.14 (Health Officer Qualifications). Upon vote, the motion carried unanimously.

Expo-Ice Center Board: Supervisor Sitkiewitz gave a brief report.

Finance Committee: Supervisor Brey gave a brief report.

Supervisor Brey moved, seconded by Supervisor Baumann to adopt Resolution 2023/2024-65 Initial Resolution Authorizing Not to Exceed \$4,200,000 General Obligation Promissory Notes for Highway Projects. Upon vote, the motion carried unanimously.

Highway Committee: Supervisor Behnke gave a brief report.

Land Conservation Committee: Supervisor Wagner gave a brief report.

Supervisor Wagner moved, seconded by Supervisor Phipps to enact Ordinance 2023/2024-66 Amending Manitowoc County Code S. 26.05 (Fees). Upon vote, the motion carried unanimously.

Supervisor Wagner moved, seconded by Supervisor Engelbrecht to adopt Resolution 2023/2024-67 Authorizing Producer LED Watershed Protection Grant. Upon vote, the motion carried unanimously.

Supervisor Wagner moved, seconded by Supervisor Jadowski to adopt Resolution 2023/2024-68 Authorizing West Foundation Grant. Upon vote, the motion carried unanimously.

Personnel Committee: Supervisor Maresh gave a brief report.

Public Safety Committee: Supervisor Falkowski gave a brief report.

Public Works Committee: Supervisor Sitkiewitz gave a brief report.

Transportation Coordinating Committee: Supervisor Hacker gave a brief report.

Miscellaneous – Personnel Committee and Human Services Board:

Supervisor Maresh moved, seconded by Supervisor Brey to adopt Resolution 2023/2024-69 Authorizing Addition of 4.0 Full-Time Equivalent Human Services Employees (Safety Service Specialist) Upon vote, the motion carried unanimously.

#### ADJOURNMENT

Supervisor Gerroll moved to adjourn, seconded by Supervisor Muench, and the motion was adopted by acclamation. The meeting adjourned at 6:10 p.m.

Respectfully submitted,  
Jessica Backus, Manitowoc County Clerk



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

DATE: March 19, 2024

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 Zimmer.
- III. Pledge of Allegiance.
- IV. Roll Call.
- V. Consideration and correction, if any, of the minutes of the February 20, 2024 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 – Proclaiming the Month of April Child Abuse and Neglect Prevention Month
  2. County Executive Bob Ziegelbauer and Chairperson Tyler Martell – Proclamation in Honor of National Public Safety Telecommunicators Week
  3. County Executive Bob Ziegelbauer and Chairperson Tyler Martell – Proclamations Honoring Supervisors Baumann, Brey and Vogt
- VIII. PUBLIC COMMENT – OPPORTUNITY FOR CITIZENS TO PRESENT THEIR VIEWS
  1. Chris Culotta, WI Department of Health Services Regional Representative – Presentation of Manitowoc County Health Department's Level 3 Certification
- IX. COMMITTEE REPORTS, INCLUDING PETITIONS, RESOLUTIONS, AND ORDINANCES
  - A. Planning & Park Commission
    1. Ordinance 2023/2024-70 Amending Zoning Map (David and Cheryl Schneider)
    2. Ordinance 2023/2024-71 Amending Zoning Map (Aryln and Lori Eickert)
    3. Ordinance 2023/2024-72 Amending Zoning Map (Dennis and Mary Frenz)
    4. Resolution 2023/2024-73 Authorizing the 2024-2025 Snowmobile Trail Aids Program

Petitions: 1) Grassl Family Trust – Town of Schleswig  
2) Trinity EV Lutheran Church – Town of Liberty  
3) Janice Wehausen Irrevoc Trust – Town of Liberty  
4) Steven and Virginia Schwoerer – Town of Eaton  
5) Gerald Duchow – Town of Eaton
  - B. Aging & Disability Board

C. Board of Health

D. Criminal Justice Coordinating Council

E. Executive Committee

F. Expo-Ice Center Board

G. Finance Committee

5. Resolution 2023/2024-74 Awarding the Sale of \$4,200,000 General Obligation Promissory Notes, Series 2024A

6. Resolution 2023/2024-75 Awarding the Sale of \$4,075,000 General Obligation Courthouse Improvement Bonds, Series 2024B

H. Highway Committee

I. Human Service Board

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

K. Personnel Committee

L. Public Safety Committee

7. Ordinance 2023/2024-76 Amending Manitowoc County Code S. 4.13 (Sheriff's Department Fees)

8. Ordinance 2023/2024-77 Amending Manitowoc County Code Ch. 6.275 (Prostitution)

M. Public Works Committee

N. Transportation Coordinating Committee

X. ANNOUNCEMENTS

XI. ADJOURNMENT

Tyler Martell, Chairperson

Prepared by Melissa Tennant, 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.



**ORDINANCE AMENDING ZONING MAP**  
(David and Cheryl Schneider)

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 February 26, 2024; and  
3

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

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

11           A parcel of land in part of Government Lot 3 of Section Twenty-Four (24), Township  
12 Seventeen (17) North, Range Twenty-One (21) East, Town of Schleswig, Manitowoc County,  
13 Wisconsin more particularly described as follows:  
14

15           Commencing at the west quarter corner of said Section 24; thence N89°-54'-09"E  
16 along the north line of the SW1/4 of said Section 24, a distance of 5.24 feet; thence  
17 S24°-31'-08"E along the west line of Lot 2 of Certified Survey Map recorded in  
18 Volume 31 of Certified Survey Maps on Page 83 as Document No. 1140388 of  
19 Manitowoc County Records, a distance of 195.92 feet to the point of beginning;  
20 thence N69°-15'-52"E along a southerly line of said Lot 2, a distance of 134.65  
21 feet; thence S27°-42'-14"E 83.22 feet; thence S00°-14'-39"W 156.37 feet; thence  
22 S76°-28'-08"W 69.89 feet to the centerline of Cedar Lake Rd; thence N27°-42'-  
23 14"W along said centerline a distance of 221.48 feet, thence N69°-15'-52"E 7.46  
24 feet to the point of beginning, said parcel containing approximately 26,796 square  
25 feet (0.616 acres) of land;  
26

27 is hereby rezoned from Commercial Business (CB) District to Lake Residential (LR) District.


Dated this 19th day of March 2024.

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

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

REPORT TO:	THE MANITOWOC COUNTY BOARD OF SUPERVISORS MARCH 19, 2024.
FROM:	THE MANITOWOC COUNTY PLANNING AND PARK COMMISSION
RE:	DAVID & CHERYL SCHNEIDER 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.

David & Cheryl Schneider, on December 19, 2023, petitioned the Manitowoc County Board of Supervisors to rezone approximately 0.46 acres of land located in the NW1/4, SW1/4, Section 24, T17N-R21E, Town of Schleswig, from CB, Commercial Business to LR, Lake Residential.

The Town of Schleswig adopted the Manitowoc County Zoning Ordinance on October 11, 2012. The uses permitted in the LR, Lake Residential zoning provides for areas with single-family residential and planned residential development with a minimum lot size of 10,000 square feet.

1. Action taken to date on this request includes:

- a. David & Cheryl Schneider petitioned for a zoning map amendment on December 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 February 12, 2024 and on February 19, 2024.
- d. The County Planning and Park Commission held a public hearing on this amendment request on February 26, 2024.
- e. The Commission at their February 26, 2024 meeting recommended approval of a requested rezoning of approximately 0.46 acres of land located in the NW1/4, SW1/4, Section 24, T17N-R21E, Town of Schleswig, from CB, Commercial Business to LR, Lake 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. Brad Buechel, surveyor, 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 CB, Commercial Business District.
2. The Schleswig Town Board & Town Planning Commission support the proposed zone change to LR, Lake Residential.
3. The applicant wishes to operate a vacation home rental utilizing an existing cabin. Rezoning will permit this use if the applicant obtains a condition use permit from the Board of Adjustment.

## 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 David & Cheryl Schneider to rezone approximately 0.46 acres of land from CB, Commercial Business to LR, Lake Residential were approved.

The Manitowoc County Planning and Park Commission, at its February 26, 2024 meeting, therefore by a unanimous vote recommended that the subject property (an approximately 0.46 acres of land located in the NW1/4, SW1/4, Section 24, T17N-R21E, Town of Schleswig, more fully described in the accompanying proposed ordinance amendment) be recommended for rezoning from CB, Commercial Business to LR, Lake 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)

February 7<sup>th</sup>, 2024

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

and

Manitowoc County Supervisor Jonathan Neils  
Supervisory District 13

ATTN: Tim Ryan and Supervisor Neils

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:**

David & Cheryl Schneider  
1115 Lisa Ln  
New Holstein, WI 53061

**Township:**

Schleswig

**Applicant/Agent**

Brad Buechel  
2020 Madison St  
New Holstein, WI 53061

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 # **41010**

## ZONING MAP AMENDMENT APPLICATION

MANITOWOC COUNTY  
DEC 19 2023  
PLANNING & PARK  
COMMISSION

Date of Application: 11/28/23      OWNER / APPLICANT/ AGENT

Owner	<u>David Dave &amp; Cheryl Schneider</u>	Applicant/Agent	<u>Brad Buechel</u>
Address (1)	<u>1115 Lisa Ln</u>	Address (1)	<u>2020 Madison St</u>
Address (2)	_____	Address (2)	_____
City/State/Zip	<u>New Holstein, WI 53061</u>	City/State/Zip	<u>New Holstein, WI 53061</u>
Phone	<u>920-418-5803 Dave</u>	Phone	<u>920-993-0881</u>

**PROPERTY LEGAL DESCRIPTION**

NW 1/4, SW 1/4, S 24 T 17 N R 21 E Town of Schleswig

House /Fire # ~~14108/14133/14136~~<sup>BB</sup> Tax Number 016-024-003-004.00

Cedar Lake Rd.

**PROPERTY INFORMATION**

Existing Zoning District CB      Proposed Zoning district LR

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

Proposed use: (Reason for change) BB

The existing property is being split into smaller parcels. Lots ~~1, 2 and 4~~ could apply for CUP's for vacation home rentals. Zoning classification "CB" doesn't allow for vacation home rentals.

Return to: Manitowoc County Planning and Park Commission 4319 Expo Drive, PO Box 935 Manitowoc, WI 54220-0935 (920) 683-4185	<u>Brad Buechel</u> Signature (applicant, owner, agent)      Date <u>11/28/23</u>
	_____ Signature (applicant, owner, agent)      Date

# MANITOWOC COUNTY

## ZONING MAP AMENDMENT FACT SHEET

(Manitowoc County, Town of Schleswig from CB to LR)

### PETITIONER

**Name:** David & Cheryl Schneider  
**Address:** 1115 Lisa Ln  
New Holstein WI 53061  
**Town:** Schleswig

### PARCEL

**Location:** NW ¼, SW ¼, Section 24, T17N-R21E  
**Tax#:** 016-024-003-004.00  
**Area:** 0.46 acre(s)

### ACTION TO DATE

**Petition Submitted:** 12/19/2023  
**Town Action:** Approved December 14, 2023  
**Hearing Notice Published:** 2/12/24 & 2/19/24  
**Advisory:** 02/26/24  
**Hearing:** 02/26/24

### ADJACENT USES & ZONING

Direction:	District:	Use:
North	RR	Residential/Wooded
South	CB	Residential
East	CB	Parking lot/Future Storage Sheds
West	CB	Wooded/Wetland

### PARCEL USES & ZONING

**Existing Zoning District:** CB, Commercial Business  
**Existing Land Use:** Resort Cabin  
**Proposed Zoning District:** LR, Lake Residential  
**Proposed Use:** Convert Resort Cabin to  
Vacation Home Rental

### MAP INFORMATION

**Farmland Preservation Designation:**  
Non-Farmland Preservation Area  
**Soil Type:** LuD  
**Air Photo Date:** 04/2023

### OTHER CONSIDERATIONS

**Drainage:** Well drained  
**Soil Limitations:** Severe  
**Sewage Disposal:** Private Onsite Wastewater Treatment  
**Road Access:** Cedar Lake Rd  
**Town Land Use Designation:** Residential

**Soil Test:** May 21, 2004  
**Terrain:** 0 – 12+ Percent Slopes  
**Vegetative Cover:** Grassland/Trees

This classification of development should address all types of housing within the town limits. This includes single-family homes, multi-family apartments, mobile home parks, and senior housing complexes. The town is committed to offering and providing a variety of housing choices for its residents, although some of these housing offerings may be physically located in the City of Kiel or in other neighboring cities and villages. New developments shall be sensitive to natural features and surrounding land uses by conforming to setback requirements and incorporating natural features into the landscape to preserve the town's natural beauty.

**County Future Land Use Designation:** Shoreland Development

The Shoreland Development category consists primarily of single family and limited types of multi-family housing directly on the shoreline of a water feature, as well as second tier development. Additional growth in these areas is placing additional pressure on the natural environment which is, or may lead to poor water quality, loss of wildlife habitat, and a diminished quality of living on these significant natural features.



**TOWN OF SCHLESWIG**  
Regular Monthly Town Board Meeting  
December 14th, 2023  
MINUTES



**UNAPPROVED DRAFT**

Meeting called to order by Supervisor Glomski at 7:05 P.M. at the Schleswig Town Hall. Meeting notices were posted at designated sites on December 12th and the media was notified. Town officials present for the meeting were Supervisor Glomski, Supervisor Schwantes, Supervisor Hoerth, Clerk Pieper, Treasurer Krebsbach, Deputy Treasurer Vondrachek and Road Superintendent Hartmann.

**Motion – Hoerth/Schwantes** to approve the agenda as presented; motion carried.

**Motion – Hoerth/Schwantes** to approve Regular Board meeting minutes of 11/9/2023; motion carried.

**Motion – Hoerth/Schwantes** to approve minutes of the Special Board meeting minutes to approve 2024 budget; motion carried.

Treasurer's report: Checkbook balance \$24,807.70; mobile home account \$2,079.16; tax savings account \$209,554.89; ARPA account \$1,534.81; capital outlay account \$77,125.23; equipment account \$202,402.02. Receipts since previous meeting were \$37,170.35.

Clerk's report: **Motion: Schwantes/Hoerth** to approve payments of the EFT for US Treasury to #16981 totaling \$ 177,831.36; motion carried.

Board Member's Report: Discussion regarding research on purchasing a tractor. Will wait for bids to come through before making any decisions. Table discussion for future meeting.

Assessor's report: Town is at 66% at this time. Reassessments will begin in October 2024 continuing through 2025. Invoice for reassessment will arrive in 2025.

Constable's report: No Update on any issues. Constable Schuler suggested that the Town Board consider backing a piece of legislation/bill that Andre Jacques has proposed regarding wake surfing on smaller lakes. Supervisor Glomski requested more information be presented to Board.

Visitors' input: No comment.

Building permits:

Seth Zipperer – Solar Panels  
James Dhein – New Home  
Dick Hasey – Siding

Old & New Business:

- A. Fair Market Assessments proposed a new Maintenance Contract for the 2024-2025 timeframe. **Motion Hoerth/Schwantes** to accept the maintenance contract as presented.
- B. Motion Hoerth/Schwantes to accept Insurance Policy Coverage from Rural Insurance as presented.
- C. Motion Schwantes/Hoerth: to approve the slate of election officials as presented.
- D. Motion Hoerth/Schwantes: to approve payment to Glacierland Phragmites for invoice of \$906
- E. Road Work Projects
  - o Louis Corners Road Update  
All work has been completed and information has been gathered to now present for grant reimbursement
- F. City of Kiel Request for No Through Traffic: Motion Hoerth/Schwantes to table conversation regarding posting no through traffic on Rockville Road until Supervisors have a chance to review the material proposed.
- G. Fire Contract: Motion Hoerth/Schwantes to approve proposed contract to include \$10,000 increase yearly payment to City of Kiel beginning January 2024.

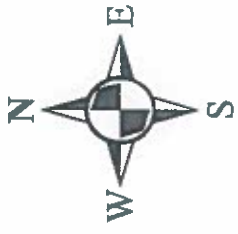
Miscellaneous Reports

H. Planning Commission Update:

- o The Planning Commission recommended for approval the Re-zone Map Amendment request from Peter Propson Jr., of 10319 Steinthal Road for a rezone on a 10 acre parcel from NA {Natural Area} to be re-zoned GA (General Agriculture). Motion: Glomski/Schwantes to concur with the Planning Commission - Motion carried.
  - o The Planning Commission recommended for approval the request from Peter Propson Jr., of 10319 Steinthal Road for a Variance Application on the driveway from the required 150' width for GA to a 109' width. Motion :Glomski/Schwantes to concur with the Planning Commission . Motion carried.
  - o The Planning Commission recommended for approval the Re-zone Map Amendment request from David Schneider for a rezone of Lot #2 of the Cedar Lake property purchased by Mr. Schneider and sub-divided into 4 lots. All lots are currently zoned CB (Commercial Business). Lot #2 will move from CB to LR (Lake Residential). Motion: Glomski/Schwantes to concur with the Planning Commission's recommendation for approval - Motion carried.
  - o The Planning Commission recommended for non-approval the Re-zone Map Amendment request from Michael D. Pfister of 11020 Wilke Lake Road. Mr. Pfister would like to sell a '1' acre lot to the North of the existing farm house/buildings lot and rezone the lot from GA {General Agriculture} to RR (Rural Residential).The '1' acre lot does not meet the Town of Schleswig " past practice " minimum requirements of RR (Rural Residential) which needs to be a ' 2 ' acre minimum. Motion: Schwantes/Glomski to concur with the Planning Commission's recommendation for non-approval - Motion carried.
- I. Entertainment for the Holiday Party – Treasurer Krebsbach has organized and secured entertainment for the evening.

**Motion Schwantes/Hoerth:** to adjourn; motion carried. Meeting adjourned at 8:30pm.

Beth Pieper, Town Clerk  
12/18/2023



David & Cheryl Schneider  
 NW 1/4, SW 1/4  
 Section 24, T17N-R21E  
 Town of Schleswig

From: CB To: LR  
 Approximatel 0.46 acre(s)  
 -87.941, 43.927

Map Overview

**Schleswig**

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



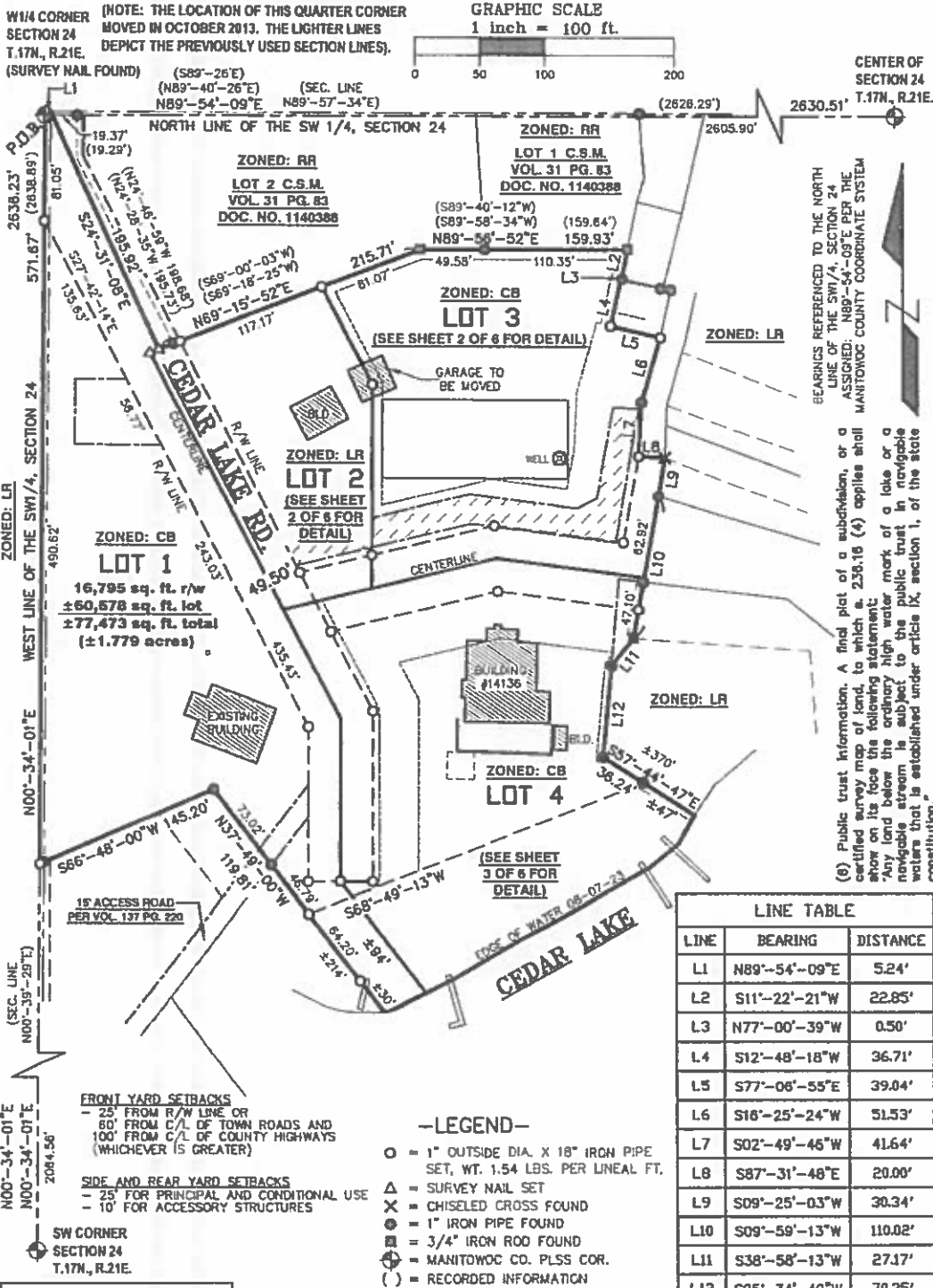
**Legend**

- Proposed Zone Change
- Parcel Line
- Water Way
- Zoning Line



# CERTIFIED SURVEY MAP

## PART OF GOVERNMENT LOT 3 OF SECTION 24, T.17N., R.21E., TOWN OF SCHLESWIG, MANITOWOC COUNTY, WISCONSIN



LINE TABLE		
LINE	BEARING	DISTANCE
L1	N89°-54'-09"E	5.24'
L2	S11°-22'-21"W	22.85'
L3	N77°-00'-39"W	0.50'
L4	S12°-48'-18"W	36.71'
L5	S77°-06'-55"E	39.04'
L6	S16°-25'-24"W	51.53'
L7	S02°-49'-46"W	41.64'
L8	S87°-31'-48"E	20.00'
L9	S09°-25'-03"W	30.34'
L10	S09°-59'-13"W	110.02'
L11	S38°-58'-13"W	27.17'
L12	S05°-34'-49"W	70.35'

**SURVEYED FOR:**  
DAVE SCHNEIDER  
1115 LISA LANE  
NEW HOLSTEIN, WI 53061

**SITE ADDRESS:**  
14136 CEDAR LAKE RD.  
KIEL, WI 53042

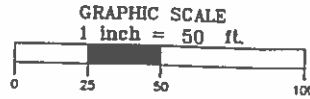
**MERIDIAN**  
**SURVEYING, LLC**

2020 Madison Street Office: 920-993-0881  
New Holstein, WI 53061 Fax: 920-273-6037

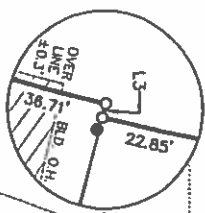
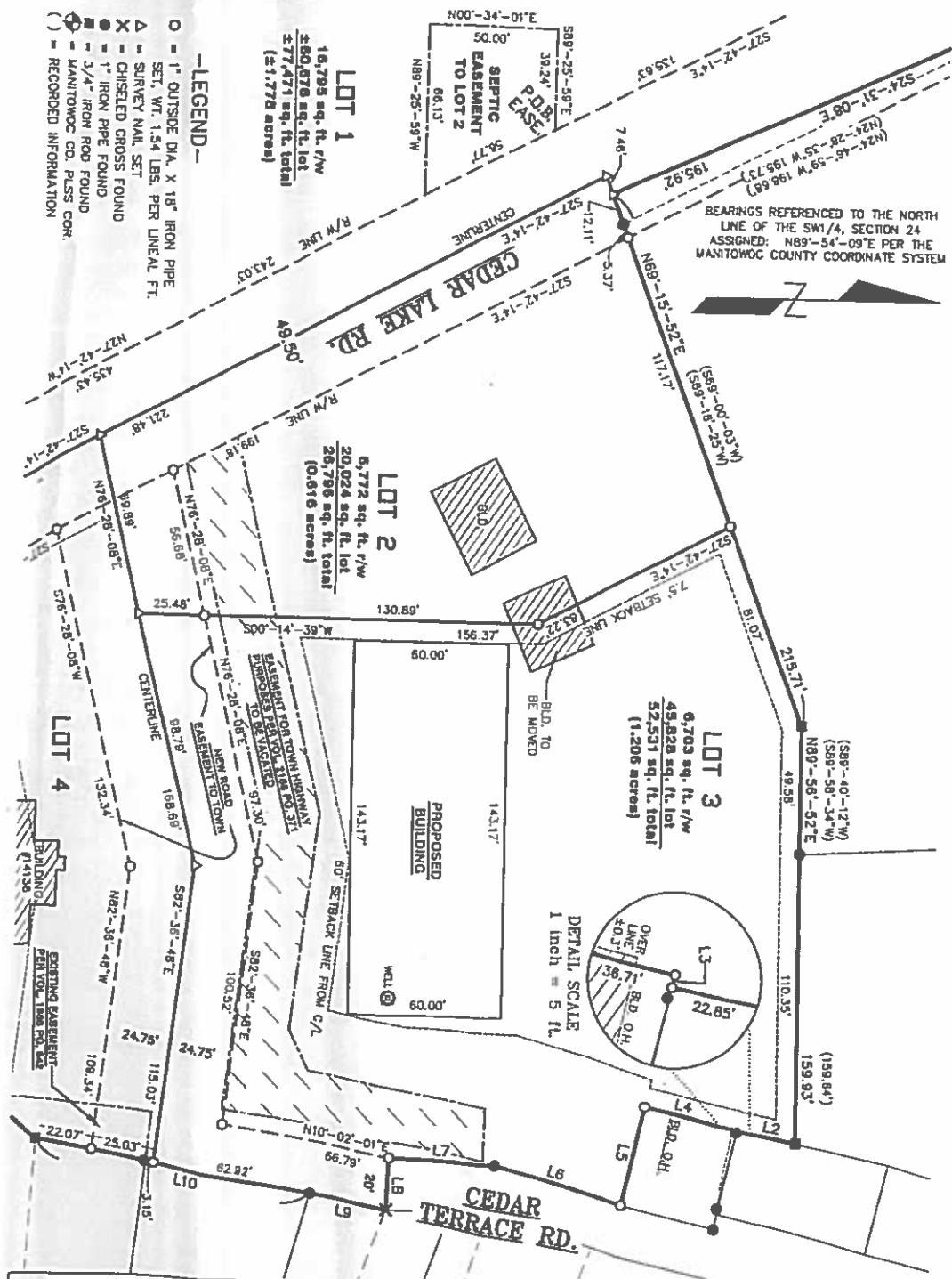
<b>DRAWN BY:</b> BJB	<b>FIELD WORK DATE:</b> 08-07-23
<b>CHECKED BY:</b> BB	<b>FIELD BOOK:</b> NOTES
<b>JOB NO.:</b> 14754	<b>SHEET 1 OF 6</b>

# CERTIFIED SURVEY MAP

PART OF GOVERNMENT LOT 3 OF SECTION 24,  
T.17N., R.21E., TOWN OF SCHLESWIG,  
MANITOWOC COUNTY, WISCONSIN



- LEGEND—**
- 1" OUTSIDE DIA. X 18" IRON PIPE
  - △ SET. WT. 1.5# LBS. PER LINEAL FT.
  - ▽ SURVEY NAIL, SET
  - CHISELED CROSS FOUND
  - 1" IRON PIPE FOUND
  - 3/4" IRON ROD FOUND
  - MANITOWOC CO. PLSS COR.
  - RECORDED INFORMATION



SURVEYED FOR:  
DAVE SCHNODDER  
1115 LISA LAKE  
NEW HOLSTEIN, WI 53061

SITE ADDRESS:  
14136 CEDAR LAKE RD.  
KIEL, WI 53042

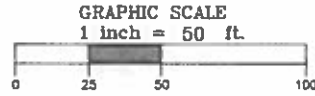
**MERIDIAN**  
SURVEYING, LLC

2020 Madison Street Office: 920-993-0881  
New Holstein, WI 53061 Fax: 920-273-6037

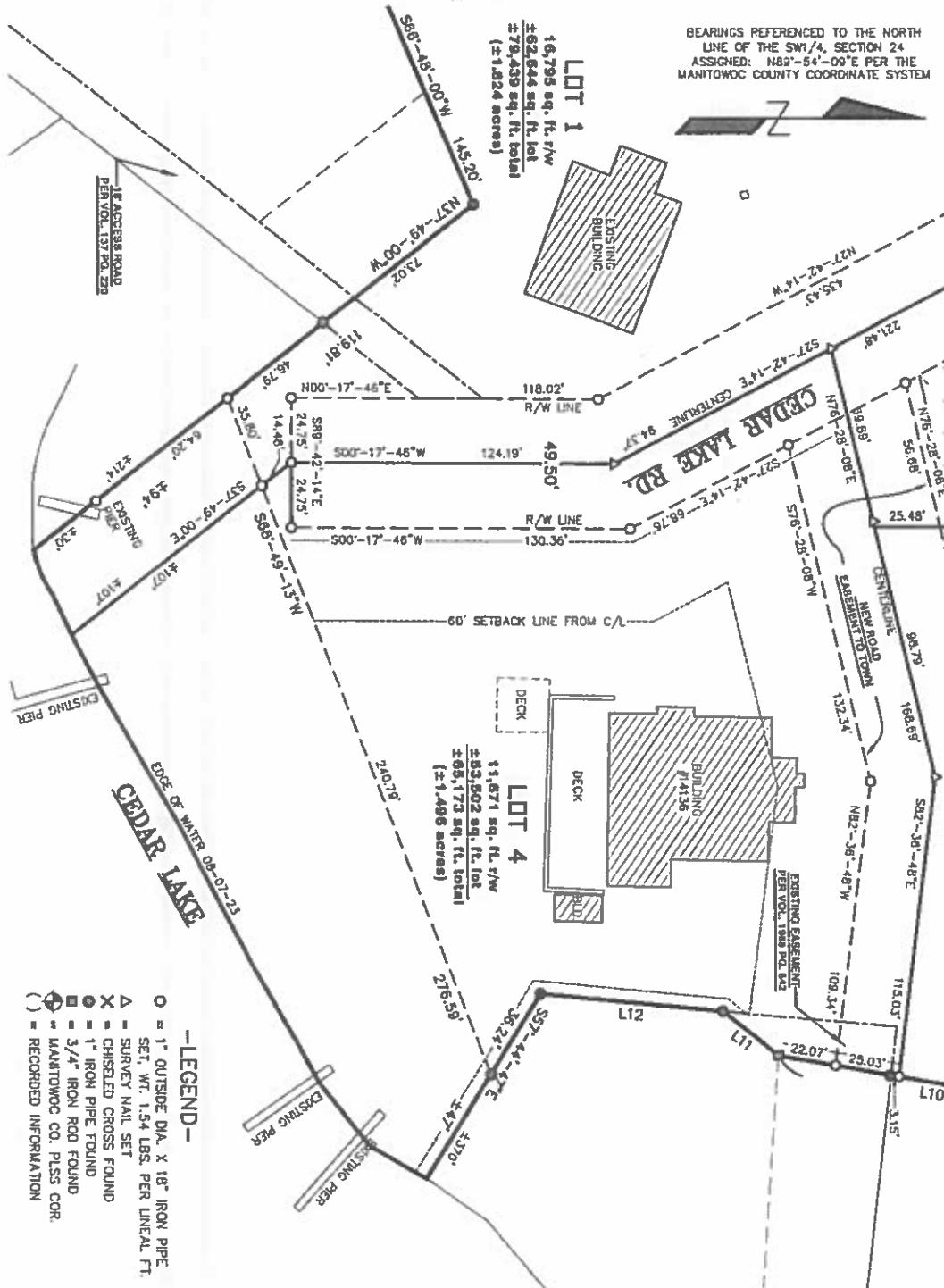
DRAWN BY: BJB	FIELD WORK DATE: 08-07-23
CHECKED BY: BB	FIELD BOOK: NOTES
JOB NO.: 14754	SHEET 2 OF 6

# CERTIFIED SURVEY MAP

PART OF GOVERNMENT LOT 3 OF SECTION 24,  
T.17N., R.21E., TOWN OF SCHLESWIG,  
MANITOWOC COUNTY, WISCONSIN



BEARINGS REFERENCED TO THE NORTH  
LINE OF THE SW1/4, SECTION 24  
ASSIGNED: N83°-54'-09"E PER THE  
MANITOWOC COUNTY COORDINATE SYSTEM



- LEGEND-
- = 1" OUTSIDE DIA. X 18" IRON PIPE
  - △ = SURVEY NAIL SET
  - × = CHISELED CROSS FOUND
  - = 1" IRON PIPE FOUND
  - ⊙ = 3/4" IRON ROD FOUND
  - ⊞ = MANITOWOC CO. PLSS COR.
  - ⊞ = RECORDED INFORMATION

SURVEYED FOR:  
DAVE SCHNEIDER  
1115 LISA LANE  
NEW HOLSTEIN, WI 53061

SITE ADDRESS:  
14136 CEDAR LAKE RD.  
KIEL, WI 53042

**MERIDIAN**  
**SURVEYING, LLC**

2020 Madison Street Office: 920-993-0881  
New Holstein, WI 53061 Fax: 920-273-6037

DRAWN BY: BJB	FIELD WORK DATE: 08-07-23
CHECKED BY: BB	FIELD BOOK: NOTES
JOB NO.: 14754	SHEET 3 OF 6

**ORDINANCE AMENDING ZONING MAP**  
(Arlyn and Lori Eickert)

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 February 26, 2024; 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 the NE 1/4 of the SE 1/4 of Section 30, Town 19 North, Range  
12 21 East, Town of Rockland, Manitowoc County, Wisconsin, more particularly described as  
13 follows:

14  
15           Commencing at the E 1/4 Corner of Section 30; Thence N 89°35'16" W, 1020.05  
16 feet coincident with the north line of said SE 1/4 to the point of beginning; Thence  
17 continuing N 89°35'16" W, 300.00 feet to the west line of said NE 1/4 of the SE  
18 1/4; Thence S 00°19'58" W, 440.00 feet coincident with said west line; Thence  
19 S 89°35'16" E, 300.00 feet; Thence N 00°19'58" E, 440.00 feet to the point of  
20 beginning, said parcel containing approximately 3.030 acres of land;

21  
22 is hereby rezoned from Exclusive Agriculture (EA) District to Small Estate (SE) Residential  
23 District.

Dated this 19th day of March 2024.

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 MARCH 19, 2024.  
FROM: THE MANITOWOC COUNTY PLANNING AND PARK COMMISSION  
RE: ARLYN & LORI KAY EICKERT 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.

Arlyn and Lori Kay Eickert, on January 22, 2024, petitioned the Manitowoc County Board of Supervisors to rezone approximately 2.63 acres of land located in the NE1/4, SE1/4, Section 30, 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 the 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. Arlyn and Lori Kay Eickert petitioned for a zoning map amendment on January 22, 2024.
  - 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 February 12, 2024 and on February 19, 2024.
  - d. The County Planning and Park Commission held a public hearing on this amendment request on February 26, 2024.
  - e. The Commission at their February 26, 2024 meeting recommended approval of a requested rezoning of approximately 2.63 acres of land located in the NE1/4, SE1/4, Section 30, 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. Josh Eickert, 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. The area to be rezoned was previously used as a gravel pit, the soil is rocky with a good amount of clay.
4. A minimal amount of farmland will be affected by the proposed rezoning.
5. Rezoning will allow for a single family home to be built.

## 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 Arlyn & Lori Kay Eickert to rezone approximately 2.63 acres of land from EA, Exclusive Agriculture to SE, Small Estate were approved.

The Manitowoc County Planning and Park Commission, at its February 26, 2024 meeting, therefore by a unanimous vote recommended that the subject property (an approximately 2.63 acres of land located in the NE1/4, SE1/4, Section 30, 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@manitowoccountymi.gov](mailto:jessicabackus@manitowoccountymi.gov)

February 7<sup>th</sup>, 2024

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:**

Arlyn Eickert & Lori Kaye Eickert  
23529 C.T.H. "JJ"  
Brillion, WI 54110

**Township:**

Rockland

**Applicant/Agent**

Josh Eickert  
204 S. Francis Street  
Brillion, WI 54110

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 (\$531) Received   
 Receipt # **41046**

**PLANNING & PARK**  
**ZONING MAP AMENDMENT APPLICATION**

Date of Application: 1/19/24 OWNER / APPLICANT/ AGENT

Owner <u>Arlyn Eickert + Lori Kaye Eickert</u>	Applicant/Agent <u>JOSH EICKERT</u>
Address (1) <u>23529 C.T.H. "JJ"</u>	Address (1) <u>204 S. FRANCIS ST</u>
Address (2) _____	Address (2) _____
City/State/Zip <u>Brillion, WI 54110</u>	City/State/Zip <u>BRILLION WI 54110</u>
Phone _____	Phone <u>920-901-0115</u>

**PROPERTY LEGAL DESCRIPTION**

NE 1/4, SE 1/4, S 30 T 19 N R 21 E Town of Rockland

House /Fire # \_\_\_\_\_ Tax Number 015-030-013-000.00

**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:

SEE ATTACHED MAP

Proposed use: (Reason for change)

This request is being made to create a new home site for the son of the property owner.

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)	<u>1/19/24</u> Date
	 Signature (applicant, owner, agent)	<u>1/22/24</u> Date

# MANITOWOC COUNTY

## ZONING MAP AMENDMENT FACT SHEET

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

### PETITIONER

**Name:** Arlyn & Lori Kaye Eickert  
Josh Eickert (*Applicant*)  
**Address:** 23529 CTH JJ  
Brillion, WI 54110  
**Town:** Rockland

### PARCEL

**Location:** NE1/4, SE1/4 Section 30, T19N-R21E  
**Tax#:** 015-030-013-000.00  
**Area:** 2.63 acres

### ACTION TO DATE

**Petition Submitted:** 01/22/2024  
**Town Action:** Approved January 8, 2024  
**Hearing Notice Published:** 2/12/2024 & 2/19/2024  
**Advisory:** 2/26/2024  
**Hearing:** 2/26/2024

### ADJACENT USES & ZONING

Direction:	District:	Use:
North	EA	Farmland, Wetland/Grassland
South	EA	Farmland
East	EA	Farmland, Wetland
West	GA	Residential, Wetland

### 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 for son of owner.

### MAP INFORMATION

**Farmland Preservation Designation:**  
Farmland Preservation  
**Soil Type:** KnB, KnC2  
**Air Photo Date:** 04/2023

### OTHER CONSIDERATIONS

**Drainage:** Well drained  
**Soil Limitations:** Severe – Percs Slowly  
**Sewage Disposal:** Private Onsite Wastewater Treatment  
**Road Access:** Brandes Rd

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

**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.

# Town of Rockland

## Manitowoc County

---

January 15, 2024

MANITOWOC COUNTY  
RECEIVED  
JAN 18 2024  
PLANNING & PARKS  
COMMISSION

From: Rockland Township Board

To: Manitowoc County Planning and Park Commission:

On Monday, January 8, 2024, Josh and Angie Eickert requested a rezoning of approximately 2 to 3 acres of land on Brandes Road in the Town of Rockland from general agricultural status to rural residential with the intent to someday build a home on that property. The approximate acreage is because they do not have a final plan, as it will be dependent on survey results etc. There is only a legal description of this land, so sharing that it is located on Brandes Road, about half mile south of County JJ on the east side of the road, in the Town of Rockland, Manitowoc County.

Included in this communication are the minutes from the Board Meeting. The board did approve the request.

In the event you have question regarding this, please feel free to contact any of the board members. The Eickert's were told to contact the County for next steps. Josh's phone number is 920.901.0115.

Sincerely,

*Paula C. Winkler on behalf of the Board*  
Rockland Town Board,

Rosalie Geiger 920-772-4184

Tim Thor 920-772-4104

Mike Havlinek 920-772-4270

*Collins Marsh Wildlife Area*



January 22 2024

MANITOWOC COUNTY  
RECEIVED  
JAN 29 2024  
PLANNING & PARK  
COMMISSION

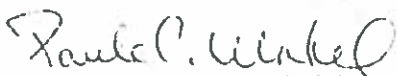
From: Rockland Township Board

To: Manitowoc County Planning and Park Commission:

This is a revision to a letter that was sent dated January 15, 2024. I was informed that the Town of Rockland had the incorrect zoning information on a rezoning request. I have followed up with the Board and Josh Eickert and they have approved the rezoning request for Josh and Angie Eickert of approximately 2 to 3 acres of land on Brandes Road in the Town of Rockland from exclusive agricultural status to small estate residential with the intent to someday build a home on that property. The approximate acreage is because they do not have a final plan, as it will be dependent on survey results etc. There is only a legal description of this land, so sharing that it is located on Brandes Road, about half mile south of County JJ on the east side of the road, in the Town of Rockland, Manitowoc County.

Please let me know if you need anything else on this request.

Sincerely,



Paula Winkel on behalf of the Town Board

Clerk/Treasurer



Minutes to be approved February 12, 2024.....

Town of Rockland January 8, 2024 Board Meeting

Rockland Town Hall @ 7:00 P.M.

Chairperson, Rosalie Geiger called the meeting to order at 6:50 p.m. Additional officials present were Mike Havlinek, Tim Thor, Paula Winkel, Laura Henze, and Dan Benter. There were twelve citizens present. 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 to accept the Treasurer's Report as read. Second by Mike Havlinek. Motion carried.

**The agenda was followed as printed and posted.**

**Public Input:** Nothing to report.

**Reports and Communications:** Paula Winkel shared communication from the County including ARPA matching funds for culvert replacement has been received and deposited (\$63,002.16) and bridge inspections are typically done every two years with some exceptions (this was a follow up from a question at the last meeting). The QuickBooks update to Enterprise Desktop has been completed as well as new Town website launched. The ExpressVote election voting equipment is on site. There is no February primary election for the Town of Rockland. Sue Rusch will work in the Treasurer/Clerk office for one week in February as Laura Henze and Paula Winkel are unavailable (office hours will be listed on the Town website). General Transportation Aid (\$36,211.00) was received in January. Attorney Kathryn Reynolds is retiring on January 31<sup>st</sup> 2024 and a new attorney for the Town will need to be identified.

**Licenses & Permits:** As listed on the agenda.

**Josh Eickert Rezoning Request:** Mr. Eickert shared his goal to convert two to three acres on Brandes Rd. from General Ag to Rural Residential in order to build a house and is just starting the process. Motion was made by Tim Thor and second by Mike Havlinek to approve the rezoning request. Motion Carried. Eickert's next step includes taking his request to the Manitowoc County Planning and Park Commission.

**Personal Property Tax Elimination Plan:** Westshore Retreat on Long Lake is affected by the shared revenue bill, 2023 Act 12. Most items that had been classified as personal property will be exempt from taxation. Mobile/manufactured homes will be reclassified as real property. Carol See (owner) of property has approximately 30 structures (owned by individuals and she owns the land) that could be impacted. About half of these are mobile homes. Town of Rockland will continue to assist/support in providing clarification as it becomes available and will invite Scott Tennesen (Town of Rockland tax assessor) to the March meeting to review options further.

**Sanitary District Structure Overview and Update:** Don and Linda Gilbertson: This agenda item was tabled until February meeting.

**Board of Review Training for 2024:** Dates of Board of Review Training were identified. Board members have been encouraged to attend as 2024 will be a reevaluation year.

**Pay Structure Changes:** Mike Havlinek made a motion to given employees the choice to be paid monthly or every two weeks starting in January 2024. Tim Thor seconded. Motion passed.

**Reedsville EMS Contract and Budget:** A request from Reedsville EMS was received for the 2024 budget, but this came after the Town had completed its budget. Motion was made by Tim Thor and second by Mike Havlinek to provide them with \$5500.00 which is an increase vs. the \$4706.00 identified in the budget. This increase is about one half of the additional money requested. Motion carried with two ayes (Geiger and Thor) and one nay (Havlinek). A revised contract shall be requested as well as a caveat which alerts them of the need for a timely EMS Protection Agreement and request for annual payment.

**Extra Principal Payment on Loan:** Motion made by Mike Havlinek and second by Tim Thor to pay \$50,000 extra on the principal of the loan (balance as of January 1st is \$425,077.72). Motion passed.

**Camper Residency:** The Board discussed a concern/complaint made by a resident who believes that an individual who is also allegedly a registered sex offender lives in a camper near his/her property. The Board has requested that follow up take place.

**Short Term Vacation Rentals:** A Bullhead Lake residence is being used as a short term vacation rental. Ron Gerrits received a conditional use permit from Manitowoc County Planning and Park Commission with a review of the permit in one year. Mike Havlinek provided WI State Statute information regarding short term vacation rentals. Paula Winkel provided a flowchart process a neighboring township utilizes. This will be a March agenda item with an anticipated ordinance to be considered in the Town of Rockland.

**Communication with Road Superintendent; Road/Culvert Status:** Paula reported in Keith's absence. A sign will be replaced that was stolen at the intersection of Quarry Rd. and Einberger Road. Keith will be providing a ride along experience with a potential new snowplowing employee. Road patching needs were identified in a few areas including on Goodwin Rd.

**Constable Report:** Dan Benter reported bringing a surrendered dog to the shelter.

**Vouchers Approved:** Motion made by Tim Thor and second by Mike Havlinek. Motion carried to approve payments of vouchers #21766 to #21788 and EFT's in the amount of \$34,528.96.

**Topics for February 12, 2024:** Sanitary District Structure Overview and Update - Don and Linda Gilbertson, camper residency, revised Reedsville EMS contact and ARPA funds balance.

**Adjournment:** Motion made by Tim Thor and second by Mike Havlinek to adjourn the meeting at 8:18 p.m. Motion carried. Meeting adjourned.

Respectively Submitted,

Laura Henze, Deputy Clerk/Treasurer, Town of Rockland, Manitowoc County



Arlyn & Lori Eickert  
 NE 1/4, SE 1/4  
 Section 30, T19N-R21E  
 Town of Rockland  
 From: EA To: SE  
 Approx. 2.63 acre(s)






**Map Overview**

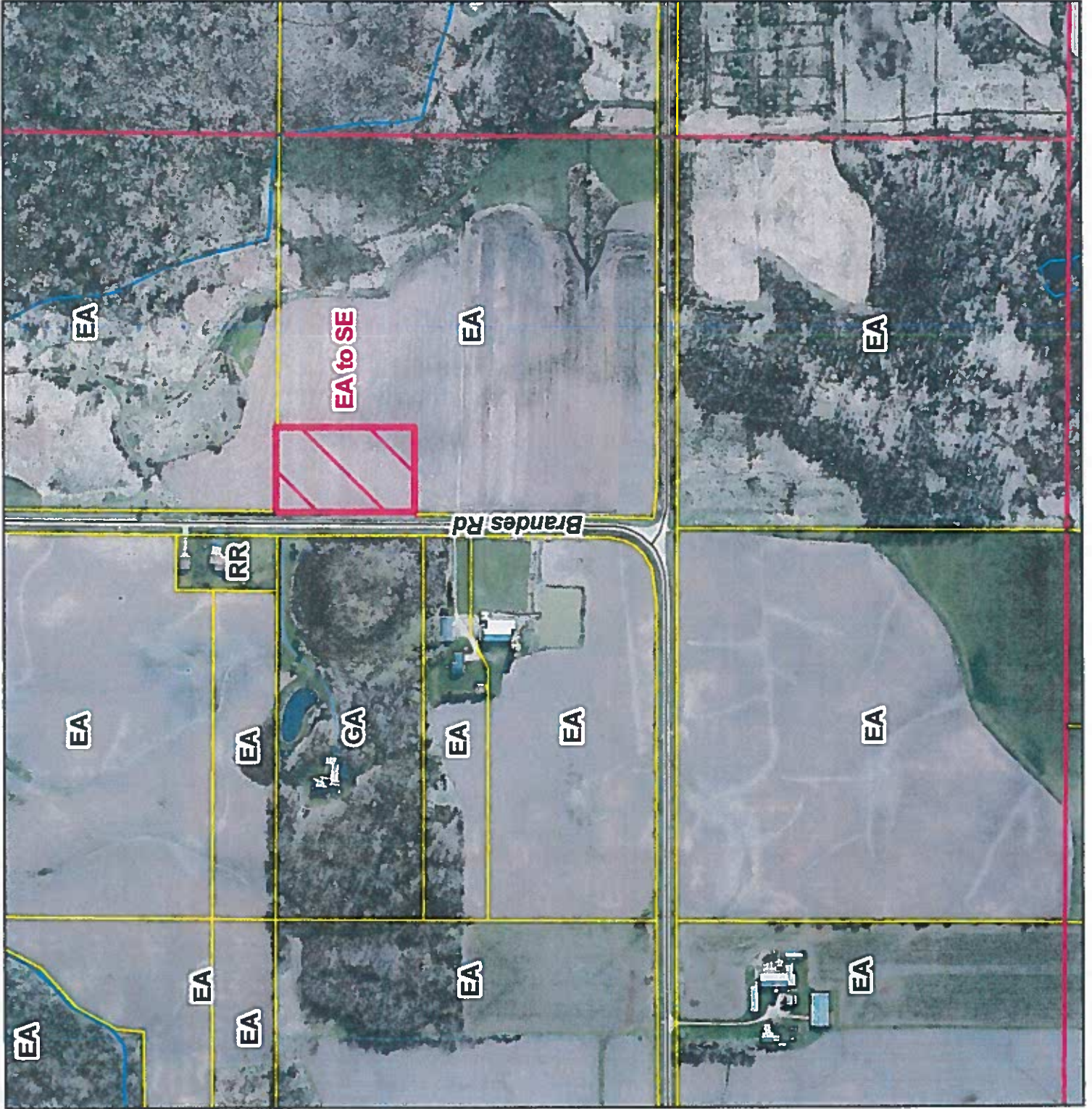
Rockland

6	5	4	3	2	1
7	8	9	10	11	12
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19	20	21	22	23	24
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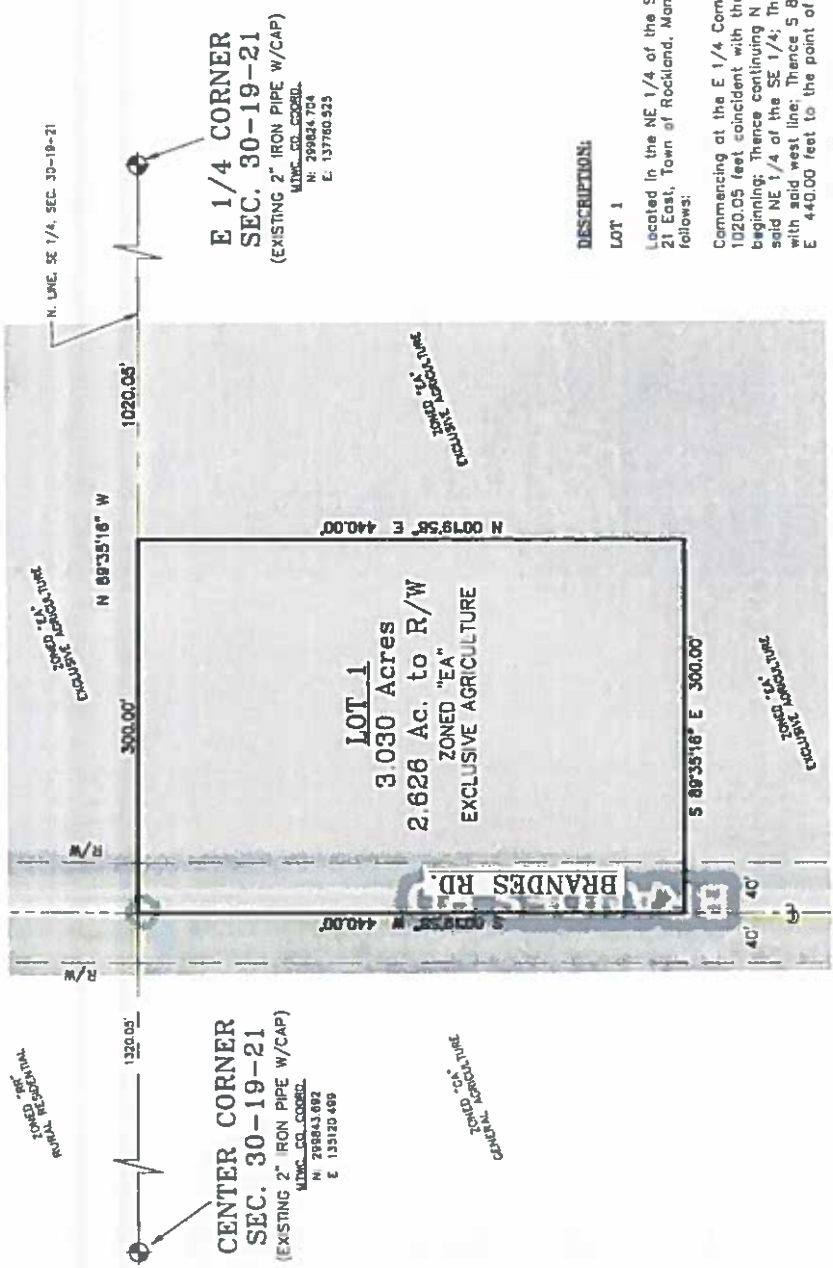
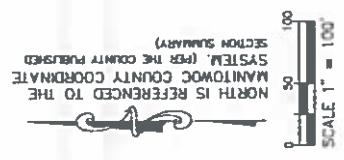


**Legend**

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



**MAP OF PROPOSED ZONING CHANGE**  
LOCATED IN THE NE 1/4 OF THE SE 1/4 OF SECTION 30, TOWN 19 NORTH,  
RANGE 21 EAST, TOWN OF ROCKLAND, MANITOWOC COUNTY, WISCONSIN



**DESCRIPTION:**  
LOT 1

Located in the NE 1/4 of the SE 1/4 of Section 30, Town 19 North, Range 21 East, Town of Rockland, Manitowoc County, Wisconsin, described as follows:  
Commencing at the E 1/4 Corner of Section 30; Thence N 89°35'16" W, 1020.05 feet coincident with the north line of said SE 1/4 to the point of beginning; Thence continuing N 89°35'16" W, 300.00 feet to the west line of said NE 1/4 of the SE 1/4; Thence S 00°19'58" W 440.00 feet coincident with said west line; Thence S 89°35'16" E 300.00 feet; Thence N 00°19'58" E 440.00 feet to the point of beginning.  
Said parcel contains 3.030 Acres of land.

**ORDINANCE AMENDING ZONING MAP**  
(Dennis and Mary Frenz)

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 February 26, 2024; 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 the NE 1/4 of the SW 1/4 of Section 9, Town 21 North, Range  
12 23 East, Town of Gibson, Manitowoc County, Wisconsin, more particularly described as follows:  
13

14           Commencing at the W 1/4 Corner of Section 9; Thence N 89°26'30" E, 1585.46  
15 feet coincident with the north line of SW 1/4 to the point of beginning; Thence  
16 continuing N 89°26'30" E, 322.57 feet; Thence S 00°02'20" W, 446.51 feet; Thence  
17 N 89°38'25" W, 55.82 feet; Thence N 00°11'08" W, 245.60 feet; Thence  
18 S 89°26'30" W, 265.65 feet; Thence N 00°00'00" W, 200.01 feet to the point of  
19 beginning, said parcel containing approximately 78,351 Square Feet (1.799 Acres)  
20 of land;  
21

22 is hereby rezoned from Exclusive Agriculture (EA) District to Rural Residential (RR)  
23 District.

Dated this 19th day of March 2024.

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 MARCH 19, 2024.  
FROM: THE MANITOWOC COUNTY PLANNING AND PARK COMMISSION  
RE: DENNIS & MARY FRENZ 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.

Dennis & Mary Frenz, on January 31, 2024, petitioned the Manitowoc County Board of Supervisors to rezone approximately 1.56 acres of land located in the NE1/4, SW1/4, Section 9, T21N-R23E, Town of Gibson, from EA, Exclusive Agriculture to RR, Rural Residential.

The Town of Gibson adopted the Manitowoc County Zoning Ordinance on December 5, 2011. 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. Dennis & Mary Frenz petitioned for a zoning map amendment on January 31, 2024.
- 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 February 12, 2024 and on February 19, 2024.
- d. The County Planning and Park Commission held a public hearing on this amendment request on February 26, 2024.
- e. The Commission at their February 26, 2024 meeting recommended approval of a requested rezoning of approximately 1.56 acres of land located in the NE1/4, SW1/4, Section 9, T21N-R23E, Town of Gibson, from EA, Exclusive 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. Jeff DeZeeuw, surveyor, 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 Gibson Town Board supports the proposed zone change to RR, Rural Residential.
3. The area to be rezoned is adjacent to a residential zoned parcel.
3. The rezoning will allow for the construction of a single family home next to a relative.
4. A minimal amount of farmland will be affected by the proposed rezoning.

## 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 Dennis & Mary Frenz to rezone approximately 1.56 acres of land from EA, Exclusive Agriculture to RR, Rural Residential were approved.

The Manitowoc County Planning and Park Commission, at its February 26, 2024 meeting, therefore by a unanimous vote recommended that the subject property (an approximately 1.56 acres of land located in the NE1/4, SW1/4, Section 9, T21N-R23E, Town of Gibson, more fully described in the accompanying proposed ordinance amendment) be recommended for rezoning from EA, Exclusive 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)

February 7<sup>th</sup>, 2024

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

and

Manitowoc County Supervisor James 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:**  
Dennis & Mary Frenz  
5003 Siehr Road  
Mishicot, WI 54228

**Township:**  
Gibson

**Applicant/Agent**  
Jeff DeZeeuw  
3510 S. 26<sup>th</sup> Street  
Manitowoc, WI 54220

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 (\$531) Received   
Receipt # **41052**

## ZONING MAP AMENDMENT APPLICATION

MANITOWOC COUNTY

RECEIVED

JAN 31 2024

PLANNING & PARK  
COMMISSION

Date of Application: 1/29/24

OWNER / APPLICANT/ AGENT

Owner Dennis & Mary Frenz

Applicant/Agent Jeff DeZeeuw

Address (1) 5003 Siehr Road

Address (1) 3510 S. 26th Street

Address (2) \_\_\_\_\_

Address (2) \_\_\_\_\_

City/State/Zip Mishicot, WI 54228

City/State/Zip Manitowoc, WI 54220

Phone 920-860-4013

Phone 920-323-5250

### PROPERTY LEGAL DESCRIPTION

NE 1/4, SW 1/4, S 09 T 21 N R 23 E Town of Gibson

House /Fire # 5003

Tax Number 00600900900000

### PROPERTY INFORMATION

Existing Zoning District EA

Proposed Zoning district RR

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)

They are looking to create a new home site for themselves in order to sell the existing home and buildings to their child.

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

Jeffrey A. DeZeeuw Digitally signed by Jeffrey A. DeZeeuw  
Date: 2024 01 30 09 52 14-06'00' 1/29/24

Signature (applicant, owner, agent) Date

Signature (applicant, owner, agent) Date

# MANITOWOC COUNTY

## ZONING MAP AMENDMENT FACT SHEET

(Manitowoc County, Town of Gibson from EA to RR)

### PETITIONER

**Name:** Dennis & Mary Frenz  
**Address:** 5003 Siehr Rd  
Mishicot WI 54228  
**Town:** Gibson

### PARCEL

**Location:** NE1/4, SW1/4, Section 9, T21N-R23E  
**Tax#:** 006-009-009-000.00  
**Area:** 1.56 acres

### ACTION TO DATE

**Petition Submitted:** 1/31/2024  
**Town Action:** Approved January 8, 2024  
**Hearing Notice Published:** 2/12/2024 & 2/19/2024  
**Advisory:** 2/26/2024  
**Hearing:** 2/26/2024

### ADJACENT USES & ZONING

Direction:	District:	Use:
North	EA & LE	Farmland & Residential
South	EA	Farmland
East	RR	Residential
West	EA	Farmland & Farmstead

### PARCEL USES & ZONING

**Existing Zoning District:** EA, Exclusive Agriculture  
**Existing Land Use:** Farmland, Buildings & Trees  
**Proposed Zoning District:** RR, Rural Residential  
**Proposed Use:** Build home on new site and sell existing home and buildings to their child.

### MAP INFORMATION

**Farmland Preservation Designation:**  
Farmland Preservation  
**Soil Type:** HrB  
**Air Photo Date:** 04/2023

### OTHER CONSIDERATIONS

**Drainage:** Well drained  
**Soil Limitations:** Moderate (Percs Slowly)  
**Sewage Disposal:** Private Onsite Wastewater Treatment  
**Road Access:** Siehr Rd

**Soil Test:** N/A  
**Terrain:** 0 to <12 Percent Slopes  
**Vegetative Cover:** Farmland, Grass & Trees

**Town Future Land Use Designation:** Agricultural

Encouraging the preservation of agricultural lands within the Town of Gibson. Any new development techniques and programs should preserve as much farmland as possible. 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, view sheds, open spaces, and areas deemed important for the town to keep preserved.

**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.

**Michelle Haupt**

---

**From:** Town of Gibson <townofgibson@gmail.com>  
**Sent:** Sunday, January 14, 2024 8:25 PM  
**To:** Michelle Haupt  
**Subject:** Dennis Frenz Rezone  
**Attachments:** Frenz Rezone.pdf

MANITOWOC COUNTY  
RECEIVED  
JAN 15 2024  
PLANNING & PARK  
COMMISSION

**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!**

Good morning Michelle,

Attached is the town's Resolution No. 2024-1 Approving Rezoning Request of Dennis N. & Mary C. Frenz (Parcel No. 006-009-009-000.00). Here is the except from the draft copy of the January minutes.

**Motion by Rabitz, second by Rahmlow, to adopt Resolution No. 2024-1 Approving Rezoning Request of Dennis N. & Mary C. Frenz (Parcel No. 006-009-009-000.00). All voting aye, motion carried. Resolution rezones 1.799 acres of referenced parcel from Exclusive Agriculture to Rural Residential and the balance of the parcel will remain zoned as Exclusive Agriculture.**

Let me know if you need anything else. Thank you.

--

Linda S. Herman  
Clerk/Treasurer  
Town of Gibson  
2211 Rockledge Road  
Mishicot, WI 54228  
920-973-2212

MANITOWOC COUNTY  
RECEIVED

JAN 15 2024

PLANNING & ZONING  
COMMISSION

STATE OF WISCONSIN  
TOWN OF GIBSON  
MANITOWOC COUNTY

No. 2024- 1

**RESOLUTION APPROVING REZONING REQUEST  
DENNIS N. & MARY C. FRENZ  
PARCEL NO. 006-009-009-000.00**

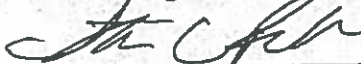
WHEREAS, the Town Board of the Town of Gibson of Manitowoc County, Wisconsin, by this resolution, adopted by a majority vote of 3 to 0 of the town board on a roll call vote with a quorum present at a meeting on January 8, 2024, at the Gibson Town Hall, 14920 County Trunk Highway Q, Mishicot, Wisconsin; and voting and proper notice having been given; resolves and orders as follows:

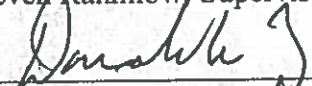
The request of Dennis N. & Mary C. Frenz to rezone approximately 1.799 acres of land located in the NE 1/4, SW 1/4, Section 9, T21, R23E, Town of Gibson (Parcel No. 006-009-009-000.00) from Exclusive Agriculture to Rural Residential (RR) with the balance of this parcel remaining zoned as Exclusive Agricultural was approved by a vote of 3 to 0 of the Gibson Town Board on January 8, 2024.


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

Adopted this 8th day of January, 2024.

  
Richard Wegner, Chairman

  
Steven Rahmlow, Supervisor

  
Donald Rabitz, Supervisor

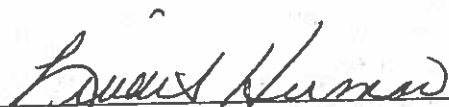
Attest:   
Linda S. Herman, Town Clerk

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 adopted by the Town Board of the Town of Gibson at a meeting held on the 8th day of January, 2024. I further certify that the attached Resolution was posted by me, as required by law, in three public places on the 9th day of January, 2024.

Set my hand and official seal this 9th day of January, 2024.

  
\_\_\_\_\_  
Linda S. Herman, Clerk/Treasurer



Dennis & Mary Frenz  
 NE 1/4, SW 1/4  
 Section 9, T21N-R23E  
 Town of Gibson  
 From: EA To: RR  
 Approximately 1.56 acre(s)  
**-87.719, 44.305**

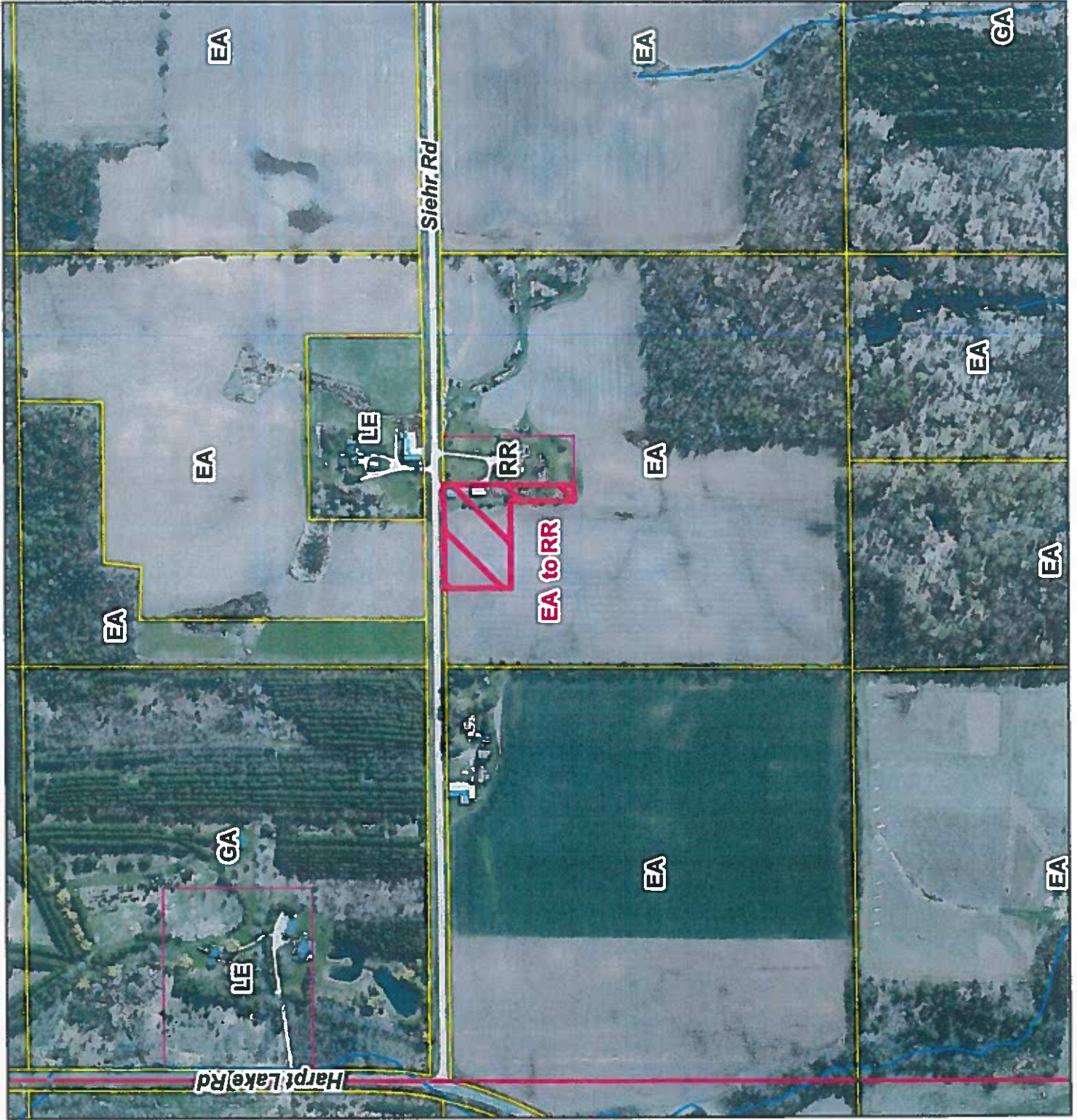
Map Overview

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

- Proposed Zone Change (Red hatched box)
- Zoning Line (Pink line)
- Section Line (Red line)
- Lot Line (Yellow line)
- Water Way (Blue line)





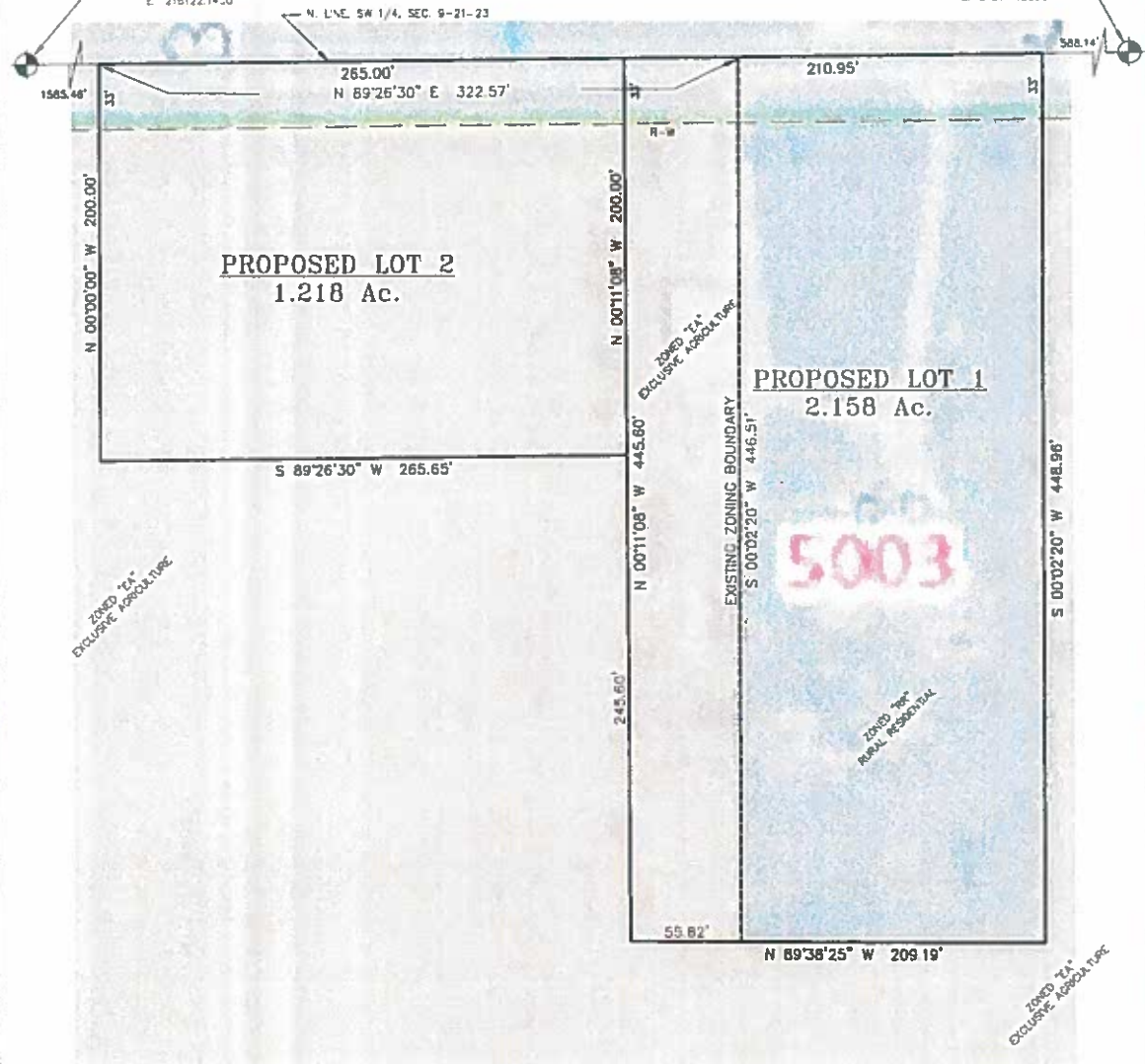
W 1/4 CORNER  
SEC. 9-21-23

(EXISTING "R.R." SPIKE)  
MTRC. CO. BOOKED  
N 378774.7683  
E 216122.1430

CENTER CORNER  
SEC. 9-21-23

(EXISTING NAIL)  
MTRC. CO. BOOKED  
N 378800.5920  
E 218771.5590

SIEHR RD. (WIDTH VARIES)



**DESCRIPTION:** (AREA BEING REZONED TO RURAL RESIDENTIAL "R90")

Located in the NE 1/4 of the SW 1/4 of Section 9, Town 21 North, Range 23 East, Town of Gibson, Manitowoc County, Wisconsin, described as follows:

Commencing at the W 1/4 Corner of Section 9; Thence N 89°26'30" E, 1585.46 feet coincident with the north line of SW 1/4 to the point of beginning; Thence continuing N 89°26'30" E, 322.57 feet; Thence S 00°02'20" W, 446.51 feet; Thence N 89°38'25" W, 55.82 feet; Thence N 00°11'08" W, 245.60 feet; Thence S 89°26'30" W, 265.65 feet; Thence N 00°00'00" W, 200.01 feet to the point of beginning

Said parcel contains 78,351 Square Feet (1.799 Acres) of land

**SITE ADDRESS:**

DENNIS FRENZ  
5003 SIEHR RD.  
MISHICOT, WI 54228



MAP OF PROPOSED ZONING CHANGE  
LOCATED IN THE NE 1/4 OF SECTION 9, TOWN 21 NORTH, RANGE 23  
EAST, TOWN OF GIBSON, MANITOWOC COUNTY, WISCONSIN

140	FIELD WORK COMPLETION DATE: 12/4/2023
139	DRAWN BY: JAD/BLB
138	JOB NO: S763023
137	CAD FILE: C:\GIBSON-21\9\CERTIFIED BUILDERS\S763023
136	SCALE 1" = 60'

CERTIFIED BUILDERS  
1380 N. 30TH STREET  
MANITOWOC, WI 54220

**Corner Point**  
A DIVISION OF REAL ESTATE SERVICES  
1515 E. 26th Street  
Manitowoc, WI 54220  
P: 920.622.6233

**RESOLUTION AUTHORIZING THE 2024-2025 SNOWMOBILE TRAIL AIDS PROGRAM**

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1           WHEREAS, the Wisconsin Snowmobile Trail Aids Program provides funds for the  
2 acquisition, development, and maintenance of public snowmobile trails in eligible counties; and  
3

4           WHEREAS, Manitowoc County has completed 51 years of participation in the Wisconsin  
5 Snowmobile Trail Aids Program by acquiring, developing, insuring, and maintaining public  
6 snowmobile trails in the county in accordance with Wisconsin Department of Natural Resources  
7 standards; and  
8

9           WHEREAS, Manitowoc County is eligible to continue its participation in the Snowmobile  
10 Trail Aids Program and has budgeted \$72,120.00 to cover the costs for 240.4 miles of trail; and  
11

12           WHEREAS, the Planning and Zoning Department has provided the county board with a  
13 trail system map showing the 240.4 miles of trail that are included in the Manitowoc County Public  
14 Snowmobile Trail System;  
15

16           NOW, THEREFORE, BE IT RESOLVED that the county board of supervisors of the  
17 county of Manitowoc approves the trail system map provided by the Planning and Zoning  
18 Department; and  
19

20           BE IT FURTHER RESOLVED that the Planning and Zoning Department is hereby  
21 designated as the agency to act on behalf of Manitowoc County in submitting applications for state  
22 snowmobile aids for acquisition, bridge rehabilitation, development, insurance, and maintenance  
23 costs of the county's public snowmobile trail system; and  
24

25           BE IT FURTHER RESOLVED that the Planning and Zoning Director is authorized to sign  
26 documents and take the actions necessary to undertake, direct, and complete the 2024-2025  
27 Snowmobile Trail Aids Program; and  
28

29           BE IT FURTHER RESOLVED that upon completion of acquisition, development, and  
30 redevelopment of the snowmobile trails through the Snowmobile Trail Aids Program, the trails  
31 will be designated as public snowmobile trails; and  
32

33           BE IT FURTHER RESOLVED that Manitowoc County will, subject to the limits of funds  
34 appropriated for such purposes, provide for adequate maintenance of the trails and facilities that  
35 have been funded for acquisition and maintenance through the Wisconsin Snowmobile Trail Aids  
36 Program in accordance with DNR requirements and funding criteria; comply with state and federal  
37 rules for the program; maintain the completed project in an attractive, inviting, and safe manner;  
38 keep facilities open to the general public during reasonable hours consistent with the type of

39 facility; and obtain approval in writing from the DNR before any changes are made in the use of  
40 the project site.

Dated this 19th day of March 2024.

Respectfully submitted by the  
Planning and Park Commission

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

FISCAL IMPACT: No tax levy impact. \$72,120.00 is included in the 2025 approved budget.  
The State of Wisconsin reimburses the County the total amount spent on the  
program.

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 AWARDING THE SALE OF \$4,200,000  
GENERAL OBLIGATION PROMISSORY NOTES, SERIES 2024A**

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1           WHEREAS, on February 20, 2024, by a vote of at least 3/4 of the members-elect, the  
2 County Board of Supervisors of Manitowoc County, Wisconsin (the "County") adopted an initial  
3 resolution (the "Initial Resolution") authorizing the issuance of general obligation promissory  
4 notes (the "Notes") in an amount not to exceed \$4,200,000 for the public purpose of financing  
5 the construction and improvement of highways (the "Project");  
6

7           WHEREAS, the County Board of Supervisors hereby finds and determines that the  
8 Project is within the County's power to undertake and therefore serves a "public purpose" as that  
9 term is defined in Section 67.04(1)(b), Wisconsin Statutes;  
10

11           WHEREAS, the County is authorized by the provisions of Section 67.12(12), Wisconsin  
12 Statutes, to borrow money and issue general obligation promissory notes for such public  
13 purposes;  
14

15           WHEREAS, none of the proceeds of the Notes shall be used to fund the operating  
16 expenses of the general fund of the County or to fund the operating expenses of any special  
17 revenue fund of the County that is supported by property taxes;  
18

19           WHEREAS, pursuant to the Initial Resolution, the County has directed PMA Securities,  
20 LLC ("PMA") to take the steps necessary to sell the Notes to pay the cost of the Project;  
21

22           WHEREAS, PMA, in consultation with the officials of the County, prepared an Official  
23 Notice of Sale (a copy of which is attached hereto as Exhibit A and incorporated herein by this  
24 reference) setting forth the details of and the bid requirements for the Notes and indicating that  
25 the Notes would be offered for public sale on March 19, 2024;  
26

27           WHEREAS, the County Clerk (in consultation with PMA) caused a form of notice of the  
28 sale to be published and/or announced and caused the Official Notice of Sale to be distributed to  
29 potential bidders offering the Notes for public sale on March 19, 2024;  
30

31           WHEREAS, the County has duly received bids for the Notes as described on the Bid  
32 Tabulation attached hereto as Exhibit B and incorporated herein by this reference (the "Bid  
33 Tabulation"); and  
34

35           WHEREAS, it has been determined that the bid proposal (the "Proposal") submitted by  
36 the financial institution listed first on the Bid Tabulation fully complies with the bid  
37 requirements set forth in the Official Notice of Sale and is deemed to be the most advantageous  
38 to the County. PMA has recommended that the County accept the Proposal. A copy of said  
39 Proposal submitted by such institution (the "Purchaser") is attached hereto as Exhibit C and  
40 incorporated herein by this reference.

41  
42 NOW, THEREFORE, BE IT RESOLVED by the County Board of Supervisors of the  
43 County that:

44 Section 1A. Ratification of the Official Notice of Sale and Offering Materials. The  
45 County Board of Supervisors hereby ratifies and approves the details of the Notes set forth in  
46 Exhibit A attached hereto as and for the details of the Notes. The Official Notice of Sale and any  
47 other offering materials prepared and circulated by PMA are hereby ratified and approved in all  
48 respects. All actions taken by officers of the County and PMA in connection with the  
49 preparation and distribution of the Official Notice of Sale, and any other offering materials are  
50 hereby ratified and approved in all respects.

51 Section 1B. Award of the Notes. For the purpose of paying the cost of the Project, there  
52 shall be borrowed pursuant to Section 67.12(12), Wisconsin Statutes, the principal sum of FOUR  
53 MILLION TWO HUNDRED THOUSAND DOLLARS (\$4,200,000) from the Purchaser in  
54 accordance with the terms and conditions of the Proposal. The Proposal of the Purchaser  
55 offering to purchase the Notes for the sum set forth on the Proposal [(as modified on the Bid  
56 Tabulation and reflected in the Pricing Summary referenced below and incorporated herein)],  
57 plus accrued interest to the date of delivery, resulting in a true interest cost as set forth on the  
58 Proposal, is hereby accepted. The Chairperson and County Clerk or other appropriate officers of  
59 the County are authorized and directed to execute an acceptance of the Proposal on behalf of the  
60 County. The good faith deposit of the Purchaser shall be applied in accordance with the Official  
61 Notice of Sale, and any good faith deposits submitted by unsuccessful bidders shall be promptly  
62 returned. The Notes shall bear interest at the rates set forth on the Proposal.  
63

64 Section 2. Terms of the Notes. The Notes shall be designated "General Obligation  
65 Promissory Notes, Series 2024A"; shall be issued in the aggregate principal amount of  
66 \$4,200,000; shall be dated April 9, 2024; shall be in the denomination of \$5,000 or any integral  
67 multiple thereof; shall be numbered R-1 and upward; and shall bear interest at the rates per  
68 annum and mature on April 1 of each year, in the years and principal amounts as set forth on the  
69 Pricing Summary attached hereto as Exhibit D-1 and incorporated herein by this reference.  
70 Interest shall be payable semi-annually on April 1 and October 1 of each year commencing on  
71 April 1, 2025. Interest shall be computed upon the basis of a 360-day year of twelve 30-day  
72 months and will be rounded pursuant to the rules of the Municipal Securities Rulemaking Board.  
73 The schedule of principal and interest payments due on the Notes is set forth on the Debt Service  
74 Schedule attached hereto as Exhibit D-2 and incorporated herein by this reference (the  
75 "Schedule").  
76

77 Section 3. Redemption Provisions. The Notes maturing on April 1, 2033 and thereafter  
78 shall be subject to redemption prior to maturity, at the option of the County, on April 1, 2032 or  
79 on any date thereafter. Said Notes shall be redeemable as a whole or in part, and if in part, from  
80 maturities selected by the County, and within each maturity, by lot, at the principal amount  
81 thereof, plus accrued interest to the date of redemption.

82            [The Proposal specifies that [some of] the Notes shall be subject to mandatory  
83 redemption. The terms of such mandatory redemption are set forth on an attachment hereto as  
84 Exhibit MRP and incorporated herein by this reference. Upon the optional redemption of any of  
85 the Notes subject to mandatory redemption, the principal amount of such Notes so redeemed  
86 shall be credited against the mandatory redemption payments established in Exhibit MRP for  
87 such Notes in such manner as the County shall direct.]

88            Section 4. Form of the Notes. The Notes shall be issued in registered form and shall be  
89 executed and delivered in substantially the form attached hereto as Exhibit E and incorporated  
90 herein by this reference.

91            Section 5. Tax Provisions.

92            (A) Direct Annual Irrepealable Tax Levy. For the purpose of paying the  
93 principal of and interest on the Notes as the same becomes due, the full faith, credit and  
94 resources of the County are hereby irrevocably pledged, and there is hereby levied upon all of  
95 the taxable property of the County a direct annual irrepealable tax in the years 2024 through  
96 2033 for the payments due in the years 2025 through 2034 in the amounts set forth on the  
97 Schedule.

98            (B) Tax Collection. So long as any part of the principal of or interest on the  
99 Notes remains unpaid, the County shall be and continue without power to repeal such levy or  
100 obstruct the collection of said tax until all such payments have been made or provided for. After  
101 the issuance of the Notes, said tax shall be, from year to year, carried onto the tax roll of the  
102 County and collected in addition to all other taxes and in the same manner and at the same time  
103 as other taxes of the County for said years are collected, except that the amount of tax carried  
104 onto the tax roll may be reduced in any year by the amount of any surplus money in the Debt  
105 Service Fund Account created below.

106            (C) Additional Funds. If at any time there shall be on hand insufficient funds  
107 from the aforesaid tax levy to meet principal and/or interest payments on said Notes when due,  
108 the requisite amounts shall be paid from other funds of the County then available, which sums  
109 shall be replaced upon the collection of the taxes herein levied.

110  
111            Section 6. Segregated Debt Service Fund Account.

112  
113            (A) Creation and Deposits. There shall be and there hereby is established in the  
114 treasury of the County, if one has not already been created, a debt service fund, separate and  
115 distinct from every other fund, which shall be maintained in accordance with generally accepted  
116 accounting principles. Debt service or sinking funds established for obligations previously  
117 issued by the County may be considered as separate and distinct accounts within the debt service  
118 fund.

119  
120            Within the debt service fund, there hereby is established a separate and distinct account  
121 designated as the "Debt Service Fund Account for General Obligation Promissory Notes,  
122 Series 2024A" (the "Debt Service Fund Account") and such account shall be maintained until the

123 indebtedness evidenced by the Notes is fully paid or otherwise extinguished. There shall be  
124 deposited into the Debt Service Fund Account (i) all accrued interest received by the County at  
125 the time of delivery of and payment for the Notes; (ii) any premium which may be received by  
126 the County above the par value of the Notes and accrued interest thereon; (iii) all money raised  
127 by the taxes herein levied and any amounts appropriated for the specific purpose of meeting  
128 principal of and interest on the Notes when due; (iv) such other sums as may be necessary at any  
129 time to pay principal of and interest on the Notes when due; (v) surplus monies in the Borrowed  
130 Money Fund as specified below; and (vi) such further deposits as may be required by  
131 Section 67.11, Wisconsin Statutes.

132  
133 (B) Use and Investment. No money shall be withdrawn from the Debt Service  
134 Fund Account and appropriated for any purpose other than the payment of principal of and  
135 interest on the Notes until all such principal and interest has been paid in full and the Notes  
136 canceled; provided (i) the funds to provide for each payment of principal of and interest on the  
137 Notes prior to the scheduled receipt of taxes from the next succeeding tax collection may be  
138 invested in direct obligations of the United States of America maturing in time to make such  
139 payments when they are due or in other investments permitted by law; and (ii) any funds over  
140 and above the amount of such principal and interest payments on the Notes may be used to  
141 reduce the next succeeding tax levy, or may, at the option of the County, be invested by  
142 purchasing the Notes as permitted by and subject to Section 67.11(2)(a), Wisconsin Statutes, or  
143 in permitted municipal investments under the pertinent provisions of the Wisconsin Statutes  
144 ("Permitted Investments"), which investments shall continue to be a part of the Debt Service  
145 Fund Account. Any investment of the Debt Service Fund Account shall at all times conform  
146 with the provisions of the Internal Revenue Code of 1986, as amended (the "Code") and any  
147 applicable Treasury Regulations (the "Regulations").

148  
149 (C) Remaining Monies. When all of the Notes have been paid in full and  
150 canceled, and all Permitted Investments disposed of, any money remaining in the Debt Service  
151 Fund Account shall be transferred and deposited in the general fund of the County, unless the  
152 County Board of Supervisors directs otherwise.

153  
154 Section 7. Proceeds of the Notes; Segregated Borrowed Money Fund. The proceeds of  
155 the Notes (the "Note Proceeds") (other than any premium and accrued interest which must be  
156 paid at the time of the delivery of the Notes into the Debt Service Fund Account created above)  
157 shall be deposited into a special fund (the "Borrowed Money Fund") separate and distinct from  
158 all other funds of the County and disbursed solely for the purpose or purposes for which  
159 borrowed. In no event shall monies in the Borrowed Money Fund be used to fund operating  
160 expenses of the general fund of the County or of any special revenue fund of the County that is  
161 supported by property taxes. Monies in the Borrowed Money Fund may be temporarily invested  
162 in Permitted Investments. Any monies, including any income from Permitted Investments,  
163 remaining in the Borrowed Money Fund after the purpose or purposes for which the Notes have  
164 been issued have been accomplished, and, at any time, any monies as are not needed and which  
165 obviously thereafter cannot be needed for such purpose(s) shall be deposited in the Debt Service  
166 Fund Account.

167 Section 8. No Arbitrage. All investments made pursuant to this Resolution shall be  
168 Permitted Investments, but no such investment shall be made in such a manner as would cause

169 the Notes to be "arbitrage bonds" within the meaning of Section 148 of the Code or the  
170 Regulations and an officer of the County, charged with the responsibility for issuing the Notes,  
171 shall certify as to facts, estimates, circumstances and reasonable expectations in existence on the  
172 date of delivery of the Notes to the Purchaser which will permit the conclusion that the Notes are  
173 not "arbitrage bonds," within the meaning of the Code or Regulations.

174 Section 9. Compliance with Federal Tax Laws. (a) The County represents and  
175 covenants that the projects financed by the Notes and the ownership, management and use of the  
176 projects will not cause the Notes to be "private activity bonds" within the meaning of  
177 Section 141 of the Code. The County further covenants that it shall comply with the provisions  
178 of the Code to the extent necessary to maintain the tax-exempt status of the interest on the Notes  
179 including, if applicable, the rebate requirements of Section 148(f) of the Code. The County  
180 further covenants that it will not take any action, omit to take any action or permit the taking or  
181 omission of any action within its control (including, without limitation, making or permitting any  
182 use of the proceeds of the Notes) if taking, permitting or omitting to take such action would  
183 cause any of the Notes to be an arbitrage bond or a private activity bond within the meaning of  
184 the Code or would otherwise cause interest on the Notes to be included in the gross income of  
185 the recipients thereof for federal income tax purposes. The County Clerk or other officer of the  
186 County charged with the responsibility of issuing the Notes shall provide an appropriate  
187 certificate of the County certifying that the County can and covenanting that it will comply with  
188 the provisions of the Code and Regulations.

189  
190 (b) The County also covenants to use its best efforts to meet the requirements and  
191 restrictions of any different or additional federal legislation which may be made applicable to the  
192 Notes provided that in meeting such requirements the County will do so only to the extent  
193 consistent with the proceedings authorizing the Notes and the laws of the State of Wisconsin and  
194 to the extent that there is a reasonable period of time in which to comply.

195  
196 Section 10. Designation as Qualified Tax-Exempt Obligations. The Notes are hereby  
197 designated as "qualified tax-exempt obligations" for purposes of Section 265 of the Code,  
198 relating to the ability of financial institutions to deduct from income for federal income tax  
199 purposes, interest expense that is allocable to carrying and acquiring tax-exempt obligations.

200  
201 Section 11. Execution of the Notes; Closing; Professional Services. The Notes shall be  
202 issued in printed form, executed on behalf of the County by the manual or facsimile signatures of  
203 the Chairperson and County Clerk, authenticated, if required, by the Fiscal Agent (defined  
204 below), sealed with its official or corporate seal, if any, or a facsimile thereof, and delivered to  
205 the Purchaser upon payment to the County of the purchase price thereof, plus accrued interest to  
206 the date of delivery (the "Closing"). The facsimile signature of either of the officers executing  
207 the Notes may be imprinted on the Notes in lieu of the manual signature of the officer but, unless  
208 the County has contracted with a fiscal agent to authenticate the Notes, at least one of the  
209 signatures appearing on each Note shall be a manual signature. In the event that either of the  
210 officers whose signatures appear on the Notes shall cease to be such officers before the Closing,  
211 such signatures shall, nevertheless, be valid and sufficient for all purposes to the same extent as  
212 if they had remained in office until the Closing. The aforesaid officers are hereby authorized and  
213 directed to do all acts and execute and deliver the Notes and all such documents, certificates and  
214 acknowledgements as may be necessary and convenient to effectuate the Closing. The County



215 hereby authorizes the officers and agents of the County to enter into, on its behalf, agreements  
216 and contracts in conjunction with the Notes, including but not limited to agreements and  
217 contracts for legal, trust, fiscal agency, disclosure and continuing disclosure, and rebate  
218 calculation services. Any such contract heretofore entered into in conjunction with the issuance  
219 of the Notes is hereby ratified and approved in all respects.

220 Section 12. Payment of the Notes; Fiscal Agent. The principal of and interest on the  
221 Notes shall be paid by Associated Trust Company, National Association, Green Bay, Wisconsin,  
222 which is hereby appointed as the County's registrar and fiscal agent pursuant to the provisions of  
223 Section 67.10(2), Wisconsin Statutes (the "Fiscal Agent"). The County hereby authorizes the  
224 Chairperson and County Clerk or other appropriate officers of the County to enter into a Fiscal  
225 Agency Agreement between the County and the Fiscal Agent. Such contract may provide,  
226 among other things, for the performance by the Fiscal Agent of the functions listed in Wis. Stats.  
227 Sec. 67.10(2)(a) to (j), where applicable, with respect to the Notes.

228  
229 Section 13. Persons Treated as Owners; Transfer of Notes. The County shall cause  
230 books for the registration and for the transfer of the Notes to be kept by the Fiscal Agent. The  
231 person in whose name any Note shall be registered shall be deemed and regarded as the absolute  
232 owner thereof for all purposes and payment of either principal or interest on any Note shall be  
233 made only to the registered owner thereof. All such payments shall be valid and effectual to  
234 satisfy and discharge the liability upon such Note to the extent of the sum or sums so paid.

235 Any Note may be transferred by the registered owner thereof by surrender of the Note at  
236 the office of the Fiscal Agent, duly endorsed for the transfer or accompanied by an assignment  
237 duly executed by the registered owner or his attorney duly authorized in writing. Upon such  
238 transfer, the Chairperson and County Clerk shall execute and deliver in the name of the  
239 transferee or transferees a new Note or Notes of a like aggregate principal amount, series and  
240 maturity and the Fiscal Agent shall record the name of each transferee in the registration book.  
241 No registration shall be made to bearer. The Fiscal Agent shall cancel any Note surrendered for  
242 transfer.

243 The County shall cooperate in any such transfer, and the Chairperson and County Clerk  
244 are authorized to execute any new Note or Notes necessary to effect any such transfer.

245 Section 14. Record Date. The 15th day of the calendar month next preceding each  
246 interest payment date shall be the record date for the Notes (the "Record Date"). Payment of  
247 interest on the Notes on any interest payment date shall be made to the registered owners of the  
248 Notes as they appear on the registration book of the County at the close of business on the  
249 Record Date.

250  
251 Section 15. Utilization of The Depository Trust Company Book-Entry-Only System. In  
252 order to make the Notes eligible for the services provided by The Depository Trust Company,  
253 New York, New York ("DTC"), the County agrees to the applicable provisions set forth in the  
254 Blanket Issuer Letter of Representations, which the County Clerk or other authorized  
255 representative of the County is authorized and directed to execute and deliver to DTC on behalf  
256 of the County to the extent an effective Blanket Issuer Letter of Representations is not presently  
257 on file in the County Clerk's office.

258  
259       Section 16. Official Statement. The County Board of Supervisors hereby approves the  
260 Preliminary Official Statement with respect to the Notes and deems the Preliminary Official  
261 Statement as "final" as of its date for purposes of SEC Rule 15c2-12 promulgated by the  
262 Securities and Exchange Commission pursuant to the Securities and Exchange Act of 1934 (the  
263 "Rule"). All actions taken by officers of the County in connection with the preparation of such  
264 Preliminary Official Statement and any addenda to it or final Official Statement are hereby  
265 ratified and approved. In connection with the Closing, the appropriate County official shall  
266 certify the Preliminary Official Statement and any addenda or final Official Statement. The  
267 County Clerk shall cause copies of the Preliminary Official Statement and any addenda or final  
268 Official Statement to be distributed to the Purchaser.

269  
270       Section 17. Undertaking to Provide Continuing Disclosure. The County hereby  
271 covenants and agrees, for the benefit of the owners of the Notes, to enter into a written  
272 undertaking (the "Undertaking") if required by the Rule to provide continuing disclosure of  
273 certain financial information and operating data and timely notices of the occurrence of certain  
274 events in accordance with the Rule. The Undertaking shall be enforceable by the owners of the  
275 Notes or by the Purchaser on behalf of such owners (provided that the rights of the owners and  
276 the Purchaser to enforce the Undertaking shall be limited to a right to obtain specific  
277 performance of the obligations thereunder and any failure by the County to comply with the  
278 provisions of the Undertaking shall not be an event of default with respect to the Notes).

279  
280       To the extent required under the Rule, the Chairperson and County Clerk, or other officer  
281 of the County charged with the responsibility for issuing the Notes, shall provide a Continuing  
282 Disclosure Certificate for inclusion in the transcript of proceedings, setting forth the details and  
283 terms of the County's Undertaking.

284  
285       Section 18. Record Book. The County Clerk shall provide and keep the transcript of  
286 proceedings as a separate record book (the "Record Book") and shall record a full and correct  
287 statement of every step or proceeding had or taken in the course of authorizing and issuing the  
288 Notes in the Record Book.

289  
290       Section 19. Bond Insurance. If the Purchaser determines to obtain municipal bond  
291 insurance with respect to the Notes, the officers of the County are authorized to take all actions  
292 necessary to obtain such municipal bond insurance. The Chairperson and County Clerk are  
293 authorized to agree to such additional provisions as the bond insurer may reasonably request and  
294 which are acceptable to the Chairperson and County Clerk including provisions regarding  
295 restrictions on investment of Note proceeds, the payment procedure under the municipal bond  
296 insurance policy, the rights of the bond insurer in the event of default and payment of the Notes  
297 by the bond insurer and notices to be given to the bond insurer. In addition, any reference  
298 required by the bond insurer to the municipal bond insurance policy shall be made in the form of  
299 Note provided herein.

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307

Section 20. Conflicting Resolutions; Severability; Effective Date. All prior resolutions, rules or other actions of the County Board of Supervisors or any parts thereof in conflict with the provisions hereof shall be, and the same are, hereby rescinded insofar as the same may so conflict. In the event that any one or more provisions hereof shall for any reason be held to be illegal or invalid, such illegality or invalidity shall not affect any other provisions hereof. The foregoing shall take effect immediately upon adoption and approval in the manner provided by law.

Dated this 19th day of March, 2024.

Respectfully submitted by

Supervisor \_\_\_\_\_

FISCAL IMPACT: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

EXHIBIT A

Official Notice of Sale

To be provided by PMA Securities, LLC and incorporated into the Resolution.

(See Attached)

DRAFT

EXHIBIT B

Bid Tabulation

To be provided by PMA Securities, LLC and incorporated into the Resolution.

(See Attached)

DRAFT

EXHIBIT C

Winning Bid

To be provided by PMA Securities, LLC and incorporated into the Resolution.

(See Attached)

DRAFT

EXHIBIT D-1

Pricing Summary

To be provided by PMA Securities, LLC and incorporated into the Resolution.

(See Attached)

DRAFT

EXHIBIT D-2

Debt Service Schedule and Irrepealable Tax Levies

To be provided by PMA Securities, LLC and incorporated into the Resolution.

(See Attached)

DRAFT



[ EXHIBIT MRP

Mandatory Redemption Provision

The Notes due on April 1, \_\_\_\_, \_\_\_\_ and \_\_\_\_ (the "Term Bonds") are subject to mandatory redemption prior to maturity by lot (as selected by the Depository) at a redemption price equal to One Hundred Percent (100%) of the principal amount to be redeemed plus accrued interest to the date of redemption, from debt service fund deposits which are required to be made in amounts sufficient to redeem on April 1 of each year the respective amount of Term Bonds specified below:

For the Term Bonds Maturing on April 1, \_\_\_\_

<u>Redemption Date</u>	<u>Amount</u>
____	\$ ____
____	____
____	____ (maturity)

For the Term Bonds Maturing on April 1, \_\_\_\_

<u>Redemption Date</u>	<u>Amount</u>
____	\$ ____
____	____
____	____ (maturity)

For the Term Bonds Maturing on April 1, \_\_\_\_

<u>Redemption Date</u>	<u>Amount</u>
____	\$ ____
____	____
____	____ (maturity)

For the Term Bonds Maturing on April 1, \_\_\_\_

<u>Redemption Date</u>	<u>Amount</u>
____	\$ ____
____	____
____	____ (maturity)]

EXHIBIT E

(Form of Note)

REGISTERED UNITED STATES OF AMERICA DOLLARS  
NO. R- \_\_\_\_\_ STATE OF WISCONSIN \$ \_\_\_\_\_  
MANITOWOC COUNTY  
GENERAL OBLIGATION PROMISSORY NOTE, SERIES 2024A

MATURITY DATE: ORIGINAL DATE OF ISSUE: INTEREST RATE: CUSIP:  
April 1, \_\_\_\_\_ April 9, 2024 \_\_\_\_\_% \_\_\_\_\_

DEPOSITORY OR ITS NOMINEE NAME: CEDE & CO.

PRINCIPAL AMOUNT: \_\_\_\_\_ THOUSAND DOLLARS  
(\$ \_\_\_\_\_)

FOR VALUE RECEIVED, Manitowoc County, Wisconsin (the "County"), hereby acknowledges itself to owe and promises to pay to the Depository or its Nominee Name (the "Depository") identified above (or to registered assigns), on the maturity date identified above, the principal amount identified above, and to pay interest thereon at the rate of interest per annum identified above, all subject to the provisions set forth herein regarding redemption prior to maturity. Interest shall be payable semi-annually on April 1 and October 1 of each year commencing on April 1, 2025 until the aforesaid principal amount is paid in full. Both the principal of and interest on this Note are payable to the registered owner in lawful money of the United States. Interest payable on any interest payment date shall be paid by wire transfer to the Depository in whose name this Note is registered on the Bond Register maintained by Associated Trust Company, National Association, Green Bay, Wisconsin (the "Fiscal Agent") or any successor thereto at the close of business on the 15th day of the calendar month next preceding each interest payment date (the "Record Date"). This Note is payable as to principal upon presentation and surrender hereof at the office of the Fiscal Agent.

For the prompt payment of this Note together with interest hereon as aforesaid and for the levy of taxes sufficient for that purpose, the full faith, credit and resources of the County are hereby irrevocably pledged.

This Note is one of an issue of Notes aggregating the principal amount of \$4,200,000, all of which are of like tenor, except as to denomination, interest rate, maturity date and redemption provision, issued by the County pursuant to the provisions of Section 67.12(12), Wisconsin Statutes, for the public purpose of financing the construction and improvement of highways, as authorized by resolutions adopted on February 20, 2024 and March 19, 2024. Said resolutions are recorded in the official minutes of the County Board of Supervisors for said dates.

The Notes maturing on April 1, 2033 and thereafter are subject to redemption prior to maturity, at the option of the County, on April 1, 2032 or on any date thereafter. Said Notes are redeemable as a whole or in part, and if in part, from maturities selected by the County, and within each maturity, by lot (as selected by the Depository), at the principal amount thereof, plus accrued interest to the date of redemption.

[The Notes maturing in the years \_\_\_\_\_ are subject to mandatory redemption by lot as provided in the resolutions referred to above, at the redemption price of par plus accrued interest to the date of redemption and without premium.]

In the event the Notes are redeemed prior to maturity, as long as the Notes are in book-entry-only form, official notice of the redemption will be given by mailing a notice by registered or certified mail, overnight express delivery, facsimile transmission, electronic transmission or in any other manner required by the Depository, to the Depository not less than thirty (30) days nor more than sixty (60) days prior to the redemption date. If less than all of the Notes of a maturity are to be called for redemption, the Notes of such maturity to be redeemed will be selected by lot. Such notice will include but not be limited to the following: the designation, date and maturities of the Notes called for redemption, CUSIP numbers, and the date of redemption. Any notice provided as described herein shall be conclusively presumed to have been duly given, whether or not the registered owner receives the notice. The Notes shall cease to bear interest on the specified redemption date provided that federal or other immediately available funds sufficient for such redemption are on deposit at the office of the Depository at that time. Upon such deposit of funds for redemption the Notes shall no longer be deemed to be outstanding.

It is hereby certified and recited that all conditions, things and acts required by law to exist or to be done prior to and in connection with the issuance of this Note have been done, have existed and have been performed in due form and time; that the aggregate indebtedness of the County, including this Note and others issued simultaneously herewith, does not exceed any limitation imposed by law or the Constitution of the State of Wisconsin; and that a direct annual irrevocable tax has been levied sufficient to pay this Note, together with the interest thereon, when and as payable.

This Note has been designated by the County Board of Supervisors as a "qualified tax-exempt obligation" pursuant to the provisions of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended.

This Note is transferable only upon the books of the County kept for that purpose at the office of the Fiscal Agent, only in the event that the Depository does not continue to act as depository for the Notes, and the County appoints another depository, upon surrender of the Note to the Fiscal Agent, by the registered owner in person or his duly authorized attorney, together with a written instrument of transfer (which may be endorsed hereon) satisfactory to the Fiscal Agent duly executed by the registered owner or his duly authorized attorney. Thereupon a new fully registered Note in the same aggregate principal amount shall be issued to the new depository in exchange therefor and upon the payment of a charge sufficient to reimburse the County for any tax, fee or other governmental charge required to be paid with respect to such

registration. The Fiscal Agent shall not be obliged to make any transfer of the Notes (i) after the Record Date, (ii) during the fifteen (15) calendar days preceding the date of any publication of notice of any proposed redemption of the Notes, or (iii) with respect to any particular Note, after such Note has been called for redemption. The Fiscal Agent and County may treat and consider the Depository in whose name this Note is registered as the absolute owner hereof for the purpose of receiving payment of, or on account of, the principal or redemption price hereof and interest due hereon and for all other purposes whatsoever. The Notes are issuable solely as negotiable, fully-registered Notes without coupons in the denomination of \$5,000 or any integral multiple thereof.

This Note shall not be valid or obligatory for any purpose until the Certificate of Authentication hereon shall have been signed by the Fiscal Agent.

No delay or omission on the part of the owner hereof to exercise any right hereunder shall impair such right or be considered as a waiver thereof or as a waiver of or acquiescence in any default hereunder.

DRAFT

IN WITNESS WHEREOF, Manitowoc County, Wisconsin, by its governing body, has caused this Note to be executed for it and in its name by the manual or facsimile signatures of its duly qualified Chairperson and County Clerk; and to be sealed with its official or corporate seal, if any, all as of the original date of issue specified above.

MANITOWOC COUNTY, WISCONSIN

By: \_\_\_\_\_  
Tyler Martell  
Chairperson

(SEAL)

By: \_\_\_\_\_  
Jessica Backus  
County Clerk

DRAFT

Date of Authentication: \_\_\_\_\_, \_\_\_\_\_.

CERTIFICATE OF AUTHENTICATION

This Note is one of the Notes of the issue authorized by the within-mentioned resolutions of Manitowoc County, Wisconsin.

ASSOCIATED TRUST COMPANY,  
NATIONAL ASSOCIATION,  
GREEN BAY, WISCONSIN

By \_\_\_\_\_  
Authorized Signatory

DRAFT

ASSIGNMENT

FOR VALUE RECEIVED, the undersigned sells, assigns and transfers unto

\_\_\_\_\_  
(Name and Address of Assignee)

\_\_\_\_\_  
(Social Security or other Identifying Number of Assignee)

the within Note and all rights thereunder and hereby irrevocably constitutes and appoints \_\_\_\_\_, Legal Representative, to transfer said Note on the books kept for registration thereof, with full power of substitution in the premises.

Dated: \_\_\_\_\_

Signature Guaranteed:

\_\_\_\_\_  
(e.g. Bank, Trust Company  
or Securities Firm)

\_\_\_\_\_  
(Depository or Nominee Name)

NOTICE: This signature must correspond with the name of the Depository or Nominee Name as it appears upon the face of the within Note in every particular, without alteration or enlargement or any change whatever.

\_\_\_\_\_  
(Authorized Officer)

**RESOLUTION AWARDING THE SALE OF  
\$4,075,000 GENERAL OBLIGATION COURTHOUSE  
IMPROVEMENT BONDS, SERIES 2024B**

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1           WHEREAS, on January 16, 2024, by a vote of at least 3/4 of the members-elect, the  
2 County Board of Supervisors of Manitowoc County, Wisconsin (the "County") adopted an initial  
3 resolution (the "Initial Resolution") authorizing the issuance of general obligation bonds (the  
4 "Bonds") in an amount not to exceed \$4,075,000 for the public purpose of financing Courthouse  
5 improvement projects, including engineering and design and replacement of Courthouse HVAC  
6 system and windows (the "Project");  
7

8           WHEREAS, the County Board of Supervisors hereby finds and determines that the  
9 Project is within the County's power to undertake and therefore serves a "public purpose" as that  
10 term is defined in Section 67.04(1)(b), Wisconsin Statutes;  
11

12           WHEREAS, the County is authorized by the provisions of Section 67.04, Wisconsin  
13 Statutes, to borrow money and issue general obligation bonds for such public purposes;  
14

15           WHEREAS, none of the proceeds of the Bonds shall be used to fund the operating  
16 expenses of the general fund of the County or to fund the operating expenses of any special  
17 revenue fund of the County that is supported by property taxes;  
18

19           WHEREAS, pursuant to the Initial Resolution, the County has directed PMA Securities,  
20 LLC ("PMA") to take the steps necessary to sell the Bonds to pay the cost of the Project;  
21

22           WHEREAS, PMA, in consultation with the officials of the County, prepared an Official  
23 Notice of Sale (a copy of which is attached hereto as Exhibit A and incorporated herein by this  
24 reference) setting forth the details of and the bid requirements for the Bonds and indicating that  
25 the Bonds would be offered for public sale on March 19, 2024;  
26

27           WHEREAS, the County Clerk (in consultation with PMA) caused a form of notice of the  
28 sale to be published and/or announced and caused the Official Notice of Sale to be distributed to  
29 potential bidders offering the Bonds for public sale on March 19, 2024;  
30

31           WHEREAS, the County has duly received bids for the Bonds as described on the Bid  
32 Tabulation attached hereto as Exhibit B and incorporated herein by this reference (the "Bid  
33 Tabulation"); and  
34

35           WHEREAS, it has been determined that the bid proposal (the "Proposal") submitted by  
36 the financial institution listed first on the Bid Tabulation fully complies with the bid  
37 requirements set forth in the Official Notice of Sale and is deemed to be the most advantageous  
38 to the County. PMA has recommended that the County accept the Proposal. A copy of said



39 Proposal submitted by such institution (the "Purchaser") is attached hereto as Exhibit C and  
40 incorporated herein by this reference.

41  
42 NOW, THEREFORE, BE IT RESOLVED by the County Board of Supervisors of the  
43 County that:

44 Section 1A. Ratification of the Official Notice of Sale and Offering Materials. The  
45 County Board of Supervisors hereby ratifies and approves the details of the Bonds set forth in  
46 Exhibit A attached hereto as and for the details of the Bonds. The Official Notice of Sale and  
47 any other offering materials prepared and circulated by PMA are hereby ratified and approved in  
48 all respects. All actions taken by officers of the County and PMA in connection with the  
49 preparation and distribution of the Official Notice of Sale, and any other offering materials are  
50 hereby ratified and approved in all respects.

51 Section 1B. Award of the Bonds. For the purpose of paying the cost of the Project, there  
52 shall be borrowed pursuant to Section 67.04, Wisconsin Statutes, the principal sum of FOUR  
53 MILLION SEVENTY-FIVE THOUSAND DOLLARS (\$4,075,000) from the Purchaser in  
54 accordance with the terms and conditions of the Proposal. The Proposal of the Purchaser  
55 offering to purchase the Bonds for the sum set forth on the Proposal [(as modified on the Bid  
56 Tabulation and reflected in the Pricing Summary referenced below and incorporated herein)],  
57 plus accrued interest to the date of delivery, resulting in a true interest cost as set forth on the  
58 Proposal, is hereby accepted. The Chairperson and County Clerk or other appropriate officers of  
59 the County are authorized and directed to execute an acceptance of the Proposal on behalf of the  
60 County. The good faith deposit of the Purchaser shall be applied in accordance with the Official  
61 Notice of Sale, and any good faith deposits submitted by unsuccessful bidders shall be promptly  
62 returned. The Bonds shall bear interest at the rates set forth on the Proposal.

63  
64 Section 2. Terms of the Bonds. The Bonds shall be designated "General Obligation  
65 Courthouse Improvement Bonds, Series 2024B"; shall be issued in the aggregate principal  
66 amount of \$4,075,000; shall be dated April 9, 2024; shall be in the denomination of \$5,000 or  
67 any integral multiple thereof; shall be numbered R-1 and upward; and shall bear interest at the  
68 rates per annum and mature on April 1 of each year, in the years and principal amounts as set  
69 forth on the Pricing Summary attached hereto as Exhibit D-1 and incorporated herein by this  
70 reference. Interest shall be payable semi-annually on April 1 and October 1 of each year  
71 commencing on April 1, 2025. Interest shall be computed upon the basis of a 360-day year of  
72 twelve 30-day months and will be rounded pursuant to the rules of the Municipal Securities  
73 Rulemaking Board. The schedule of principal and interest payments due on the Bonds is set  
74 forth on the Debt Service Schedule attached hereto as Exhibit D-2 and incorporated herein by  
75 this reference (the "Schedule").

76  
77 Section 3. Redemption Provisions. The Bonds maturing on April 1, 2035 and thereafter  
78 shall be subject to redemption prior to maturity, at the option of the County, on April 1, 2034 or  
79 on any date thereafter. Said Bonds shall be redeemable as a whole or in part, and if in part, from  
80 maturities selected by the County, and within each maturity, by lot, at the principal amount  
81 thereof, plus accrued interest to the date of redemption.

82            [The Proposal specifies that [some of] the Bonds shall be subject to mandatory  
83 redemption. The terms of such mandatory redemption are set forth on an attachment hereto as  
84 Exhibit MRP and incorporated herein by this reference. Upon the optional redemption of any of  
85 the Bonds subject to mandatory redemption, the principal amount of such Bonds so redeemed  
86 shall be credited against the mandatory redemption payments established in Exhibit MRP for  
87 such Bonds in such manner as the County shall direct.]

88            Section 4. Form of the Bonds. The Bonds shall be issued in registered form and shall be  
89 executed and delivered in substantially the form attached hereto as Exhibit E and incorporated  
90 herein by this reference.

91            Section 5. Tax Provisions.

92            (A) Direct Annual Irrepealable Tax Levy. For the purpose of paying the  
93 principal of and interest on the Bonds as the same becomes due, the full faith, credit and  
94 resources of the County are hereby irrevocably pledged, and there is hereby levied upon all of  
95 the taxable property of the County a direct annual irrepealable tax in the years 2024 through  
96 2043 for the payments due in the years 2025 through 2044 in the amounts set forth on the  
97 Schedule.

98            (B) Tax Collection. So long as any part of the principal of or interest on the  
99 Bonds remains unpaid, the County shall be and continue without power to repeal such levy or  
100 obstruct the collection of said tax until all such payments have been made or provided for. After  
101 the issuance of the Bonds, said tax shall be, from year to year, carried onto the tax roll of the  
102 County and collected in addition to all other taxes and in the same manner and at the same time  
103 as other taxes of the County for said years are collected, except that the amount of tax carried  
104 onto the tax roll may be reduced in any year by the amount of any surplus money in the Debt  
105 Service Fund Account created below.

106            (C) Additional Funds. If at any time there shall be on hand insufficient funds  
107 from the aforesaid tax levy to meet principal and/or interest payments on said Bonds when due,  
108 the requisite amounts shall be paid from other funds of the County then available, which sums  
109 shall be replaced upon the collection of the taxes herein levied.

110  
111            Section 6. Segregated Debt Service Fund Account.

112  
113            (A) Creation and Deposits. There shall be and there hereby is established in the  
114 treasury of the County, if one has not already been created, a debt service fund, separate and  
115 distinct from every other fund, which shall be maintained in accordance with generally accepted  
116 accounting principles. Debt service or sinking funds established for obligations previously  
117 issued by the County may be considered as separate and distinct accounts within the debt service  
118 fund.

119  
120            Within the debt service fund, there hereby is established a separate and distinct account  
121 designated as the "Debt Service Fund Account for General Obligation Courthouse Improvement  
122 Bonds, Series 2024B" (the "Debt Service Fund Account") and such account shall be maintained

123 until the indebtedness evidenced by the Bonds is fully paid or otherwise extinguished. There  
124 shall be deposited into the Debt Service Fund Account (i) all accrued interest received by the  
125 County at the time of delivery of and payment for the Bonds; (ii) any premium which may be  
126 received by the County above the par value of the Bonds and accrued interest thereon; (iii) all  
127 money raised by the taxes herein levied and any amounts appropriated for the specific purpose of  
128 meeting principal of and interest on the Bonds when due; (iv) such other sums as may be  
129 necessary at any time to pay principal of and interest on the Bonds when due; (v) surplus monies  
130 in the Borrowed Money Fund as specified below; and (vi) such further deposits as may be  
131 required by Section 67.11, Wisconsin Statutes.

132  
133 (B) Use and Investment. No money shall be withdrawn from the Debt Service  
134 Fund Account and appropriated for any purpose other than the payment of principal of and  
135 interest on the Bonds until all such principal and interest has been paid in full and the Bonds  
136 canceled; provided (i) the funds to provide for each payment of principal of and interest on the  
137 Bonds prior to the scheduled receipt of taxes from the next succeeding tax collection may be  
138 invested in direct obligations of the United States of America maturing in time to make such  
139 payments when they are due or in other investments permitted by law; and (ii) any funds over  
140 and above the amount of such principal and interest payments on the Bonds may be used to  
141 reduce the next succeeding tax levy, or may, at the option of the County, be invested by  
142 purchasing the Bonds as permitted by and subject to Section 67.11(2)(a), Wisconsin Statutes, or  
143 in permitted municipal investments under the pertinent provisions of the Wisconsin Statutes  
144 ("Permitted Investments"), which investments shall continue to be a part of the Debt Service  
145 Fund Account. Any investment of the Debt Service Fund Account shall at all times conform  
146 with the provisions of the Internal Revenue Code of 1986, as amended (the "Code") and any  
147 applicable Treasury Regulations (the "Regulations").

148  
149 (C) Remaining Monies. When all of the Bonds have been paid in full and  
150 canceled, and all Permitted Investments disposed of, any money remaining in the Debt Service  
151 Fund Account shall be transferred and deposited in the general fund of the County, unless the  
152 County Board of Supervisors directs otherwise.

153  
154 Section 7. Proceeds of the Bonds; Segregated Borrowed Money Fund. The proceeds of  
155 the Bonds (the "Bond Proceeds") (other than any premium and accrued interest which must be  
156 paid at the time of the delivery of the Bonds into the Debt Service Fund Account created above)  
157 shall be deposited into a special fund (the "Borrowed Money Fund") separate and distinct from  
158 all other funds of the County and disbursed solely for the purpose or purposes for which  
159 borrowed. In no event shall monies in the Borrowed Money Fund be used to fund operating  
160 expenses of the general fund of the County or of any special revenue fund of the County that is  
161 supported by property taxes. Monies in the Borrowed Money Fund may be temporarily invested  
162 in Permitted Investments. Any monies, including any income from Permitted Investments,  
163 remaining in the Borrowed Money Fund after the purpose or purposes for which the Bonds have  
164 been issued have been accomplished, and, at any time, any monies as are not needed and which  
165 obviously thereafter cannot be needed for such purpose(s) shall be deposited in the Debt Service  
166 Fund Account.

167 Section 8. No Arbitrage. All investments made pursuant to this Resolution shall be  
168 Permitted Investments, but no such investment shall be made in such a manner as would cause

169 the Bonds to be "arbitrage bonds" within the meaning of Section 148 of the Code or the  
170 Regulations and an officer of the County, charged with the responsibility for issuing the Bonds,  
171 shall certify as to facts, estimates, circumstances and reasonable expectations in existence on the  
172 date of delivery of the Bonds to the Purchaser which will permit the conclusion that the Bonds  
173 are not "arbitrage bonds," within the meaning of the Code or Regulations.

174 Section 9. Compliance with Federal Tax Laws. (a) The County represents and  
175 covenants that the projects financed by the Bonds and the ownership, management and use of the  
176 projects will not cause the Bonds to be "private activity bonds" within the meaning of  
177 Section 141 of the Code. The County further covenants that it shall comply with the provisions  
178 of the Code to the extent necessary to maintain the tax-exempt status of the interest on the Bonds  
179 including, if applicable, the rebate requirements of Section 148(f) of the Code. The County  
180 further covenants that it will not take any action, omit to take any action or permit the taking or  
181 omission of any action within its control (including, without limitation, making or permitting any  
182 use of the proceeds of the Bonds) if taking, permitting or omitting to take such action would  
183 cause any of the Bonds to be an arbitrage bond or a private activity bond within the meaning of  
184 the Code or would otherwise cause interest on the Bonds to be included in the gross income of  
185 the recipients thereof for federal income tax purposes. The County Clerk or other officer of the  
186 County charged with the responsibility of issuing the Bonds shall provide an appropriate  
187 certificate of the County certifying that the County can and covenanting that it will comply with  
188 the provisions of the Code and Regulations.

189  
190 (b) The County also covenants to use its best efforts to meet the requirements and  
191 restrictions of any different or additional federal legislation which may be made applicable to the  
192 Bonds provided that in meeting such requirements the County will do so only to the extent  
193 consistent with the proceedings authorizing the Bonds and the laws of the State of Wisconsin and  
194 to the extent that there is a reasonable period of time in which to comply.

195  
196 Section 10. Designation as Qualified Tax-Exempt Obligations. The Bonds are hereby  
197 designated as "qualified tax-exempt obligations" for purposes of Section 265 of the Code,  
198 relating to the ability of financial institutions to deduct from income for federal income tax  
199 purposes, interest expense that is allocable to carrying and acquiring tax-exempt obligations.

200  
201 Section 11. Execution of the Bonds; Closing; Professional Services. The Bonds shall be  
202 issued in printed form, executed on behalf of the County by the manual or facsimile signatures of  
203 the Chairperson and County Clerk, authenticated, if required, by the Fiscal Agent (defined  
204 below), sealed with its official or corporate seal, if any, or a facsimile thereof, and delivered to  
205 the Purchaser upon payment to the County of the purchase price thereof, plus accrued interest to  
206 the date of delivery (the "Closing"). The facsimile signature of either of the officers executing  
207 the Bonds may be imprinted on the Bonds in lieu of the manual signature of the officer but,  
208 unless the County has contracted with a fiscal agent to authenticate the Bonds, at least one of the  
209 signatures appearing on each Bond shall be a manual signature. In the event that either of the  
210 officers whose signatures appear on the Bonds shall cease to be such officers before the Closing,  
211 such signatures shall, nevertheless, be valid and sufficient for all purposes to the same extent as  
212 if they had remained in office until the Closing. The aforesaid officers are hereby authorized and  
213 directed to do all acts and execute and deliver the Bonds and all such documents, certificates and  
214 acknowledgements as may be necessary and convenient to effectuate the Closing. The County

215 hereby authorizes the officers and agents of the County to enter into, on its behalf, agreements  
216 and contracts in conjunction with the Bonds, including but not limited to agreements and  
217 contracts for legal, trust, fiscal agency, disclosure and continuing disclosure, and rebate  
218 calculation services. Any such contract heretofore entered into in conjunction with the issuance  
219 of the Bonds is hereby ratified and approved in all respects.

220 Section 12. Payment of the Bonds; Fiscal Agent. The principal of and interest on the  
221 Bonds shall be paid by Associated Trust Company, National Association, Green Bay, Wisconsin,  
222 which is hereby appointed as the County's registrar and fiscal agent pursuant to the provisions of  
223 Section 67.10(2), Wisconsin Statutes (the "Fiscal Agent"). The County hereby authorizes the  
224 Chairperson and County Clerk or other appropriate officers of the County to enter into a Fiscal  
225 Agency Agreement between the County and the Fiscal Agent. Such contract may provide,  
226 among other things, for the performance by the Fiscal Agent of the functions listed in Wis. Stats.  
227 Sec. 67.10(2)(a) to (j), where applicable, with respect to the Bonds.

228  
229 Section 13. Persons Treated as Owners; Transfer of Bonds. The County shall cause  
230 books for the registration and for the transfer of the Bonds to be kept by the Fiscal Agent. The  
231 person in whose name any Bond shall be registered shall be deemed and regarded as the absolute  
232 owner thereof for all purposes and payment of either principal or interest on any Bond shall be  
233 made only to the registered owner thereof. All such payments shall be valid and effectual to  
234 satisfy and discharge the liability upon such Bond to the extent of the sum or sums so paid.

235 Any Bond may be transferred by the registered owner thereof by surrender of the Bond at  
236 the office of the Fiscal Agent, duly endorsed for the transfer or accompanied by an assignment  
237 duly executed by the registered owner or his attorney duly authorized in writing. Upon such  
238 transfer, the Chairperson and County Clerk shall execute and deliver in the name of the  
239 transferee or transferees a new Bond or Bonds of a like aggregate principal amount, series and  
240 maturity and the Fiscal Agent shall record the name of each transferee in the registration book.  
241 No registration shall be made to bearer. The Fiscal Agent shall cancel any Bond surrendered for  
242 transfer.

243 The County shall cooperate in any such transfer, and the Chairperson and County Clerk  
244 are authorized to execute any new Bond or Bonds necessary to effect any such transfer.

245 Section 14. Record Date. The 15th day of the calendar month next preceding each  
246 interest payment date shall be the record date for the Bonds (the "Record Date"). Payment of  
247 interest on the Bonds on any interest payment date shall be made to the registered owners of the  
248 Bonds as they appear on the registration book of the County at the close of business on the  
249 Record Date.

250  
251 Section 15. Utilization of The Depository Trust Company Book-Entry-Only System. In  
252 order to make the Bonds eligible for the services provided by The Depository Trust Company,  
253 New York, New York ("DTC"), the County agrees to the applicable provisions set forth in the  
254 Blanket Issuer Letter of Representations, which the County Clerk or other authorized  
255 representative of the County is authorized and directed to execute and deliver to DTC on behalf  
256 of the County to the extent an effective Blanket Issuer Letter of Representations is not presently  
257 on file in the County Clerk's office.

258  
259       Section 16. Official Statement. The County Board of Supervisors hereby approves the  
260 Preliminary Official Statement with respect to the Bonds and deems the Preliminary Official  
261 Statement as "final" as of its date for purposes of SEC Rule 15c2-12 promulgated by the  
262 Securities and Exchange Commission pursuant to the Securities and Exchange Act of 1934 (the  
263 "Rule"). All actions taken by officers of the County in connection with the preparation of such  
264 Preliminary Official Statement and any addenda to it or final Official Statement are hereby  
265 ratified and approved. In connection with the Closing, the appropriate County official shall  
266 certify the Preliminary Official Statement and any addenda or final Official Statement. The  
267 County Clerk shall cause copies of the Preliminary Official Statement and any addenda or final  
268 Official Statement to be distributed to the Purchaser.

269  
270       Section 17. Undertaking to Provide Continuing Disclosure. The County hereby  
271 covenants and agrees, for the benefit of the owners of the Bonds, to enter into a written  
272 undertaking (the "Undertaking") if required by the Rule to provide continuing disclosure of  
273 certain financial information and operating data and timely notices of the occurrence of certain  
274 events in accordance with the Rule. The Undertaking shall be enforceable by the owners of the  
275 Bonds or by the Purchaser on behalf of such owners (provided that the rights of the owners and  
276 the Purchaser to enforce the Undertaking shall be limited to a right to obtain specific  
277 performance of the obligations thereunder and any failure by the County to comply with the  
278 provisions of the Undertaking shall not be an event of default with respect to the Bonds).

279  
280       To the extent required under the Rule, the Chairperson and County Clerk, or other officer  
281 of the County charged with the responsibility for issuing the Bonds, shall provide a Continuing  
282 Disclosure Certificate for inclusion in the transcript of proceedings, setting forth the details and  
283 terms of the County's Undertaking.

284  
285       Section 18. Record Book. The County Clerk shall provide and keep the transcript of  
286 proceedings as a separate record book (the "Record Book") and shall record a full and correct  
287 statement of every step or proceeding had or taken in the course of authorizing and issuing the  
288 Bonds in the Record Book.

289  
290       Section 19. Bond Insurance. If the Purchaser determines to obtain municipal bond  
291 insurance with respect to the Bonds, the officers of the County are authorized to take all actions  
292 necessary to obtain such municipal bond insurance. The Chairperson and County Clerk are  
293 authorized to agree to such additional provisions as the bond insurer may reasonably request and  
294 which are acceptable to the Chairperson and County Clerk including provisions regarding  
295 restrictions on investment of Bond proceeds, the payment procedure under the municipal bond  
296 insurance policy, the rights of the bond insurer in the event of default and payment of the Bonds  
297 by the bond insurer and notices to be given to the bond insurer. In addition, any reference  
298 required by the bond insurer to the municipal bond insurance policy shall be made in the form of  
299 Bond provided herein.

300  
301  
302  
303  
304  
305  
306  
307

Section 20. Conflicting Resolutions; Severability; Effective Date. All prior resolutions, rules or other actions of the County Board of Supervisors or any parts thereof in conflict with the provisions hereof shall be, and the same are, hereby rescinded insofar as the same may so conflict. In the event that any one or more provisions hereof shall for any reason be held to be illegal or invalid, such illegality or invalidity shall not affect any other provisions hereof. The foregoing shall take effect immediately upon adoption and approval in the manner provided by law.

Dated this 19th day of March, 2024.

Respectfully submitted by

Supervisor \_\_\_\_\_

FISCAL IMPACT: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

EXHIBIT A

Official Notice of Sale

To be provided by PMA Securities, LLC and incorporated into the Resolution.

(See Attached)

DRAFT



EXHIBIT B

Bid Tabulation

To be provided by PMA Securities, LLC and incorporated into the Resolution.

(See Attached)

DRAFT

EXHIBIT C

Winning Bid

To be provided by PMA Securities, LLC and incorporated into the Resolution.

(See Attached)

DRAFT

EXHIBIT D-1

Pricing Summary

To be provided by PMA Securities, LLC and incorporated into the Resolution.

(See Attached)

DRAFT

EXHIBIT D-2

Debt Service Schedule and Irrepealable Tax Levies

To be provided by PMA Securities, LLC and incorporated into the Resolution.

(See Attached)

DRAFT

[ EXHIBIT MRP

Mandatory Redemption Provision

The Bonds due on April 1, \_\_\_\_, \_\_\_\_ and \_\_\_\_ (the "Term Bonds") are subject to mandatory redemption prior to maturity by lot (as selected by the Depository) at a redemption price equal to One Hundred Percent (100%) of the principal amount to be redeemed plus accrued interest to the date of redemption, from debt service fund deposits which are required to be made in amounts sufficient to redeem on April 1 of each year the respective amount of Term Bonds specified below:

For the Term Bonds Maturing on April 1, \_\_\_\_

<u>Redemption Date</u>	<u>Amount</u>
____	\$ ____
____	____
____	____ (maturity)

For the Term Bonds Maturing on April 1, \_\_\_\_

<u>Redemption Date</u>	<u>Amount</u>
____	\$ ____
____	____
____	____ (maturity)

For the Term Bonds Maturing on April 1, \_\_\_\_

<u>Redemption Date</u>	<u>Amount</u>
____	\$ ____
____	____
____	____ (maturity)

For the Term Bonds Maturing on April 1, \_\_\_\_

<u>Redemption Date</u>	<u>Amount</u>
____	\$ ____
____	____
____	____ (maturity)]

EXHIBIT E

(Form of Bond)

REGISTERED UNITED STATES OF AMERICA DOLLARS  
NO. R- STATE OF WISCONSIN \$ \_\_\_\_\_  
MANITOWOC COUNTY  
GENERAL OBLIGATION COURTHOUSE IMPROVEMENT BOND, SERIES 2024B

MATURITY DATE: ORIGINAL DATE OF ISSUE: INTEREST RATE: CUSIP:  
April 1, \_\_\_\_\_ April 9, 2024 \_\_\_\_\_% \_\_\_\_\_

DEPOSITORY OR ITS NOMINEE NAME: CEDE & CO.

PRINCIPAL AMOUNT: \_\_\_\_\_ THOUSAND DOLLARS  
(\$ \_\_\_\_\_)

FOR VALUE RECEIVED, Manitowoc County, Wisconsin (the "County"), hereby acknowledges itself to owe and promises to pay to the Depository or its Nominee Name (the "Depository") identified above (or to registered assigns), on the maturity date identified above, the principal amount identified above, and to pay interest thereon at the rate of interest per annum identified above, all subject to the provisions set forth herein regarding redemption prior to maturity. Interest shall be payable semi-annually on April 1 and October 1 of each year commencing on April 1, 2025 until the aforesaid principal amount is paid in full. Both the principal of and interest on this Bond are payable to the registered owner in lawful money of the United States. Interest payable on any interest payment date shall be paid by wire transfer to the Depository in whose name this Bond is registered on the Bond Register maintained by Associated Trust Company, National Association, Green Bay, Wisconsin (the "Fiscal Agent") or any successor thereto at the close of business on the 15th day of the calendar month next preceding each interest payment date (the "Record Date"). This Bond is payable as to principal upon presentation and surrender hereof at the office of the Fiscal Agent.

For the prompt payment of this Bond together with interest hereon as aforesaid and for the levy of taxes sufficient for that purpose, the full faith, credit and resources of the County are hereby irrevocably pledged.

This Bond is one of an issue of Bonds aggregating the principal amount of \$4,075,000, all of which are of like tenor, except as to denomination, interest rate, maturity date and redemption provision, issued by the County pursuant to the provisions of Section 67.04, Wisconsin Statutes, for the public purpose of financing Courthouse improvement projects, including engineering and design and replacement of Courthouse HVAC system and windows, as authorized by resolutions adopted on January 16, 2024 and March 19, 2024. Said resolutions are recorded in the official minutes of the County Board of Supervisors for said dates.

The Bonds maturing on April 1, 2035 and thereafter are subject to redemption prior to maturity, at the option of the County, on April 1, 2034 or on any date thereafter. Said Bonds are redeemable as a whole or in part, and if in part, from maturities selected by the County, and within each maturity, by lot (as selected by the Depository), at the principal amount thereof, plus accrued interest to the date of redemption.

[The Bonds maturing in the years \_\_\_\_\_ are subject to mandatory redemption by lot as provided in the resolutions referred to above, at the redemption price of par plus accrued interest to the date of redemption and without premium.]

In the event the Bonds are redeemed prior to maturity, as long as the Bonds are in book-entry-only form, official notice of the redemption will be given by mailing a notice by registered or certified mail, overnight express delivery, facsimile transmission, electronic transmission or in any other manner required by the Depository, to the Depository not less than thirty (30) days nor more than sixty (60) days prior to the redemption date. If less than all of the Bonds of a maturity are to be called for redemption, the Bonds of such maturity to be redeemed will be selected by lot. Such notice will include but not be limited to the following: the designation, date and maturities of the Bonds called for redemption, CUSIP numbers, and the date of redemption. Any notice provided as described herein shall be conclusively presumed to have been duly given, whether or not the registered owner receives the notice. The Bonds shall cease to bear interest on the specified redemption date provided that federal or other immediately available funds sufficient for such redemption are on deposit at the office of the Depository at that time. Upon such deposit of funds for redemption the Bonds shall no longer be deemed to be outstanding.

It is hereby certified and recited that all conditions, things and acts required by law to exist or to be done prior to and in connection with the issuance of this Bond have been done, have existed and have been performed in due form and time; that the aggregate indebtedness of the County, including this Bond and others issued simultaneously herewith, does not exceed any limitation imposed by law or the Constitution of the State of Wisconsin; and that a direct annual irrevocable tax has been levied sufficient to pay this Bond, together with the interest thereon, when and as payable.

This Bond has been designated by the County Board of Supervisors as a "qualified tax-exempt obligation" pursuant to the provisions of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended.

This Bond is transferable only upon the books of the County kept for that purpose at the office of the Fiscal Agent, only in the event that the Depository does not continue to act as depository for the Bonds, and the County appoints another depository, upon surrender of the Bond to the Fiscal Agent, by the registered owner in person or his duly authorized attorney, together with a written instrument of transfer (which may be endorsed hereon) satisfactory to the Fiscal Agent duly executed by the registered owner or his duly authorized attorney. Thereupon a new fully registered Bond in the same aggregate principal amount shall be issued to the new depository in exchange therefor and upon the payment of a charge sufficient to reimburse the County for any tax, fee or other governmental charge required to be paid with respect to such

registration. The Fiscal Agent shall not be obliged to make any transfer of the Bonds (i) after the Record Date, (ii) during the fifteen (15) calendar days preceding the date of any publication of notice of any proposed redemption of the Bonds, or (iii) with respect to any particular Bond, after such Bond has been called for redemption. The Fiscal Agent and County may treat and consider the Depository in whose name this Bond is registered as the absolute owner hereof for the purpose of receiving payment of, or on account of, the principal or redemption price hereof and interest due hereon and for all other purposes whatsoever. The Bonds are issuable solely as negotiable, fully-registered Bonds without coupons in the denomination of \$5,000 or any integral multiple thereof.

This Bond shall not be valid or obligatory for any purpose until the Certificate of Authentication hereon shall have been signed by the Fiscal Agent.

No delay or omission on the part of the owner hereof to exercise any right hereunder shall impair such right or be considered as a waiver thereof or as a waiver of or acquiescence in any default hereunder.



IN WITNESS WHEREOF, Manitowoc County, Wisconsin, by its governing body, has caused this Bond to be executed for it and in its name by the manual or facsimile signatures of its duly qualified Chairperson and County Clerk; and to be sealed with its official or corporate seal, if any, all as of the original date of issue specified above.

MANITOWOC COUNTY, WISCONSIN

By: \_\_\_\_\_  
Tyler Martell  
Chairperson

(SEAL)

By: \_\_\_\_\_  
Jessica Backus  
County Clerk

DRAFT

Date of Authentication: \_\_\_\_\_, \_\_\_\_\_.

CERTIFICATE OF AUTHENTICATION

This Bond is one of the Bonds of the issue authorized by the within-mentioned resolutions of Manitowoc County, Wisconsin.

ASSOCIATED TRUST COMPANY,  
NATIONAL ASSOCIATION,  
GREEN BAY, WISCONSIN

By \_\_\_\_\_  
Authorized Signatory

DRAFT

ASSIGNMENT

FOR VALUE RECEIVED, the undersigned sells, assigns and transfers unto

\_\_\_\_\_  
(Name and Address of Assignee)

\_\_\_\_\_  
(Social Security or other Identifying Number of Assignee)

the within Bond and all rights thereunder and hereby irrevocably constitutes and appoints \_\_\_\_\_, Legal Representative, to transfer said Bond on the books kept for registration thereof, with full power of substitution in the premises.

Dated: \_\_\_\_\_

Signature Guaranteed:

\_\_\_\_\_  
(e.g. Bank, Trust Company  
or Securities Firm)

\_\_\_\_\_  
(Depository or Nominee Name)

NOTICE: This signature must correspond with the name of the Depository or Nominee Name as it appears upon the face of the within Bond in every particular, without alteration or enlargement or any change whatever.

\_\_\_\_\_  
(Authorized Officer)

**ORDINANCE AMENDING MANITOWOC COUNTY CODE CH. 6.275  
(Prostitution)**

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1           WHEREAS, Manitowoc County recognizes the inherent dignity and rights of all individuals  
2 within its jurisdiction, and is committed to ensuring the safety, well-being, and equality of its  
3 residents; and  
4

5           WHEREAS, Manitowoc County acknowledges that prostitution poses significant public  
6 health and safety risks, including the spread of sexually transmitted diseases, exploitation, human  
7 trafficking, and community disruption; and  
8

9           WHEREAS, Manitowoc County acknowledges that the presence of prostitution negatively  
10 impacts neighborhoods, local businesses, property values, and the overall quality of life for  
11 residents; and  
12

13           WHEREAS, Manitowoc County recognizes its responsibility to protect vulnerable  
14 populations, including those who may be coerced, trafficked, or otherwise exploited in the sex  
15 trade; and  
16

17           WHEREAS, Manitowoc County acknowledges the importance of addressing the demand  
18 for commercial sex as a means to effectively combat prostitution and related criminal activities;  
19 and  
20

21           WHEREAS, Manitowoc County acknowledges the need for comprehensive measures to  
22 deter, prevent, and address prostitution, including enforcement, education, outreach, and support  
23 services; and  
24

25           WHEREAS, implementing an ordinance expressly prohibiting prostitution will assist in  
26 preventing prostitution along with the public health and safety risks that go with it; and  
27

28           WHEREAS, after careful consideration and review, the Public Safety Committee  
29 recommends that the county adopt as part of its Code the state law prohibiting prostitution;  
30

31           NOW, THEREFORE, the county board of supervisors of the county of Manitowoc does  
32 ordain as follows:  
33

34           Manitowoc County Code s. 6.275 is created to read as follows:  
35

36           **6.275 Prostitution.**

- 37           (1) Under authority of Wis. Stat. § 59.54(22), the provisions of Wis. Stat. §§ 944.30,  
38 944.31, and 944.33(1) are adopted and incorporated into this code by reference.

- 39 (2) Penalty.
- 40 (a) A person shall upon the first conviction for a violation of this section forfeit
- 41 \$1,000, together with any applicable assessment, cost, surcharge, and the
- 42 cost of prosecution.
- 43 (b) A person shall forfeit \$2,000, together with any applicable assessment,
- 44 cost, surcharge, and the cost of prosecution, upon conviction for a second
- 45 and any subsequent offense that occurs within one (1) year of the most
- 46 recent conviction of this section.

47  
48 and

49  
50 BE IT FURTHER ORDAINED that if applicable, the table of contents shall be updated to

51 reflect this amendment; and

52  
53 BE IT FURTHER ORDAINED that this ordinance shall be effective upon publication.

Dated this 19th day of March 2024.

Respectfully submitted by the  
Public Safety Committee

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

FISCAL IMPACT: None.

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

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

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

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

**ORDINANCE AMENDING MANITOWOC COUNTY CODE S. 4.13  
(Sheriff's Department Fees)**

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1 WHEREAS, the Sheriff is required by state statute to serve civil process papers, conduct  
2 Sheriff's sales, replevin actions, answer open record requests, house prisoners, provide special  
3 duty deputies under certain circumstances, and perform other services and duties as requested; and  
4

5 WHEREAS, Wisconsin law allows the Sheriff to charge a fee as reimbursement for such  
6 services as set by the county board of supervisors; and  
7

8 WHEREAS, the current fees charged by the Sheriff were last reviewed and approved in  
9 2016; and  
10

11 WHEREAS, the Sheriff, Chief Deputy, and Jail Administrator recommend adjustments be  
12 made to certain fees; and  
13

14 WHEREAS, a copy of the proposed Sheriff's Office fee schedule has been provided to the  
15 County Board; and  
16

17 WHEREAS, currently the Sheriff's Office fees are directly incorporated into the Manitowoc  
18 County Code; and  
19

20 WHEREAS, for administrative ease, it is more efficient to adopt the fees for the Sheriff's  
21 Office in a fee schedule that can be updated from time to time by resolution rather than an  
22 ordinance amendment; and  
23

24 WHEREAS, after careful consideration and review, the Public Safety Committee  
25 recommends amending the Manitowoc County Code to adopt the fees for the Sheriff's Office by  
26 through a resolution rather than directly incorporating those fees directly into the ordinance; and  
27

28 WHEREAS, the Public Safety Committee further recommends adopting the attached  
29 Sheriff's Office fee schedule;  
30

31 NOW, THEREFORE, the county board of supervisors of the county of Manitowoc does  
32 ordain as follows:  
33

34 Manitowoc County Code ss. 4.13(3a), (3d), (3g), (3j), (3m), (3p), (3q), (3s), (3u), (3w), and (3y)  
35 are repealed in their entirety as follows:  
36

37 ~~(3a) — Booking Fee.~~  
38

39 ~~(a) This Ordinance is adopted pursuant to authority granted by Wis.~~  
40 ~~Stat. § 302.372.~~

41  
42 ~~(b) The Sheriff is authorized to charge a booking fee of \$25.00, tax included,~~  
43 ~~to each prisoner sentenced to a period of incarceration in the Manitowee~~  
44 ~~County jail to pay for the cost of the prisoner's intake processing and~~  
45 ~~release.~~

46  
47 ~~(c) The Sheriff is authorized to obtain payment of the booking fee by deducting~~  
48 ~~the fee from the prisoner's institutional account. If the prisoner's~~  
49 ~~institutional account lacks sufficient funds to pay the booking fee, the~~  
50 ~~sheriff may employ any means authorized by law to collect the fee.~~

51  
52 ~~(3d) Jail Expense Reimbursement.~~

53  
54 ~~(a) This Ordinance is adopted pursuant to authority granted by Wis.~~  
55 ~~Stat. §§ 302.372 and 302.38.~~

56  
57 ~~(b) The Sheriff is authorized to seek and secure reimbursement from prisoners~~  
58 ~~for expenses incurred by the county in relation to the crime for which the~~  
59 ~~person was sentenced to the county jail or for which the person was placed~~  
60 ~~on probation and confined in the county jail.~~

61  
62 ~~(c) The Sheriff is authorized to seek and secure reimbursement of the following~~  
63 ~~expenses incurred by prisoners who are incarcerated in the county jail for~~  
64 ~~state criminal law violations or Manitowee County Code violations:~~

65  
66 ~~2. Dental, hospital, medical, prescription, or vision expenses incurred~~  
67 ~~by the county on behalf of the prisoner.~~

68  
69 ~~3. Expenses incurred to investigate the prisoner's financial status.~~

70  
71 ~~4. Expenses incurred by the county to collect payments under this~~  
72 ~~ordinance.~~

73  
74 ~~5. Any other expenses incurred by the county on behalf of a specific~~  
75 ~~prisoner, such as for personal care, transportation, or special~~  
76 ~~materials or supplies.~~

77  
78 ~~(em) The Sheriff shall charge a fee of \$22 per day for room, board, and utilities~~  
79 ~~to each person who is incarcerated in the county jail for a state criminal law~~  
80 ~~violation, a Manitowee County Code violation, or as a sanction for~~  
81 ~~contempt.~~

82  
83 ~~(d) The Sheriff is authorized to obtain payment of jail expenses by deducting~~  
84 ~~the amount of such expenses from the prisoner's institutional account. If~~

85 the prisoner's institutional account lacks sufficient funds to pay the jail  
86 expenses, the Sheriff may employ any means authorized by law to collect  
87 the expenses.  
88

89 ~~(3g) Huber Law Inmate Charges.~~

90  
91 ~~(a) Every inmate of the Manitowoc County Jail who is granted privileges under~~  
92 ~~Wis. Stat. § 303.08 and who is gainfully employed for wages or salary,~~  
93 ~~gainfully self-employed, or receiving unemployment insurance or~~  
94 ~~employment training benefits while in custody in the jail shall be liable for~~  
95 ~~charges not to exceed the full per person maintenance and cost of the~~  
96 ~~prisoner's board in the jail.~~

97  
98 ~~(b) By order of the court, the wages, salary, and unemployment insurance and~~  
99 ~~employment training benefits received by prisoners shall be disbursed by~~  
100 ~~the Sheriff for the purposes and in the order stated in Wis. Stat. § 303.08(5)~~  
101 ~~and shall be used to pay for the board of the prisoner. If the prisoner is~~  
102 ~~gainfully self-employed, the prisoner shall pay the sheriff for such board, in~~  
103 ~~default of which the prisoner's privilege under the Huber law is~~  
104 ~~automatically forfeited.~~

105  
106 ~~(c) The Sheriff is authorized to charge a transfer fee of \$100, booking fee and~~  
107 ~~tax included, to each prisoner who transfers into the Manitowoc County Jail~~  
108 ~~from another jurisdiction and to each prisoner who transfers out of the~~  
109 ~~Manitowoc County Jail to another facility.~~

110  
111 ~~(3j) Contract Prisoner Fee. The Sheriff's Department may contract with federal, state,~~  
112 ~~county, or other local law enforcement or correctional agencies to house prisoners~~  
113 ~~for those agencies. When a prisoner is held at the County Jail for another agency,~~  
114 ~~the agency shall pay the rate provided for by contract between the Sheriff's~~  
115 ~~Department and that agency for the per capita maintenance of each prisoner.~~

116  
117 ~~(3m) Electronic Monitoring Program Fees.~~

118  
119 ~~(a) This Ordinance is adopted pursuant to authority granted by Wis.~~  
120 ~~Stat. § 302.372.~~

121  
122 ~~(b) The Sheriff is authorized to charge a one-time processing fee of \$50, tax~~  
123 ~~included, for each period of time that a prisoner participates in the electronic~~  
124 ~~monitoring program; a daily fee of \$25 per day, tax included, for each day~~  
125 ~~that a prisoner participates in the electronic monitoring program; the actual~~  
126 ~~cost of any alert notification resulting from the violation of program~~  
127 ~~conditions; and the actual cost of any damage to electronic monitoring~~  
128 ~~program equipment caused by a prisoner.~~  
129



- 130                   (e) ~~The Sheriff is authorized to obtain payment of the electronic monitoring fee~~  
131                   ~~by deducting the fee from the prisoner's institutional account. If the~~  
132                   ~~prisoner's institutional account lacks sufficient funds to pay the electronic~~  
133                   ~~monitoring fee, the Sheriff may employ any means authorized by law to~~  
134                   ~~collect the fee.~~  
135  
136                   (3p) ~~Process Service Fee. The Sheriff is authorized to charge a process service fee of~~  
137                   ~~\$40 for each person served, plus \$30 for each attempted service. In the event that~~  
138                   ~~a process server is able to serve more than one person at the same address on the~~  
139                   ~~same date and at the same time, the fee for the second and each additional service~~  
140                   ~~will be \$40.~~  
141  
142                   (3q) ~~Writs and Standby Time. The Sheriff is authorized to charge a fee of \$75 for a~~  
143                   ~~writ of assistance, writ of replevin, or writ of restitution. The fee covers all parties~~  
144                   ~~served at a single address and includes 1 hour of deputy standby time. Additional~~  
145                   ~~standby time may be charged at a rate of \$40 per hour.~~  
146  
147                   (3s) ~~Sheriff's Sale Fee. The Sheriff is authorized to charge a fee of \$150.00 for the~~  
148                   ~~Sheriff's sale of real estate. In the event that a Sheriff's sale of real estate is~~  
149                   ~~cancelled, the Sheriff is authorized to retain one-half of the Sheriff's sale fee.~~  
150  
151                   (3u) ~~Mileage. The Sheriff is authorized to charge the standard mileage rate for business~~  
152                   ~~use of a car or truck as set and periodically adjusted by the United States Internal~~  
153                   ~~Revenue Service for warrant pickups or other reimbursable transportation.~~  
154  
155                   (3w) ~~Juvenile Fees. In the case of a juvenile prisoner, reimbursement for the costs of~~  
156                   ~~eustody, sanctions, and court and legal services shall be governed by the Wisconsin~~  
157                   ~~Statutes, including Wis. Stat. § 938.275.~~  
158  
159                   (3y) ~~Collection Methods. The Sheriff is authorized to seek reimbursement in the~~  
160                   ~~manner authorized by the Manitowoc County Code or as otherwise provided in~~  
161                   ~~Wis. Stat. chs. 301 to 303 and the Sheriff is authorized to use a combination of~~  
162                   ~~methods to seek and secure reimbursement, but may not collect for the same~~  
163                   ~~expense twice.~~  
164

165 Manitowoc County Code s. 4.13(3) is amended to read as follows:

- 166  
167                   (3) Sheriff's ~~Department~~Office Fees.  
168  
169                   (a) The county board shall, by resolution, establish the fees that the sheriff's  
170                   office is authorized to charge.  
171  
172                   (b) The sheriff's office fee schedule shall be attached to this ordinance as an  
173                   appendix and a copy will be on file at the sheriff's office.  
174

- 175 (c) The public safety committee may review the fee schedule as needed and  
176 may recommend changes to the fee schedule to the county board.  
177
- 178 (d) The Sheriff is authorized to obtain payment of any jail expenses, electronic  
179 monitoring fee, and booking fee by deducting the fee from the prisoner's  
180 institutional account. If the prisoner's institutional account lacks sufficient  
181 funds to pay the jail expenses, electronic monitoring fee, and booking fee,  
182 the sheriff may employ any means authorized by law to collect the fee.  
183
- 184 (e) In addition to any fee listed in the fee schedule adopted pursuant to this  
185 s. 4.13(3), the Sheriff is authorized to seek and secure reimbursement of the  
186 following expenses incurred by prisoners who are incarcerated in the county  
187 jail for state criminal law violations or Manitowoc County Code violations:  
188
- 189 1. dental, hospital, medical, prescription, or vision expenses incurred  
190 by the county on behalf of the prisoner;  
191
- 192 2. expenses incurred by the county to collect payments under this  
193 ordinance;  
194
- 195 3. any other expenses incurred by the county on behalf of a specific  
196 prisoner, such as for personal care, transportation, or special  
197 materials or supplies.  
198
- 199 (f) For each inmate of the Manitowoc County Jail who is granted privileges  
200 under Wis. Stat. § 303.08, by order of the court, the wages, salary, and  
201 unemployment insurance and employment training benefits received by  
202 such inmates shall be disbursed by the Sheriff for the purposes and in the  
203 order stated in Wis. Stat. § 303.08(5) and shall be used to pay for the board  
204 of the inmate. If the inmate is gainfully self-employed, the inmate shall  
205 pay the Sheriff for such board, in default of which the inmate's privilege  
206 under the Huber law is automatically forfeited.  
207
- 208 (g) The sheriff's office may contract with federal, state, county, or other local  
209 law enforcement or correctional agencies to house prisoners for those  
210 agencies. When a prisoner is held at the County Jail for another agency,  
211 the agency shall pay the rate provided for by contract between the sheriff's  
212 office and that agency for the per capita maintenance of each prisoner.  
213
- 214 (h) In addition to any fee listed in the fee schedule adopted pursuant to this  
215 s. 4.13(3), the Sheriff is authorized to charge the standard mileage rate for  
216 business use of a car or truck as set and periodically adjusted by the United  
217 States Internal Revenue Service for warrant pickups or other reimbursable  
218 transportation.  
219

- 220 (i) In the case of a juvenile prisoner, reimbursement for the costs of custody,  
 221 sanctions, and court and legal services shall be governed by the Wisconsin  
 222 Statutes, including Wis. Stat. § 938.275.  
 223  
 224 (j) The Sheriff is authorized to seek reimbursement in the manner authorized  
 225 by the Manitowoc County Code or as otherwise provided in Wis. Stat. chs.  
 226 301 to 303 and the Sheriff is authorized to use a combination of methods to  
 227 seek and secure reimbursement, but may not collect for the same expense  
 228 twice.  
 229  
 230 (k) In addition to any other authority authorizing the implementation of the fees  
 231 in this s. 4.13(3), such fees are adopted pursuant to Wis. Stat. §§ 302.38 and  
 232 302.372.  
 233

234 and

235  
 236 BE IT FURTHER ORDAINED that county board of supervisors of the county of  
 237 Manitowoc adopts the proposed Sheriff's Office Fee Schedule, and directs that a copy of the fee  
 238 schedule be included as an appendix to Manitowoc County Code Chapter 4, Finances; and  
 239

240 BE IT FURTHER ORDAINED that if applicable, the table of contents shall be updated to  
 241 reflect this amendment; and  
 242

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

Dated this 19<sup>th</sup> day of March 2024.

Respectfully submitted by the  
 Public Safety Committee

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

FISCAL IMPACT: Indeterminable.

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

**CHAPTER 4  
APPENDIX**

**SHERIFF'S OFFICE FEE SCHEDULE**

<b>JAIL FEES</b>	
Jail Booking Fee	\$ 25.00
Jail Room and Board – All Inmates Including Huber (per day)	\$ 25.00
Jail Transfer Fee	\$ 100.00
Electronic Monitoring - Processing Fee	\$ 50.00
Electronic Monitoring (per day)	\$ 25.00
Electronic Monitoring – Dual Bracelet (per day)	\$ 26.00
Electronic Monitoring - Alert Notification Resulting From the Violation of Program Condition(s)	Actual Cost
Electronic Monitoring - Damage to Electronic Monitoring Program Equipment Caused by Inmate	Actual Cost
Health Services Visit	\$ 7.50
Drug Test	\$ 25.00
Video Visitation (per minute)	\$ .25

<b>SHERIFF'S FEES</b>	
Contracted Services (deputy per hour)	\$ 85.00
Escorts (deputy per hour – one hour minimum)	\$ 85.00
Reserve Deputy (per hour – four hour minimum)	\$ 45.00
Civil Process Fee (first attempt/per person)	\$ 60.00
Civil Process Fee (each additional attempt/per person – limit three attempts)	\$ 30.00
Execution of Writ (assistance, replevin, restitution)	\$ 85.00
Deputy Standby Time on Execution of Writ (per hour)	\$ 85.00
Sheriff's Sale Posting	\$ 75.00
Sheriff's Sale	\$ 75.00
Impound Storage Fee (per day)	\$ 15.00

MEETING OF THE COUNTY BOARD OF SUPERVISORS  
MANITOWOC COUNTY, WISCONSIN

Tuesday, March 19, 2024

6:00 P.M.

Pursuant to Wis. Stats. 59.04, the County Board of Supervisors of Manitowoc County, Wisconsin convened in open session at the Heritage Building, in the City of Manitowoc, being the 19<sup>th</sup> day of March 2024, for the purpose of transacting business as a Board of Supervisors.

Chairperson Martell called the meeting to order at 6:00 p.m.

Roll call: 21 members were present at the time of roll call: Behnke, Engelbrecht, Falkowski, Gerroll, Hacker, Hansen, Heller, Jadowski, Klein, Maresh, Martell, Metzger, Muench, Naidl, Neils, Phipps, Shimulunas, Sitkiewitz, Vogt, Wagner, and Weiss. Supervisor Baumann, Brey, Lillibridge, and Zimmer were excused.

On a motion by Supervisor Engelbrecht, seconded by Supervisor Neils the February 20, 2024 meeting minutes were approved on a unanimous vote.

REPORTS OF COUNTY SUPERVISORS, OFFICERS AND DEPARTMENT DIRECTORS

County Executive Bob Ziegelbauer and Chairperson Martell presented a Proclamation Proclaiming the Month of April Child Abuse and Neglect Prevention Month.

County Executive Bob Ziegelbauer and Chairperson Martell presented a Proclamation in Honor of National Public Safety Telecommunicators Week.

County Executive Bob Ziegelbauer and Chairperson Martell presented Proclamation to Supervisors Baumann, Brey, and Vogt in recognition of their years of service to the County Board.

PUBLIC INPUT – OPPORTUNITY FOR CITIZENS TO PRESENT THEIR VIEWS

Chairperson Martell declared public comment open at 6:20 p.m.

Chris Culotta, WI Department of Health Services Regional Representative presented the Manitowoc County Health Department Director Korina Aghmar with the Level 3 Certification.

No one else present wished to speak, subsequently Chairperson Martell closed public input at 6:29 p.m.

COMMITTEE REPORTS ON MEETINGS, PETITIONS, RESOLUTIONS, ORDINANCES

Planning and Park Commission: Supervisor Falkowski gave a brief report.

Supervisor Falkowski moved, seconded by Supervisor Neils to enact Ordinance 2023/2024-70 Amending Zoning Map (David and Cheryl Schneider). Upon vote, the motion carried unanimously.

Supervisor Falkowski moved, seconded by Supervisor Vogt to enact Ordinance 2023/2024-71 Amending Zoning Map (Aryln and Lori Eickert). Upon vote, the motion carried unanimously.

Supervisor Falkowski moved, seconded by Supervisor Maresh to enact Ordinance 2023/2024-72 Amending Zoning Map (Dennis and Mary Frenz). Upon vote, the motion carried unanimously.

Supervisor Falkowski moved, seconded by Supervisor Engelbrecht to approve Resolution 2023/2024-73 Authorizing the 2024-2025 Snowmobile Trail Aids Program. Upon vote, the motion carried unanimously.

Aging & Disability Board: Supervisor Wagner gave a brief report.

Board of Health: Supervisor Metzger gave a brief report.

Criminal Justice Coordinating Council: Supervisor Falkowski gave a brief report.

Executive Committee: Chairperson Martell gave a brief report.

Expo-Ice Center Board: Supervisor Sitkiewitz gave a brief report.

Finance Committee: Supervisor Hansen gave a brief report.

Supervisor Hansen moved, seconded by Supervisor Hacker to adopt Resolution 2023/2024-74 Resolution Awarding the Sale of \$4,200,000 General Obligation Promissory Notes, Series 2024A. Upon vote, the motion carried unanimously.

Supervisor Hansen moved, seconded by Supervisor Sitkiewitz to adopt Resolution 2023/2024-75 Resolution Awarding the Sale of \$4,075,000 General Obligation Courthouse Improvement Bonds, Series 2024B. Upon vote, the motion carried with 20 ayes and 1 no. Supervisor Klein voted no.

Highway Committee: Supervisor Behnke gave a brief report.

Personnel Committee: Supervisor Maresh gave a brief report.

Public Safety Committee: Supervisor Falkowski gave a brief report.

Supervisor Falkowski moved, seconded by Supervisor Muench to enact Ordinance 2023/2024-76 Amending Manitowoc County Code S. 4.13 (Sheriff's Department Fees). Upon vote, the motion carried unanimously.

Supervisor Falkowski moved, seconded by Supervisor Vogt to enact Ordinance 2023/2024-77 Amending Manitowoc County Code CH. 6.275 (Prostitution). Upon vote, the motion carried unanimously.

Public Works Committee: Supervisor Sitkiewitz gave a brief report.

Transportation Coordinating Committee: Supervisor Hacker gave a brief report.

#### ADJOURNMENT

Supervisor Gerroll moved to adjourn, seconded by Supervisor Heller, and the motion was adopted by acclamation. The meeting adjourned at 6:58 p.m.

Respectfully submitted,  
Jessica Backus, Manitowoc County Clerk



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

DATE: April 16<sup>th</sup> 2024

TIME: 5:30 PM

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 County Board Chair**
- II. Roll Call**
- III. Approve Agenda**

**IV. REPORTS**

A. Planning and Park Petitions:

- 1. Todd and Kathleen Babiash – Town of Gibson
- 2. Bruce and Kelly Hansen – Town of Schleswig
- 3. Paul G Bertler Irrevocable Trust – Town of Mishicot

**V. PROCLAMATIONS**

- A. County Executive Ziegelbauer and County Board Chair – Proclamation of May as Foster Care Month

**VI. PUBLIC COMMENT**

Members of the public will be allowed three (3) minutes to speak on matters pertaining to County Board business.

**VII. CONSENT AGENDA (Any routine or non-controversial items)**

- A. Approve March 19, 2024 County Board Minutes

B. Appointments by Chair

County Board Chair: Supervisor Appointments to Committees

C. Appointments by County Executive

County Executive: Supervisor Appointments to Committees

1. Joint Dispatch Board

Appoint three members to succeed Supervisor James Falkowski, Dan Hartwig, and Josh Stradal for a two-year term expiring April 2026.

- a. James Falkowski
- b. Dan Hartwig
- c. Josh Stradal

2. Expo Ice Center Board

Appoint one member to fill a vacancy with term to expire December 31, 2026.

- a. Amber Schneider

3. Manitowoc Public Library Board of Trustees  
Appoint one member to succeed Margaret Pauwels for a three-year term expiring April 30, 2027.
  - a. Margaret Pauwels
  
4. Transportation Coordinating Committee  
Appoint three members to succeed Cindy Neelis, Steve Roekle, and fill a vacancy for a three-year term expiring April 2027.
  - a. Cindy Neelis
  - b. Steve Roekle
  - c. Kevin Bottesi
  
5. Board of Health  
*Appoint one member to succeed Annette Kaminsky for a two-year term expiring April 2026.*
  - a. *Annette Kaminsky*
  
6. Local Emergency Planning Committee  
*Appoint three members to succeed Supervisor James Falkowski, Alternate) Supervisor Nicholas Muench, Dave Murack, Alternate) Eric Isselmann, Paul Tittl for a two-year term expiring April 2026.*
  - a. *Supervisor James Falkowski*      *Alternate) Supervisor Nicholas Muench*
  - b. *Dave Murack*      *Alternate) Eric Isselmann*
  - c. *Paul Tittl*

D. Ordinances and Resolutions

1. Executive Committee
  - a. Ordinance 2024/2025-3 Amending Manitowoc County Code S. 2.04 (Boards, Commissions, and Committees – Expo-Ice Center Board)
  
2. Finance Committee
  - a. Resolution 2024/2025-4 Denying Claim (Century Link – Brightspeed – JNR Adjustment Co.)
  
3. Highway Committee
  - a. Resolution 2024/2025-5 Authorizing Jurisdictional Transfer of County Trunk Highway “CS” (A/K/A West Custer Street) in the City of Manitowoc and Town of Manitowoc Rapids (S. Alverno Road to S. Rapids Road)
  - b. Resolution 2024/2025-6 Authorizing Jurisdictional Transfer of County Trunk Highway “CL” (A/K/A Viebahn Street) in the City of Manitowoc and Town of Manitowoc (S. 26<sup>th</sup> Street to County Trunk Highway “LS”)
  - c. Resolution 2024/2025-7 Authorizing Jurisdictional Transfer of County Trunk Highway “CL” (A/K/A Viebahn Street) in the City of Manitowoc and Town of Newton (Hecker Road to S. 26<sup>th</sup> Street)
  - d. Resolution 2024/2025-8 Authorizing Jurisdictional Transfer of County Trunk Highway “CL” (A/K/A Hecker Road) in the Town of Manitowoc Rapids and the City of Manitowoc (US 151 to Viebahn Street)
  - e. Resolution 2024/2025-9 Authorizing Jurisdictional Transfer of County Trunk Highway “R” (A/K/A South Rapids Road) in the Town of Manitowoc Rapids and the City of Manitowoc (Broadway Street to Custer Street)
  - f. Resolution 2024/2025-10 Authorizing Jurisdictional Transfer of County Trunk Highway “R” (A/K/A North Rapids Road) in the City of Manitowoc (Waldo Boulevard to Broadway Street)
  - g. Resolution 2024/2025-11 Authorizing Jurisdictional Transfer of County Trunk Highway “R” (A/K/A North Rapids Road) in the Town of Manitowoc Rapids and the City of Manitowoc (County Trunk Highway “P” to Waldo Boulevard)



4. Planning and Park Commission
  - a. Ordinance 2024/2025-12 Amending Zoning Map (Gerald Duchow)
  - b. Ordinance 2024/2025-13 Amending Zoning Map (Grassl Family Trust)
  - c. Ordinance 2024/2025-14 Amending Zoning Map (Steven & Virginia Schwoerer)
  - d. Ordinance 2024/2025-15 Amending Zoning Map (Trinity Ev Lutheran Church)
  - e. Ordinance 2024/2025-16 Amending Zoning Map (Janice N. Wehausen)
5. Personnel Committee
  - a. Resolution 2024/2025-17 Authorizing Self-Insured Status for Worker's Compensation

**VIII. COMMITTEE REPORTS, RESOLUTIONS, AND ORDINANCES**

- A. Aging & Disability Board
- B. Board of Health
- C. Criminal Justice Coordinating Council
- D. Executive Committee
- E. Expo-Ice Center Board
- F. Finance Committee
- G. Highway Committee
  1. Resolution 2024/2025-18 Accepting \$14,000 Donation for Manitowoc County Airport Forklift
- H. Human Service Board
- I. Land Conservation Committee/UW-Extension Education and Agriculture Committee
  1. Resolution 2024/2025-19 Authorizing North Central Region Sustainable Research and Education Grant (NCR-SARE Grant)
- J. Personnel Committee
- K. Planning & Park Commission
- L. Public Safety Committee
- M. Public Works Committee
- N. Transportation Coordinating Committee
- O. Joint Committees - Land Conservation Committee and Planning and Park Commission
  1. Resolution 2024/2025-20 Authorizing Manure Expo Mini Grant (Countywide Live Hazards Map)
- P. Joint Committees - Human Services Board and Personnel Committee
  1. Resolution 2024/2025-21 Authorizing Reallocation of Human Services Department 1.0 Full-Time Equivalent Position (Staff Accountant to Financial Analyst)
  2. Resolution 2024/2025-22 Authorizing Reallocation of Human Services Department 1.0 Full-Time Equivalent Position (Administrative Support/Data Entry to Contract Specialist)

**IX. ANNOUNCEMENTS**

**X. ADJOURNMENT**

*Amended 4/12/2024*

Supervisor Tyler Martell  
Prepared by Jessica Backus, 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.

**ORDINANCE AMENDING MANITOWOC COUNTY CODE S. 2.04**  
(Boards, Commissions, and Committees - Expo-Ice Center Board)

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1 WHEREAS, Manitowoc County Code (M.C.C.) s. 2.04 establishes the various boards,  
2 commissions, and committees of Manitowoc County; and

3  
4 WHEREAS, M.C.C. § 2.04(11)(b) provides the makeup of the Expo-Ice Center Board; and

5  
6 WHEREAS, under the current code, the Expo-Ice Center Board is to consist of 21 members,  
7 including one county board supervisor who is a member of the Public Works Committee and two  
8 at-large county board supervisors; and

9  
10 WHEREAS, requiring three county board supervisors to be on the Expo-Ice Center Board  
11 limits the opportunity for interested citizens to participate on the Expo-Ice Center Board; and

12  
13 WHEREAS, Manitowoc County does not desire to change the overall size of the Expo-Ice  
14 Center Board; and

15  
16 WHEREAS, after careful consideration and review, the Executive Committee recommends  
17 reducing the number of county board supervisors on the Expo-Ice Center Board to one, not  
18 requiring that supervisor to be a member of the Public Works Committee, and increasing the  
19 number of citizen members to twenty;

20  
21 NOW, THEREFORE, the county board of supervisors of the county of Manitowoc does  
22 ordain as follows:

23  
24 Manitowoc County Code s. 2.04(11)(b) is amended to read as follows:

25  
26 **2.04 Boards, Commissions, and Committees.**

27  
28 ...

29  
30 (11) Expo-Ice Center Board.

31  
32 ...

33  
34 (b) Membership. The board will consist of 21 members, including one county supervisor  
35 ~~from the Public Works Committee, two other county supervisors from any committee,~~  
36 and ~~18~~ 20 citizen members. ~~County board members~~ The county board member will  
37 serve ~~terms~~ a term concurrent with their term of office. Citizen members will serve  
38 staggered 3 year terms. Members will be appointed by the county executive, subject  
39 to confirmation by the county board.

40  
41 and

42  
43 BE IT FURTHER ORDAINED that if applicable, the table of contents shall be updated to  
44 reflect this amendment; and

45  
46 BE IT FURTHER ORDAINED that this ordinance shall be effective upon publication.

Dated this 16th day of April 2024.

Respectfully submitted by the  
Executive Committee

\_\_\_\_\_  
Tyler Martell, Chair

FISCAL IMPACT: None.

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

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

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

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

**RESOLUTION DENYING CLAIM**  
(CenturyLink – Brightspeed – JNR Adjustment Co.)

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1 WHEREAS, JNR Adjustment Company as a third party claims administrator for  
2 Brightspeed filed a claim with Manitowoc County on March 19, 2024 seeking \$4,689.98 for  
3 damage to Brightspeed facilities (*i.e.* a fiber optic line) purportedly caused during a culvert  
4 replacement project on County Trunk Highway K; and  
5

6 WHEREAS, Manitowoc County has provided a copy of the claim and relevant records to  
7 its insurance carrier; and  
8

9 WHEREAS, the insurance carrier has reviewed the information provided, investigated the  
10 facts, and determined that Manitowoc County should deny the claim; and  
11

12 WHEREAS, the Corporation Counsel and the Finance Committee have reviewed the  
13 insurance carrier’s recommendation that the claim be denied and that the county issue a formal  
14 disallowance;  
15

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


Dated this 16th day of April 2024.

Respectfully submitted by the  
Finance Committee

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

FISCAL IMPACT: None.

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

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

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

**RESOLUTION AUTHORIZING JURISDICTIONAL TRANSFER OF  
COUNTY TRUNK HIGHWAY "CS" (A/K/A WEST CUSTER STREET) IN  
THE CITY OF MANITOWOC AND TOWN OF MANITOWOC RAPIDS  
(S. Alverno Road to S. Rapids Road)**

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1           WHEREAS, Wis. Stat. § 83.025 authorizes a county board to make changes in the County  
2 Trunk Highway ("CTH") system if the board determines that the public good is best served by  
3 such changes; and

4  
5           WHEREAS, revisions to the highway system must be made with the consent of the  
6 Wisconsin Department of Transportation; and

7  
8           WHEREAS, the county board of supervisors has been provided a map that shows a 1.49  
9 mile portion of CTH "CS" from S. Alverno Road to S. Rapids Road identified as number "4" and  
10 shown as a blue line on said map ("Subject Roadway"); and

11  
12           WHEREAS, while the Subject Roadway is part of the County Trunk Highway system, it  
13 is located in the city of Manitowoc ("city") and the town of Manitowoc Rapids ("town"); and

14  
15           WHEREAS, the city has been maintaining the Subject Roadway since its reconstruction in  
16 2005 under an agreement with Manitowoc County; and

17  
18           WHEREAS, Manitowoc County, the city, and the town have determined that it is in the  
19 public interest to transfer jurisdiction and maintenance of the Subject Roadway to the city and  
20 town; and

21  
22           WHEREAS, the town accepted the transfer of the .7 mile section of the Subject Roadway  
23 within its jurisdiction on December 13, 2023; and

24  
25           WHEREAS, the town has agreed to pay the city annually for its portion of General  
26 Transportation Aids for the section of the Subject Roadway in its jurisdiction in exchange for the  
27 city agreeing to perform all maintenance and access and utility permitting on the roadway; and

28  
29           WHEREAS, the city has agreed in principle to accept the transfer of the other  
30 approximately .79 miles of the Subject Roadway that lies within its jurisdiction; and

31  
32           WHEREAS, the city will take over all maintenance and access and utility permitting in the  
33 .79 mile section of the Subject Roadway transferred to it on October 1, 2024; and

34  
35           WHEREAS, after careful consideration and review, the Highway Committee recommends  
36 transferring the Subject Roadway to the city and town as described in this Resolution;

38 NOW THEREFORE BE IT RESOLVED that the county board of supervisors of the county  
39 of Manitowoc authorizes the jurisdictional transfer to the city of Manitowoc that .79 mile portion  
40 of County Trunk Highway "CS" (a/k/a West Custer Street) that lies within the city's jurisdiction  
41 from S. Alverno Road to S. Rapids Road; and

42  
43 BE IT FURTHER RESOLVED that the county board of supervisors of the county of  
44 Manitowoc authorizes the jurisdictional transfer to the town of Manitowoc Rapids that .7 mile  
45 portion of County Trunk Highway "CS" (a/k/a West Custer Street) that lies within the town's  
46 jurisdiction from S. Alverno Road to S. Rapids Road; and

47  
48 BE IT FURTHER RESOLVED, that the County Board Chair, County Clerk, and such  
49 other officials as necessary from Manitowoc County are authorized to enter into a Jurisdictional  
50 Transfer Agreement with the city of Manitowoc and the town of Manitowoc Rapids transferring  
51 that portion of County Trunk Highway "CS" located from S. Alverno Road to S. Rapids Road to  
52 the city of Manitowoc and the town of Manitowoc Rapids as applicable.

Dated this 16th day of April 2024.

Respectfully submitted by the  
Highway Committee

\_\_\_\_\_  
Kevin Behnke, 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

# Proposed County Projects



Manitowoc County  
Highway Department

- ① **N. Rapids Rd** (CTH P to Waldo Blvd)  
2024 County Reconstruction  
Jurisdictional Transfer (J.T.) Requires working with Town.
- ② **N. Rapids Rd** (Waldo Blvd to Broadway St)  
Proposed Reconstruction with Concrete 50%/50%. Cost Share with County. Maintenance Agreement Needed.
- ③ **S. Rapids Rd** (Broadway St to Custer St)  
2019 County Reconstruction Existing Agreement. Propose to get full Jurisdictional Transfer (J.T.) Requires working with Town.
- ④ **W Custer St** (CTH R to Alverno Rd)  
2005 County Reconstruction Existing Agreement. Propose to get full Jurisdictional Transfer (J.T.) Requires working with Town.
- ⑤ **Hecker Rd** (Calumet Ave to Viebahn St)  
2020 DOT/County Reconstruction, Proposed Jurisdictional Transfer (J.T.) Requires working with Town.
- ⑥ **W Viebahn St & Hecker Rd** (End of W Viebahn to ~ 2,530 feet south on Hecker Rd)  
Proposed 2024 City Project. Reconstruction with Asphalt (Rural X-Section) Maintenance Agreement Needed.
- ⑦ **Viebahn St** (Hecker Rd to I-43)  
Proposed 2024 City Project. Proposed Jurisdictional Transfer (J.T.)
- ⑧ **Viebahn St** (I-43 to Railroad)  
Proposed Construction Project 2028-2029. Proposed Jurisdictional Transfer (J.T.) Requires working with Town. Proposed Paving Agreement.
- ⑨ **Viebahn St** (Railroad to S 10th St)  
2024 County Mill & Overlay. Proposed Jurisdictional Transfer (J.T.) Requires working with Town.

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Miles



Map Date: 9/28/2023

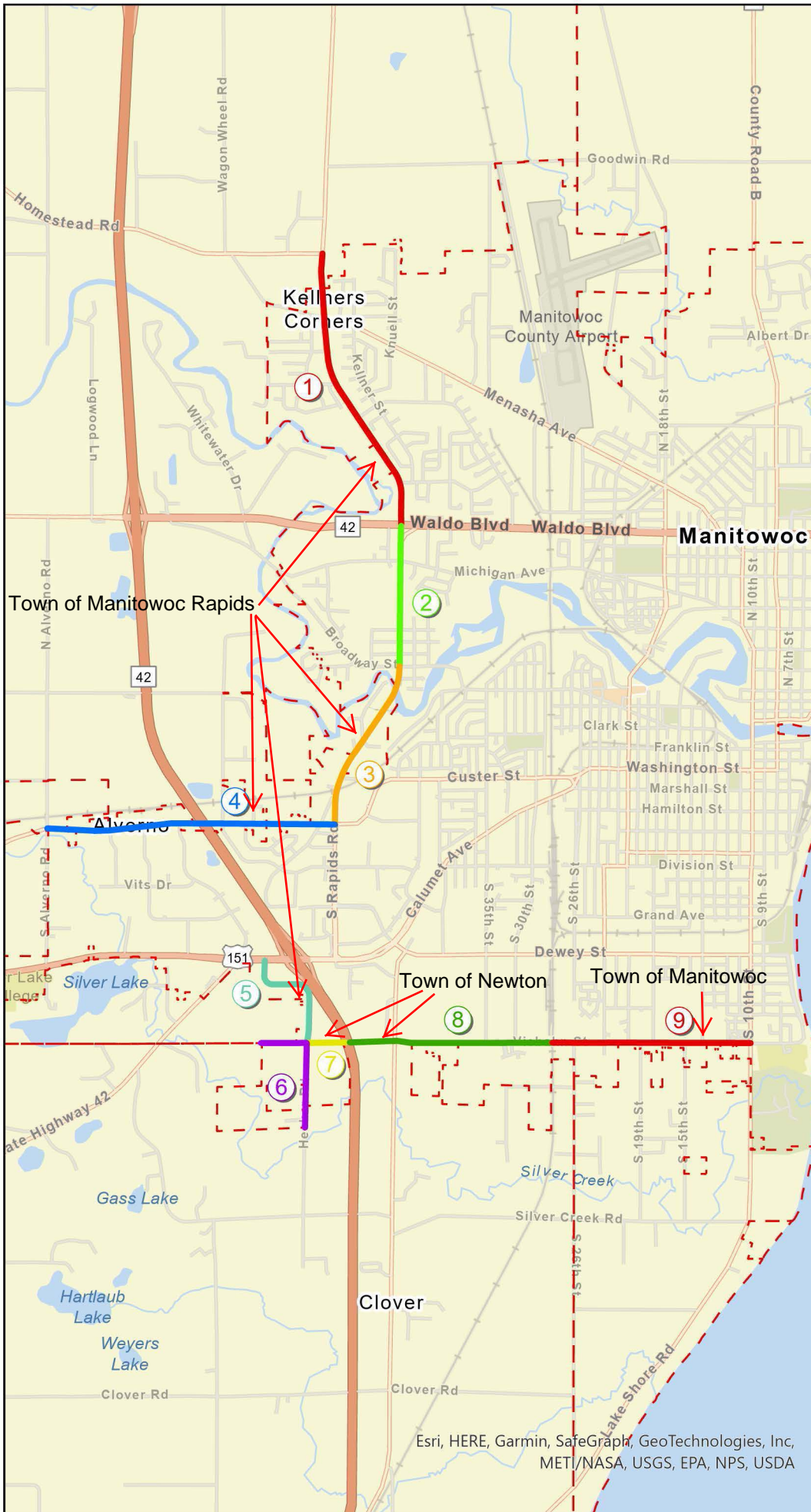
Sources: Manitowoc County, 2023;

Bay-Lake RPC, 2023.

Disclaimer: This map is neither a legally recorded map nor a survey and is not intended to be used as one. This drawing is a compilation of records, information, and data used for reference purposes only. Bay-Lake RPC is not responsible for any inaccuracies herein contained.



Esri, HERE, Garmin, SafeGraph, GeoTechnologies, Inc, MET/NASA, USGS, EPA, NPS, USDA



**RESOLUTION AUTHORIZING JURISDICTIONAL TRANSFER OF  
COUNTY TRUNK HIGHWAY "CL" (A/K/A VIEBAHN STREET) IN THE  
CITY OF MANITOWOC AND TOWN OF MANITOWOC  
(S. 26th Street to County Trunk Highway "LS")**

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1           WHEREAS, Wis. Stat. § 83.025 authorizes a county board to make changes in the County  
2 Trunk Highway ("CTH") system if the board determines that the public good is best served by  
3 such changes; and  
4

5           WHEREAS, revisions to the highway system must be made with the consent of the  
6 Wisconsin Department of Transportation; and  
7

8           WHEREAS, the county board of supervisors has been provided a map that shows a 1.0  
9 mile portion of CTH "CL" from S. 26th Street to County Trunk Highway "LS" identified as  
10 number "9" and shown as a red line on said map ("Subject Roadway"); and  
11

12           WHEREAS, while the Subject Roadway is part of the County Trunk Highway system, it  
13 is located in the city of Manitowoc ("city") and the town of Manitowoc ("town"); and  
14

15           WHEREAS, Manitowoc County has an asphalt overlay project scheduled for summer of  
16 2024 for the Subject Roadway; and  
17

18           WHEREAS, Manitowoc County, the city, and the town have determined that it is in the  
19 public interest to transfer jurisdiction and maintenance of the Subject Roadway to the city and  
20 town; and  
21

22           WHEREAS, the town accepted the transfer of the .15 mile section of the Subject Roadway  
23 within its jurisdiction on December 4, 2023; and  
24

25           WHEREAS, the town has agreed to pay the city annually for its portion of General  
26 Transportation Aids for the section of the Subject Roadway in its jurisdiction in exchange for the  
27 city agreeing to perform all maintenance and access and utility permitting on the roadway; and  
28

29           WHEREAS, the city has agreed in principle to accept the transfer of the other .85 miles of  
30 the Subject Roadway that lies within its jurisdiction; and  
31

32           WHEREAS, the city will take over all maintenance and access and utility permitting in the  
33 .85 mile section of the Subject Roadway transferred to it on October 1, 2024; and  
34

35           WHEREAS, after careful consideration and review, the Highway Committee recommends  
36 transferring the Subject Roadway to the city and town as described in this Resolution;  
37



38 NOW THEREFORE BE IT RESOLVED that the county board of supervisors of the county  
39 of Manitowoc authorizes the jurisdictional transfer to the city of Manitowoc that .85 mile portion  
40 of County Trunk Highway "CL" (a/k/a Viebahn Street) that lies within the city's jurisdiction from  
41 S. 26th Street to County Trunk Highway "LS"; and

42  
43 BE IT FURTHER RESOLVED that the county board of supervisors of the county of  
44 Manitowoc authorizes the jurisdictional transfer to the town of Manitowoc that .15 mile portion of  
45 County Trunk Highway "CL" (a/k/a Viebahn Street) that lies within the town's jurisdiction from  
46 S. 26th Street to County Trunk Highway "LS"; and

47  
48 BE IT FURTHER RESOLVED, that the County Board Chair, County Clerk, and such  
49 other officials as necessary from Manitowoc County are authorized to enter into a Jurisdictional  
50 Transfer Agreement with the city of Manitowoc and the town of Manitowoc transferring that  
51 portion of County Trunk Highway "CL" located from S. 26th Street to County Trunk Highway  
52 "LS" to the city of Manitowoc and the town of Manitowoc as applicable.

Dated this 16th day of April 2024.

Respectfully submitted by the  
Highway Committee

\_\_\_\_\_  
Kevin Behnke, Chair

FISCAL IMPACT: None.

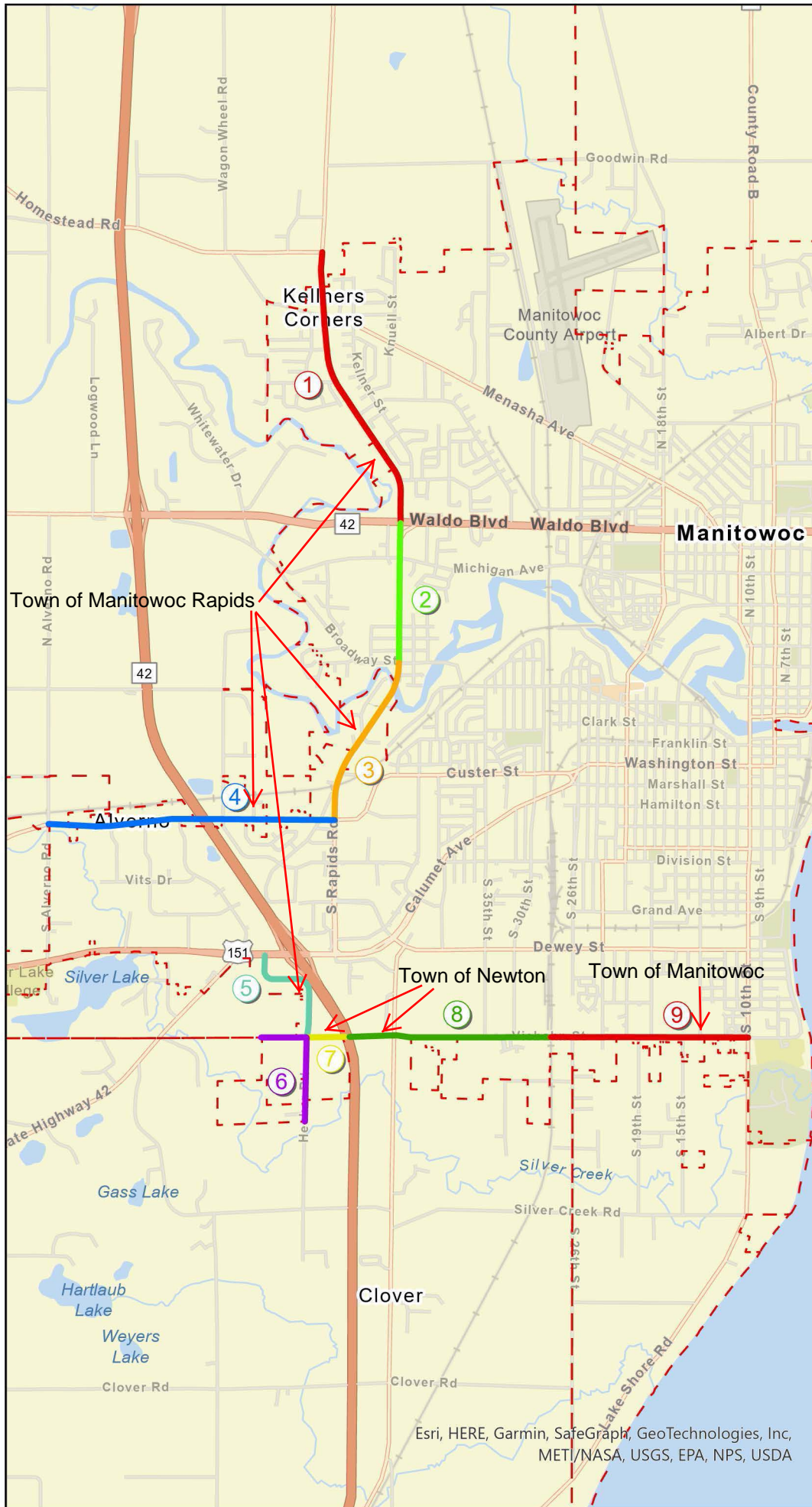
FISCAL NOTE: Reviewed and approved by Finance Director. \_\_\_\_\_

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

APPROVED:

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

\_\_\_\_\_  
Date



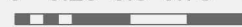
# Proposed County Projects



Manitowoc County  
Highway Department

- ① **N. Rapids Rd** (CTH P to Waldo Blvd)  
2024 County Reconstruction  
Jurisdictional Transfer (J.T.) Requires working with Town.
- ② **N. Rapids Rd** (Waldo Blvd to Broadway St)  
Proposed Reconstruction with Concrete 50%/50%. Cost Share with County. Maintenance Agreement Needed.
- ③ **S. Rapids Rd** (Broadway St to Custer St)  
2019 County Reconstruction Existing Agreement. Propose to get full Jurisdictional Transfer (J.T.) Requires working with Town.
- ④ **W Custer St** (CTH R to Alverno Rd)  
2005 County Reconstruction Existing Agreement. Propose to get full Jurisdictional Transfer (J.T.) Requires working with Town.
- ⑤ **Hecker Rd** (Calumet Ave to Viebahn St)  
2020 DOT/County Reconstruction, Proposed Jurisdictional Transfer (J.T.) Requires working with Town.
- ⑥ **W Viebahn St & Hecker Rd** (End of W Viebahn to ~ 2,530 feet south on Hecker Rd)  
Proposed 2024 City Project. Reconstruction with Asphalt (Rural X-Section) Maintenance Agreement Needed.
- ⑦ **Viebahn St** (Hecker Rd to I-43)  
Proposed 2024 City Project. Proposed Jurisdictional Transfer (J.T.)
- ⑧ **Viebahn St** (I-43 to Railroad)  
Proposed Construction Project 2028-2029. Proposed Jurisdictional Transfer (J.T.) Requires working with Town. Proposed Paving Agreement.
- ⑨ **Viebahn St** (Railroad to S 10th St)  
2024 County Mill & Overlay. Proposed Jurisdictional Transfer (J.T.) Requires working with Town.

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Miles



Map Date: 9/28/2023

Sources: Manitowoc County, 2023;

Bay-Lake RPC, 2023.

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Esri, HERE, Garmin, SafeGraph, GeoTechnologies, Inc, MET/NASA, USGS, EPA, NPS, USDA



**RESOLUTION AUTHORIZING JURISDICTIONAL TRANSFER OF  
COUNTY TRUNK HIGHWAY "CL" (A/K/A VIEBAHN STREET) IN THE  
CITY OF MANITOWOC AND THE TOWN OF NEWTON  
(Hecker Road to S. 26th Street)**

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1           WHEREAS, Wis. Stat. § 83.025 authorizes a county board to make changes in the County  
2 Trunk Highway ("CTH") system if the board determines that the public good is best served by  
3 such changes; and  
4

5           WHEREAS, revisions to the highway system must be made with the consent of the  
6 Wisconsin Department of Transportation; and  
7

8           WHEREAS, the county board of supervisors has been provided a map that shows a 1.5  
9 mile portion of CTH "CL" from Hecker Road to S. 26th Street identified as numbers "7" and "8"  
10 and shown as a lime green line and a green line respectively on said map ("Subject Roadway");  
11 and  
12

13           WHEREAS, while the Subject Roadway is part of the County Trunk Highway system, it  
14 is located in the city of Manitowoc ("city") and the town of Newton ("town"); and  
15

16           WHEREAS, Manitowoc County has scheduled an asphalt overlay project for 2028 on the  
17 portion of the Subject Roadway from S. 26th street to I-43, which the county will fund and  
18 perform; and  
19

20           WHEREAS, the city has scheduled a construction project for 2024 on the portion of the  
21 Subject Roadway from I-43 to Hecker Road, which the city will fund; and  
22

23           WHEREAS, Manitowoc County, the city, and the town have determined that it is in the  
24 public interest to transfer jurisdiction and maintenance of the Subject Roadway to the city and  
25 town; and  
26

27           WHEREAS, the town has accepted the transfer of the approximately .25 mile section of  
28 the Subject Roadway within its jurisdiction on December 28, 2023; and  
29

30           WHEREAS, the town has agreed to pay the city annually for its portion of General  
31 Transportation Aids for the section of the Subject Roadway in its jurisdiction in exchange for the  
32 city agreeing to perform all maintenance and access and utility permitting on the roadway; and  
33

34           WHEREAS, the city has agreed in principle to accept the transfer of the other 1.25 miles  
35 of the Subject Roadway that lies within its jurisdiction; and  
36

37 WHEREAS, the city will take over all maintenance and access and utility permitting in the  
38 1.25 mile section of the Subject Roadway transferred to it on October 1, 2024; and  
39

40 WHEREAS, after careful consideration and review, the Highway Committee recommends  
41 transferring the Subject Roadway to the city and town as described in this Resolution;  
42

43 NOW THEREFORE BE IT RESOLVED that the county board of supervisors of the county  
44 of Manitowoc authorizes the jurisdictional transfer to the city of Manitowoc that 1.25 mile portion  
45 of County Trunk Highway "CL" (a/k/a Viebahn Street) that lies within the city's jurisdiction from  
46 Hecker Road to S. 26th Street; and  
47

48 BE IT FURTHER RESOLVED that the county board of supervisors of the county of  
49 Manitowoc authorizes the jurisdictional transfer to the town of Newton that .25 mile portion of  
50 County Trunk Highway "CL" (a/k/a Viebahn Street) that lies within the town's jurisdiction from  
51 Hecker Road to S. 26th Street; and  
52

53 BE IT FURTHER RESOLVED, that the County Board Chair, County Clerk, and such  
54 other officials as necessary from Manitowoc County are authorized to enter into a Jurisdictional  
55 Transfer Agreement with the city of Manitowoc and the town of Newton transferring that portion  
56 of County Trunk Highway "CL" located from Hecker Road to S. 26th Street to the city of  
57 Manitowoc and town of Newton as applicable.

Dated this 16th day of April 2024.

Respectfully submitted by the  
Highway Committee

\_\_\_\_\_  
Kevin Behnke, Chair

FISCAL IMPACT: None.

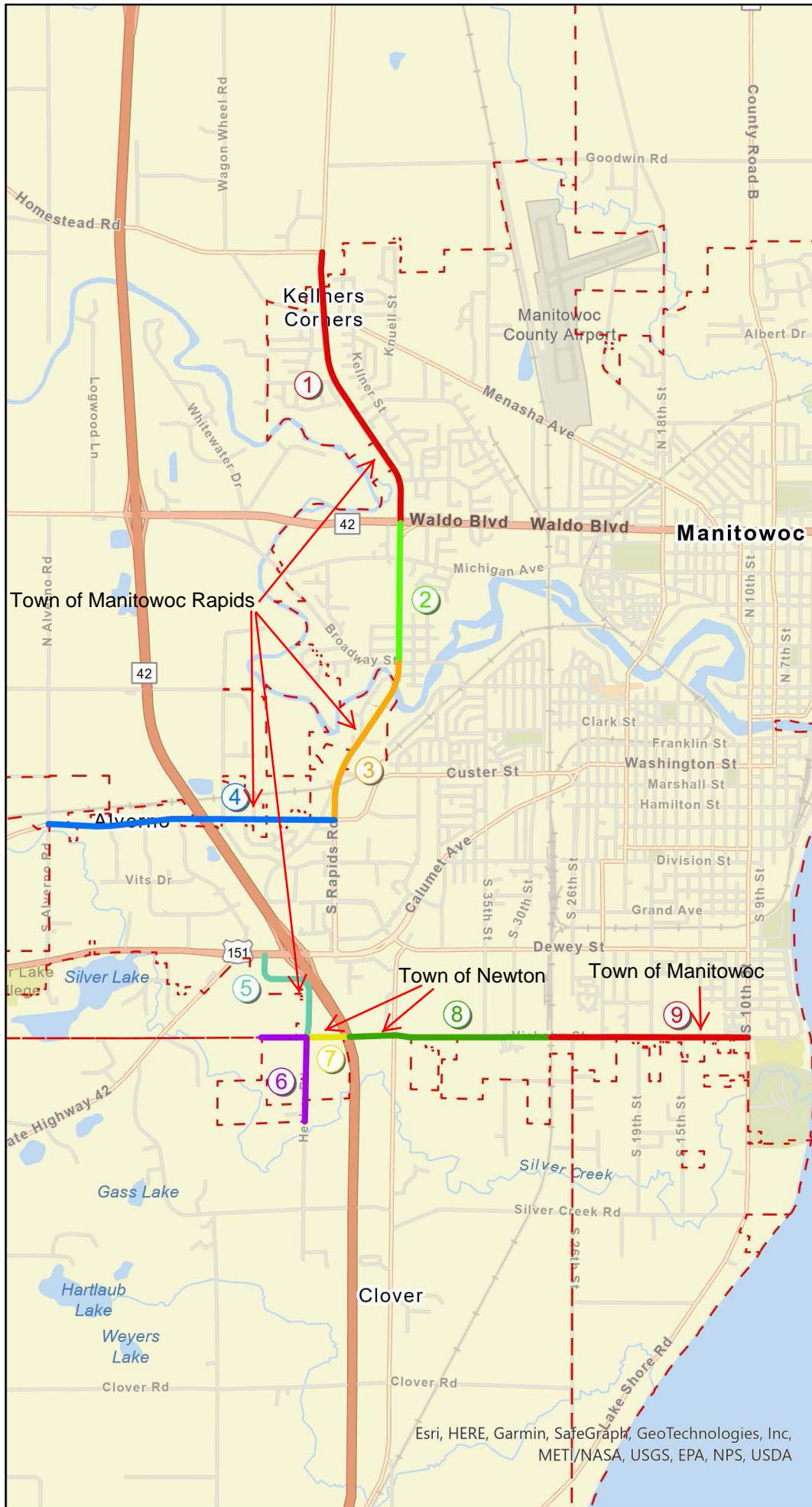
FISCAL NOTE: Reviewed and approved by Finance Director. \_\_\_\_\_

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

APPROVED:

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

\_\_\_\_\_  
Date



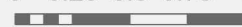
# Proposed County Projects



Manitowoc County  
Highway Department

- ① **N. Rapids Rd** (CTH P to Waldo Blvd)  
2024 County Reconstruction  
Jurisdictional Transfer (J.T.) Requires working with Town.
- ② **N. Rapids Rd** (Waldo Blvd to Broadway St)  
Proposed Reconstruction with Concrete 50%/50%. Cost Share with County. Maintenance Agreement Needed.
- ③ **S. Rapids Rd** (Broadway St to Custer St)  
2019 County Reconstruction Existing Agreement. Propose to get full Jurisdictional Transfer (J.T.) Requires working with Town.
- ④ **W Custer St** (CTH R to Alverno Rd)  
2005 County Reconstruction Existing Agreement. Propose to get full Jurisdictional Transfer (J.T.) Requires working with Town.
- ⑤ **Hecker Rd** (Calumet Ave to Viebahn St)  
2020 DOT/County Reconstruction, Proposed Jurisdictional Transfer (J.T.) Requires working with Town.
- ⑥ **W Viebahn St & Hecker Rd** (End of W Viebahn to ~ 2,530 feet south on Hecker Rd)  
Proposed 2024 City Project. Reconstruction with Asphalt (Rural X-Section) Maintenance Agreement Needed.
- ⑦ **Viebahn St** (Hecker Rd to I-43)  
Proposed 2024 City Project. Proposed Jurisdictional Transfer (J.T.)
- ⑧ **Viebahn St** (I-43 to Railroad)  
Proposed Construction Project 2028-2029. Proposed Jurisdictional Transfer (J.T.) Requires working with Town. Proposed Paving Agreement.
- ⑨ **Viebahn St** (Railroad to S 10th St)  
2024 County Mill & Overlay. Proposed Jurisdictional Transfer (J.T.) Requires working with Town.

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Miles



Map Date: 9/28/2023

Sources: Manitowoc County, 2023;

Bay-Lake RPC, 2023.

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Esri, HERE, Garmin, SafeGraph, GeoTechnologies, Inc, MET/NASA, USGS, EPA, NPS, USDA



**RESOLUTION AUTHORIZING JURISDICTIONAL TRANSFER OF  
COUNTY TRUNK HIGHWAY "CL" (A/K/A/ HECKER ROAD) IN THE  
TOWN OF MANITOWOC RAPIDS AND THE CITY OF MANITOWOC  
(US 151 to Viebahn Street)**

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1           WHEREAS, Wis. Stat. § 83.025 authorizes a county board to make changes in the County  
2 Trunk Highway ("CTH") system if the board determines that the public good is best served by  
3 such changes; and

4  
5           WHEREAS, revisions to the highway system must be made with the consent of the  
6 Wisconsin Department of Transportation; and

7  
8           WHEREAS, the county board of supervisors has been provided a map that shows an  
9 approximately .67 mile portion of CTH "CL" from US 151 to Viebahn Street identified as number  
10 "5" and shown as a teal line on said map ("Subject Roadway"); and

11  
12           WHEREAS, while the Subject Roadway is part of the County Trunk Highway system, it  
13 is located in the city of Manitowoc ("city") and the town of Manitowoc Rapids ("town"); and

14  
15           WHEREAS, Manitowoc County, along with the Wisconsin Department of Transportation,  
16 reconstructed the Subject Roadway in 2020; and

17  
18           WHEREAS, Manitowoc County, the city, and the town have determined that it is in the  
19 public interest to transfer jurisdiction and maintenance of the Subject Roadway to the city and  
20 town; and

21  
22           WHEREAS, the town accepted the transfer of the .1 mile section of the Subject Roadway  
23 within its jurisdiction on December 13, 2023; and

24  
25           WHEREAS, the town has agreed to pay the city annually for its portion of General  
26 Transportation Aids for the section of the Subject Roadway in its jurisdiction in exchange for the  
27 city agreeing to perform all maintenance and access and utility permitting on the roadway; and

28  
29           WHEREAS, the city has agreed in principle to accept the transfer of the other .57 miles of  
30 the Subject Roadway that lies within its jurisdiction; and

31  
32           WHEREAS, the city will take over all maintenance and access and utility permitting in the  
33 .57 mile section of the Subject Roadway transferred to it on October 1, 2024; and

34  
35           WHEREAS, the city has agreed in principle to accept the transfer of the other 1.4 miles of  
36 the Subject Roadway that lies within its jurisdiction; and

38 NOW THEREFORE BE IT RESOLVED that the county board of supervisors of the county  
39 of Manitowoc authorizes the jurisdictional transfer to the city of Manitowoc that .57 mile portion  
40 of County Trunk Highway "CL" (a/k/a Hecker Road) that lies within the city's jurisdiction from  
41 US 151 to Viebahn Street; and

42  
43 BE IT FURTHER RESOLVED that the county board of supervisors of the county of  
44 Manitowoc authorizes the jurisdictional transfer to the town of Manitowoc Rapids .1 mile portion  
45 of County Trunk Highway "CL" (a/k/a Hecker Road) that lies within the town's jurisdiction from  
46 US 151 to Viebahn Street; and

47  
48 BE IT FURTHER RESOLVED, that the County Board Chair, County Clerk, and such  
49 other officials as necessary from Manitowoc County are authorized to enter into a Jurisdictional  
50 Transfer Agreement with the city of Manitowoc and the town of Manitowoc Rapids transferring  
51 that portion of County Trunk Highway "CL" located from US 151 to Viebahn Street to the city of  
52 Manitowoc and the town of Manitowoc Rapids as applicable.

Dated this 16th day of April 2024.

Respectfully submitted by the  
Highway Committee

\_\_\_\_\_  
Kevin Behnke, Chair

FISCAL IMPACT: None.

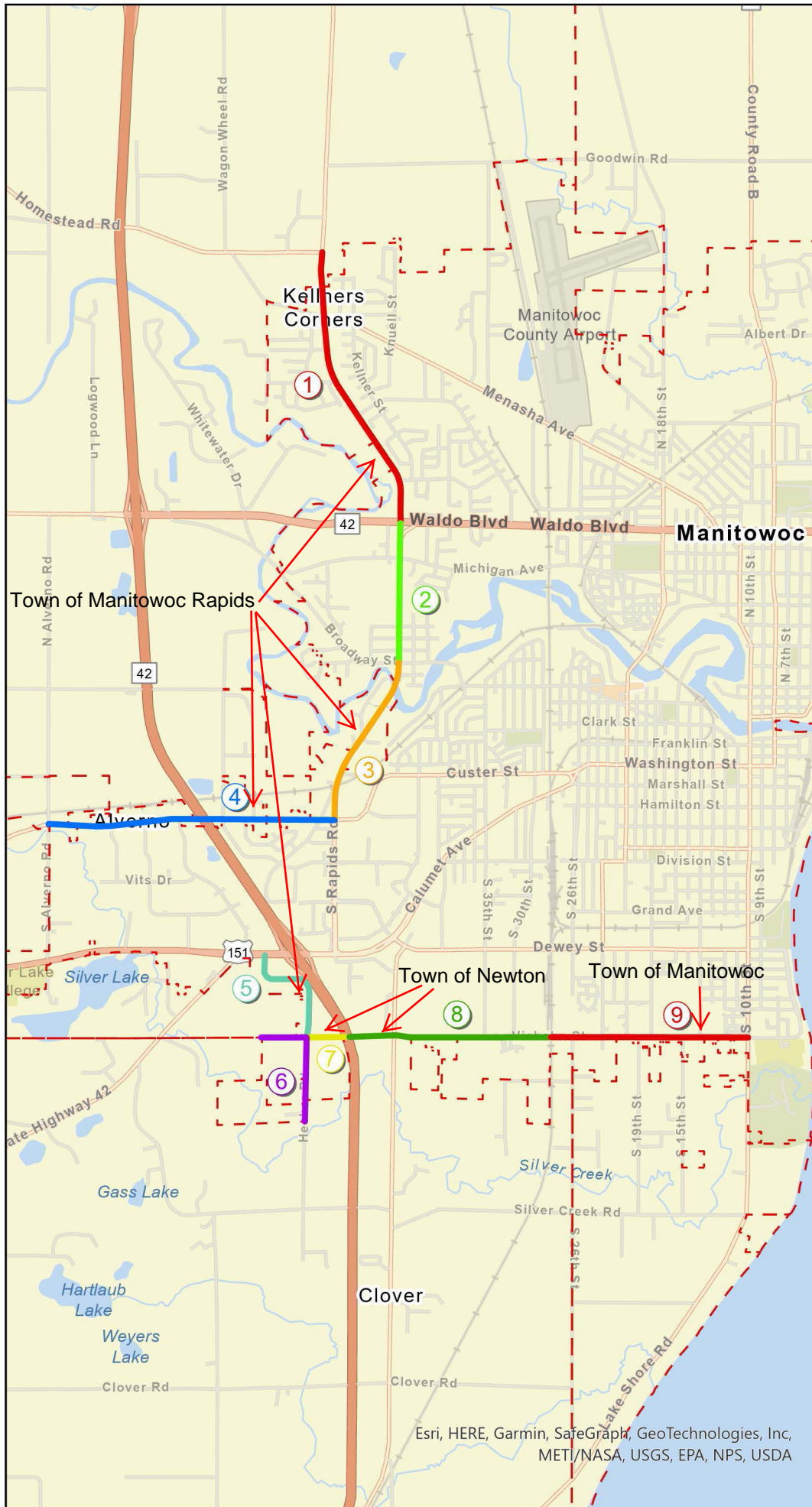
FISCAL NOTE: Reviewed and approved by Finance Director. \_\_\_\_\_

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

APPROVED:

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

\_\_\_\_\_  
Date



# Proposed County Projects



Manitowoc County  
Highway Department

- ① **N. Rapids Rd** (CTH P to Waldo Blvd)  
2024 County Reconstruction  
Jurisdictional Transfer (J.T.) Requires working with Town.
- ② **N. Rapids Rd** (Waldo Blvd to Broadway St)  
Proposed Reconstruction with Concrete 50%/50%. Cost Share with County. Maintenance Agreement Needed.
- ③ **S. Rapids Rd** (Broadway St to Custer St)  
2019 County Reconstruction Existing Agreement. Propose to get full Jurisdictional Transfer (J.T.) Requires working with Town.
- ④ **W Custer St** (CTH R to Alverno Rd)  
2005 County Reconstruction Existing Agreement. Propose to get full Jurisdictional Transfer (J.T.) Requires working with Town.
- ⑤ **Hecker Rd** (Calumet Ave to Viebahn St)  
2020 DOT/County Reconstruction, Proposed Jurisdictional Transfer (J.T.) Requires working with Town.
- ⑥ **W Viebahn St & Hecker Rd** (End of W Viebahn to ~ 2,530 feet south on Hecker Rd)  
Proposed 2024 City Project. Reconstruction with Asphalt (Rural X-Section) Maintenance Agreement Needed.
- ⑦ **Viebahn St** (Hecker Rd to I-43)  
Proposed 2024 City Project. Proposed Jurisdictional Transfer (J.T.)
- ⑧ **Viebahn St** (I-43 to Railroad)  
Proposed Construction Project 2028-2029. Proposed Jurisdictional Transfer (J.T.) Requires working with Town. Proposed Paving Agreement.
- ⑨ **Viebahn St** (Railroad to S 10th St)  
2024 County Mill & Overlay. Proposed Jurisdictional Transfer (J.T.) Requires working with Town.

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Miles



Map Date: 9/28/2023

Sources: Manitowoc County, 2023;

Bay-Lake RPC, 2023.

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Esri, HERE, Garmin, SafeGraph, GeoTechnologies, Inc, MET/NASA, USGS, EPA, NPS, USDA





**RESOLUTION AUTHORIZING JURISDICTIONAL TRANSFER OF  
COUNTY TRUNK HIGHWAY "R" (A/K/A SOUTH RAPIDS ROAD) IN  
THE TOWN OF MANITOWOC RAPIDS AND CITY OF MANITOWOC  
(Broadway Street to Custer Street)**

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1           WHEREAS, Wis. Stat. § 83.025 authorizes a county board to make changes in the County  
2 Trunk Highway ("CTH") system if the board determines that the public good is best served by  
3 such changes; and  
4

5           WHEREAS, revisions to the highway system must be made with the consent of the  
6 Wisconsin Department of Transportation; and  
7

8           WHEREAS the county board of supervisors has been provided a map that shows a 1.01  
9 mile portion of CTH "R" from Broadway Street to Custer Street identified as number "3" and  
10 shown as an orange line on said map ("Subject Roadway"); and  
11

12           WHEREAS, while the Subject Roadway is part of the County Trunk Highway system, it  
13 is located in the city of Manitowoc ("city") and the town of Manitowoc Rapids ("town"); and  
14

15           WHEREAS, the city is currently maintaining the Subject Road since its reconstruction in  
16 2019 under an agreement with Manitowoc County; and  
17

18           WHEREAS, Manitowoc County, the city, and the town have determined that it is in the  
19 public interest to transfer jurisdiction and maintenance of the Subject Roadway to the city and  
20 town; and  
21

22           WHEREAS, the town accepted the transfer of an approximately .51 mile section of the  
23 Subject Roadway in its jurisdiction in exchange for the city agreeing to perform all maintenance  
24 and access and utility permitting on the roadway; and  
25

26           WHEREAS, the city has agreed in principle to accept the transfer of the other  
27 approximately .50 miles of the Subject Roadway that lies within its jurisdiction; and  
28

29           WHEREAS, the city will take over all maintenance and access and utility permitting in the  
30 .50 mile section of the Subject Roadway transferred to it on October 1, 2024; and  
31

32           WHEREAS, after careful consideration and review, the Highway Committee recommends  
33 transferring the Subject Roadway to the city and town as described in this Resolution;  
34

35           NOW THEREFORE BE IT RESOLVED that the county board of supervisors of the county  
36 of Manitowoc authorizes the jurisdictional transfer to the city of Manitowoc that .50 mile portion

37 of County Trunk Highway "R" (a/k/a South Rapids Road) that lies within the city's jurisdiction  
38 from Broadway Street to Custer Street; and

39  
40 BE IT FURTHER RESOLVED that the county board of supervisors of the county of  
41 Manitowoc authorizes the jurisdictional transfer to the town of Manitowoc Rapids that .51 mile  
42 portion of County Trunk Highway "R" (a/k/a South Rapids Road) that lies within the town's  
43 jurisdiction from Broadway Street to Custer Street; and

44  
45 BE IT FURTHER RESOLVED, that the County Board Chair, County Clerk, and such  
46 other officials as necessary from Manitowoc County are authorized to enter into a Jurisdictional  
47 Transfer Agreement with the city of Manitowoc and the town of Manitowoc Rapids transferring  
48 that portion of County Trunk Highway "R" located from Broadway Street to Custer Street to the  
49 town of Manitowoc Rapids and the city of Manitowoc as applicable.

Dated this 16th day of April 2024.

Respectfully submitted by the  
Highway Committee

\_\_\_\_\_  
Kevin Behnke, Chair

FISCAL IMPACT: None.

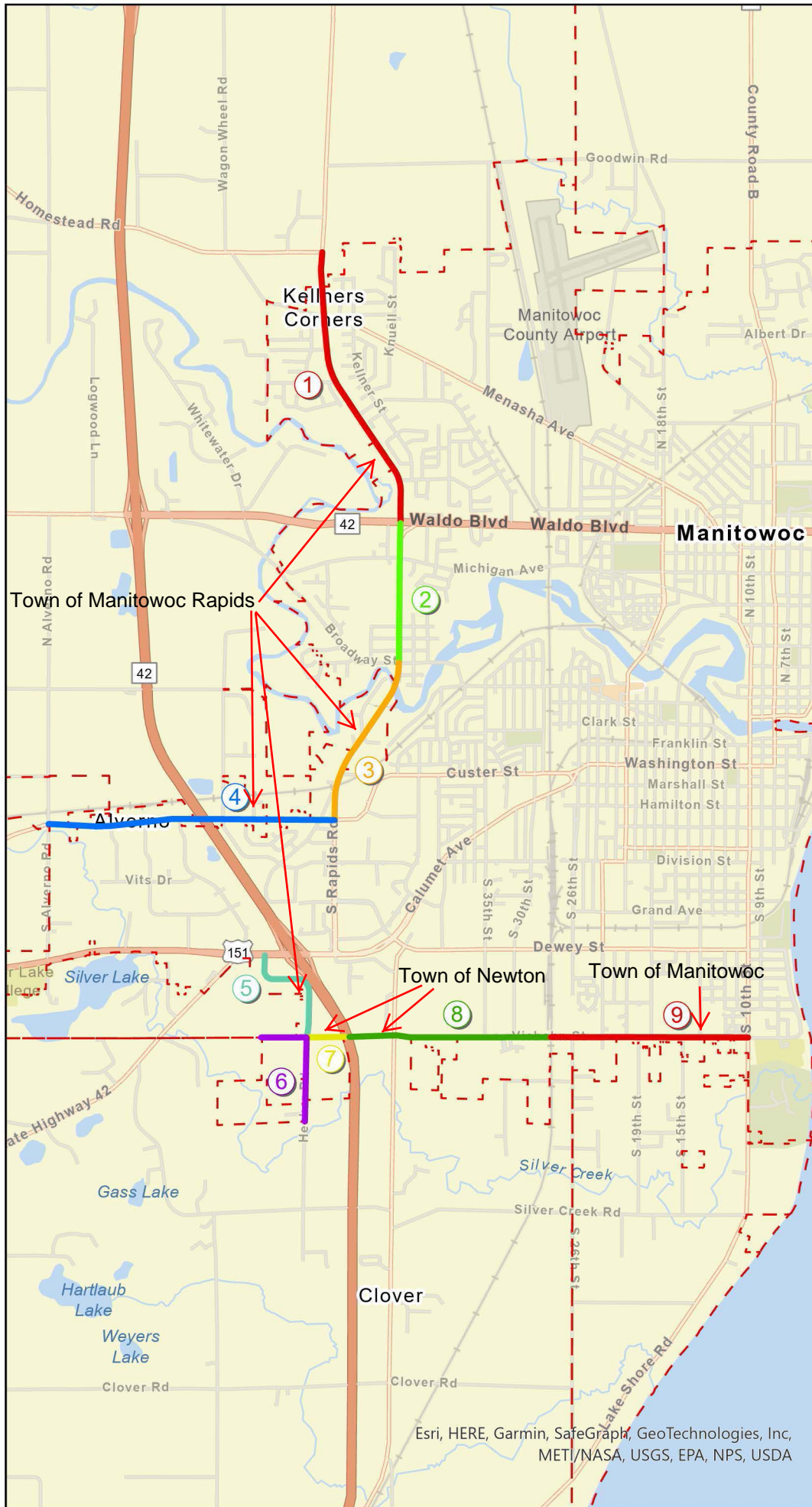
FISCAL NOTE: Reviewed and approved by Finance Director. \_\_\_\_\_

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

APPROVED:

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

\_\_\_\_\_  
Date



# Proposed County Projects



Manitowoc County  
Highway Department

- ① **N. Rapids Rd** (CTH P to Waldo Blvd)  
2024 County Reconstruction  
Jurisdictional Transfer (J.T.) Requires working with Town.
- ② **N. Rapids Rd** (Waldo Blvd to Broadway St)  
Proposed Reconstruction with Concrete 50%/50%. Cost Share with County. Maintenance Agreement Needed.
- ③ **S. Rapids Rd** (Broadway St to Custer St)  
2019 County Reconstruction Existing Agreement. Propose to get full Jurisdictional Transfer (J.T.) Requires working with Town.
- ④ **W Custer St** (CTH R to Alverno Rd)  
2005 County Reconstruction Existing Agreement. Propose to get full Jurisdictional Transfer (J.T.) Requires working with Town.
- ⑤ **Hecker Rd** (Calumet Ave to Viebahn St)  
2020 DOT/County Reconstruction, Proposed Jurisdictional Transfer (J.T.) Requires working with Town.
- ⑥ **W Viebahn St & Hecker Rd** (End of W Viebahn to ~ 2,530 feet south on Hecker Rd)  
Proposed 2024 City Project. Reconstruction with Asphalt (Rural X-Section) Maintenance Agreement Needed.
- ⑦ **Viebahn St** (Hecker Rd to I-43)  
Proposed 2024 City Project. Proposed Jurisdictional Transfer (J.T.)
- ⑧ **Viebahn St** (I-43 to Railroad)  
Proposed Construction Project 2028-2029. Proposed Jurisdictional Transfer (J.T.) Requires working with Town. Proposed Paving Agreement.
- ⑨ **Viebahn St** (Railroad to S 10th St)  
2024 County Mill & Overlay. Proposed Jurisdictional Transfer (J.T.) Requires working with Town.

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Miles



Map Date: 9/28/2023

Sources: Manitowoc County, 2023;

Bay-Lake RPC, 2023.

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Esri, HERE, Garmin, SafeGraph, GeoTechnologies, Inc, MET/NASA, USGS, EPA, NPS, USDA



**RESOLUTION AUTHORIZING JURISDICTIONAL TRANSFER FOR  
COUNTY TRUNK HIGHWAY "R" (A/K/A NORTH RAPIDS ROAD) IN  
THE CITY OF MANITOWOC  
(Waldo Boulevard to Broadway Street)**

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1 WHEREAS, Wis. Stat. § 83.025 authorizes a county board to make changes in the County  
2 Trunk Highway ("CTH") system if the board determines that the public good is best served by  
3 such changes; and  
4

5 WHEREAS, revisions to the highway system must be made with the consent of the  
6 Wisconsin Department of Transportation; and  
7

8 WHEREAS the county board of supervisors has been provided a map that shows a .8 mile  
9 portion of CTH "R" from Waldo Boulevard to Broadway Street identified as number "2" and  
10 shown as a green line on said map ("Subject Roadway"); and  
11

12 WHEREAS, while the Subject Roadway is part of the County Trunk Highway system, it  
13 is located in the city of Manitowoc ("city"); and  
14

15 WHEREAS, in the future the driving lanes on the Subject Roadway will be replaced in  
16 concrete ("Driving Lane Replacement Project"); and  
17

18 WHEREAS, Manitowoc County agrees to pay one-half of the cost to replace the driving  
19 lanes on the Subject Roadway in concrete; and  
20

21 WHEREAS, the city will sponsor and pay for the engineering portion and management of  
22 the Driving Lane Replacement Project; and  
23

24 WHEREAS, Manitowoc County and the city have determined that it is in the public interest  
25 to transfer jurisdiction and maintenance of Subject Roadway to the city; and  
26

27 WHEREAS, the city has agreed in principle to accept the transfer of the Subject Roadway;  
28 and  
29

30 WHEREAS, the city will take over all maintenance and access and utility permitting of the  
31 Subject Roadway on October 1, 2024; and  
32

33 WHEREAS, after careful consideration and review, the Highway Committee recommends  
34 transferring the Subject Roadway to the city as described in this Resolution;  
35

36 NOW, THEREFORE, BE IT RESOLVED that the county board of supervisors of the  
37 county of Manitowoc authorizes the jurisdictional transfer to the city of Manitowoc that .8 mile

38 portion of County Trunk Highway "R" (a/k/a North Rapids Road) located from Waldo Boulevard  
39 to Broadway Street; and

40  
41 BE IT FURTHER RESOLVED, that the County Board Chair, County Clerk, and such  
42 other officials as necessary from Manitowoc County are authorized to enter into a Jurisdictional  
43 Transfer Agreement with the city of Manitowoc transferring that portion of County Trunk  
44 Highway "R" located from Waldo Boulevard to Broadway Street to the city of Manitowoc.

Dated this 16th day of April 2024.

Respectfully submitted by the  
Highway Committee

\_\_\_\_\_  
Kevin Behnke, Chair

FISCAL IMPACT: None.

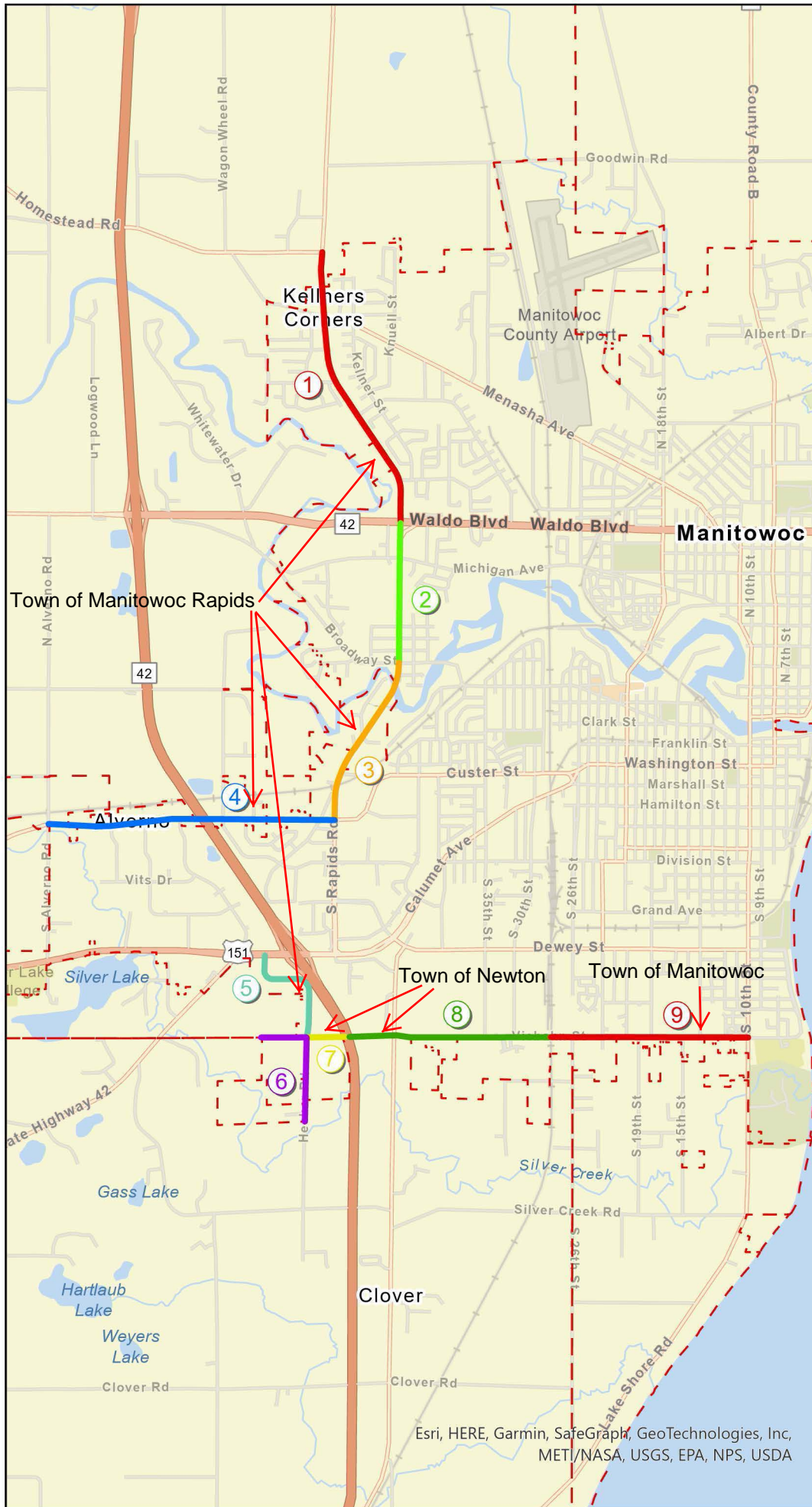
FISCAL NOTE: Reviewed and approved by Finance Director. \_\_\_\_\_

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

APPROVED:

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

\_\_\_\_\_  
Date



# Proposed County Projects



Manitowoc County  
Highway Department

- ① **N. Rapids Rd** (CTH P to Waldo Blvd)  
2024 County Reconstruction  
Jurisdictional Transfer (J.T.) Requires working with Town.
- ② **N. Rapids Rd** (Waldo Blvd to Broadway St)  
Proposed Reconstruction with Concrete 50%/50%. Cost Share with County. Maintenance Agreement Needed.
- ③ **S. Rapids Rd** (Broadway St to Custer St)  
2019 County Reconstruction Existing Agreement. Propose to get full Jurisdictional Transfer (J.T.) Requires working with Town.
- ④ **W Custer St** (CTH R to Alverno Rd)  
2005 County Reconstruction Existing Agreement. Propose to get full Jurisdictional Transfer (J.T.) Requires working with Town.
- ⑤ **Hecker Rd** (Calumet Ave to Viebahn St)  
2020 DOT/County Reconstruction, Proposed Jurisdictional Transfer (J.T.) Requires working with Town.
- ⑥ **W Viebahn St & Hecker Rd** (End of W Viebahn to ~ 2,530 feet south on Hecker Rd)  
Proposed 2024 City Project. Reconstruction with Asphalt (Rural X-Section) Maintenance Agreement Needed.
- ⑦ **Viebahn St** (Hecker Rd to I-43)  
Proposed 2024 City Project. Proposed Jurisdictional Transfer (J.T.)
- ⑧ **Viebahn St** (I-43 to Railroad)  
Proposed Construction Project 2028-2029. Proposed Jurisdictional Transfer (J.T.) Requires working with Town. Proposed Paving Agreement.
- ⑨ **Viebahn St** (Railroad to S 10th St)  
2024 County Mill & Overlay. Proposed Jurisdictional Transfer (J.T.) Requires working with Town.

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Miles



Map Date: 9/28/2023

Sources: Manitowoc County, 2023;

Bay-Lake RPC, 2023.

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Esri, HERE, Garmin, SafeGraph, GeoTechnologies, Inc, MET/NASA, USGS, EPA, NPS, USDA



**RESOLUTION AUTHORIZING JURISDICTIONAL TRANSFER OF  
COUNTY TRUNK HIGHWAY "R" (A/K/A NORTH RAPIDS ROAD) IN  
THE TOWN OF MANITOWOC RAPIDS AND CITY OF MANITOWOC  
(County Trunk Highway "P" to Waldo Boulevard)**

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1           WHEREAS, Wis. Stat. § 83.025 authorizes a county board to make changes in the County  
2 Trunk Highway ("CTH") system if the board determines that the public good is best served by  
3 such changes; and  
4

5           WHEREAS, revisions to the highway system must be made with the consent of the  
6 Wisconsin Department of Transportation; and  
7

8           WHEREAS, the county board of supervisors has been provided a map that shows a 1.65  
9 mile portion of CTH "R" from County Trunk Highway "P" to Waldo Boulevard identified as  
10 number "1" and shown as a red line on said map ("Subject Roadway"); and  
11

12           WHEREAS, while the Subject Roadway is part of the County Trunk Highway system, it  
13 is located in the city of Manitowoc ("city") and the town of Manitowoc Rapids ("town"); and  
14

15           WHEREAS, the county has agreed to fund and manage a major construction project on the  
16 Subject Roadway in 2024; and  
17

18           WHEREAS, Manitowoc County, the city, and the town have determined that it is in the  
19 public interest to transfer jurisdiction and maintenance of the Subject Roadway to the city and  
20 town; and  
21

22           WHEREAS, the town accepted the transfer of the .25 mile section of the Subject Roadway  
23 within its jurisdiction on December 13, 2023; and  
24

25           WHEREAS, the town has agreed to pay the city annually for its portion of General  
26 Transportation Aids for the section of the Subject Roadway in its jurisdiction in exchange for the  
27 city agreeing to perform all maintenance and access and utility permitting on the roadway; and  
28

29           WHEREAS, the city has agreed in principle to accept the transfer of the other 1.4 miles of  
30 the Subject Roadway that lies within its jurisdiction; and  
31

32           WHEREAS, the city will take over all maintenance and access and utility permitting in the  
33 1.4 mile section of the Subject Roadway transferred to it on October 1, 2024; and  
34

35           WHEREAS, after careful consideration and review, the Highway Committee recommends  
36 transferring the Subject Roadway to the city and town as described in this Resolution;  
37

38 NOW THEREFORE BE IT RESOLVED that the county board of supervisors of the county  
39 of Manitowoc authorizes the jurisdictional transfer to the city of Manitowoc that 1.4 mile portion  
40 of County Trunk Highway "R" (a/k/a North Rapids Road) that lies within the city's jurisdiction  
41 from County Trunk Highway "P" to Waldo Boulevard; and

42  
43 BE IT FURTHER RESOLVED that the county board of supervisors of the county of  
44 Manitowoc authorizes the jurisdictional transfer to the town of Manitowoc Rapids that .25 mile  
45 portion of County Trunk Highway "R" (a/k/a North Rapids Road) that lies within the town's  
46 jurisdiction from County Trunk Highway "P" to Waldo Boulevard; and

47  
48 BE IT FURTHER RESOLVED, that the County Board Chair, County Clerk, and such  
49 other officials as necessary from Manitowoc County are authorized to enter into a Jurisdictional  
50 Transfer Agreement with the city of Manitowoc and the town of Manitowoc Rapids transferring  
51 that portion of County Trunk Highway "R" located from County Trunk Highway "P" to Waldo  
52 Boulevard to the town of Manitowoc Rapids and the city of Manitowoc as applicable.

Dated this 16th day of April 2024.

Respectfully submitted by the  
Highway Committee

\_\_\_\_\_  
Kevin Behnke, Chair

FISCAL IMPACT: None.

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

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

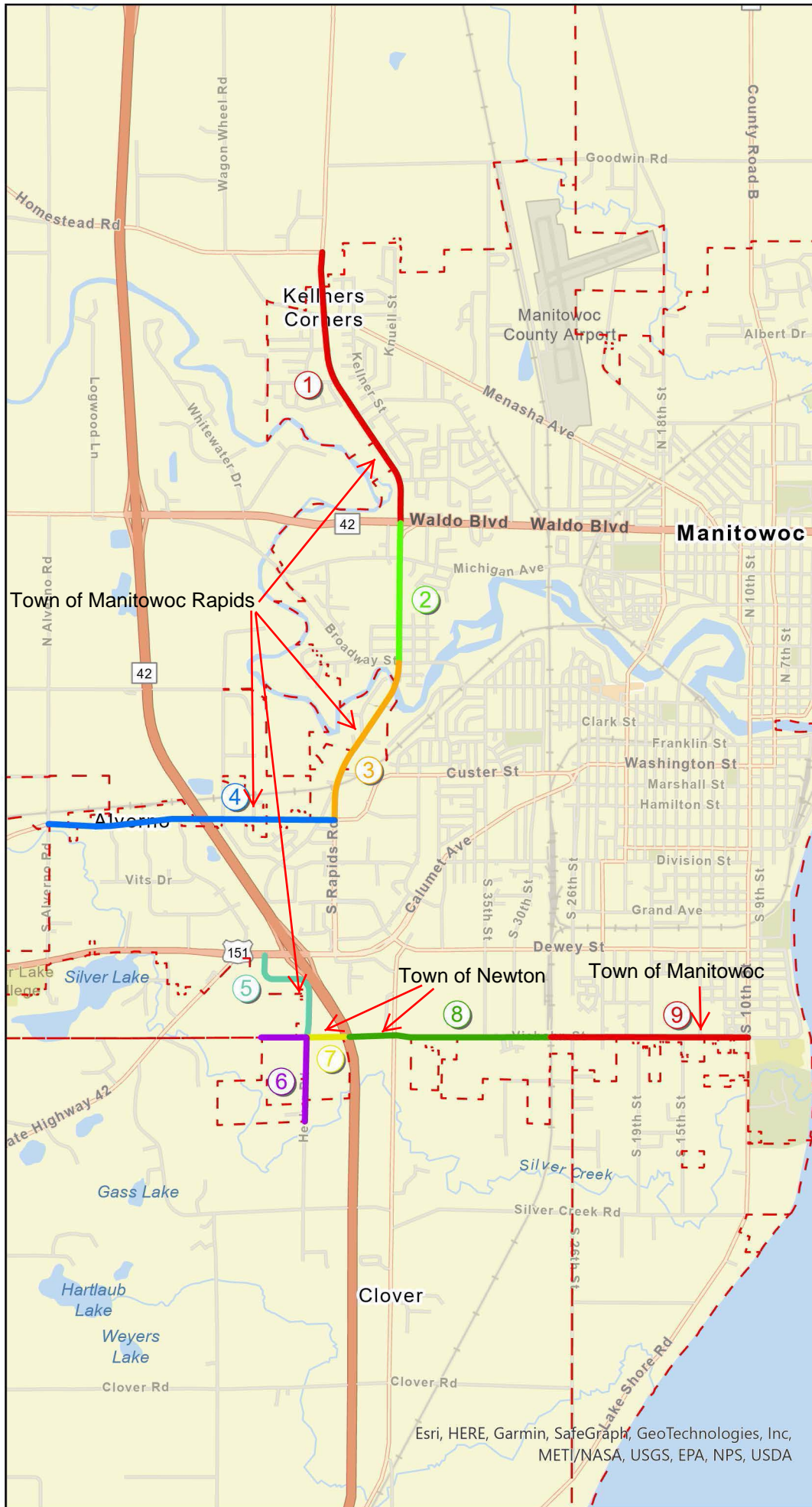


APPROVED:

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

\_\_\_\_\_  
Date





# Proposed County Projects



Manitowoc County  
Highway Department

- ① **N. Rapids Rd (CTH P to Waldo Blvd)**  
2024 County Reconstruction  
Jurisdictional Transfer (J.T.) Requires working with Town.
- ② **N. Rapids Rd (Waldo Blvd to Broadway St)**  
Proposed Reconstruction with Concrete 50%/50%. Cost Share with County. Maintenance Agreement Needed.
- ③ **S. Rapids Rd (Broadway St to Custer St)**  
2019 County Reconstruction Existing Agreement. Propose to get full Jurisdictional Transfer (J.T.) Requires working with Town.
- ④ **W Custer St (CTH R to Alverno Rd)**  
2005 County Reconstruction Existing Agreement. Propose to get full Jurisdictional Transfer (J.T.) Requires working with Town.
- ⑤ **Hecker Rd (Calumet Ave to Viebahn St)**  
2020 DOT/County Reconstruction, Proposed Jurisdictional Transfer (J.T.) Requires working with Town.
- ⑥ **W Viebahn St & Hecker Rd (End of W Viebahn to ~ 2,530 feet south on Hecker Rd)**  
Proposed 2024 City Project. Reconstruction with Asphalt (Rural X-Section) Maintenance Agreement Needed.
- ⑦ **Viebahn St (Hecker Rd to I-43)**  
Proposed 2024 City Project. Proposed Jurisdictional Transfer (J.T.)
- ⑧ **Viebahn St (I-43 to Railroad)**  
Proposed Construction Project 2028-2029. Proposed Jurisdictional Transfer (J.T.) Requires working with Town. Proposed Paving Agreement.
- ⑨ **Viebahn St (Railroad to S 10th St)**  
2024 County Mill & Overlay. Proposed Jurisdictional Transfer (J.T.) Requires working with Town.

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Miles



Map Date: 9/28/2023

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**ORDINANCE AMENDING ZONING MAP**  
(Gerald Duchow)

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 April 1, 2024; 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 Northeast Quarter  
12 (NE1/4) of Section Nine (9), Township Eighteen (18) North, Range Twenty-One (21) East, Town  
13 of Eaton, Manitowoc County, Wisconsin, more particularly described as follows:  
14

15           Commencing at the northeast corner of said Section 9; thence S00°-09'-12"E along  
16 the east line of the NE1/4 of said Section 9, a distance of 660.54 feet to the north  
17 line of the S1/2 of the NE1/4 of said NE1/4; thence continue S00°-09'-12"E along  
18 said east line, a distance of 660.54 to the south line of the NE1/4 of said NE1/4;  
19 thence N88°-57'-50"W along said south line, a distance of 687.25 feet to the  
20 southeast corner of Lot 4 of Certified Survey Map as recorded in Volume 25 of  
21 Certified Survey Maps on Page 189 as Document Number 996258 of Manitowoc  
22 County Records; thence N00°-36'-23"W along the east line of said Lot 4, a distance  
23 of 436.28 feet to the point of beginning; thence continue N00°-36'-23"W along said  
24 east line, a distance of 196.43 feet; thence S88°-47'-40"E 228.71 feet; thence  
25 S00°-36'-23"E 262.32 feet; thence N68°-38'-46"W 116.17 feet; thence  
26 N76°-48'-34"W 124.45 feet to the point of beginning, said parcel containing  
27 approximately 51,408 square feet (1.180 acres) of land  
28

29 is hereby rezoned from Exclusive Agriculture (EA) District to Rural Residential (RR)  
30 District; and  
31

32           A parcel of land located in part of the Northeast Quarter (NE1/4) of the Northeast Quarter  
33 (NE1/4) of Section Nine (9), Township Eighteen (18) North, Range Twenty-One (21) East, Town  
34 of Eaton, Manitowoc County, Wisconsin, more particularly described as follows:  
35

36           Commencing at the northeast corner of said Section 9; thence S00°-09'-12"E along  
37 the east line of the NE1/4 of said Section 9, a distance of 660.54 feet to the north  
38 line of the S1/2 of the NE1/4 of said NE1/4 and the point of beginning; thence  
39 continue S00°-09'-12"E along said east line, a distance of 660.54 to the south line

40 of the NE1/4 of said NE1/4; thence N88°-57'-50"W along said south line, a distance  
 41 of 687.25 feet to the southeast corner of Lot 4 of Certified Survey Map as recorded  
 42 in Volume 25 of Certified Survey Maps on Page 189 as Document Number 996258  
 43 of Manitowoc County Records; thence N00°-36'-23"W along the east line of said  
 44 Lot 4, a distance of 436.28 feet; thence S76°-48'-34"E 124.45 feet; thence S68°-  
 45 38'-46"E 116.17 feet; thence N00°-36'-23"W 262.32 feet; thence N88°-47'-40"W  
 46 228.71 feet; N00°-36'-23"W along the east line of said Lot 4, a distance of 30.00  
 47 feet to the north line of the S1/2 of the NE1/4 of said NE1/4; thence S88°-47'-40"E  
 48 along said north line, a distance of 692.54 feet to the point of beginning. Said  
 49 parcel contains approximately 404,891 square feet (9.295 acres) of land

50  
 51 is hereby rezoned from Exclusive Agriculture (EA) District to General Agriculture (GA)  
 52 District.

Dated this 16th day of April 2024.

Respectfully submitted by the  
 Planning and Park Commission

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

FISCAL IMPACT: None.

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

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

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

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

**ORDINANCE AMENDING ZONING MAP**  
(Grassl Family 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 April 1, 2024; 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 Southwest Quarter (SW1/4) of the Southwest Quarter  
12 (SW1/4) of Section Twenty-One (21) and part of Lot 6 of Rockville Subdivision of Section  
13 Twenty-Eight (28), Township Seventeen (17) North, Range Twenty-One (21) East, Town of  
14 Schleswig, Manitowoc County, Wisconsin, more particularly described as follows:  
15

16 Commencing at the southwest corner of said Section 21; thence N89°-43'-38"E  
17 along the south line of the SW1/4 of said Section 21, a distance of 211.19 feet to  
18 the point of beginning; thence continue N89°-43'-38"E along said south line, a  
19 distance of 127.80 feet; thence N00°-03'-03"E 121.69 feet; thence N09°-51'-22"W  
20 38.50 feet; thence N76°-06'-09"W 61.62 feet; thence N08°-00'-50"W 191.93 feet;  
21 thence S88°-16'-27"E 203.88 feet; thence S85°-04'-32"E 302.79 feet to the  
22 centerline of Steinthal Rd.; thence S00°-52'-12"W along said centerline, a distance  
23 of 134.85 feet; thence 195.61 feet along the arc of a curve to the left and said  
24 centerline, having a radius of 2864.79 feet and a chord which bears of  
25 S01°-05'-09"E 195.57 feet to the south line of the SW1/4 of said Section 21; thence  
26 S89°-43'-38"W along said south line, a distance of 357.06 feet; thence  
27 S00°-08'-34"W 61.72 feet to a point being N00°-08'-34"E 20.00 feet more or less  
28 from the water's edge of the Sheboygan River and the start of a meander line;  
29 thence N75°-31'-32"W along said meander line, a distance of 98.70 feet; thence  
30 N88°-29'-04"W along said meander line, a distance of 89.21 feet to a point being  
31 N00°-08'-34"E 20.00 feet more or less from the water's edge of the Sheboygan  
32 River and the termination of said meander line; thence N00°-08'-34"E 32.81 feet  
33 to the point of beginning, said parcel containing approximately 170,295 square feet  
34 (+/-3.909 acres) of land  
35

36 is hereby rezoned from High Density (HD) District and General Agriculture (GA) District to Small  
37 Estate (SE) District; and  
38

39 A parcel of land located in a part of the Southwest Quarter (SW1/4) of the Southwest  
40 Quarter (SW1/4) of Section Twenty-One (21) and part of Lot 6 of Rockville Subdivision of Section  
41 Twenty-Eight (28), Township Seventeen (17) North, Range Twenty-One (21) East, Town of  
42 Schleswig, Manitowoc County, Wisconsin, more particularly described as follows:

43  
44 Beginning at the southwest corner of said Section 21; thence N00°-17'-59"E along  
45 the west line of the SW1/4 of said Section 21 a distance of 373.44 feet; thence  
46 S88°-16'-27"E 244.09 feet; thence S08°-00'-50"E 191.93 feet; thence  
47 S76°-06'-09"E 61.62 feet; thence S09°-51'-22"E 38.50 feet; thence  
48 S00°-03'-03"W 121.69 feet to the south line of the SW1/4 of said Section 21;  
49 thence S89°-43'-38"W along said south line, a distance of 127.80 feet; thence  
50 S00°-08'-34"W 32.81 feet to a point being N00°-08'-34"E 20.00 feet more or less  
51 from the water's edge of the Sheboygan River and the start of a meander line;  
52 thence S80°-38'-56"W along said meander line, a distance of 214.11 feet to a point  
53 being N00°-08'-34"E 20.00 feet more or less from the water's edge of the  
54 Sheboygan River and the termination of said meander line and the west line of said  
55 Section 28; thence N00°-08'-34"E along said west line, a distance of 66.59 feet to  
56 the point of beginning, said parcel containing approximately 124,226 square feet  
57 (+/-2.852 acres) of land

58  
59 is hereby rezoned from High Density (HD) District and General Agriculture (GA) District to Rural  
60 Residential (RR) District.

Dated this 16th day of April 2024.

Respectfully submitted by the  
Planning and Park Commission

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

FISCAL IMPACT: None.

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

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

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

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

**ORDINANCE AMENDING ZONING MAP**  
(Steven and Virginia Schwoerer)

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 April 1, 2024; 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 4 of Certified Survey Map as recorded in Volume  
12 25 of Certified Survey Maps on Page 189 as Document Number 996258 plus additional lands;  
13 being part of the Northeast Quarter (NE1/4) of the Northeast Quarter (NE1/4) of Section Nine (9),  
14 Township Eighteen (18) North, Range Twenty-One (21) East, Town of Eaton, Manitowoc County,  
15 Wisconsin, more particularly described as follows:  
16

17           Commencing at the northeast corner of said Section 9; thence S00°-09'-12"E along  
18 the east line of the NE1/4 of said Section 9, a distance of 660.54 feet to the north  
19 line of the S1/2 of the NE1/4 of said NE1/4; thence continue S00°-09'-12"E along  
20 said east line, a distance of 660.54 to the south line of the NE1/4 of said NE1/4;  
21 thence N88°-57'-50"W along said south line, a distance of 687.25 feet to the  
22 southeast corner of Lot 4 of Certified Survey Map as recorded in Volume 25 of  
23 Certified Survey Maps on Page 189 as Document Number 996258 of Manitowoc  
24 County Records; thence N00°-36'-23"W along the east line of said Lot 4, a distance  
25 of 436.28 feet; thence S76°-48'-34"E 124.45 feet; thence S68°-38'-46"E 116.17  
26 feet; thence N00°-36'-23"W 262.32 feet; thence N88°-47'-40"W 228.71 feet and  
27 the point of beginning; S00°-36'-23"E along the east line of said Lot 4, a distance  
28 of 133.53 feet; thence N88°-47'-40"W 125.64 feet; thence N76°-48'-34"W 225.86  
29 feet; thence N01°-22'-22"E 96.56 feet; thence N88°-47'-40"W 100.00 feet to the  
30 west line of said Lot 4; thence N01°-22'-22"E along said west line, a distance of  
31 20.00 feet to the north line of the S1/2 of the NE1/4 of said NE1/4; thence  
32 S88°-47'-40"E along said north line, a distance of 441.06 feet to the east line of said  
33 Lot 4; thence S00°-36'-23"E along said east line, a distance 30.00 feet to the point  
34 of beginning, said parcel containing approximately 53,027 square feet (1.217 acres)  
35 of land  
36

37 is hereby rezoned from Rural Residential (RR) District to General Agriculture (GA) District.

Dated this 16th day of April 2024.

Respectfully submitted by the  
Planning and Park Commission

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

FISCAL IMPACT: None.

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

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



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

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

**ORDINANCE AMENDING ZONING MAP**  
(Trinity EV Lutheran Church)

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 April 1, 2024; 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 Northwest Quarter (NW1/4) of the Northwest Quarter  
12 (NW1/4) of Section Thirteen (13), Township Eighteen (18) North, Range Twenty-Two (22) East,  
13 Town of Liberty, Manitowoc County, Wisconsin, more particularly described as follows:  
14

15           Beginning at the northwest corner of said Section 13; thence N89°-23'-42"E along  
16 the north line of the NW1/4 of said Section 13, a distance of 535.90 feet; thence  
17 S00°-11'-07"E 324.99 feet; thence S89°-23'-42"W 540.08 feet to the west line of  
18 said NW1/4; thence N00°-33'-06"E along said west line, a distance of 325.05 feet  
19 to the point of beginning, said parcel containing approximately 174,838 square feet  
20 (4.013 acres) of land  
21

22 is hereby rezoned from Small Estate (SE) District to Rural Residential (RR) District; and  
23

24           A parcel of land located in part of the Northwest Quarter (NW1/4) of the Northwest Quarter  
25 (NW1/4) of Section Thirteen (13), Township Eighteen (18) North, Range Twenty-Two (22) East,  
26 Town of Liberty, Manitowoc County, Wisconsin, more particularly described as follows:  
27

28           Commencing at the northwest corner of said Section 13; thence S00°-33'-06"W  
29 along the west line of said NW1/4, a distance of 325.05 feet to the point of  
30 beginning; thence N89°-23'-42"E 540.08 feet; thence S00°-33'-06"W 89.54 feet;  
31 thence S89°-00'-00"W 540.25 feet to the west line of said NW1/4; thence N00°-  
32 33'-06"E 93.27 feet to the point of beginning, said parcel containing approximately  
33 49,362 square feet (1.133 acres) of land  
34

35 is hereby rezoned from Small Estate (SE) District to Exclusive Agriculture (EA) District.

Dated this 16th day of April 2024.



Respectfully submitted by the  
Planning and Park Commission

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

FISCAL IMPACT: None.

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

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

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

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

**ORDINANCE AMENDING ZONING MAP**  
(Janice N. Wehausen Irrevocable 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 April 1, 2024; 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 Northwest Quarter (NW1/4) of the Northwest Quarter  
12 (NW1/4) of Section Thirteen (13), Township Eighteen (18) North, Range Twenty-Two (22) East,  
13 Town of Liberty, Manitowoc County, Wisconsin, more particularly described as follows:  
14

15 Commencing at the northwest corner of said Section 13; thence N89°-23'-42"E  
16 along the north line of the NW1/4 of said Section 13, a distance of 535.90 feet to  
17 the point of beginning; thence S00°-11'-07"E 324.99 feet; thence N89°-23'-42"E  
18 132.16 feet; thence N00°-02'-15"W 325.00 feet to said north line, thence  
19 S89°-23'-42"W along said north line, a distance of 133.00 feet to the point of  
20 beginning, said parcel containing approximately 43,086 square feet (0.989 acres)  
21 of land  
22

23 is hereby rezoned from Exclusive Agriculture (EA) District to Rural Residential (RR) District.

Dated this 16th day of April 2024.

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

**RESOLUTION AUTHORIZING SELF-INSURED STATUS FOR  
WORKER'S COMPENSATION**

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1 WHEREAS, the Wisconsin Department of Workforce Development (DWD) requires all  
2 political subdivisions to pass a resolution authorizing self-insured status for worker's  
3 compensation every three years; and  
4

5 WHEREAS, Manitowoc County established self-insured status for worker's compensation  
6 on November 16, 2010, but DWD requires that the three-year cycle for all political subdivisions  
7 begin on January 1, 2012; and  
8

9 WHEREAS, this resolution fulfills DWD's requirement and no further action will be  
10 required until January 1, 2027; and  
11

12 WHEREAS, after careful consideration and review, the Personnel Committee recommends  
13 that the county authorizes the continuance of self-insured status for worker's compensation;  
14

15 NOW, THEREFORE, BE IT RESOLVED that the county board of supervisors for the  
16 county of Manitowoc authorizes the continuance of self-insured status for worker's compensation;  
17 and  
18

19 BE IT FURTHER RESOLVED that the County Clerk is directed to send a certified copy  
20 of this resolution to the Wisconsin Department of Workforce Development, Worker's  
21 Compensation Division.

Dated this 16th day of April 2024.

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 ACCEPTING \$14,000 DONATION FOR MANITOWOC  
COUNTY AIRPORT FORKLIFT**

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1           WHEREAS, the Manitowoc County Airport has the need for a forklift to better serve  
2 customers; and

3  
4           WHEREAS, the forklift is used to load and offload supplies carried by aircraft as well as  
5 loading deicing agents in winter; and

6  
7           WHEREAS, Manitowoc County has a forklift that is no longer repairable; and

8  
9           WHEREAS, the cost of purchasing a used forklift at the airport is \$15,000.00; and

10  
11           WHEREAS, the trade in value of the current forklift at the airport is \$1,000.00; and

12  
13           WHEREAS, Tom Bare has offered to donate the additional \$14,000.00 necessary for the  
14 airport to purchase a used forklift; and

15  
16           WHEREAS, after careful consideration and review, the Manitowoc County Highway  
17 Committee recommends that the county of Manitowoc accept the donation from Tom Bare to  
18 purchase the forklift for the airport;

19  
20           NOW, THEREFORE, BE IT RESOLVED that the county board of supervisors of the  
21 county of Manitowoc accepts the donation in the amount of \$14,000.00 from Tom Bare to purchase  
22 a used forklift for the Manitowoc County Airport; and

23  
24           BE IT FURTHER RESOLVED that appropriate revenue and expenditure line items in the  
25 2024 budget are amended by the amount of the donation and that the Finance Director is directed  
26 to record such information in the official books of the county for the year ending December 31,  
27 2024 as may be required; and

28  
29           BE IT FURTHER RESOLVED that the Manitowoc County Board of Supervisors wishes  
30 to acknowledge and thank Tom Bare for his generous donation.


Dated this 16th day of April 2024.

Respectfully submitted by the  
Highway Committee

\_\_\_\_\_  
Kevin Behnke, Chair

FISCAL IMPACT: No tax levy impact. Increases revenues and expenditures by equal amounts.

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

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

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

**RESOLUTION AUTHORIZING NORTH CENTRAL REGION  
SUSTAINABLE RESEARCH AND EDUCATION GRANT  
(NCR-SARE Grant)**

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1           WHEREAS, the approved Manitowoc County Land and Water Resource Management  
2 Plan recognizes that education creates an awareness and leads to voluntary compliance of county  
3 and state laws and empowers citizens to make wise conservation decisions; and  
4

5           WHEREAS, the approved Manitowoc County Land and Water Resource Management  
6 Plan identifies that education and outreach as one of the most impactful strategies to improving  
7 and protecting our natural resources; and  
8

9           WHEREAS, the Soil and Water Conservation Department has the opportunity to apply for  
10 and receive \$6,000 in 2024 for grant funds from the North Central Region Sustainable Research  
11 and Education program (“NCR-SARE grant”) to help foster educational activities to develop and  
12 purchase a sustainable mobile learning lab; and  
13

14           WHEREAS, after careful consideration and review, the Land Conservation Committee  
15 recommends that Manitowoc County apply for and accept an NCR-SARE grant to develop and  
16 purchase a sustainable mobile learning lab;  
17

18           NOW THEREFORE, BE IT RESOLVED, that the county board of supervisors of the  
19 county of Manitowoc authorizes the Soil and Water Conservation Director to apply for and accept  
20 an NCR-SARE grant to develop and purchase a sustainable mobile learning lab; and  
21

22           BE IT FURTHER RESOLVED that the Soil and Water Conservation Director is  
23 authorized to sign documents and take the actions necessary to undertake, direct, and complete the  
24 project authorized in the grant; and  
25

26           BE IT FURTHER RESOLVED that revenues and expenses in the Soil and Water  
27 Conservation Department budget are amended by the amount of any grant award from the North  
28 Central Region Sustainable Research and Education program, and the Finance Director is directed  
29 to record such information in the official books of the county for the year ending December 31,  
30 2024 with carryover to 2025 as may be required.


Dated this 16th day of April 2024.

Respectfully submitted by the  
Land Conservation Committee

\_\_\_\_\_  
Catherine Wagner, Chair

FISCAL IMPACT: No levy impact. Appropriate revenue and expense accounts in the Soil and Water Conservation Department budget will be increased by the amount of any grant amount authorized.

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

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

APPROVED:

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

\_\_\_\_\_  
Date



**RESOLUTION AUTHORIZING MANURE EXPO MINI GRANT  
(Countywide Live Hazards Map)**

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1           WHEREAS, the approved Manitowoc County Land and Water Resource Management  
2 Plan identifies concerns with non-point pollution of surface water and groundwater; and  
3

4           WHEREAS, the Planning and Zoning Department manages GIS data and online mapping  
5 resources available to inform and provide information for public use; and  
6

7           WHEREAS, mismanaged nutrient applications and agricultural runoff can be significant  
8 sources of pollution impacting Manitowoc County groundwater, lakes, and watersheds draining to  
9 the Lake Michigan ecosystem; and  
10

11           WHEREAS, agricultural producers managing farmland and applying nutrients to the  
12 landscape have the ability to control runoff and reduce possible impacts to watersheds when  
13 technological innovations are available; and  
14

15           WHEREAS, the Soil and Water Conservation Department and Planning and Zoning  
16 Department have the opportunity to apply for and receive \$2,500 in 2024 for Manure Expo Mini  
17 Grant funds from the North American Manure Expo Board to develop a countywide live hazards  
18 map; and  
19

20           WHEREAS, the Manitowoc County Soil and Water Department and the Planning and  
21 Zoning Department have staff and internal resources available to develop a countywide live  
22 hazards map with grant funds from the North American Manure Expo Board; and  
23

24           WHEREAS, pursuant to the grant application, the Soil and Water Conservation  
25 Department will receive \$1,500 and the Planning and Zoning Department will receive \$1,000; and  
26

27           WHEREAS, after careful consideration and review the Land Conservation Committee and  
28 the Planning and Park Commission recommend the Soil and Water Conservation Department  
29 pursue and accept a Manure Expo Mini Grant to facilitate and improve nutrient management in  
30 the county;  
31

32           NOW THEREFORE, BE IT RESOLVED, that the county board of supervisors of the  
33 county of Manitowoc authorizes the Soil and Water Conservation Department Director, or his  
34 designee, to apply for and accept a Manure Expo Mini Grant from the North American Manure  
35 Expo Board to develop a County Wide Live Hazards Map in an amount up to \$2,500; and  
36

37           BE IT FURTHER RESOLVED the Soil and Water Conservation Department and the  
38 Planning and Zoning Department will meet the financial obligations necessary to fully and

39 satisfactorily complete the deliverables as outlined in grant application and any agreement entered  
40 into pursuant thereto; and

41  
42 BE IT FURTHER RESOLVED the Manitowoc County Soil and Water Conservation  
43 Director and the Planning and Zoning Director, or their designee(s), are hereby authorized to sign  
44 documents and take actions necessary to undertake, direct, and complete the project authorized in  
45 the grant; and

46  
47 BE IT FURTHER RESOLVED that revenues and expenses in the Soil and Water  
48 Conservation Department and Planning and Zoning Department budgets are amended by the  
49 amount of any grant award, and the Finance Director is directed to record such information in the  
50 official books of the county for the year ending December 31, 2024 with carryover to 2025 as may  
51 be required.

Dated this 16<sup>th</sup> day of April 2024.

Respectfully submitted by the  
Land Conservation Committee

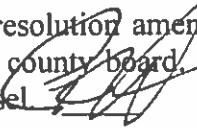
\_\_\_\_\_  
Catherine Wagner, Chair

Planning and Park Commission

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

FISCAL IMPACT: No tax levy impact. Appropriate revenue and expense accounts in the Soil and Water Conservation Department and Planning and Zoning Department budget will be increased by the amount of any state grant amount authorized.

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

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

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

**RESOLUTION AUTHORIZING REALLOCATION OF HUMAN SERVICES DEPARTMENT 1.0 FULL-TIME EQUIVALENT POSITION (Staff Accountant to Financial Analyst)**

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1 WHEREAS, currently there is a Staff Accountant position vacancy in the Human Services  
2 Department; and

3  
4 WHEREAS, the Human Services Department has determined that there is a significant  
5 need for program staff to view information regarding their expense accounts and to monitor grants;  
6 and

7  
8 WHEREAS, there is also a need for Human Services Department supervisors to view their  
9 year-to-date expenses in real time; and

10  
11 WHEREAS, reallocating the Staff Accountant position to a Financial Analyst position  
12 would permit the department to manage robust financial analysis and projection tools as well as  
13 assist in ensuring that program staff and supervisors have real time access to the data needed to  
14 perform their duties; and

15  
16 WHEREAS, reallocating the Staff Accountant position to a Financial Analyst position will  
17 not result in a pay grade change; and

18  
19 WHEREAS, reallocating the Staff Accountant position to a Financial Analyst position will  
20 not change the funding source of the position or the Human Services Department's total FTE  
21 count; and

22  
23 WHEREAS, after careful consideration and review, the Personnel Committee and the  
24 Human Services Board recommends the current 1.0 full-time equivalent Staff Accountant position  
25 be converted to a 1.0 full-time to a Financial Analyst position;

26  
27 NOW, THEREFORE, BE IT RESOLVED that the county board of supervisors of the  
28 county of Manitowoc authorizes the reallocation of the 1.0 full-time equivalent Staff Accountant  
29 position to a 1.0 full-time Financial Analyst position; and

30  
31 BE IT FURTHER RESOLVED that the 2024 Full-Time Equivalent Report (FTE) by  
32 Department included in the 2024 Adopted Annual Budget Book is amended accordingly and that  
33 the Finance Director is directed to record such information in the official books of the County for  
34 the year ending December 31, 2024 as may be required.

Dated this 16th day of April 2024.

Respectfully submitted by the  
Personnel Committee


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

Human Services Board

\_\_\_\_\_  
Jim Brey, Chair

FISCAL IMPACT: None.

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

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

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

**RESOLUTION AUTHORIZING REALLOCATION OF HUMAN SERVICES DEPARTMENT 1.0 FULL-TIME EQUIVALENT POSITION (Administrative Support/Data Entry to Contract Specialist)**

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1           WHEREAS, there will be an upcoming Administrative Support/Data Entry position  
2 vacancy in the Human Services Department; and  
3

4           WHEREAS, the Human Services Department maintains close to 150 contracts to manage  
5 over eight different programs; and  
6

7           WHEREAS, the Human Services Department has evaluated the need to have an individual  
8 dedicated to monitoring these contracts; and  
9

10           WHEREAS, reallocating an Administrative Support/Data Entry position to a Contract  
11 Specialist position will allow the department to effectively initiate and monitor the department's  
12 contracts; and  
13

14           WHEREAS, reallocating an Administrative Support/Data Entry position to a Contract  
15 Specialist position will result in a pay grade change from an hourly B22 to an hourly B23; and  
16

17           WHEREAS, reallocating an Administrative Support/Data Entry position to a Contract  
18 Specialist position will not change the funding source of the position or the Human Services  
19 Department's total FTE count; and  
20

21           WHEREAS, after careful consideration and review, the Personnel Committee and the  
22 Human Services Board recommends the current 1.0 full-time equivalent Administrative  
23 Support/Data Entry position be converted to a 1.0 full-time Contract Specialist position;  
24

25           NOW, THEREFORE, BE IT RESOLVED that the county board of supervisors of the  
26 county of Manitowoc authorizes the reallocation of the Administrative Support/Data Entry  
27 position to a 1.0 full-time Contract Specialist position; and  
28

29           BE IT FURTHER RESOLVED that the 2024 Full-Time Equivalent Report (FTE) by  
30 Department included in the 2024 Adopted Annual Budget Book is amended accordingly and that  
31 the Finance Director is directed to record such information in the official books of the County for  
32 the year ending December 31, 2024 as may be required.

Dated this 16th day of April 2024.

Respectfully submitted by the  
Personnel Committee


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

Human Services Board

\_\_\_\_\_  
Jim Brey, Chair

FISCAL IMPACT: None.

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

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

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

MEETING OF THE COUNTY BOARD OF SUPERVISORS  
MANITOWOC COUNTY, WISCONSIN

Tuesday, April 16, 2024

5:00 P.M.

Pursuant to Wis. Stats. 59.04, the County Board of Supervisors of Manitowoc County, Wisconsin convened in open session at the Heritage Center, in the City of Manitowoc, being the 16th day of April 2024, for the purpose of transacting business as a Board of Supervisors.

County Clerk Backus called the meeting to order at 5:00 p.m.

Supervisor Martell gave the invocation, followed by the Pledge of Allegiance to the Flag by the entire assemblage.

County Clerk Backus read the Certification of Election for the County Board for a two-year term starting April 16, 2024, and expiring April 20, 2026. The clerk then administered the oath of office.

Roll call: 24 members present: Behnke, Bonde, Brey, Engelbrecht, Falkowski, Grambow, Hacker, Hammel, Hansen, Jadowski, Klein, Lillibridge, Maresh, Martell, Metzger, Muench, Naidl, Neils, M. Phipps, R. Phipps, Schiesl, Shimulunas, Sitkiewitz, and Weiss. Supervisor Zimmer was excused.

ELECTION OF OFFICERS

County Clerk Backus announced nominations were open for Chair. Supervisor Maresh nominated Supervisor Martell. There were no other nominations. Supervisor Brey moved to close nominations and pass by unanimous vote, seconded by Supervisor Neils. Upon vote, Supervisor Martell was elected as Chair for a two-year term by unanimous vote.

Chairman Martell announced that nominations were open for the position of First Vice-Chair. Supervisor Engelbrecht nominated Supervisor Behnke. There were no other nominations. Supervisor Brey moved to close nominations and pass by unanimous vote, seconded by Supervisor Lillibridge. Upon vote, Supervisor Behnke was elected as First Vice-Chair for a two-year term by unanimous vote.

Chairman Martell announced that nominations were open for Second Vice-Chair. Supervisor Hacker nominated Supervisor Falkowski. There were no other nominations. Supervisor Hacker moved to close nominations and pass by unanimous vote, seconded by Supervisor Jadowski. Upon vote, Supervisor Falkowski was elected as Second Vice-Chair for a two-year term by unanimous vote.

COMMITTEE REPORTS, RESOLUTIONS, ORDINANCES

Supervisor Behnke moved, seconded by Supervisor Maresh to enact Ordinance 2024/2025-1 Creating Manitowoc County Code S. 4.065 (Expo Special Revenue Fund). Upon vote, the motion carried unanimously.

Supervisor Muench moved, seconded by Supervisor Sitkiewitz to adopt Resolution 2024/2025-2 Adopting County Board Rules. Upon vote, the motion carried unanimously.

ADJOURNMENT

Supervisor Engelbrecht moved to adjourn, seconded by Supervisor Muench, and the motion was adopted by acclamation. The meeting adjourned at 5:09 p.m.

Respectfully submitted,  
Jessica Backus, Manitowoc County Clerk

\*\* The County Board Meeting is available for viewing at:

<https://www.youtube.com/watch?v=XXkgGnfe6Sk>



MEETING OF THE COUNTY BOARD OF SUPERVISORS  
MANITOWOC COUNTY, WISCONSIN

Tuesday, April 16, 2024

5:30 P.M.

Pursuant to Wis. Stats. 59.04, the County Board of Supervisors of Manitowoc County, Wisconsin convened in open session at the Heritage Building, in the City of Manitowoc, being the 16<sup>th</sup> day of April 2024, for the purpose of transacting business as a Board of Supervisors.

Chairman Martell called the meeting to order at 5:33 p.m.

Roll call: 22 members were present at the time of roll call: Behnke, Bonde, Engelbrecht, Falkowski, Grambow, Hacker, Hammel, Hansen, Jadowski, Klein, Lillibridge, Maresh, Martell, Metzger, Muench, Naidl, Neils, M. Phipps, R. Phipps, Schiesl, Sitkiewitz, and Weiss. Supervisors Brey, Shimulunas, and Zimmer were excused.

Supervisor Engelbrecht moved, seconded by Supervisor Sitkiewitz to approve the April 16, 2024 County Board Agenda. Upon vote, the motion carried unanimously.

PROCLAMATION

County Executive Ziegelbauer and Chairman Martell presented a Proclamation Proclaiming May as Foster Care Month to Foster Care Coordinator Karen Zahn and the Foster Care Team.

PUBLIC INPUT – OPPORTUNITY FOR CITIZENS TO PRESENT THEIR VIEWS

Chairman Martell declared public comment open at 5:45 p.m. No one present wished to speak, subsequently Chairman Martell closed public input at 5:45 p.m.

CONSENT AGENDA

Chairman Martell called the consent agenda and questioned if any supervisor wished to withdraw any items. Supervisor Behnke moved, seconded by Supervisor Muench to approve Consent Agenda Items VII.-A, B, C, C1, 2, 3, 4, 5, 6, D1a, D2a, D3a, b, c, d, e, f, g, D4a, b, c, d, e, and D5a. Upon vote, the motion carried unanimously.

A. March 19, 2024 County Board Minutes.

B. Appointments by Chair.

C. Appointments by County Executive

C1. Appointments of James Falkowski, Dan Hartwig, and Josh Stradal to the Joint Dispatch Board for a two-year term expiring April 2026.

C2. Appointment of Amber Schneider to the Expo-Ice Center Board to complete a term expiring December 31, 2026.

C3. Appointment of Margaret Pauwels to the Manitowoc Public Library Board of Trustees to complete a term expiring April 30, 2027.

C4. Appointments of Cindy Neelis, Steve Roekle, and Kevin Bottesi to the Transportation Coordinating Committee to complete a term expiring April 2027.

C5. Appointment of Annette Kaminsky to the Board of Health to complete a term expiring April 2026.

- C6. Appointments of Dave Murack, Alternate) Eric Isselmann, and Paul Tittl to the Local Emergency Planning Committee for a two-year term expiring April 2026.
- D1a. Ordinance 2024/2025-3 Amending Manitowoc County Code S. 2.04 (Boards, Commissions, and Committees – Expo-Ice Center Board)
- D2a. Resolution 2024/2025-4 Denying Claim (Century Link–Brightspeed–JNR Adjustment Co.)
- D3a. Resolution 2024/2025-5 Authorizing Jurisdictional Transfer of County Trunk Highway “CS” (A/K/A West Custer Street) in the City of Manitowoc and Town of Manitowoc Rapids (S. Alverno Road to S. Rapids Road)
- D3b. Resolution 2024/2025-6 Authorizing Jurisdictional Transfer of County Trunk Highway “CL” (A/K/A Viebahn Street) in the City of Manitowoc and Town of Manitowoc (S. 26<sup>th</sup> Street to County Trunk Highway “LS”)
- D3c. Resolution 2024/2025-7 Authorizing Jurisdictional Transfer of County Trunk Highway “CL” (A/K/A Viebahn Street) in the City of Manitowoc and Town of Newton (Hecker Road to S. 26<sup>th</sup> Street)
- D3d. Resolution 2024/2025-8 Authorizing Jurisdictional Transfer of County Trunk Highway “CL” (A/K/A Hecker Road) in the Town of Manitowoc Rapids and the City of Manitowoc (US 151 to Viebahn Street)
- D3e. Resolution 2024/2025-9 Authorizing Jurisdictional Transfer of County Trunk Highway “R” (A/K/A South Rapids Road) in the Town of Manitowoc Rapids and the City of Manitowoc (Broadway Street to Custer Street)
- D3f. Resolution 2024/2025-10 Authorizing Jurisdictional Transfer of County Trunk Highway “R” (A/K/A North Rapids Road) in the City of Manitowoc (Waldo Boulevard to Broadway Street)
- D3g. Resolution 2024/2025-11 Authorizing Jurisdictional Transfer of County Trunk Highway “R” (A/K/A North Rapids Road) in the Town of Manitowoc Rapids and the City of Manitowoc (County Trunk Highway “P” to Waldo Boulevard)
- 4a. Ordinance 2024/2025-12 Amending Zoning Map (Gerald Duchow)
- 4b. Ordinance 2024/2025-13 Amending Zoning Map (Grassl Family Trust)
- 4c. Ordinance 2024/2025-14 Amending Zoning Map (Steven & Virginia Schwoerer)
- 4d. Ordinance 2024/2025-15 Amending Zoning Map (Trinity Ev Lutheran Church)
- 4e. Ordinance 2024/2025-16 Amending Zoning Map (Janice N. Wehausen)
- 5a. Resolution 2024/2025-17 Authorizing Self-Insured Status for Worker’s Compensation

#### COMMITTEE REPORTS, RESOLUTIONS, ORDINANCES

Board of Health: Supervisor Metzger gave a brief report.

Executive Committee: Chairman Martell gave a brief report.

Expo-Ice Center Board: Supervisor Sitkiewitz gave a brief report.

Highway Committee: Supervisor Behnke gave a brief report.

Supervisor Behnke moved, seconded by Supervisor Engelbrecht to adopt Resolution 2024/2025-18 Accepting \$14,000 Donation for Manitowoc County Airport Forklift. Upon vote, the motion carried unanimously.

Land Conservation Committee: Supervisor R. Phipps gave a brief report. Supervisor R. Phipps moved, seconded by Supervisor Muench to adopt Resolution 2024/2025-19 Authorizing North Central Region Sustainable Research and Education Grant (NCR-SARE Grant). Upon vote, the motion carried unanimously.

Personnel Committee: Supervisor Maresh gave a brief report.

Planning and Park Commission: Supervisor Falkowski gave a brief report.

Public Safety Committee: Supervisor Falkowski gave a brief report.

Public Works Committee: Supervisor Sitkiewitz gave a brief report.

Joint Committees - Land Conservation Committee and Planning and Park Commission: Supervisor Falkowski moved, seconded by Supervisor R. Phipps to adopt Resolution 2024/2025-20 Authorizing Manure Expo Mini Grant (Countywide Live Hazards Map). Upon vote, the motion carried unanimously.

Joint Committees - Human Services Board and Personnel Committee: Supervisor Maresh moved, seconded by Supervisor Neils to adopt Resolution 2024/2025-21 Authorizing Reallocation of Human Services Department 1.0 Full-Time Equivalent Position (Staff Accountant to Financial Analyst). Upon vote, the motion carried unanimously.

Supervisor Maresh moved, seconded by Supervisor Behnke to adopt Resolution 2024/2025-22 Authorizing Reallocation of Human Services Department 1.0 Full-Time Equivalent Position (Administrative Support/Data Entry to Contract Specialist). Upon vote, the motion carried unanimously.

#### ANNOUNCEMENTS

Chairman Martell informed the Board there would be a mandatory Security Training Meeting held at 5:30 p.m. before the regularly scheduled 6:00 p.m. May 21, 2024 County Board Meeting.

#### ADJOURNMENT

Supervisor Behnke moved to adjourn, seconded by Supervisor Jadowski, and the motion was adopted by acclamation. The meeting adjourned at 6:07 p.m.

Respectfully submitted,  
Jessica Backus, Manitowoc County Clerk



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

**DATE:** May 21, 2024

**TIME:** 5:30 P.M.

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

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 Chairman Martell
- II. Roll Call
- III. Security Training presented by Ashley Smits, IS System Administrator
- IV. Adjournment

Tyler Martell, Chairman  
Prepared by Jessica Backus, 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.



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

DATE: May 21<sup>st</sup>, 2024

TIME: 6:00 PM

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 County Board Chair**
- II. Invocation by Supervisor Schiesl**
- III. Pledge of Allegiance**
- IV. Roll Call**
- V. Approve Agenda**

**VI. REPORTS**

- A. County Executive Bob Ziegelbauer – Addressing the HSD Deficit
- B. Planning and Park Petitions:
  - 1. Gregg Samz – Town of Mishicot
  - 2. Glenn R. Christel Revocable Trust – Town of Eaton
  - 3. Vraj Vihar Inc. – Town of Manitowoc Rapids
  - 4. James Kunst – Town of Schleswig

**VII. PROCLAMATIONS**

- A. County Executive Ziegelbauer and Chairman Martell–Proclamation Commemorating the Life and Service of Todd Holschbach.

**VIII. PUBLIC COMMENT**

Members of the public will be allowed three (3) minutes to speak on matters pertaining to County Board business.

**IX. CONSENT AGENDA (Any routine or non-controversial items)**

- A. Approve April 16, 2024 County Board Minutes
- B. Appointments by County Executive
  - 1. Human Services Board  
Appoint one member to fill a vacancy for a term expiring April 2025.
    - a. Nicholas Muench
  - 2. Joint Dispatch Board  
Appoint three members to succeed Joseph Jeanty, Benjamin Meinnert and Josh Stradal for a two-year term expiring June 2026.
    - a. Joseph Jeanty
    - b. Benjamin Meinnert
    - c. Dennis Rabas

C. Ordinances and Resolutions

1. Finance Committee

a. Resolution 2024/2025-23 Approving Claim

2. Planning & Park Commission

a. Ordinance 2024/2025-24 Amending Zoning Map (Todd & Kathleen Babiash)

b. Ordinance 2024/2025-25 Amending Zoning Map (Paul G. Bertler Irrevocable Trust)

c. Ordinance 2024/2025-26 Amending Zoning Map (Bruce & Kelly Hansen)

**X. COMMITTEE REPORTS, RESOLUTIONS, AND ORDINANCES**

A. Aging & Disability Board

B. Board of Health

C. Criminal Justice Coordinating Council

D. Executive Committee

E. Expo-Ice Center Board

F. Finance Committee

G. Highway Committee

H. Human Service Board

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

1. Resolution 2024/2025-27 Authorizing Wisconsin Department of Natural Resources Runoff Management Grant

J. Personnel Committee

K. Planning & Park Commission

L. Public Safety Committee

M. Public Works Committee

N. Transportation Coordinating Committee

**XI. ANNOUNCEMENTS**

**XII. ADJOURNMENT**

Tyler Martell, Chairman

Prepared by Melissa Tennant, 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 CLAIM**  
(Daniel Hahn)

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1 WHEREAS, Daniel Hahn filed a claim with Manitowoc County on April 19, 2024 seeking  
2 reimbursement of \$15,569.50 purportedly caused due to an oversight in timely processing his  
3 claim for VA Service Connection Disability; and

4  
5 WHEREAS, Manitowoc County has reviewed the information provided, investigated the  
6 facts, and determined that Manitowoc County should approve the claim; and

7  
8 WHEREAS, after careful consideration and review, the Corporation Counsel and the  
9 Finance Committee recommend that the county approved the claim as submitted;

10  
11 NOW, THEREFORE, BE IT RESOLVED by the Manitowoc County Board of Supervisors  
12 that the claim by Daniel Hahn is approved as presented and that the Corporation Counsel, Finance  
13 Director, and County Clerk are directed to provide such notice of the approval and process the  
14 claim, as may be required.

Dated this 21th day of May 2024.

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

**ORDINANCE AMENDING ZONING MAP**  
(Todd and Kathleen Babiash)

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 April 29, 2024; 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 1/4 of the Northeast 1/4 of Section 7,  
12 Township 21 North, Range 23 East, Town of Gibson, Manitowoc County, Wisconsin, more  
13 particularly described as follows:  
14

15 Beginning at the Northeast corner of said Section 7; thence South 00°17'42" West  
16 along the east line of said Northeast 1/4, 507.76 feet; thence North 73°37'14" West  
17 156.44 feet; thence North 61°40'37" West 62.43 feet; thence North 39°44'24" West  
18 248.16 feet; thence North 32°12'53" West 215.27 feet to the south right-of-way  
19 line of Zander Road; thence North 00°17'42" East 55.82 feet to the north line of  
20 said Northeast 1/4; thence North 89°22'31" East along said north line, 480.81 feet  
21 to the point of beginning, said parcel containing approximately 168,134 sq. ft. (3.86  
22 acres) of land  
23

24 is hereby rezoned from Exclusive Agriculture (EA) District to Small Estate Residential (SE)  
25 District.


Dated this 21st day of May 2024.

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

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

REPORT TO:	THE MANITOWOC COUNTY BOARD OF SUPERVISORS MAY 21, 2024.
FROM:	THE MANITOWOC COUNTY PLANNING AND PARK COMMISSION
RE:	TODD AND KATHLEEN BABIASH 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.

Todd and Kathleen Babiash, on March 28, 2024, petitioned the Manitowoc County Board of Supervisors to rezone approximately 5.0 acres of land located in the NE1/4, NE1/4, Section 7, T21N-R23E, Town of Gibson, from EA, Exclusive Agriculture to LE, Large Estate.

The Town of Gibson adopted the Manitowoc County Zoning Ordinance on December 5, 2011. The uses permitted in the LE, Large Estate zoning provides areas for single-family residential and planned residential developments on large lots while allowing for agricultural activity in mostly rural areas of the county with a minimum lot size of 5.0 acres.

1. Action taken to date on this request includes:

- a. Todd and Kathleen Babiash petitioned for a zoning map amendment on March 28, 2024.
- 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 April 16, 2024 and on April 22, 2024.
- d. The County Planning and Park Commission held a public hearing on this amendment request on April 29, 2024.
- e. The Commission at their April 29, 2024 meeting recommended approval of a modified request to rezone approximately 3.6 acres of land located in the NE1/4, NE1/4, Section 7, T21N-R23E, Town of Gibson, 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. Dylan Mancoske, applicant, spoke in favor of the rezone.

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 Gibson Town Board supports the proposed zone change to LE, Large Estate.
3. Rezoning will allow for a single family home to be built.

4. The area to be rezoned contains a minimal amount of farmland and is isolated by a drainage ditch from the remaining 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 modified request of Todd and Kathleen Babiash to rezone approximately 3.6 acres of land from EA, Exclusive Agriculture to SE, Small Estate were approved.

The Manitowoc County Planning and Park Commission, at its April 29, 2024 meeting, therefore by a unanimous vote recommended that the subject property (an approximately 3.6 acres of land located in the NE1/4, NE1/4, Section 7, T21N-R23E, Town of Gibson, more fully described in the accompanying proposed ordinance amendment) be recommended for rezoning from EA, Exclusive Agriculture to SE, Small Estate.



# Manitowoc County Planning and Park Commission

\$531.00

Fee (\$505) Received	<input checked="" type="checkbox"/>
Receipt #	41154

## ZONING MAP AMENDMENT APPLICATION

MANITOWOC COUNTY RECEIVED

MAR 28 2024

Date of Application:

OWNER / APPLICANT/ AGENT

PLANNING & PARK COMMISSION

Owner Todd + Kathleen Babiarsh

Applicant/Agent Dylan C. Marceles

Address (1) 17711 Old CC

Address (1) 15238 Fairhills rd

Address (2) \_\_\_\_\_

Address (2) \_\_\_\_\_

City/State/Zip Denmark, WI 54208

City/State/Zip Maribel, WI, 54227

Phone 930-619-6353

Phone 920-530-9640

### PROPERTY LEGAL DESCRIPTION

NE 1/4, NE 1/4, S 7 T 21 N R 23 E Town of Gibson

House /Fire # \_\_\_\_\_ Tax Number 006-007-001-000.00

✓ LOT 1 OF PROPOSED CERTIFIED SURVEY MAP ATTACHED

### PROPERTY INFORMATION

Existing Zoning District EA

Proposed Zoning district LE

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)

See attached

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

Dylan Marceles 3/28/24  
Signature (applicant, owner, agent) Date

Kathleen Babiarsh 11 APR 24  
Signature (applicant, owner, agent) Date

It is my dream to build my home for myself and my family in the countryside that I love and that is the reason for requesting this rezoning permission. I was born and raised in this neighborhood, learned from my parents to appreciate and value the countryside where I hope to live and raise my family. In my job, I work to make Wisconsin highways beautiful. When I visit the place I yearn to make my home, its beauty shines. I have spent the last eight years searching for this spot to call home.

The landowner of the property I wish to live on has agreed to work with me to achieve my dream and yet maintain the integrity of the overall property. There is a natural ditch that divides the 5 acres and splits current farmland. Which would make it ideal for a rezone since it's not continuous farmland.

Further to the south is the woods which the Babiashs will still own and protect. To the west of my five-acre parcel remains more farmland. To the east is another farmland with partial coverage with wooded acreage. It has a small portion also zoned as a large estate currently. Across the road is the home of another family.

My goal is to live on this property called home and build a barndominium. I want to protect the landscape that becomes part of our life. My home will give honor due to the countryside preserving the looks of the neighborhood and sharing in the space we can call home. I want to preserve the climate advantages of the existing neighborhood while looking toward energy efficiency in my home. This rezoning plea supports what is best about the landscape we want to continue to call home.



# 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@manitowoccountymi.gov](mailto:jessicabackus@manitowoccountymi.gov)

April 8<sup>th</sup>, 2024

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

and

Manitowoc County Supervisor James 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:**

Todd and Kathleen Babiash  
17711 Old CC  
Denmark, WI 54208

**Township:**

Gibson

**Applicant/Agent**

Dylan C. Mancoske  
15238 Fairchills Rd  
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 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

# MANITOWOC COUNTY

## ZONING MAP AMENDMENT FACT SHEET

(Manitowoc County, Town of Gibson from EA to LE)

### PETITIONER

**Name:** Todd & Kathleen Babiash  
**Address:** 17711 Old CC  
Denmark WI 54208  
**Town:** Gibson

### PARCEL

**Location:** NE1/4, NE1/4, Section 7, T21N-R23E  
**Tax#:** 006-007-001-000.00  
**Area:** 5.0 acres

### ACTION TO DATE

**Petition Submitted:** 3/28/2024  
**Town Action:** Approved February 5, 2024  
**Hearing Notice Published:** 4/16/2024 & 4/22/2024  
**Advisory:** 4/29/2024  
**Hearing:** 4/29/2024

### ADJACENT USES & ZONING

Direction:	District:	Use:
North	EA & RR	Farmland & Residential
South	EA	Woodland
East	LE & EA	Farmland & Trees
West	EA	Farmland

### PARCEL USES & ZONING

**Existing Zoning District:** EA, Exclusive Agriculture  
**Existing Land Use:** Farmland  
**Proposed Zoning District:** LE, Large Estate  
**Proposed Use:** Build a home

### MAP INFORMATION

**Farmland Preservation Designation:**  
Farmland Preservation  
**Soil Type:** Bu, HrC2, and SyA  
**Air Photo Date:** 04/2023

### OTHER CONSIDERATIONS

**Drainage:** Well – poorly drained  
**Soil Limitations:** Moderate – Severe  
**Sewage Disposal:** Private Onsite Wastewater Treatment  
**Road Access:** W Zander Rd

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

**Town Future Land Use Designation:** Agricultural

Encouraging the preservation of agricultural lands within the Town of Gibson. Any new development techniques and programs should preserve as much farmland as possible. 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, view sheds, open spaces, and areas deemed important for the town to keep preserved.

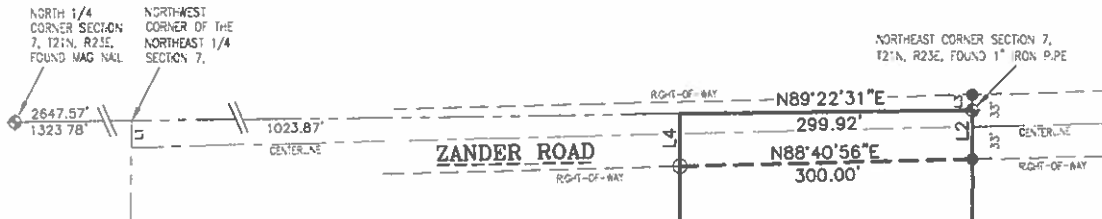
**County Future Land Use Designation:** Agricultural

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.



**CERTIFIED SURVEY MAP** SHEET 1 OF 3

PART OF THE NORTHEAST 1/4 OF THE NORTHEAST 1/4  
OF SECTION 7, TOWNSHIP 21 NORTH, RANGE 23 EAST,  
TOWN OF GIBSON, MANITOWOC COUNTY, WISCONSIN.



**SURVEY FOR:**

TODD BABIASH  
KATHLEEN BABIASH  
17711 OLD CC  
DENMARK, WI 54208

NE 1/4-NE 1/4

UNPLATTED LANDS  
PARCEL 006-007-001-000.00  
VOL. 1898 PG. 496

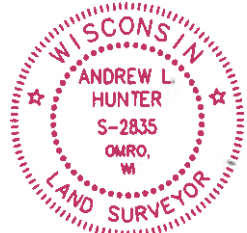
**NOTES**

ALL DISTANCES ARE MEASURED TO THE NEAREST HUNDREDTH OF A FOOT.  
BEARINGS ARE BASED ON THE WISCONSIN COUNTY COORDINATE SYSTEM (MANITOWOC COUNTY) HAD 83(91), WHERE THE EAST LINE OF THE N.E. 1/4 OF SECTION 7, T21N, R23E IS RECORDED TO BEAR S00°17'42"W.

LINE	BEARING	DISTANCE
L1	S00°16'11"W	33.00'
L2	S00°17'42"W	50.00'
L3	S00°17'42"W	16.02'
L4	N00°17'42"E	53.63'

**LEGEND**

- ⊕ DENOTES SECTION OR 1/4 SECTION CORNER AS DESCRIBED
- DENOTES 1.25" OUTSIDE DIAMETER IRON PIPE 18" LONG SET, WEIGHING NOT LESS THAN 1.13 LBS PER LINEAL FOOT.
- DENOTES 1" IRON PIPE FOUND



11/7/2023  
PROJECT 5911A  
SHEET 1 OF 3  
3552 CLEN OAKS PASS GREEN BAY, WI 54311  
www.wisconsinlandsurveying.com (920)410-7744

**WISCONSIN**  
LAND SURVEYING INC.  
Professional Service You Can Trust

1874.61'  
2650.89'  
EAST 1/4 CORNER SECTION 7, T21N, R23E, FOUND ALUMINUM MONUMENT

**CERTIFIED SURVEY MAP NO. \_\_\_\_\_ Sheet 2 of 3**

**PART OF THE NORTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 7, TOWNSHIP 21 NORTH, RANGE 23 EAST, TOWN OF GIBSON, MANITOWOC COUNTY, WISCONSIN**

**SURVEYORS CERTIFICATE  
STATE OF WISCONSIN**

I, ANDREW HUNTER, WISCONSIN PROFESSIONAL LAND SURVEYOR DO HEREBY CERTIFY;

THAT I HAVE SURVEYED, DIVIDED AND MAPPED PART OF THE NORTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 7, TOWNSHIP 21 NORTH, RANGE 23 EAST, TOWN OF GIBSON, MANITOWOC COUNTY, WISCONSIN, WHICH IS BOUND AND DESCRIBED AS FOLLOWS;

BEGINNING AT THE NORTHEAST CORNER OF SAID SECTION 7; THENCE SOUTH 00°17'42" WEST ALONG THE EAST LINE OF SAID NORTHEAST 1/4, 776.29 FEET; THENCE SOUTH 88°40'56" WEST 300.00 FEET; THENCE NORTH 00°17'42" EAST 779.92 FEET TO THE NORTH LINE OF SAID NORTHEAST 1/4; THENCE NORTH 89°22'31" EAST ALONG SAID NORTH LINE, 299.92 FEET TO THE POINT OF BEGINNING. SAID PARCEL CONTAINS 233338 SQ. FT. (5.36 ACRES) AND IS SUBJECT TO ALL EXISTING EASEMENTS AND RESTRICTIONS OF RECORD.

THAT I HAVE MADE THIS SURVEY BY THE DIRECTION OF TODD BABIASH AND KATHLEEN BABIASH, OWNERS OF SAID LAND.

THAT SUCH MAP IS A CORRECT REPRESENTATION OF ALL THE EXTERIOR BOUNDARIES OF THE LAND SURVEYED AND THE LAND DIVISION THEREOF MADE.

THAT THIS CERTIFIED SURVEY MAP IS CONTAINED WHOLLY WITHIN THE PROPERTY DESCRIBED IN THE FOLLOWING RECORDED INSTRUMENT(S): VOL. 1898, PG. 496 AS DOC. NO. 949642

THAT I HAVE FULLY COMPLIED WITH THE PROVISIONS OF CHAPTER 236.34 OF THE WISCONSIN STATUTES AND THE TOWN OF GIBSON AND MANITOWOC COUNTY SUBDIVISION ORDINANCES.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Andrew Hunter, Professional  
Wisconsin Land Surveyor S-2835-008

**OWNERS CERTIFICATE**

AS OWNERS, WE HEREBY CERTIFY THAT WE CAUSED THE LAND DESCRIBED ON THIS MAP TO BE SURVEYED, DIVIDED AND MAPPED AS REPRESENTED HEREIN.

WITNESS THE HAND AND SEAL OF SAID OWNERS THIS \_\_\_\_ DAY OF \_\_\_\_\_ 20 \_\_\_\_.

\_\_\_\_\_  
TODD BABIASH

\_\_\_\_\_  
KATHLEEN BABIASH

**STATE OF WISCONSIN)**  
:SS  
\_\_\_\_\_  
COUNTY)

PERSONALLY CAME BEFORE ME THIS \_\_\_\_ DAY OF \_\_\_\_\_ 20 \_\_\_\_ THE AFOREMENTIONED TODD BABIASH AND KATHLEEN BABIASH TO ME KNOWN TO BE THE PERSONS WHO EXECUTED THE FOREGOING INSTRUMENT AND ACKNOWLEDGED THE SAME.

\_\_\_\_\_  
NOTARY PUBLIC,  
COUNTY, STATE OF WISCONSIN

MY COMMISSION EXPIRES \_\_\_\_\_

**CERTIFIED SURVEY MAP NO. \_\_\_\_\_ Sheet 3 of 3**

**PART OF THE NORTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 7, TOWNSHIP 21  
NORTH, RANGE 23 EAST, TOWN OF GIBSON, MANITOWOC COUNTY, WISCONSIN**

**COUNTY TREASURERS CERTIFICATE**

I, BEING THE DULY ELECTED, QUALIFIED AND ACTING TREASURER FOR MANITOWOC COUNTY, DO HEREBY CERTIFY THAT IN ACCORDANCE WITH THE RECORDS IN MY OFFICE, THERE ARE NO UNPAID TAXES OR DELINQUENT SPECIAL ASSESSMENTS ON ANY LANDS INCLUDED IN THIS CERTIFIED SURVEY MAP AS OF:

DATE \_\_\_\_\_ TREASURER \_\_\_\_\_

**TOWN TREASURERS CERTIFICATE**

I, BEING THE DULY ELECTED, QUALIFIED AND ACTING TREASURER FOR TOWN OF GIBSON DO HEREBY CERTIFY THAT IN ACCORDANCE WITH THE RECORDS IN MY OFFICE, THERE ARE NO UNPAID TAXES OR DELINQUENT SPECIAL ASSESSMENTS ON ANY LANDS INCLUDED IN THIS CERTIFIED SURVEY MAP AS OF:

Date \_\_\_\_\_ Treasurer \_\_\_\_\_

**CERTIFICATE OF MANITOWOC COUNTY PLANNING AND PARK COMMISSION**

THIS CERTIFIED SURVEY MAP HAS BEEN SUBMITTED TO AND APPROVED BY THE MANITOWOC COUNTY PLANNING AND PARK COMMISSION AS COMPLYING WITH THE SUBDIVISION REGULATIONS FOR MANITOWOC COUNTY AND WISCONSIN STATUTE CHAPER 236.

\_\_\_\_\_ Date \_\_\_\_\_ Signature \_\_\_\_\_

**CERTIFICATE OF TOWN OF GIBSON BOARD APPROVAL**

WE HEREBY CERTIFY THAT THE TOWN OF GIBSON BOARD OF SUPERVISORS APPROVE OF THIS CERTIFIED SURVEY MAP

\_\_\_\_\_ Date \_\_\_\_\_ Town Clerk \_\_\_\_\_

\_\_\_\_\_ Date \_\_\_\_\_ Town Chairperson \_\_\_\_\_

8:06

90



3D

6631-6899 W  
Zander Rd

38°  
AQI 17

Search Maps



7:48

93



3D

HEISER RD

W ZANDER RD

38°  
AQI 20

Search Maps



**Michelle Haupt**

---

**From:** Town of Gibson <townofgibson@gmail.com>  
**Sent:** Wednesday, February 7, 2024 1:38 PM  
**To:** Michelle Haupt  
**Subject:** Babiash Rezone - Gibson  
**Attachments:** Babiash Resolution(1).pdf

**MANITOWOC COUNTY  
RECEIVED  
FEB 07 2024  
PLANNING & PARK  
COMMISSION**

**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!

Good afternoon Michelle,

Attached is the town's Resolution No. 2024-4 Approving Rezoning Request of Todd & Kathleen Babiash (Parcel No. 006-007-001-000.00). Here is the excerpt from the draft copy of the February minutes.

**Motion by Rahmlow, second by Rabitz, to adopt Resolution No. 2024-4 Approving Rezoning Request of Todd & Kathleen Babiash (Parcel No. 006-007-001-000.00). All voting aye, motion carried. Resolution rezones 5 acres of referenced parcel from Exclusive Agriculture to Large Estate Residential and the balance of the parcel will remain zoned as Exclusive Agriculture.**

Let me know if you need anything else. Thank you.

--

Linda S. Herman  
Clerk/Treasurer  
Town of Gibson  
2211 Rockledge Road  
Mishicot, WI 54228  
**920-973-2212**

MANITOWOC COUNTY  
RECEIVED

FEB 07 2024

PLANNING & PARK  
COMMISSION

STATE OF WISCONSIN

TOWN OF GIBSON

MANITOWOC COUNTY

No. 2024- 4

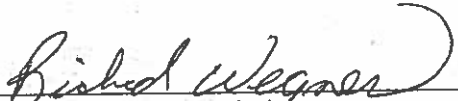
**RESOLUTION APPROVING REZONING REQUEST  
TODD & KATHLEEN BABIASH  
PARCEL NO. 006-007-001-000.00**

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 February 5, 2024, 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:

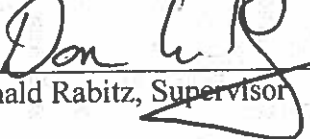
The request of Todd and Kathleen Babiash to rezone approximately 5 acres of land located in the NE 1/4, NE 1/4, Section 7, T21, R23E, Town of Gibson (Parcel No. 006-007-001-000.00) from Exclusive Agricultural (~~EA~~) to Large Estate Residential (LE) with the balance of this parcel remaining zoned as Exclusive Agricultural was approved by a vote of 3 to 0 of the Gibson Town Board on February 5, 2024.

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

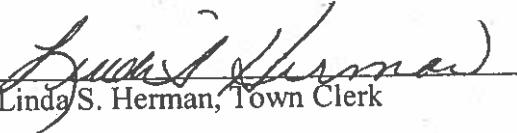
Adopted this 5th day of February, 2024.

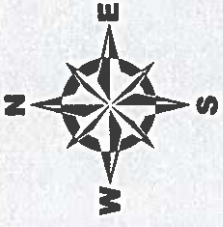
  
Richard Wegner, Chairman

  
Steven Rahmlow, Supervisor

  
Donald Rabitz, Supervisor

Attest:

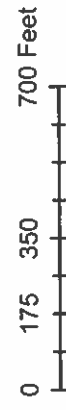
  
Linda S. Herman, Town Clerk



Todd & Kathleen Babiash  
 NE 1/4, NE 1/4  
 Section 7, T21N-R23E  
 Town of Gibson  
 From: EA To: LE  
 Approximately 5.00 acre(s)  
**-87.746, 44.312**

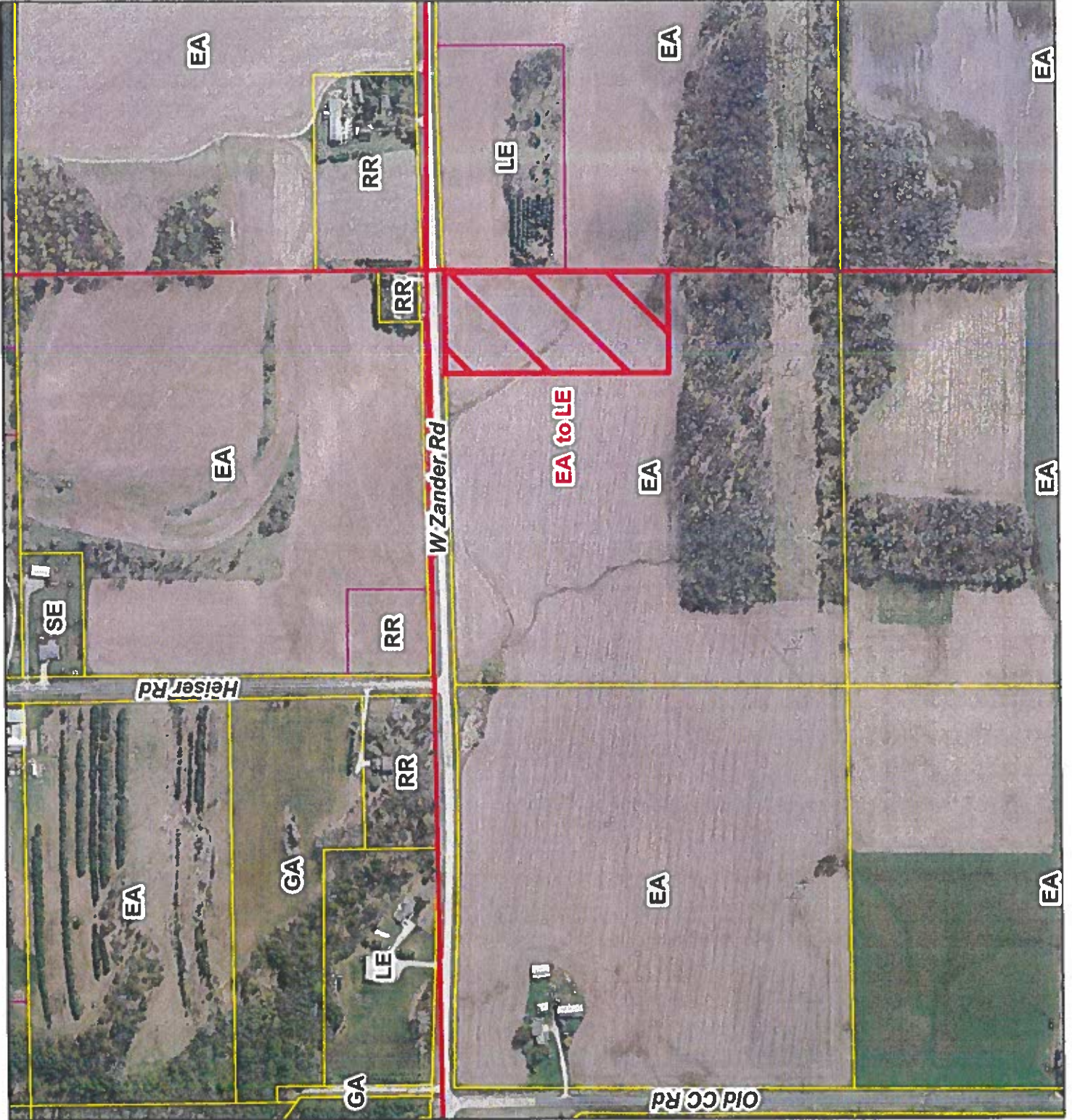
Map Overview

Gibson					
6	5	4	3	2	1
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**

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





**RESOLUTION AUTHORIZING WISCONSIN DEPARTMENT OF  
NATURAL RESOURCES RUNOFF MANAGEMENT GRANT**

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1           WHEREAS, the approved Manitowoc County Land and Water Resource Management  
2 Plan identifies concerns that Manitowoc County has with the impact of non-point pollution on  
3 county surface water and groundwater resources; and  
4

5           WHEREAS, the Soil and Water Conservation Department mitigates the impacts of non-  
6 point pollution through the administration of ordinances, provision of technical assistance and  
7 educational programs, and distribution of cost-share funds; and  
8

9           WHEREAS, the Soil and Water Conservation Department (SWCD) partners with federal,  
10 state, and local governments, as well as non-profit organizations to secure funding opportunities  
11 to bring cost-share dollars into Manitowoc County to address environmental concerns and provide  
12 conservation-based programing and solutions for its citizens; and  
13

14           WHEREAS, mismanaged nutrient applications and agricultural runoff from sites can be  
15 significant sources of pollution impacting Manitowoc County surface water, groundwater, and  
16 watersheds draining to the Lake Michigan ecosystem; and  
17

18           WHEREAS, agricultural producers have the ability to control runoff and reduce impacts  
19 to watersheds when they install best management practices (bmp's); and  
20

21           WHEREAS, the SWCD desires to apply for and receive up to \$492,000 in grant funds for  
22 a Runoff Management Grant from the Wisconsin Department of Natural Resources (WDNR)  
23 pursuant to Wis. Stat. § 281.65 or 281.66 and Wis. Admin. Code §§ NR 151, 153 and 154; and  
24

25           WHEREAS, the Manitowoc County SWCD has staff and resources available to develop  
26 plans, install bmp's, and administer Runoff Management Grant funds with no impact on the county  
27 levy; and  
28

29           WHEREAS, after careful consideration and review, the Land Conservation Committee  
30 recommends the SWCD pursue and accept a Runoff Management Grant to facilitate and improve  
31 non-point source pollution management in the county;  
32

33           NOW THEREFORE, BE IT RESOLVED, that the county board of supervisors of the  
34 county of Manitowoc authorizes the Soil and Water Conservation Department Director, or his  
35 designee, to apply for and accept a Runoff Management Grant from the Wisconsin Department of  
36 Natural Resources in an amount up to \$492,000; and  
37

38           BE IT FURTHER RESOLVED, that the state of Wisconsin will reimburse Manitowoc  
39 County for funds administered in meeting the intent of the approved grant in full; and

40  
41 BE IT FURTHER RESOLVED the SWCD will meet the financial obligations and verify,  
42 report, and submit reimbursements necessary to fully and satisfactorily complete the deliverables  
43 as outlined in the grant application and any agreements entered into pursuant thereto; and  
44

45 BE IT FURTHER RESOLVED that the Manitowoc County SWCD Director, or his  
46 designee, is hereby authorized and empowered to sign documents and take actions necessary to  
47 undertake, direct, and complete the grant processes including, but not limited to:

- 48
- 49 • signing and submitting an application to WDNR for financial aid that may be
- 50 available;
- 51 • signing a grant agreement between Manitowoc County and WDNR;
- 52 • entering into cost-share agreements with landowners/operators to install best
- 53 management practices;
- 54 • making cost-share payments to landowners/operators after payment is requested,
- 55 evidence of contractor payment by a landowner/operator has been received, and
- 56 Manitowoc County has verified proper bmp installation;
- 57 • signing and submitting reimbursement claims, along with necessary supporting
- 58 documentation, to WDNR;
- 59 • signing and submitting interim and final reports and other documentation as
- 60 required by the grant agreement;
- 61 • signing and submitting and Environmental Hazards Assessment form, if required;
- 62 • taking any other action necessary to undertake, direct, and complete an approved
- 63 project;

64  
65 and

66  
67 BE IT FURTHER RESOLVED that revenues and expenses in the Soil and Water  
68 Conservation Department budget are amended by the amount of any grant award, and the Finance  
69 Director is directed to record such information in the official books of the county for year ending  
70 December 31, 2024 with carryover to 2025 as may be required.

Dated this 21st day of May 2024.


Respectfully submitted by the  
Land Conservation Committee

\_\_\_\_\_  
Ryan Phipps, Chair

FISCAL IMPACT: No tax levy impact. Appropriate revenue and expense accounts in the Soil and Water Conservation Department budget will be increased by the amount of any grant amount authorized.

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

LEGAL NOTE:

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

APPROVED:

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

\_\_\_\_\_  
Date

**ORDINANCE AMENDING ZONING MAP**  
(Bruce and Kelly Hansen)

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 April 29, 2024; 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 a part of the East Half (E1/2) of the West Half (W1/2) of the  
12 Northeast Quarter (NE1/4) of Section 13, Township 17 North, Range 21 East, Town of Schleswig,  
13 Manitowoc County, Wisconsin, more particularly described as follows:  
14

15           Commencing at the Northeast Corner of said Section 13; thence S89°-59'-53"W  
16 along the North line of the NE1/4 of said Section 13, a distance of 1317.22 feet to  
17 the East line of W1/2 of the NE1/4 of said Section 13 and the point of beginning;  
18 thence S00°-16'-47"W along said East line 1614.27 feet; thence S85°-18'-21"W  
19 40.15 feet; thence N00°-16'-47"E 1017.03 feet; thence N83°-55'-13"W 169.41  
20 feet; thence N00°-16'-47"E 582.57 feet to the North line of the NE1/4 of said  
21 Section 13; thence N89°-59'-53"E along said North line 208.55 feet to the point of  
22 beginning, said parcel containing approximately 164,339 square feet (3.77 acres)  
23 of land  
24

25 is hereby rezoned from General Agriculture (GA) District to Small Estate Residential (SE) District.

Dated this 21st day of May 2024.

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 MAY 21, 2024.  
FROM: THE MANITOWOC COUNTY PLANNING AND PARK COMMISSION  
RE: BRUCE AND KELLY HANSEN 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.

Bruce and Kelly Hansen, on March 7, 2024, petitioned the Manitowoc County Board of Supervisors to rezone approximately 3.71 acres of land located in the SW1/4, NE1/4, and the NW1/4, NE1/4, Section 13, T17N-R21E, Town of Schleswig, from GA, General Agriculture to SE, Small Estate.

The Town of Schleswig adopted the Manitowoc County Zoning Ordinance on October 11, 2012. The uses permitted in the 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. Bruce and Kelly Hansen petitioned for a zoning map amendment on March 7, 2024.
- 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 April 16, 2024 and on April 22, 2024.
- d. The County Planning and Park Commission held a public hearing on this amendment request on April 29, 2024.
- e. The Commission at their April 29, 2024 meeting recommended approval of a requested rezoning of approximately 3.71 acres of land located in the SW1/4, NE1/4, and the NW1/4, NE1/4, Section 13, T17N-R21E, Town of Schleswig, from GA, General 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.

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 GA, General Agriculture District.
2. The Schleswig Town Board and the Town Plan Commission support the proposed zone change to SE, Small Estate.
3. The area to be rezoned is adjacent to a residential zoned parcel.
4. The rezoning will allow for the parcel to be divided, permitting the conveyance of the woodland portion to a relative.
5. No farmland will be affected by the proposed rezoning.

## 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 Bruce and Kelly Hansen to rezone approximately 3.71 acres of land from GA, General Agriculture to SE, Small Estate were approved.

The Manitowoc County Planning and Park Commission, at its April 29, 2024 meeting, therefore by a unanimous vote recommended that the subject property (an approximately 3.71 acres of land located in the SW1/4, NE1/4, and the NW1/4, NE1/4, Section 13, T17N-R21E, Town of Schleswig, more fully described in the accompanying proposed ordinance amendment) be recommended for rezoning from GA, General Agriculture to SE, Small Estate.



# Manitowoc County Planning and Park Commission

\$ 531

Fee (\$505) Received

Receipt # 41093

## ZONING MAP AMENDMENT APPLICATION

MANITOWOC COUNTY  
RECEIVED

Date of Application: 3/5/2024

OWNER / APPLICANT/ AGENT

MAR 07 2024

PLANNING & PARK  
COMMISSION

Owner Bruce & Kelly Hansen

Applicant/Agent Anthony P Lulloff

Address (1) 17723 C.T.H. "X"

Address (1) AP Lulloff Land Survey LLC

Address (2) \_\_\_\_\_

Address (2) 17625 Matznick Rd

City/State/Zip Kiel, WI 53042

City/State/Zip Kiel, WI 53042

Phone 920.894.1546

Phone 920.894.2151

bhhansen57@gmail.com

aplulloff@gmail.com

SW 1/4

NE 1/4

PROPERTY LEGAL DESCRIPTION

NW 1/4, NE 1/4, S 13 T 17 N R 21 E Town of Schleswig

House /Fire # 17723 CTH X

Tax Number 016-013-002-001.00

### PROPERTY INFORMATION

Existing Zoning District GA

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:

The Hansen's are conveying the south 13.71 acres to their daughter & son in law, who are also acquiring the east adjacent property. See the attached Certified Survey Map and legal description.

Proposed use: (Reason for change)

Bruce & Kelly Hansen will remain owning the remnant of 3.77 acres. SE zoning was recommended by County Planning.

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

Anthony P. Lulloff 3/5/2024  
Signature (applicant, owner, agent) Date

\_\_\_\_\_  
Signature (applicant, owner, agent) Date





# 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)

April 8<sup>th</sup>, 2024

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

and

Manitowoc County Supervisor Jonathan Neils  
Supervisory District 13

ATTN: Tim Ryan and Supervisor Neils

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:**

Bruce and Kelly Hansen  
17723 CTH X  
Kiel, WI 53042

**Township:**

Schleswig

**Applicant/Agent**

Anthony P. Lulloff  
AP Lulloff Land Survey LL C  
17625 Matznick Rd  
Kiel, WI 53042

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 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

# MANITOWOC COUNTY

## ZONING MAP AMENDMENT FACT SHEET

(Manitowoc County, Town of Schleswig from GA to SE)

### PETITIONER

**Name:** Bruce & Kelly Hansen  
**Address:** 17723 CTH X  
Kiel WI 53042  
**Town:** Schleswig

### PARCEL

**Location:** NW ¼, NE ¼, Section 13, T17N-R21E  
SW ¼, NE ¼, Section 13, T17N-R21E  
**Tax#:** 016-013-002-001.00  
**Area:** 3.71 acre(s)

### ACTION TO DATE

**Petition Submitted:** 03/07/2024  
**Town Action:** Approved March 14, 2024  
**Hearing Notice Published:** 4/16/24 & 4/22/24  
**Advisory:** 04/29/24  
**Hearing:** 04/29/24

### ADJACENT USES & ZONING

Direction:	District:	Use:
North	GA	Grassland & Farmland
South	GA	Farmland & Woodland
East	GA & SE	Farmland & Residential
West	GA	Farmland

### PARCEL USES & ZONING

**Existing Zoning District:** GA, General Agriculture  
**Existing Land Use:** Residential  
**Proposed Zoning District:** SE, Small Estate  
**Proposed Use:** Conveying pond and woods to daughter.

### MAP INFORMATION

**Farmland Preservation Designation:**  
Farmland Preservation Area  
**Soil Type:** HmB, SyA  
**Air Photo Date:** 04/2023

### OTHER CONSIDERATIONS

**Drainage:** Well – somewhat poorly drained  
**Soil Limitations:** Moderate - Severe  
**Sewage Disposal:** Private Onsite Wastewater Treatment  
**Road Access:** CTH X

**Soil Test:** May 1, 2000  
**Terrain:** 0 – 12+ Percent Slopes  
**Vegetative Cover:** Grassland/Trees/

**Town Land Use Designation:** Agricultural

Preserve the agricultural resources of the town. Anticipated Land Use trends to include division of land in the town into smaller parcels. New residential development types shall conform to surrounding land uses. Preserve as much of the rural landscape and woodlands and other natural features as possible. Encourage design techniques (such as conservation and cluster subdivision) that strike a creative balance between open space and development.

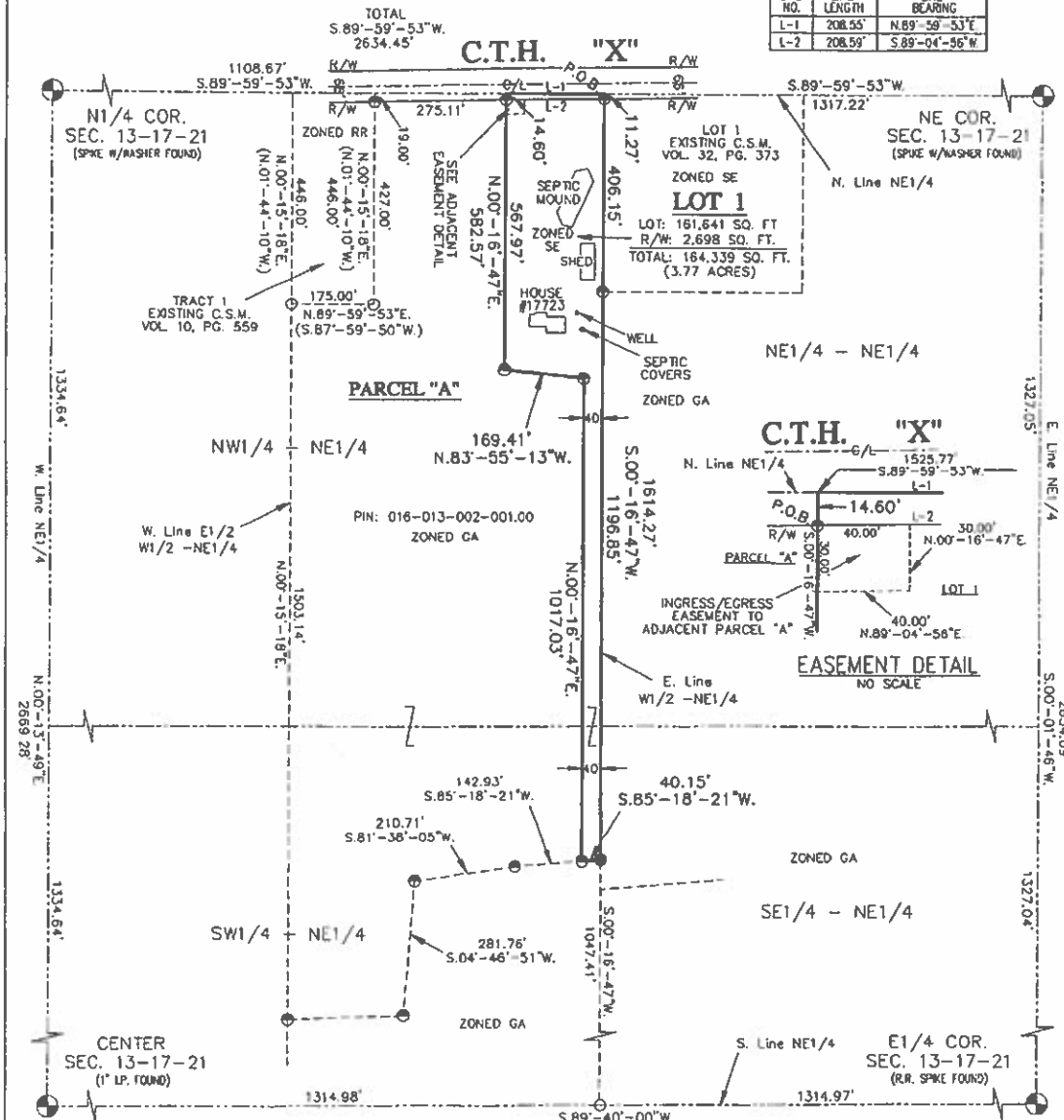
**County Future Land Use Designation:** Agricultural

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.

# CERTIFIED SURVEY MAP

A PART OF THE E1/2 OF THE W1/2 OF THE NE1/4 OF SECTION 13, T. 17 N., R. 21 E., TOWN OF SCHLESWIG, MANITOWOC COUNTY, WISCONSIN.

LINE TABLE		
LINE NO.	LINE LENGTH	LINE BEARING
L-1	208.55'	N.89°-59'-53"E
L-2	208.59'	S.89°-04'-56"W



**PROPERTY ZONED SE**  
**SETBACKS**  
 60 FOOT FRONT SETBACK FROM THE CENTERLINE OF THE TOWN ROAD  
 25 FOOT PROPERTY LINE SETBACK FOR PRINCIPAL AND CONDITIONAL USE STRUCTURES  
 10 FOOT PROPERTY LINE SETBACK FOR ACCESSORY STRUCTURES

BEARINGS REFERENCED TO MANITOWOC COUNTY COORDINATE SYSTEM  
 NORTH LINE OF NE1/4 SECTION 13 ASSIGNED S.89°-59'-53"W.  
 SCALE: 1" = 300'



- LEGEND**
- = 3/4" x 18" Iron Rebar Set Weighing 1.15 lbs./ft.
  - = 3/4" Iron Rebar Found
  - = 1" Iron Pipe Found
  - ( ) = Recorded As Data
  - ⊙ = Manitowoc County Monument



**AP Lulloff LAND SURVEY, LLC**  
 Anthony Lulloff PLS, SP  
 AP Lulloff Land Survey, LLC  
 17625 Matznick Road  
 Kiel, WI 53042  
 aplulloff@gmail.com  
 920.894.2151

Prepared For:  
 Bruce & Kelly Hengen  
 17725 C.T.H. "X"  
 Kiel, WI 53042

1	2-24-24	PRELIM.
2	3-6-24	FINAL

DRAWING FILE: HANSON 5.1  
 PROJECT NUMBER: 2221203.01  
 DRAWN BY: KCM CHECKED BY: APL  
 NOTEBOOK: MAN-5 PAGE: 31  
 SHEET 1 OF 2 MAP NO. L-14022

STATE OF WISCONSIN) SS  
MANITOWOC COUNTY)

CERTIFIED SURVEY MAP

Sheet 2 of 2

SURVEYOR'S CERTIFICATE:

I, Anthony P. Lulloff, Wisconsin Professional Land Surveyor of AP Lulloff Land Survey LLC certify that I have surveyed, divided and mapped under the direction of Bruce Hansen, a part of the East Half (E1/2) of the West Half (W1/2) of the Northeast Quarter (NE1/4) of Section 13, Township 17 North, Range 21 East, Town of Schleswig, Manitowoc County, Wisconsin containing 164,339 square feet (3.77 acres) of land and being described by:

Commencing at the Northeast Corner of said Section 13; thence S89°-59'-53"W along the North line of the NE1/4 of said Section 13, a distance of 1317.22 feet to the East line of W1/2 of the NE1/4 of said Section 13 and the point of beginning; thence S00°-16'-47"W along said East line 1614.27 feet; thence S85°-18'-21"W 40.15 feet; thence N00°-16'-47"E 1017.03 feet; thence N83°-55'-13"W 169.41 feet; thence N00°-16'-47"E 582.57 feet to the North line of the NE1/4 of said Section 13; thence N89°-59'-53"E along said North line 208.55 feet to the point of beginning.

Subject to an easement for the purpose of ingress and egress granted to the west adjoining property and being described by: Commencing at the Northeast Corner of said Section 13; thence S89°-59'-53"W along the North line of the NE1/4 of said Section 13, a distance of 1525.77 feet; thence S00°-16'-47"W 14.60 feet to the South line of C.T.H. "X" and being the point of beginning; thence continuing S00°-16'-47"W 30.00 feet; thence N89°-04'-56"E 40.00 feet; thence N00°-16'-47"E 30.00 feet to the South line of said C.T.H. "X"; thence S89°-04'-56"W along said South line 40.00 feet to the point of beginning.

That such is a correct representation of all exterior boundaries of the land surveyed

That I have fully complied with the provisions of Chapter 236.34 of the Wisconsin Statutes, Section 12.07 of the Manitowoc County Subdivision Regulations and the Town of Schleswig in surveying, dividing and mapping the same.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

Wisconsin Professional Land Surveyor  
Anthony P. Lulloff, S-1655

OWNER'S CERTIFICATE:

As owner, I hereby certify that I caused the land described on this Certified Survey Map to be surveyed, divided, and mapped as represented on this map.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

In the presence of:

\_\_\_\_\_

\_\_\_\_\_  
Bruce Hansen

\_\_\_\_\_

\_\_\_\_\_  
Kelly Hansen

TOWN OF SCHLESWIG  
Regular Monthly Town Board Meeting  
March 14th, 2024  
MINUTES  
**UNAPPROVED DRAFT**

Meeting called to order by Supervisor Schwantes at 7:00 P.M. at the Schleswig Town Hall. Meeting notices were posted at designated sites on March 10, 2024, and the media was notified. Town officials present for the meeting were Chairman Glomski, Supervisor Hoerth, Supervisor Schwantes, Clerk Pieper, Deputy Clerk Meyer, Treasurer Krebsbach, Deputy Treasurer Vondrachek and Road Superintendent Hartmann.

**Motion – Hoerth/Schwantes** to approve the agenda as presented; motion carried.

**Motion – Hoerth/Schwantes** to approve Regular Board meeting minutes of 2/8/2024; motion carried.

Treasurer's report: Checkbook balance \$39,212.84; mobile home account \$4,387.15; tax account \$516,954.04; capital outlay account \$77,461.73; equipment account \$93,411.26. Receipts since previous meeting were \$2,564.00.

Clerk's report: **Hoerth/Schwantes** to approve payments of the EFT for US Treasury and checks #17070 to #17118 totaling \$1,578,169.37; motion carried.

Board Member's Report:

Chairman Glomski reported on the District Meeting and a discussion on agricultural road funding. He is looking into potential roads in the township that would qualify. Glomski will be meeting with the City of Kiel Clerk of Courts. Tree removal will begin on Rockville Road over the next two weeks. The road will be closed intermittently during this time. One of the board members may attend a Road School training session that takes place from April 29 to May 1 and is hosted by the Wisconsin Towns Association.

Assessor's report: None

Constable's report: Constable Schuler reported on the monthly calls and provided an update on ongoing issues in the township.

Visitors' input: Cindy Leitner requested that ordinances and resolutions be made public before the meeting where they will be discussed. Chairman Glomski reviewed posting requirements. Randy Leonard, Cedar Lake resident, brought up concerns with the boat launch and dead ash trees in the township, specifically those on private property that could fall on power lines if they came down. Scott Otterson brought up the missing road sign at the intersection of Rokilio and Klemme Roads.

Building permits:

Matt Willsey	REMODEL
JUDITH BADURA	REMODEL
JIM MOSER	CELL TOWER ALTERATIONS
JUDITH BADURA	ADDED SHOWER
SANDRA BUCHHOLZ	SHED

Regular Town Board Meeting 3/14/2024

\*All motions recorded in these minutes as carried are carried unanimously unless otherwise noted.

## Old & new business

### A. Cedar Lake Ordinance for slow no wake operation of watercraft during high water period

Glomski discussed the Cedar Lake Sanitary District Slow No Wake Ordinance 2024-02 which amends Ordinance 2009-02. This Ordinance will be submitted to the Wisconsin Department of Natural Resources for review. Once the WI DNR accepts the ordinance it will come back to the Town Board for approval. **Motion Hoerth/Schwantes** to submit Cedar Lake Sanitary District Slow No Wake Ordinance 2024-02 to the Wisconsin Department of Natural Resources; motion carried.

### B. Planning Commission Recommendations:

1. Request by Bruce and Kelly Hansen to rezone 3.77-acres from GA to SE  
Supervisor Hoerth reviewed the rezone request for Bruce and Kelly Hansen and the Planning Commission recommendation to approve. **Motion Schwantes/Hoerth** to approve the rezone; motion carried.
2. Request by Charles Hoefner via Matt Grohskopf for a variance on landscape work at Cedar Lake  
Supervisor Hoerth reviewed the rezone request for Charles Hoefner and the work that will be done. Hoerth reviewed the Planning Commission discussion and recommendation to approve. **Motion Glomski/Schwantes** to approve the rezone; motion carried.

### C. Budget Adjustment

The board reviewed the 2023 town budget and looked at areas that needed adjustment. The clerks will continue this review and the board will meet at a later date.

### D. Small bridge/culvert request

Chairman Glomski informed that he signed the agreement with Manitowoc County to have them locate and inventory the small bridges and culverts in the township.

### E. Road Work

Chairman Glomski and Road Superintendent Hartmann led a discussion on future road work. They will continue working on compiling a list.

### F. Update on Recycling Center

Supervisor Hoerth gave an update on the recycling center and recommends we put out a request for proposal to area contractors for services for the recycling center. The RFP will be advertised in the paper and Town website. After discussion it was decided that two RFP's will be done. One for the recycling center and the other for private collection. **Motion Glomski/Schwantes** to advertise the two requests for proposal; motion carried.

## Miscellaneous Reports

### A. Board of Review April 23rd

The Board of Review is set for April 23<sup>rd</sup> from 4pm-6pm.

### B. Open Book

The assessor will set the open book date 7-10 days before the Board of Review. Once this date is set it will be posted on the Town website and Town Hall.

C. Annual Meeting April 16<sup>th</sup>

The Annual Meeting is set for April 16<sup>th</sup> at 7pm.

**Motion Hoerth/Schwantes** to adjourn; motion carried. The meeting adjourned at 9:51 pm.

Lindsay Meyer, Deputy Clerk  
March 16<sup>th</sup>, 2024



Minutes  
Schleswig Town Planning Commission  
Monday, March 11, 2024 at 2:00 pm  
Schleswig Town Hall

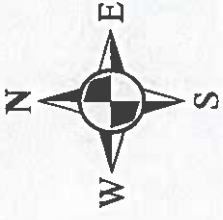
MANITOWOC COUNTY  
RECEIVED  
MAR 18 2024  
PLANNING & PARK  
COMMISSION

1. Rich Hoerth called the meeting to order at 2:02 pm.
2. In attendance was Ted Zuberbier, Jerry Truttschel, Richard Jens (via phone), and Bruce Hansen.
3. Pledge of Allegiance was said.
4. Ted made a motion to approve the February 1, 2023 meeting minutes second by Jerry and motion carried.
5. Item #1

Request from Bruce and Kelly Hansen to rezone 3.77-acres from GA (General Agriculture) to SE (Small Estate).

- a. Bruce Hansen presented the request and explained the need for it.
  - b. Discussion and questions followed along with review of the survey map and the aerial photo provided.
  - c. Recommendation to approve the rezone of 3.77-acres from GA to SE was made by Jerry and seconded by Dick and motion carried.
6. Item# 2  
Request from Charles Hoefner for a variance on the landscaping on a new home at 14132 Rokilio Road to include two patio areas of 20' x 15' and 15' x 15' located between the home and the lakeshore. The patio area closest to the lake includes a fire pit.
    - a. Because of a miscommunication between Matt Grohskoph, Owner of Pigeon River Landscaping, and Rich Hoerth, Committee Chair, Mr. Grohskoph was not present for the meeting.
    - b. The committee reviewed the variance request and the site plan provided.
    - c. A recommendation to disapprove the variance request was made by Dick and seconded by Ted and motion carried.
  7. With no other business the motion to adjourn was made by Jerry and seconded by Ted and motion carried.
  8. Adjourned at 2:43 pm.

Minutes submitted by Rich Hoerth



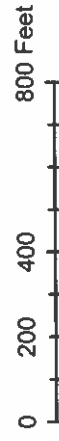
Bruce & Kelly Hansen  
 NW 1/4, NE 1/4 and  
 SW 1/4, NE 1/4  
 Section 13, T17N-R21E  
 Town of Schleswig

From: GA To: SE  
 Approximatel 3.71 acre(s)  
**-87.928, 43.949**

Map Overview

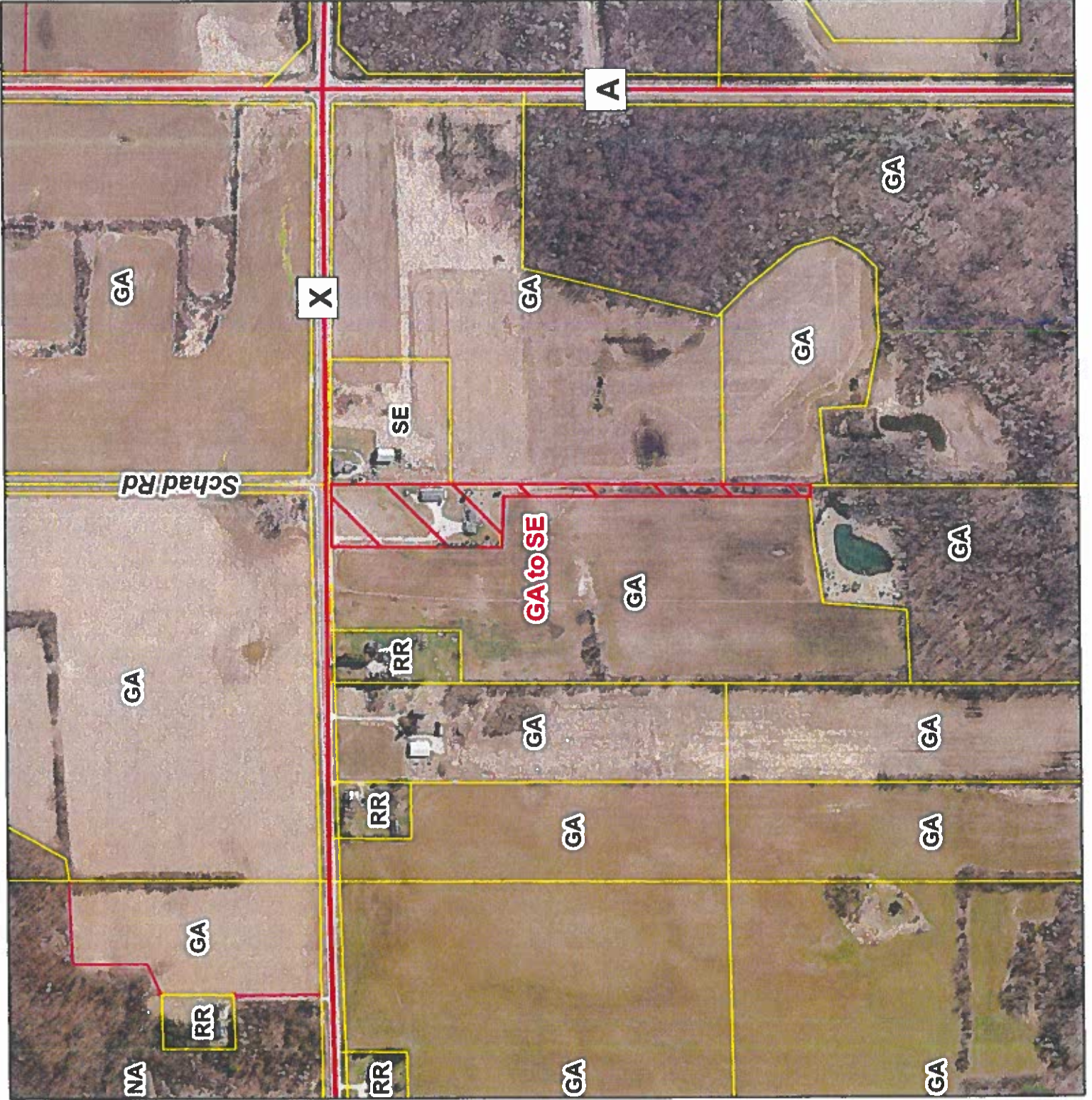
Schleswig

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
- Parcel Line
- Water Way
- Zoning Line



**ORDINANCE AMENDING ZONING MAP**  
(Paul G Bertler Irrevocable 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 April 29, 2024; 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 Northwest 1/4 of the Northwest 1/4 and Southwest  
12 1/4 of the Northwest 1/4 of Section 15, T.20 N. - R. 24 E., Town of Mishicot, Manitowoc County,  
13 Wisconsin, more particularly described as follows:  
14

15 Commencing at the West 1/4 corner of Section 15; thence along the westerly line  
16 of the NW 1/4 North 0°17'12" West 1,406.47 feet to the point of beginning; thence  
17 continuing along said line North 0°17'12" West 289.85 feet to the southerly line of  
18 Tract 2 of Certified Survey Map Volume 7 Page 625; then South 76°34'10" East  
19 134.45 feet; thence continuing South 53°38'10" East 123.75 feet; thence continuing  
20 South 11°16'15" East 140.46 feet; thence continuing South 41°14'10" East 131.77  
21 feet to the westerly line of STH. "147"; thence along said line South 10°19'37" West  
22 69.81 feet; thence continuing South 0°59'00" East 50.99 feet; thence continuing  
23 South 10°19'37" West 30.00 feet to a point "A"; thence North 79°40'24" West 50.00  
24 feet; thence North 10°19'37" East 85.00 feet; thence North 72°58'10" West 77.68  
25 feet; thence North 18°53'20" West 57.76 feet; thence North 81°13'20" West 201.70  
26 feet to the point of beginning, said parcel containing approximately 1.87 acres of  
27 land  
28

29 is hereby rezoned from General Agriculture (GA) District to Rural Residential (RR) District.


Dated this 21st day of May 2024.

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 MAY 21, 2024.  
FROM: THE MANITOWOC COUNTY PLANNING AND PARK COMMISSION  
RE: PAUL G BERTLER IRREVOCABLE 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 Paul G Bertler Irrevocable Trust, on March 25, 2024, petitioned the Manitowoc County Board of Supervisors to rezone approximately 1.87 acres of land located in the SW1/4, NW1/4, and the NW1/4, NW1/4, Section 15, T20N-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. The Paul G Bertler Irrevocable Trust petitioned for a zoning map amendment on March 25, 2024.
- 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 April 16, 2024 and on April 22, 2024.
- d. The County Planning and Park Commission held a public hearing on this amendment request on April 29, 2024.
- e. The Commission at their April 29, 2024 meeting recommended approval of a requested rezoning of approximately 1.87 acres of land located in the SW1/4, NW1/4, and the NW1/4, NW1/4, Section 15, T20N-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. Ryan Van Driel & Mrs. Sara Van Driel, applicants, 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 GA, General Agriculture District.
  2. The Mishicot Town Board supports the proposed zone change to RR, Rural Residential.
  3. The area to be rezoned is adjacent to a residential zoned parcel.
  4. The rezoning will allow for the construction of a single family home next to a relative.
-

5. A minimal amount of farmland will be affected by the proposed rezoning.

#### 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 Paul G Bertler Irrevocable Trust to rezone approximately 1.87 acres of land from GA, General Agriculture to RR, Rural Residential were approved.

The Manitowoc County Planning and Park Commission, at its April 29, 2024 meeting, therefore by a unanimous vote recommended that the subject property (an approximately 1.87 acres of land located in the SW1/4, NW1/4, and the NW1/4, NW1/4, Section 15, T20N-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  
Planning and Park Commission

Fee (\$531) Received   
Receipt # 41145

ZONING MAP AMENDMENT APPLICATION

MAR 25 2024

PLANNING  
COMMISSION

Date of Application: \_\_\_\_\_ OWNER / APPLICANT/ AGENT \_\_\_\_\_

Owner PAUL G. Bertler Applicant/Agent \_\_\_\_\_

Address (1) Irrevocable Trust Address (1) \_\_\_\_\_

Address (2) 9120 State Hwy 147 Address (2) \_\_\_\_\_

City/State/Zip Two Rivers, Wis City/State/Zip \_\_\_\_\_

Phone 54241 Phone \_\_\_\_\_

PROPERTY LEGAL DESCRIPTION

NW SW 1/4, NW NW 1/4, S 15 T 20 N R 24 E Town of Mishicot

House /Fire # \_\_\_\_\_ Tax Number ALL OF 013-015-006-001.00  
PART OF 013-015-007-001.00

PROPERTY INFORMATION

Existing Zoning District GA Proposed Zoning district RR

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

See ATTACHED Survey MAP.

Proposed use: (Reason for change)

We intend to create a BUILDING PARCEL for A Family Member

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

Jan Berneck Sala VanDine  
Signature (applicant, owner, agent) Date 3/20/21

\_\_\_\_\_  
Signature (applicant, owner, agent) Date



# 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)

April 8<sup>th</sup>, 2024

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:**

Paul G. Bertler  
Irrevoc Trust  
9120 State Hwy 147  
Two Rivers, WI 54241

**Township:**

Mishicot

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 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 HIS 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

# MANITOWOC COUNTY ZONING MAP AMENDMENT FACT SHEET

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

## PETITIONER

**Name:** Paul G Bertler Irrevocable Trust

**Address:** 9120 STH 147  
Two Rivers WI 54241

**Town:** Mishicot

## PARCEL

**Location:** NW1/4, NW1/4, Section 15, T20N-R24E  
SW1/4, NW1/4, Section 15, T20N-R24E

**Tax#:** 013-015-006-001.00  
013-015-007-001.00

**Area:** 1.87 acres

## ACTION TO DATE

**Petition Submitted:** 3/25/2024

**Town Action:** Approved February 5, 2024

**Hearing Notice Published:** 4/16/2024 & 4/22/2024

**Advisory:** 4/29/2024

**Hearing:** 4/29/2024

## ADJACENT USES & ZONING

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

## PARCEL USES & ZONING

**Existing Zoning District:** GA, General Agriculture

**Existing Land Use:** Farmland & Woods

**Proposed Zoning District:** RR, Rural Residential

**Proposed Use:** Build a house on a smaller lot

## MAP INFORMATION

**Farmland Preservation Designation:**

Non-Farmland Preservation

**Soil Type:** BrB, ShA

**Air Photo Date:** 04/2023

## OTHER CONSIDERATIONS

**Drainage:** Well - poorly drained, rapidly permeable soils

**Soil Limitations:** Slight - Severe

**Sewage Disposal:** Private Onsite Wastewater Treatment

**Road Access:** STH 147

**Town Future Land Use Designation:** Other Agricultural Area

General agricultural areas that are not designated as agricultural preservation areas or transition areas.

These areas include lands that are currently being used as farmland, but these owners will not qualify for the farmland preservation tax credits.

**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 & Woods

# PLAT OF SURVEY

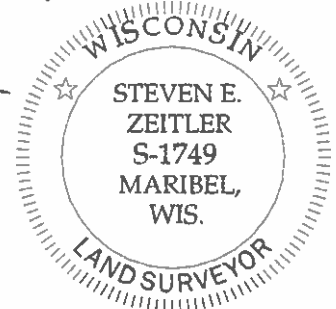
Part of the NW 1/4 of the NW 1/4 and SW 1/4 of the NW 1/4 of Section 15, T.20 N. - R. 24 E., Town of Mishicot, Manitowoc County, Wisconsin

For: Paul G. Bertler Irrevocable Trust

## SURVEYORS CERTIFICATE:

I, Steven E. Zeitler, Professional Land Surveyor, do hereby certify;  
That I have surveyed the hereon described property and the map  
hereon is a true representation thereof to the best of my  
knowledge and belief.

*Steven E. Zeitler* 3/12/24  
Steven E. Zeitler PLS # 1749 Date



## Legend

- 1" X 18" iron pipe (set) min. wt. 1.13 lb./lin.ft.
  - 1" iron pipe found
- Bearings referenced to the westerly line of the NW 1/4 recorded N0°17'12"W

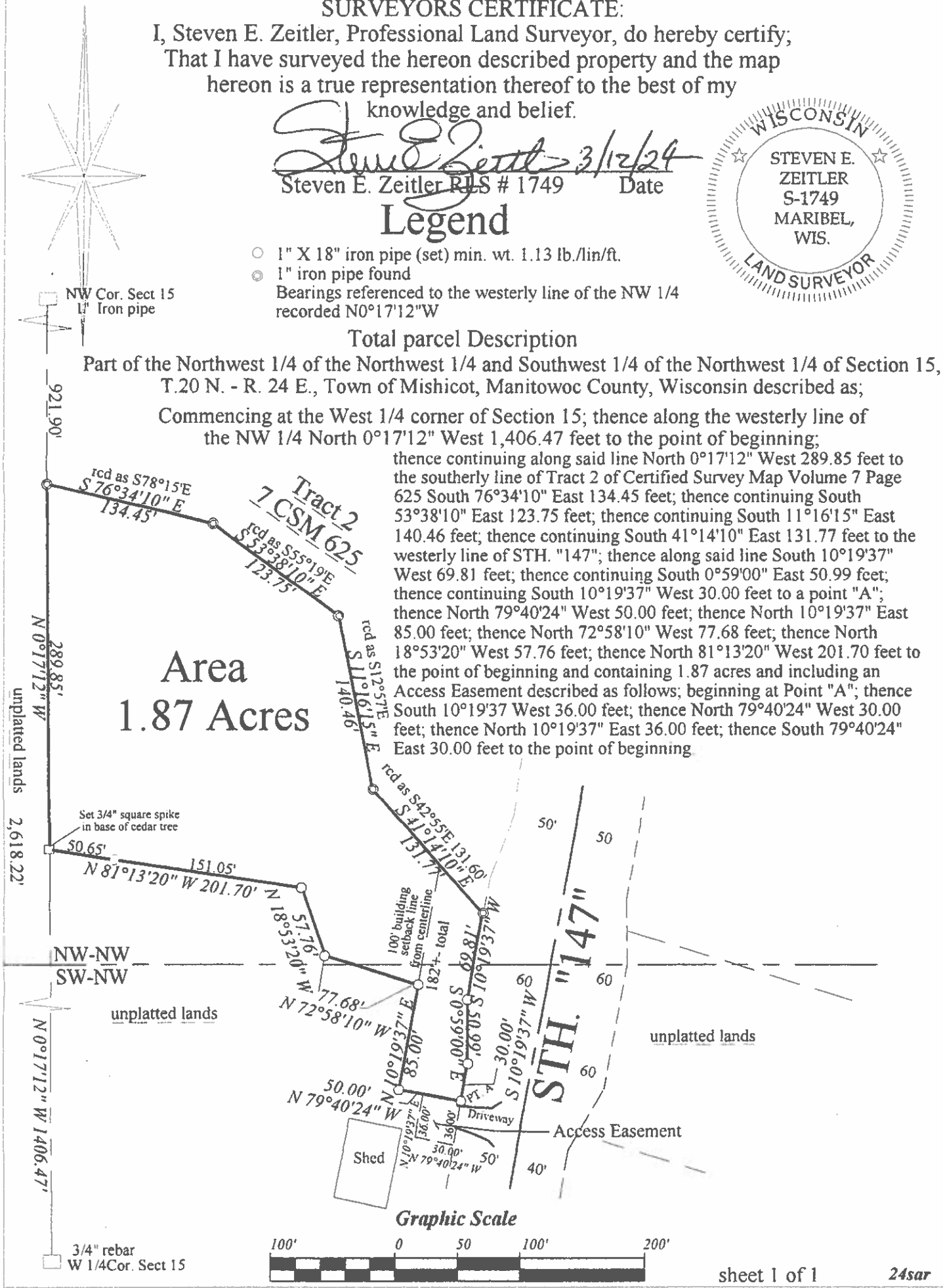
## Total parcel Description

Part of the Northwest 1/4 of the Northwest 1/4 and Southwest 1/4 of the Northwest 1/4 of Section 15, T.20 N. - R. 24 E., Town of Mishicot, Manitowoc County, Wisconsin described as;

Commencing at the West 1/4 corner of Section 15; thence along the westerly line of the NW 1/4 North 0°17'12" West 1,406.47 feet to the point of beginning;

thence continuing along said line North 0°17'12" West 289.85 feet to the southerly line of Tract 2 of Certified Survey Map Volume 7 Page 625 South 76°34'10" East 134.45 feet; thence continuing South 53°38'10" East 123.75 feet; thence continuing South 11°16'15" East 140.46 feet; thence continuing South 41°14'10" East 131.77 feet to the westerly line of STH. "147"; thence along said line South 10°19'37" West 69.81 feet; thence continuing South 0°59'00" East 50.99 feet; thence continuing South 10°19'37" West 30.00 feet to a point "A"; thence North 79°40'24" West 50.00 feet; thence North 10°19'37" East 85.00 feet; thence North 72°58'10" West 77.68 feet; thence North 18°53'20" West 57.76 feet; thence North 81°13'20" West 201.70 feet to the point of beginning and containing 1.87 acres and including an Access Easement described as follows; beginning at Point "A"; thence South 10°19'37" West 36.00 feet; thence North 79°40'24" West 30.00 feet; thence North 10°19'37" East 36.00 feet; thence South 79°40'24" East 30.00 feet to the point of beginning.

Area  
1.87 Acres

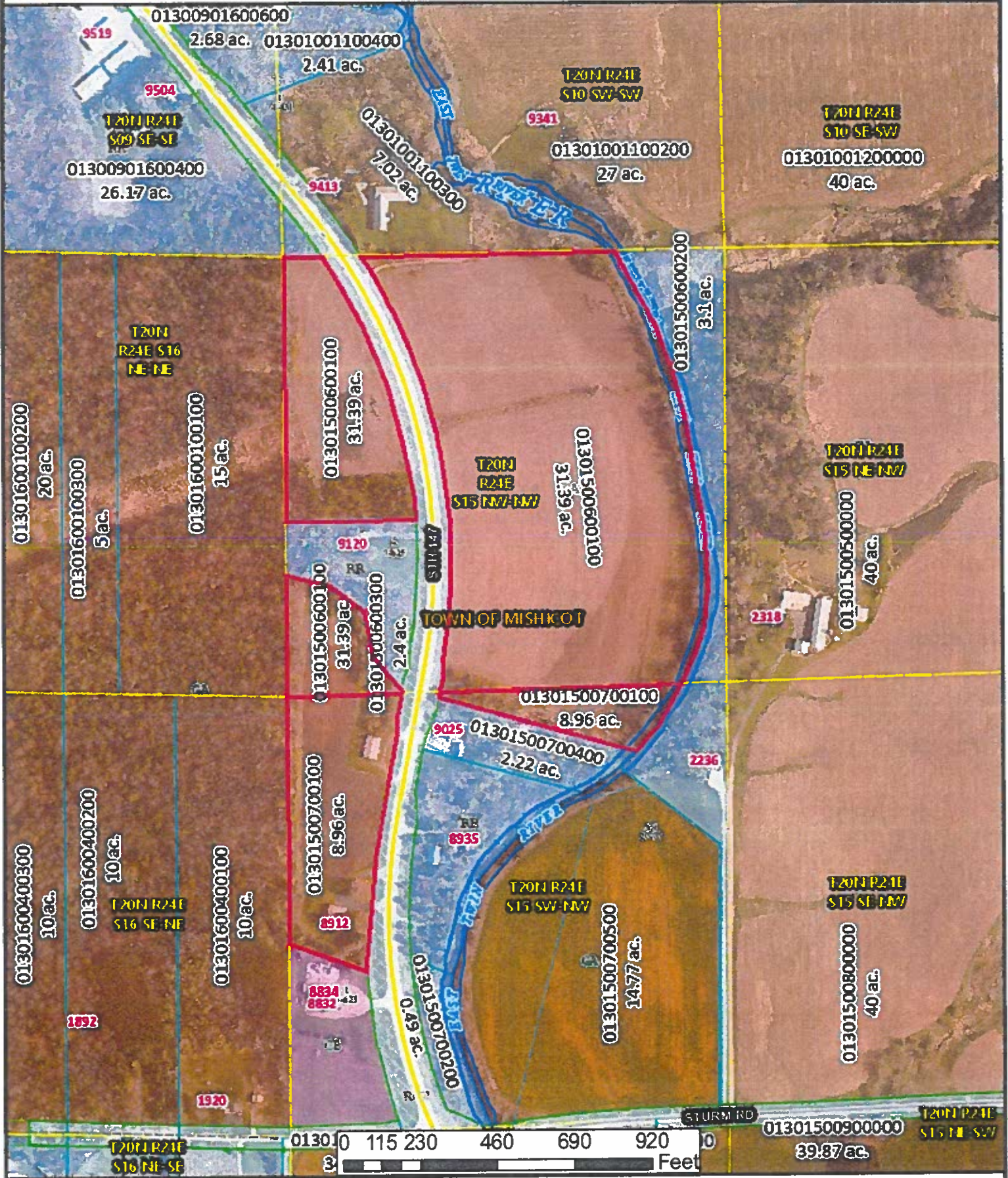


## Graphic Scale



1" = 100'

# Manitowoc County Parcel Viewer

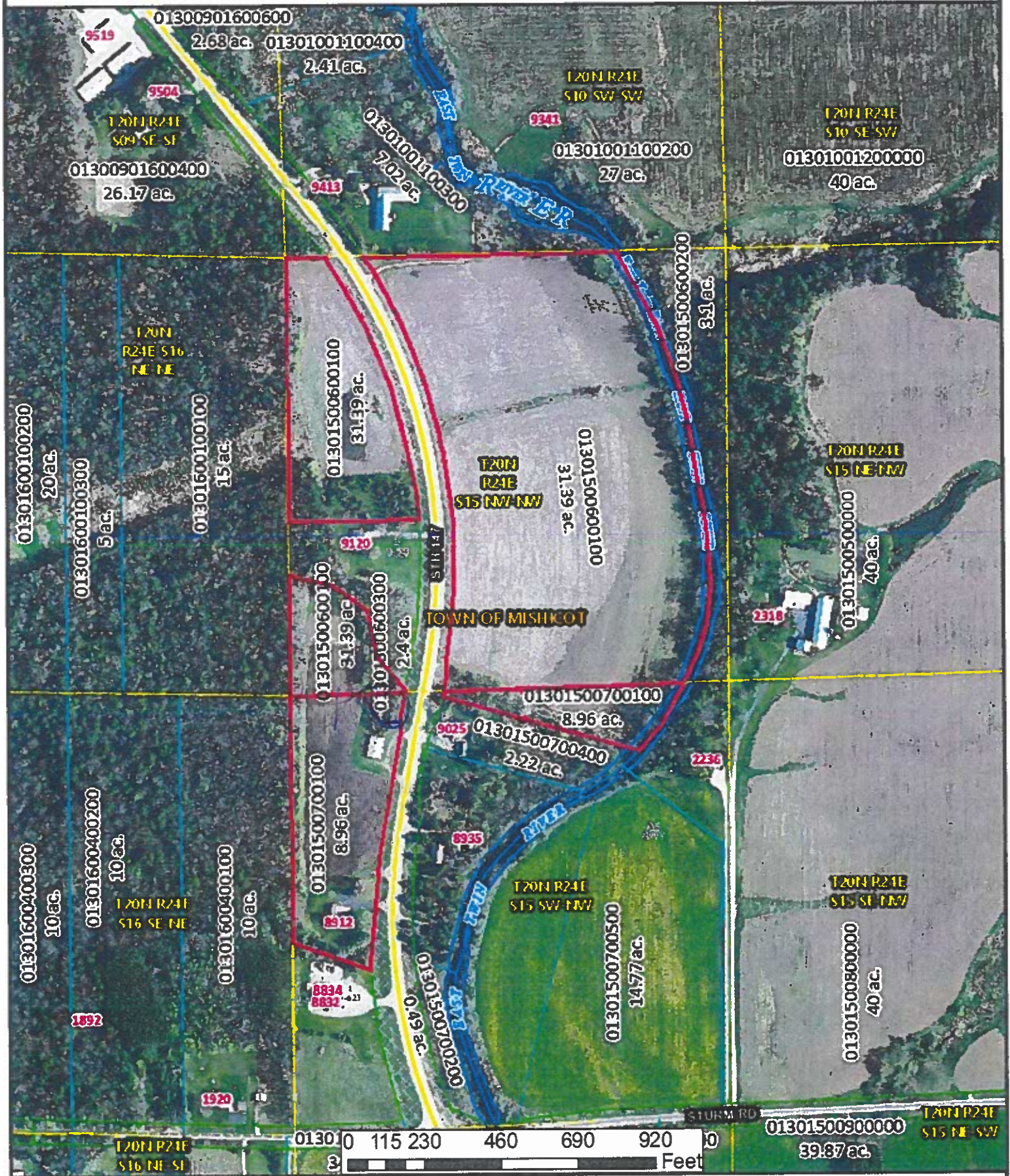


Author: Public  
Date Printed: 4/4/2024



The burden for determining fitness for use rests entirely upon the user of this website. Manitowoc County and its co-producers will not be liable in any way for accuracy of the data and they assume no responsibility for direct, indirect, consequential, or other damages.

# Manitowoc County Parcel Viewer



Author: Public  
Date Printed: 4/4/2024



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# TOWN OF MISHICOT

Office of Town Clerk

MANITOWOC COUNTY  
RECEIVED  
FEB 09 2024  
PLANNING & PARK  
COMMISSION

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  
clerk@tn.mishicot.wi.gov

February 5, 2024

Mr. Tim Ryan  
Manitowoc County Planning & Park Dept.  
4319 Expo Drive  
P. O. Box 935  
Manitowoc, WI 54221-0935

Dear Tim:

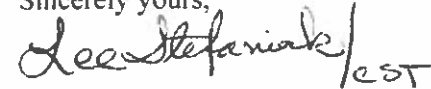
RE: VAN DRIEL REZONING REQUEST – STH 147

Ryan and Sara Van Driel came before the Mishicot Town Board at its monthly meeting last evening, February 5. Mr. and Mrs. Van Driel wish to build a house of an approximately 2-acre portion of Parcel No. 013-015-006-001.00, on the southwest side of STH 147. The parcel is currently zoned General Ag. They are requesting a rezoning of this approximately 2-acre portion to either Rural Residential or Small Estate as appropriate, to allow construction of a new home. This portion is part of a 31.39-acre parcel. No rezoning is being requested for the remainder of the parcel at this time.

The Mishicot Town Board made the following motion at their February 5, 2024, Town Board Meeting: **Supervisor Anhalt moved that the town board recommend allowing the Van Driel rezoning request of approximately two acres of land from the existing 31.39-acre Parcel No. 013-015-006-001.00 for the building of a new home. The zone recommended would be Rural Residential or Small Estate as approved by Manitowoc County Planning and Zoning. Motion seconded by Supervisor DesJarlais. All votes in favor. Motion carried.**

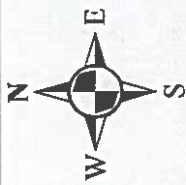
Mr. and Mrs. Van Driel have been in contact with land surveyor Steve Zeitler. The surveyor will provide the exact size of the parcel. The Van Driel's continue to work with WisDOT regarding the culvert and driveway entrance. A successful perc test has already been completed.

Sincerely yours,



Lee Stefaniak  
Chairman - Town of Mishicot

cc: Sara Van Driel  
svandriel81@yahoo.com

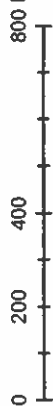


Paul G Bertler  
 Irrevocable Trust  
 NW 1/4, NW 1/4 and  
 SW 1/4, NW 1/4  
 Section 15, T20N-R24E  
 Town of Mishicot  
 From: GA To: RR  
 Approximately 1.87 acre(s)  
**-87.620 44.208**

Map Overview

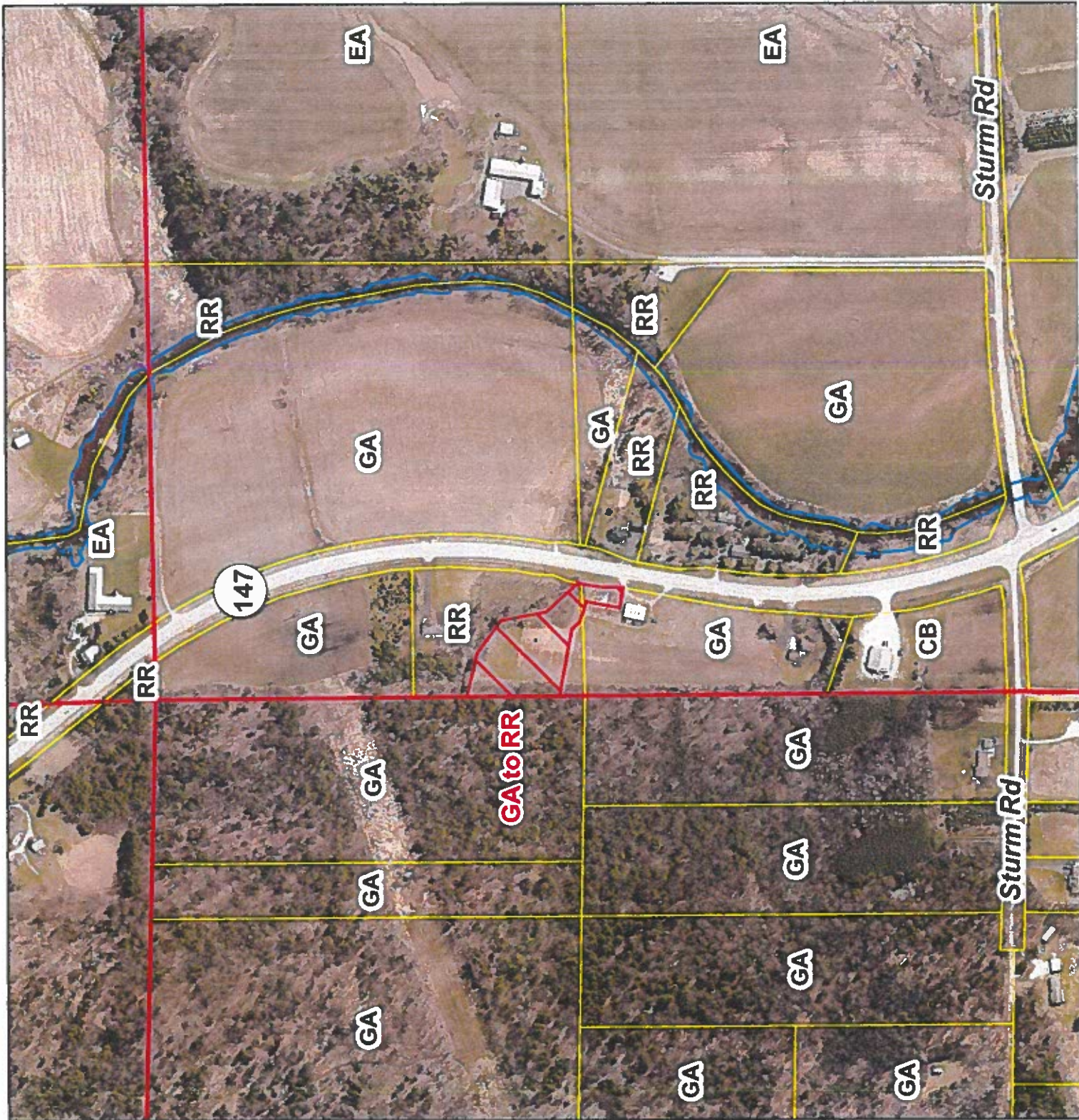
Mishicot

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



**Legend**

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



MEETING OF THE COUNTY BOARD OF SUPERVISORS  
MANITOWOC COUNTY, WISCONSIN

Tuesday, May 21, 2024

6:00 P.M.

Pursuant to Wis. Stats. 59.04, the County Board of Supervisors of Manitowoc County, Wisconsin convened in open session at the Heritage Building, in the City of Manitowoc, being the 21<sup>st</sup> day of May 2024, for the purpose of transacting business as a Board of Supervisors.

Chairman Martell called the meeting to order at 6:00 p.m.

Roll call: 25 members were present at the time of roll call: Behnke, Bonde, Brey, Engelbrecht, Falkowski, Grambow, Hacker, Hammel, Hansen, Jadowski, Klein, Lillibridge, Maresh, Martell, Metzger, Muench, Naidl, Neils, M. Phipps, R. Phipps, Schiesl, Shimulunas, Sitkiewitz, Weiss, and Zimmer.

Supervisor Engelbrecht moved, seconded by Supervisor Sitkiewitz to approve the May 21, 2024 County Board Agenda. Upon vote, the motion carried unanimously.

PROCLAMATION

County Executive Ziegelbauer and Chairman Martell presented a Proclamation Commemorating the Life and Service of Todd Holschbach to the Holschbach Family.

REPORTS

County Executive Ziegelbauer addressed the Human Services Department deficit and informed the Board of the timeline to implement a half percent sales tax.

PUBLIC INPUT – OPPORTUNITY FOR CITIZENS TO PRESENT THEIR VIEWS

Chairman Martell declared public comment open at 6:15 p.m.

Patricia Klein, City of Two Rivers, spoke how inflation has been hurting families through-out the country and how the taxpayers are paying for those that are unemployed. She suggests people are in financial trouble and the solution was morale and common-sense decisions to protect budgets.

Jim Theyerl, Town of Manitowoc, questioned why the County does not have a ‘rainy day’ fund to assist with the deficit.

Frank Wessely, City of Manitowoc, suggested the only way to solve budget problems was to cut spending.

Brayden Myer, Town of Manitowoc Rapids, suggested a third option to correct the HSD deficit of cutting wasteful spending and reallocate funding instead of raising taxes or implementing a sales tax.

Pat Kohlmann, Village of Valders, suggested the Board needed to find the funds to cover the



HSD deficit without implementing a sales tax or raising property taxes.

No one else present wished to speak, subsequently Chairman Martell closed public input at 6:30 p.m.

### CONSENT AGENDA

Chairman Martell called the consent agenda and questioned if any supervisor wished to withdraw any items. Supervisor Weiss moved, seconded by Supervisor Brey to approve Consent Agenda Items IX-A, B1, B2, C1a, C2a, C2b, and C2c. Upon vote, the motion carried unanimously.

A. April 16, 2024 County Board Minutes.

B. Appointments by County Executive

B1. Appointment of Nicholas Muench to the Human Services Board to complete the term expiring in April 2025.

B2. Appointments of Joseph Jeanty, Benjamin Meinnert, and Dennis Rabas to the Joint Dispatch Board to complete a term expiring June 2026.

C1a. Resolution 2024/2025-23 Approving Claim (Daniel Hahn)

C2a. Ordinance 2024/2025-24 Amending Zoning Map (Todd & Kathleen Babiash)

C2b. Ordinance 2024/2025-25 Amending Zoning Map (Paul G. Bertler Irrevocable Trust)

C2c. Ordinance 2024/2025-26 Amending Zoning Map (Bruce & Kelly Hansen)

### COMMITTEE REPORTS, RESOLUTIONS, ORDINANCES

Board of Health: Supervisor Metzger gave a brief report.

Expo-Ice Center Board: Supervisor Behnke gave a brief report.

Finance Committee: Supervisor Hansen gave a brief report.

Highway Committee: Supervisor Behnke gave a brief report.

Land Conservation Committee: Supervisor R. Phipps gave a brief report.

Supervisor R. Phipps moved, seconded by Supervisor Engelbrecht to adopt Resolution 2024/2025-27 Authorizing Wisconsin Department of Natural Resources Runoff Management Grant. Upon vote, the motion carried unanimously.

Personnel Committee: Supervisor Maresh gave a brief report.

Planning and Park Commission: Supervisor Falkowski gave a brief report.

Public Safety Committee: Supervisor Falkowski gave a brief report.

Public Works Committee: Supervisor Sitkiewitz gave a brief report.

Transportation Coordinating Committee: Supervisor Hacker gave a brief report.

ANNOUNCEMENTS

Chairman Martell informed the Board, before the June 18<sup>th</sup>, 2024 County Board meeting, the 2024-2026 County Board photo would be at 5:15 p.m. and the Ice Cream Social at 5:30 p.m.

ADJOURNMENT

Supervisor Brey moved to adjourn, seconded by Supervisor Muench, and the motion was adopted by acclamation. The meeting adjourned at 6:54 p.m.

Respectfully submitted,  
Jessica Backus, Manitowoc County Clerk



**MANITOWOC COUNTY**  
**COUNTY BOARD OF SUPERVISORS**  
**2<sup>nd</sup> AMENDED MEETING NOTICE**

DATE: June 18<sup>th</sup>, 2024

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 County Board Chair**
- II. Invocation by Supervisor Lillibridge**
- III. Pledge of Allegiance**
- IV. Roll Call**
- V. Approve Agenda**
  
- VI. REPORTS**
  - A. Resignation of County Treasurer Amy Kocian, Effective June 17, 2024.
  
- VII. PROCLAMATIONS**
  - A. County Executive Ziegelbauer and Chairman Martell–Proclamation Proclaiming June Dairy Month.
  
- VIII. PUBLIC COMMENT**

Members of the public will be allowed three (3) minutes to speak on matters pertaining to County Board business.
  
- IX. CONSENT AGENDA (Any routine or non-controversial items)**
  - A. Approve May 21, 2024 County Board Minutes.
  
  - B. Appointments by County Executive
    1. Board of Adjustment

Appoint two members to succeed Ralph Schuh and Bonnie Timm for a three-year term expiring July 2027.

      - a. Ralph Schuh
      - b. Bonnie Timm
  
    2. Kiel Public Library Board of Trustees

Appoint two members to succeed Brian Murphy and David Stolting for a three-year term expiring July 2027.

      - a. Brian Murphy
      - b. David Stolting
  
    3. Northeast Wisconsin Regional Economic Partnership

Appoint three members to succeed Adam Tegen, alternate Elizabeth Runge, and alternate Jamie Zastrow for one-year terms expiring July 2025.

      - a. [Elizabeth Runge-Vacant](#)

- b. Alternate) Jamie Zastrow
- c. Alternate) Adam Tegen

4. Planning and Park Commission

Appoint one member to succeed Melvin Waack for a seven-year term expiring July 2031.

- a. Supervisor Jonathan Neils

5. Veterans Service Commission

~~Appoint one member to succeed Mike Demske for a three year term expiring July 2027 fill a vacancy expiring December 2026.~~

- a. *Nancy Rivera*

6. Transportation Coordinating Committee

Appoint one member to fill a vacancy expiring April 2026.

- a. *Lauren Daun*

C. Ordinance and Resolutions

1. Planning and Park Commission

- a. Ordinance 2024/2025-28 Amending Zoning Map (Gregg Samz).
- b. Ordinance 2024/2025-29 Amending Zoning Map (Glenn R. Christel Revocable Trust).
- c. Ordinance 2024/2025-30 Amending Zoning Map (Vraj Vihar Inc).
- d. Ordinance 2024/2025-31 Amending Zoning Map (James Kunst).

**X. COMMITTEE REPORTS, RESOLUTIONS, AND ORDINANCES**

B. Aging & Disability Board

C. Board of Health

D. Criminal Justice Coordinating Council

E. Executive Committee

F. Expo-Ice Center Board

G. Finance Committee

H. Highway Committee

I. Human Service Board

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

K. Personnel Committee

L. Planning and Park Commission

M. Public Safety Committee

N. Public Works Committee

O. Transportation Coordinating Committee

P. Miscellaneous - Chairman Tyler Martell

- 1. Resolution 2024/2025-32 Appointing Kathy Reissmann to Fill the Unexpired Term of the Current County Treasurer.

**XI. ANNOUNCEMENTS**

**XII. ADJOURNMENT**

*Amended June 14, 2024*  
*2<sup>nd</sup> Amendment June 17, 2024*

Tyler Martell, Chairman  
Prepared by Melissa Tennant, 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.



# 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)

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### NOTICE

Please take notice that members of the Manitowoc County Board will gather for the County Board picture.

On Tuesday, June 18, 2024, the picture is scheduled for 5:15 p.m. at the Heritage Center, 1701 Michigan Ave, Manitowoc, WI.

**The supervisors are invited for the photo session. A quorum may be present, but no county board business will take place.**

Jessica Backus  
Manitowoc County Clerk



# 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)

---

### NOTICE

Please take notice that members of the Manitowoc County Board will gather for an Ice Cream Social in honor of June Dairy Month.

On Tuesday, June 18, 2024, the ice cream social is scheduled for 5:30 p.m. at the Heritage Center, 1701 Michigan Ave, Manitowoc, WI.

**A quorum may be present, but no county board business will take place.**

Jessica Backus  
Manitowoc County Clerk

MEETING OF THE COUNTY BOARD OF SUPERVISORS  
MANITOWOC COUNTY, WISCONSIN

Tuesday, June 18th 2024

6:00 P.M.

Pursuant to Wis. Stats. 59.04, the County Board of Supervisors of Manitowoc County, Wisconsin convened in open session at the Heritage Building, in the City of Manitowoc, being the 18<sup>th</sup> day of June 2024, for the purpose of transacting business as a Board of Supervisors.

Chairman Martell called the meeting to order at 6:00 p.m.

Roll call: 25 members were present at the time of roll call: Behnke, Bonde, Brey, Engelbrecht, Falkowski, Grambow, Hacker, Hammel, Hansen, Jadowski, Klein, Lillibridge, Maresh, Martell, Metzger, Muench, Naidl, Neils, M. Phipps, R. Phipps, Schiesl, Shimulunas, Sitkiewitz, Weiss, and Zimmer.

Supervisor Behnke moved, seconded by Supervisor Hammel to approve the June 18<sup>th</sup>, 2024 County Board agenda. Upon vote, the motion carried unanimously.

REPORT

Resignation of County Treasurer Amy Kocian, Effective June 17, 2024.

PROCLAMATION

County Executive Ziegelbauer and Chairman Martell presented a Proclamation Proclaiming June Dairy Month. Libertyland Farms accepted the proclamation.

PUBLIC COMMENT – OPPORTUNITY FOR CITIZENS TO PRESENT THEIR VIEWS

Chairman Martell declared public comment open at 6:06 p.m.

Brayden Myer, Town of Manitowoc Rapids, was opposed to a county sales tax.

No one else present wished to speak, subsequently Chairman Martell closed public input at 6:10 p.m.

CONSENT AGENDA

Chairman Martell called the consent agenda and questioned if any supervisor wished to withdraw any items. Supervisor Brey moved, seconded by Supervisor Hansen to approve Consent Agenda Items IX-A, B1, B2, B3, B4, B5, B6, C1a, C1b, C1c, and C1d. Upon vote, the motion carried unanimously.

A. May 21, 2024 County Board Minutes.

B. Appointments by County Executive

B1. Appointment of Ralph Schuh and Bonnie Timm to the Board of Adjustment to complete the term expiring July 2027.

B2. Appointment of Brian Murphy and David Stolting to the Kiel Public Library Board of Trustees to complete the term expiring July 2027.

B3. Appointment of alternate Jamie Zastrow and Adam Tegen to the Northeast Wisconsin Regional Economic Partnership for one-year terms expiring July 2025. A vacant position remained.

B4. Appointment of Supervisor Jonathan Neils to the Planning and Park Commission to complete a term expiring July 2031.

B5. Appointment of Nancy Rivera to the Veterans Service Commission to complete a term expiring December 2026.

B6. Appointment of Lauren Daun to the Transportation Coordinating Committee to complete a term expiring April 2026.

C1a. Ordinance 2024/2025-28 Amending Zoning Map (Gregg Samz).

C1b. Ordinance 2024/2025-29 Amending Zoning Map (Glenn R. Christel Revocable Trust).

C1c. Ordinance 2024/2025-30 Amending Zoning Map (Vraj Vihar Inc).

C1d. Ordinance 2024/2025-31 Amending Zoning Map (James Kunst).

### COMMITTEE REPORTS, RESOLUTIONS, ORDINANCES

Aging & Disability Board: Supervisor Shimulunas gave a brief report.

Board of Health: Supervisor Metzger gave a brief report.

Expo-Ice Center Board: Supervisor Behnke gave a brief report.

Finance Committee: Supervisor Hansen gave a brief report.

Highway Committee: Supervisor Behnke gave a brief report.

Land Conservation Committee: Supervisor R. Phipps gave a brief report.

Planning and Park Commission: Supervisor Falkowski gave a brief report.

Public Safety Committee: Supervisor Falkowski gave a brief report.

Public Works Committee: Supervisor Sitkiewitz gave a brief report.

### Miscellaneous:

Supervisor Maresh moved, second by Supervisor Falkowski to adopt Resolution 2024/2025-32 Appointing Kathy Reissmann to Fill the Unexpired Term of the Current County Treasurer. Upon vote, the motion carried unanimously.

### ADJOURNMENT

Supervisor Engelbrecht moved to adjourn, seconded by Supervisor Neils, and the motion was adopted by acclamation. The meeting adjourned at 6:32p.m.

Respectfully submitted,  
Melissa Tennant, Manitowoc County Deputy Clerk





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

DATE: July 16<sup>th</sup>, 2024

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 County Board Chair**
- II. Invocation by Supervisor Klein**
- III. Pledge of Allegiance**
- IV. Roll Call**
- V. Approve Agenda**

**VI. REPORTS**

A. Planning and Park Petitions:

- 1. Steven J and Kristine M Lenzner Revocable Living Trust – Town of Liberty
- 2. Holly Osborne – Town of Mishicot
- 3. Ethan and Cayla Binish – Town of Cooperstown

**VII. PUBLIC COMMENT**

Members of the public will be allowed three (3) minutes to speak on matters pertaining to County Board business.

**VIII. CONSENT AGENDA (Any routine or non-controversial items)**

A. Approve June 18, 2024 County Board Minutes

B. Appointments by County Executive

1. Joint Dispatch Board

Appoint one member to succeed Mark Knier for a two-year term expiring August 2026.

- a. Mark Knier

2. Manitowoc Calumet Library System Board of Trustees

Appoint one member to fill a vacancy for a term expiring December 2024.

- b. Scott Tuma

C. Ordinance and Resolutions

1. Personnel Committee

- a. Resolution 2024/2025-33 Amending Employee Policy Manual § 8.14(5)(a) (Performance Evaluations)

2. Miscellaneous – Supervisor Ryan Phipps

- a. Resolution 2024/2025-34 Approving Town of Newton Zoning Ordinance (Dylan VanderWheele)

**IX. COMMITTEE REPORTS, RESOLUTIONS, AND ORDINANCES**

- A. Aging & Disability Board
- B. Board of Health
- C. Criminal Justice Coordinating Council
- D. Executive Committee
  - 1. Resolution 2024/2025-35 Authorizing Manitowoc County to Enter into a Settlement Agreement with the Kroger Co. and Agreeing to the Terms of Addendum Two to the MOU Allocating Settlement Proceeds
- E. Expo-Ice Center Board
- F. Finance Committee
  - 1. Ordinance 2024/2025-36 Creating Manitowoc County Code Chapter 33 (County Sales and Use Tax)
- G. Highway Committee
- H. Human Service Board
- I. Land Conservation Committee/UW-Extension Education and Agriculture Committee
- J. Personnel Committee
- K. Planning and Park Commission
- L. Public Safety Committee
- M. Public Works Committee
- N. Transportation Coordinating Committee
- O. Miscellaneous – Personnel Committee and Human Services Board
  - 1. Resolution 2024/2025-37 Authorizing Additional .75 Full-time Equivalent Human Services Employee (Community Navigator)
- P. Miscellaneous – Personnel Committee and Public Safety Committee
  - 1. Resolution 2024/2025-38 Creating 3.0 Full-Time Equivalent Captain Positions and Eliminating 3.0 Full-Time Equivalent Patrol Lieutenant Positions in the Sheriff's Office

**X. ANNOUNCEMENTS**

**XI. ADJOURNMENT**

Tyler Martell, Chairman  
Prepared by Melissa Tennant, 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 AMENDING EMPLOYEE POLICY MANUAL § 8.14(5)(a)**  
**(Performance Evaluations)**

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 8.14 (Performance Standards) establishes the performance standards  
5 expected 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 8.14(5)(a) provides an opportunity for new  
11 employees to have a step increase after six months of employment if the employee exhibits  
12 exceptional performance during this time; and

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

16  
17 NOW, THEREFORE, BE IT RESOLVED that the county board of supervisors of the  
18 county of Manitowoc amends Section 8.14(5)(a) (Performance Evaluations) of the Manitowoc  
19 County Employee Policy Manual Section §8 (Performance Standards) as follows:

20  
21 Employee Policy Manual § 8.14(5)(a) (Performance Evaluations) is amended to read as follows:

22  
23 8.14 Performance Evaluations

24 ...

25 (5) Progression through the wage schedule provided by § 5.02 of the Manitowoc  
26 County Code is dependent on an employee’s cumulative score received on the  
27 annual performance evaluation as follows:

28  
29 (a) An employee’s progression through the wage schedule from the minimum  
30 to the midpoint is based on overall job performance which meets or exceeds  
31 job requirements. This is defined to be a cumulative score of at least 1.75  
32 on the employee performance evaluation. Upon successful completion of  
33 a six-month evaluation, new employees may be moved up one (1) step  
34 within their paygrade, not to exceed midpoint. This increase may be  
35 awarded at the discretion of their department director and is reserved for  
36 new employees that demonstrate performance that exceeds requirements.  
37 “Performance that exceeds requirements” means a cumulative score of at  
38 least 2.75 on the employee performance evaluation conducted at the end of  
39 an employee’s first six months of employment.

Dated this 16th day of July 2024.

Respectfully submitted by the  
Personnel Committee

\_\_\_\_\_  
Susie Maresh, 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 APPROVING TOWN OF NEWTON ZONING  
ORDINANCE**  
(Dylan VanderWheele)

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1 WHEREAS, the town of Newton adopted a zoning ordinance pursuant to the authority  
2 granted to towns under Wis. Stat. § 60.62; and  
3

4 WHEREAS, Manitowoc County adopted a zoning ordinance pursuant to the authority  
5 granted to counties under to Wis. Stat. § 59.69; and  
6

7 WHEREAS, Wis. Stat. § 60.62(3) provides that town zoning ordinances, and amendments  
8 thereto, are subject to county board approval in counties that have adopted a zoning ordinance  
9 under Wis. Stat. § 59.69; and  
10

11 WHEREAS, the town of Newton amended its zoning ordinance on June 12, 2024 by  
12 rezoning a 0.38-acre parcel of property owned by Dylan VanderWheele from B-1 (Business)  
13 District to A-2 (General Agriculture) District in accordance with Wis. Stat. § 60.62; and  
14

15 WHEREAS, the town of Newton has submitted its amended zoning ordinance to the county  
16 board of supervisors of the county of Manitowoc for approval, and a copy of the amended zoning  
17 ordinance has been provided to each member of the county board for review;  
18

19 NOW, THEREFORE, BE IT RESOLVED that the county board of supervisors of the  
20 county of Manitowoc approves the town of Newton’s amended zoning ordinance that rezones that  
21 certain 0.38-acre parcel of property owned by Dylan VanderWheele from B-1 (Business) District  
22 to A-2 (General Agriculture) District and was adopted by the town Board of the town of Newton  
23 on June 12, 2024.

Dated this 16th day of July 2024.

Respectfully submitted by  
Ryan Phipps

\_\_\_\_\_  
Supervisor, District 11

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



TOWN OF NEWTON  
6532 CARSTENS LAKE ROAD  
MANITOWOC WI 54220

June 12<sup>th</sup>, 2024

To: County Board  
Court House  
1010 South 8<sup>th</sup> Street  
Manitowoc WI 54220

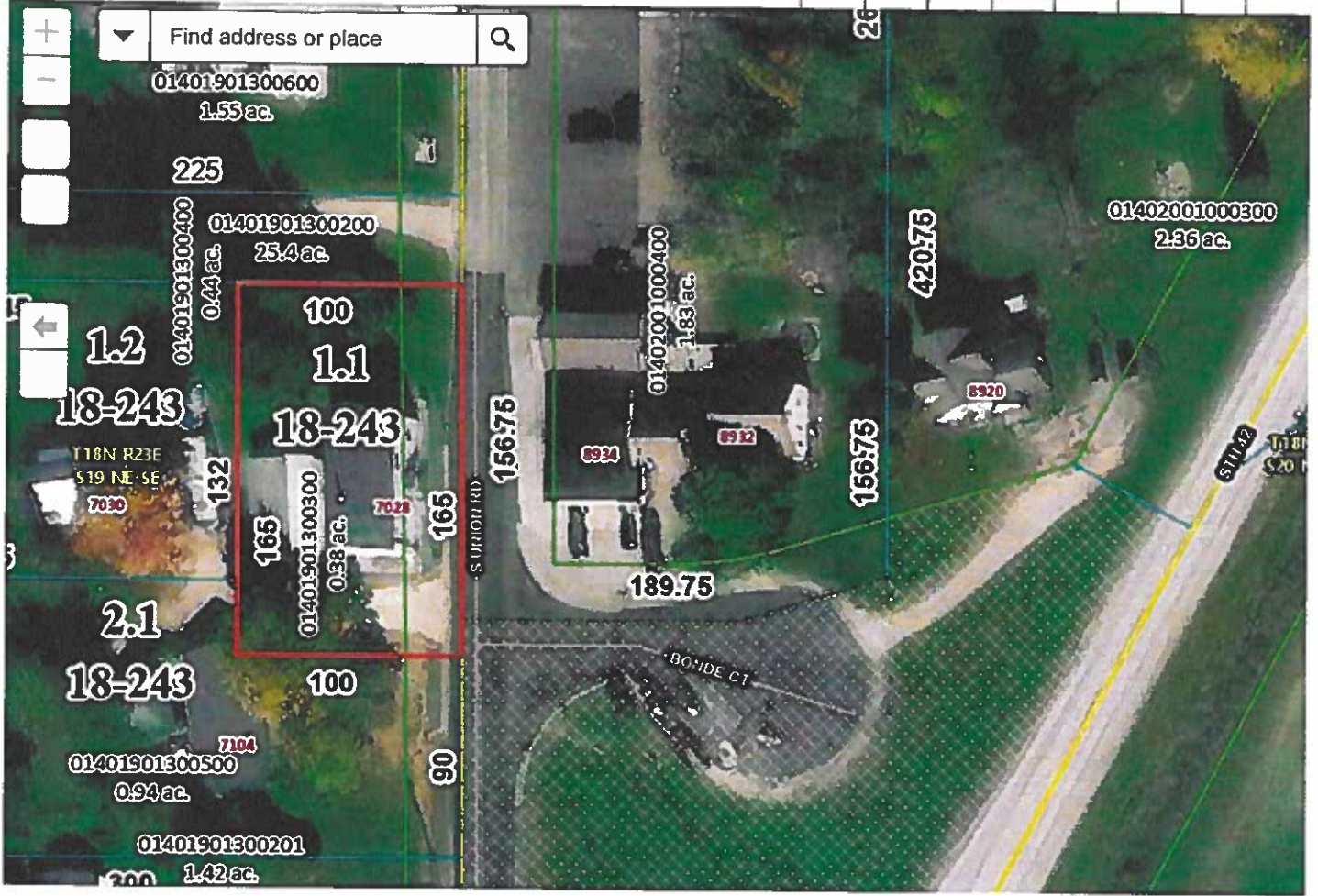
Ladies and gentlemen,

Please be advised that the Town of Newton at its regularly scheduled Town Board Meeting on Wednesday, June 12<sup>th</sup>, 2024, approved the following:

A request by Dylan VanderWheele, 7028 South Union Road, to rezone a .38-acre parcel from B-1, Business District, to A-2, General Agriculture District located in the NE1/4 of the SE1/4, Section 19. The property was formally a General Store, and the owner and Plan Commission agreed it is better-suited in the A-2 designation.

A motion was made, seconded, and approved at the Town of Newton Planning Commission meeting on May 15<sup>th</sup>, 2024. Said action was approved and was submitted to the Town Board for approval. Voting Aye were Supervisor Behnke and Supervisor Christianson. Motion carried.

Alyssa Grotegut  
Town of Newton Clerk



60ft

## TOWN OF NEWTON BOARD MEETING

JUNE 12, 2024

The June 12, 2024, meeting of the Town of Newton was called to order by Chairperson Thomas at 5:00 p.m. at the Town Hall, 6532 Carstens Lake Road, Manitowoc, WI.

### **ROLL CALL**

The roll was called, and members present were Denise Thomas – Chairperson, Kevin Behnke - Supervisor 1, Kelly Christiansen – Supervisor 2, Alyssa Grotegut – Clerk, Paulette Vogt – Treasurer, Dave Mueller – Road Supervisor/Law Enforcement Office. Excused was Mike Slattery – Zoning Administrator.

### **VERIFICATION OF POSTING – APPROVAL OF AGENDA AND MEETING MINUTES**

An affidavit is on file stating the agenda was posted in the posting places. Supervisor Christiansen made a motion to approve the agenda, seconded by Supervisor Behnke, all approved, motion carried. A motion to approve last month's minutes with the correction of the spelling of Hecker was made by Chairperson Thomas. Said motion was seconded by Supervisor Behnke, all approved, motion carried.

### **TREASURER'S REPORT**

Treasurer Vogt submitted her report prior to the meeting, there were no questions. Treasurer Vogt stated discrepancies in the Balance Sheet. Supervisor Behnke made a motion to approve the treasurer's report, seconded by Supervisor Christiansen. All approved, motion carried.

### **PUBLIC INPUT**

Larry Stock expressed his negative feelings on the 5 p.m. start time and where public input is on the agenda. Ron Ratajczak voices his opinions and concerns on Town topics.

### **REPORTS**

*Zoning Administrator* – Mike didn't have a report for May.

*Road Supervisor/Law Enforcement Officer* – Dave had a resident call about the culvert on Sunset Lane and Dave thought it could use extensions. The Board agreed to take care of that. Liberty is black topping Rangeline Road and maybe the intersection of Carstens Lake Road and Rangeline Road, which is a shared expense. He is working on mowing and fixing the mower. The sign at the dump doesn't state for Town of Newton residents only, the Board agreed to replace that sign so it states Town of Newton residents only. There were High water calls on Memorial Day. Next, for Law Enforcement, he had a long lawn call at 8729 Center Road. There is a south view fence in the ditch and right of way but due to the Zoning Ordinance it can stay where it is. Lastly, he got a dog call, and a town resident was bitten by a dog.

*Supervisor 1* – Kevin gave a handout from the County Finance Committee meeting with budget numbers and discussed that in detail and what the next steps could be to relieve the debt problem within the county.

*Supervisor 2* – Kelly discussed how we could use town support and input to help get information so we can have a greater probability of receiving funds for broadband. Next, he read the new Ordinance to adjust the speed limit on Silver Creek Road from Hecker to Gass Lake Road, and Supervisor Christiansen then made a motion to approve the ordinance, seconded by Supervisor Behnke. All voted aye with a roll call vote, ordinance adopted on publication. The curve on Center Road between Hartlaub Lake to Clover



Road is very sharp and residents have suggested more identifying signs to give more awareness to that curve. The Board will look more into and will have it on next month's agenda. Lastly, Kelly had Garrett Braun speak on behalf of the Fire Department on the future building and he stated they have been meeting with Keller and he will be at the July and August meetings. The fire department wants to be upfront, and they are moving towards a separate stand-alone building.

*Chairperson* – The Board looked over the projected maps for Phase two of the City Water Project. Denise then made a motion to hire Jayden Schroeder for the cleaning position, seconded by Supervisor Christiansen. All approved, motion carried. The Plan Commission had a recommendation for the Zone Change for Dylan VanderWheele at 7028 South Union Road from B-1, Business District, to A-2, General Agricultural District. She mentioned this used to be zoned as A-2 prior to rezoning. Supervisor Behnke then made a motion to approve the Zone Change, seconded by Supervisor Christiansen. All approved, motion carried. As discussed in months prior the board will send out the Obstruction Free Driveway letters to residents and continue to move forward from there. The Salt shed needs a new roof and there were two bids submitted, Supervisor Behnke made a motion to have Overhead Solutions replace the roof for \$9,7421.42. Supervisor Christiansen seconded the motion, all approved, motion carried. Lastly, we received Insurance Renewal Bids and there are a few updates that need to be made and will be put on the July Agenda.

*Clerk* – Alyssa requested approval of the 2024-2025 Liquor Licenses and Operating Licenses for the following businesses: City Limits, The Hideout, Wisconsin Ag Education Center, Pine River Mini Marts Inc, Gun Club of Manitowoc County and 4 Christ's Vineyard LLC. Chairperson Thomas made a motion to accept these licenses, Supervisor Behnke seconded. All approved, motion carried. Supervisor Christiansen made a motion to pay the bills, seconded by Supervisor Behnke, all approved. Motion carried. Lastly, Alyssa requested all employees and board members turn in receipts to her.

#### **NEXT MEETING DATES**

Monthly Board Meeting: July 10, 2024, at 5:00 p.m.

With no further discussion Supervisor Christiansen moved to adjourn the meeting, seconded by Supervisor Behnke, said motion was adapted by acclamation. The meeting was adjourned.

Respectfully submitted,

Alyssa Grotegut, Clerk

**RESOLUTION AUTHORIZING MANITOWOC COUNTY TO ENTER  
INTO A SETTLEMENT AGREEMENT WITH THE KROGER CO. AND  
AGREEING TO THE TERMS OF ADDENDUM TWO TO THE MOU  
ALLOCATING SETTLEMENT PROCEEDS**

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1           WHEREAS, the county board of supervisors of the county of Manitowoc previously  
2 authorized Manitowoc County to enter into an engagement agreement with von Briesen & Roper,  
3 s.c., Crueger Dickinson LLC and Simmons Hanly Conroy LLC (the “Law Firms”) to pursue  
4 litigation against certain manufacturers, distributors, and retailers of opioid pharmaceuticals (the  
5 “Opioid Defendants”) in an effort to hold the Opioid Defendants financially responsible for  
6 Manitowoc County’s expenditure of vast money and resources to combat the opioid epidemic; and  
7

8           WHEREAS, on behalf of Manitowoc County, the Law Firms filed a lawsuit against the  
9 Opioid Defendants; and  
10

11           WHEREAS, the Law Firms filed similar lawsuits on behalf of 66 other Wisconsin counties  
12 and all Wisconsin cases were coordinated with thousands of other lawsuits filed against the same  
13 or substantially similar parties as the Opioid Defendants in the Northern District of Ohio, captioned  
14 In re: Opioid Litigation, MDL 2804 (the “Litigation”); and  
15

16           WHEREAS, four (4) additional Wisconsin counties (Milwaukee, Dane, Waukesha, and  
17 Walworth) hired separate counsel and joined the Litigation; and  
18

19           WHEREAS, since the inception of the Litigation, the Law Firms have coordinated with  
20 counsel from around the country (including counsel for Milwaukee, Dane, Waukesha, and  
21 Walworth Counties) to prepare Manitowoc County’s case for trial and engage in extensive  
22 settlement discussions with the Opioid Defendants; and  
23

24           WHEREAS, the settlement discussions with The Kroger Co. (the “Settling Defendant”)  
25 resulted in a tentative agreement as to settlement terms pending agreement from Manitowoc  
26 County and other plaintiffs involved in the Litigation; and  
27

28           WHEREAS, copies of the settlement agreement relating to the Settling Defendant  
29 (“Settlement Agreement”) representing the terms of the tentative settlement agreement with the  
30 Settling Defendant has been made available at [https://nationalopioidsettlement.com/wp-  
31 content/uploads/2024/05/Kroger-Multistate-Settlement-Agreement-Circulated-to-States-March-  
32 25-2024.pdf](https://nationalopioidsettlement.com/wp-content/uploads/2024/05/Kroger-Multistate-Settlement-Agreement-Circulated-to-States-March-25-2024.pdf); and  
33

34           WHEREAS, the Settlement Agreement provides, among other things, for the payment of  
35 certain sums to Participating Subdivisions (as defined in the Settlement Agreement) upon the  
36 occurrence of certain events detailed in the Settlement Agreement; and  
37

38 WHEREAS, Manitowoc County is a Participating Subdivision in the Settlement  
39 Agreement and has the opportunity to participate in the benefits associated with the Settlement  
40 Agreement provided the County: (a) approves the Settlement Agreement; (b) approves Addendum  
41 Two to the Memorandum of Understanding allocating proceeds from the Settlement Agreement  
42 (“MOU”) among the various Wisconsin Participating Subdivisions, a copy of which is attached to  
43 this Resolution as *Exhibit A* (“Addendum Two”); and (c) the Legislature’s Joint Committee on  
44 Finance approves the terms of the Settlement Agreement; and  
45

46 WHEREAS, the Wisconsin Participating Subdivisions previously negotiated and approved  
47 the allocation of proceeds among themselves, which allocation is reflected in Exhibit A to the  
48 MOU, which is an agreement between all of the entities identified in the MOU as to how the  
49 proceeds payable to those entities under the Settlement Agreement will be allocated; and  
50

51 WHEREAS, Manitowoc County and all other Wisconsin Participating Subdivisions agreed  
52 to and entered into that certain Addendum to the MOU (“Addendum One”) that provided for  
53 allocation of settlement proceeds from previous settlements with certain pharmacies and  
54 manufacturers according to the same percentages as that provided in the MOU;  
55

56 WHEREAS, pursuant to Section 12 of the State-Local MOU entered into between the  
57 Wisconsin Participating Subdivisions and the Attorney General of the State of Wisconsin (“State-  
58 Local MOU”), the Attorney General has provided notice that the terms of the State-Local MOU  
59 shall apply to the Settlement Agreement and all proceeds of such Settlement Agreement; and  
60

61 WHEREAS, 2021 Wisconsin Act 57 created Section 165.12 of the Wisconsin Statutes  
62 relating to the settlement of all or part of the Litigation; and  
63

64 WHEREAS, pursuant to Wis. Stat. § 165.12(2), the Legislature’s Joint Committee on  
65 Finance is required to approve the Settlement Agreement; and  
66

67 WHEREAS, pursuant to Wis. Stat. § 165.12(2), the proceeds from any settlement of all or  
68 part of the Litigation are distributed 70% to local governments in Wisconsin that are parties to the  
69 Litigation and 30% to the State; and  
70

71 WHEREAS, Wis. Stat. § 165.12(4)(b)2. provides the proceeds from the Settlement  
72 Agreement must be deposited in a segregated account (the “Opioid Abatement Account”) and may  
73 be expended only for approved uses for opioid abatement as provided in the Settlement  
74 Agreement; and  
75

76 WHEREAS, Wis. Stat. § 165.12(7) bars claims from any Wisconsin local government  
77 against the Opioid Defendants filed after June 1, 2021; and  
78

79 WHEREAS, the definition of Participating Subdivisions in the Settlement Agreement  
80 recognizes a statutory bar on claims such as that set forth in Wis. Stat. § 165.12(7) and, as a result,  
81 the only Participating Subdivisions in Wisconsin are those counties and municipalities that were  
82 parties to the Litigation (or otherwise actively litigating a claim against one, some, or all of the  
83 Opioid Defendants) as of June 1, 2021; and

84  
85 WHEREAS, the Legislature’s Joint Committee on Finance is not statutorily authorized or  
86 required to approve the allocation of proceeds of the Settlement Agreement among Wisconsin  
87 Participating Subdivisions; and

88  
89 WHEREAS, pursuant to Manitowoc County’s engagement agreement with the Law Firms,  
90 the County shall pay up to an amount equal to 25% of the proceeds from successful resolution of  
91 all or part of the Litigation, whether through settlement or otherwise, plus the Law Firms’ costs  
92 and disbursements, to the Law Firms as compensation for the Law Firms’ efforts in the Litigation  
93 and any settlement; and

94  
95 WHEREAS, the Law Firms anticipate making application to the national fee fund  
96 established in the Settlement Agreement seeking payment, in whole or part, of the fees, costs, and  
97 disbursements owed the Law Firms pursuant to the engagement agreement with Manitowoc  
98 County; and

99  
100 WHEREAS, it is anticipated the amount of any award from the fee fund established in the  
101 Settlement Agreement will be insufficient to satisfy Manitowoc County’s obligations under the  
102 engagement agreement with the Law Firms; and

103  
104 WHEREAS, Manitowoc County, by this Resolution, and pursuant to the authority granted  
105 the County in the applicable Order emanating from the Litigation in relation to the Settlement  
106 Agreement and payment of attorney fees, shall authorize and direct the escrow agent responsible  
107 for the receipt and distribution of the proceeds from the Settlement Agreement to establish an  
108 account for the purpose of segregating funds to pay the fees, costs, and disbursements of the Law  
109 Firms owed by Manitowoc County (the “Attorney Fees Account”) in order to fund a local  
110 “backstop” for payment of the fees, costs, and disbursements of the Law Firms; and

111  
112 WHEREAS, in no event shall payments to the Law Firms out of the Attorney Fees Account  
113 and the fee fund established in the Settlement Agreement exceed an amount equal to 25% of the  
114 amounts allocated to Manitowoc County by virtue of Addendum Two (Exhibit A to the MOU);  
115 and

116  
117 WHEREAS, the intent of this Resolution is to authorize Manitowoc County to enter into  
118 the Settlement Agreement, Addendum Two, establish the County’s Opioid Abatement Account,  
119 and establish the Attorney Fees Account; and

120  
121 WHEREAS, Manitowoc County has been informed as to the deadlines related to the  
122 effective dates of the Settlement Agreement, the ramifications associated with the County’s refusal  
123 to enter into the Settlement Agreement, the form of Addendum Two and an overview of the process  
124 for finalizing the Settlement Agreement and such information, together with additional resources  
125 related to the settlement can be found at [https://nationalopioidsettlement.com/kroger-co-](https://nationalopioidsettlement.com/kroger-co-settlement/)  
126 [settlement/](https://nationalopioidsettlement.com/kroger-co-settlement/); and

127  
128 WHEREAS, Manitowoc County, by this Resolution, shall deposit the proceeds of the  
129 Settlement Agreement consistent with the terms of this Resolution and Wis. Stat. § 165.12(4)(b);

130 and

131  
132 WHEREAS, Manitowoc County, by this Resolution, shall authorize the County's  
133 corporation counsel to finalize and execute any escrow agreement and other document or  
134 agreement necessary to effectuate the Settlement Agreement and the other agreements referenced  
135 herein;

136  
137 NOW, THEREFORE, BE IT RESOLVED that the county board of supervisors of the  
138 county of Manitowoc hereby approves:

139  
140 1. The execution of the Settlement Agreement and any and all documents ancillary  
141 thereto and authorizes the corporation counsel or designee to execute same.

142  
143 2. The final negotiation and execution of Addendum Two in form substantially similar  
144 to that presented with this Resolution and any and all documents ancillary thereto and authorizes  
145 the corporation counsel or designee to execute same upon finalization provided the percentage  
146 share identified as allocated to Manitowoc County is substantially similar to that identified in  
147 Addendum Two provided to the Board with this Resolution.

148  
149 3. The execution by the corporation counsel or designee of any additional documents  
150 or agreements for the receipt and disbursement of the proceeds of the Settlement Agreement.

151  
152 and

153  
154 BE IT FURTHER RESOLVED all proceeds from the Settlement Agreement not otherwise  
155 directed to the Attorney Fees Account shall be deposited in Manitowoc County's Opioid  
156 Abatement Account. The Opioid Abatement Account shall be administered consistent with the  
157 terms of this Resolution, Wis. Stat. § 165.12(4), and the Settlement Agreement; and

158  
159 BE IT FURTHER RESOLVED Manitowoc County hereby authorizes the establishment of  
160 an account separate and distinct from any account containing funds allocated or allocable to the  
161 County which shall be referred to by Manitowoc County as the "Attorney Fees Account." An  
162 escrow agent shall deposit a sum equal to up to, but in no event exceeding, an amount equal to  
163 20% of Manitowoc County's proceeds from the Settlement Agreement into the Attorney Fees  
164 Account. If the payments to Manitowoc County are not enough to fully fund the Attorney Fees  
165 Account as provided herein because such payments are made over time, the Attorney Fees Account  
166 shall be funded by placing up to, but in no event exceeding, an amount equal to 20% of the proceeds  
167 from the Settlement Agreement attributable to Local Governments (as that term is defined in the  
168 MOU) into the Attorney Fees Account for each payment. Funds in the Attorney Fees Account  
169 shall be utilized to pay the fees, costs, and disbursements owed to the Law Firms pursuant to the  
170 engagement agreement between Manitowoc County and the Law Firms provided, however, the  
171 Law Firms shall receive no more than that to which they are entitled under their fee contract when  
172 considering the amounts paid the Law Firms from the fee fund established in the Settlement  
173 Agreement and allocable to Manitowoc County. The Law Firms may make application for  
174 payment from the Attorney Fees Account at any time and Manitowoc County shall cooperate with

175 the Law Firms in executing any documents necessary for the escrow agent to make payments out  
176 of the Attorney Fees Account; and

177  
178 BE IT FURTHER RESOLVED that all actions heretofore taken by the board of supervisors  
179 of the county of Manitowoc and other appropriate public officers and agents of Manitowoc County  
180 with respect to the matters contemplated under this Resolution are hereby ratified, confirmed and  
181 approved.

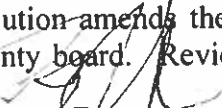
Dated this 16th day of July 2024.

Respectfully submitted by the  
Executive Committee

\_\_\_\_\_  
Tyler Martell, Chair

FISCAL IMPACT: Indeterminable.

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

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

APPROVED:

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

\_\_\_\_\_  
Date

**ADDENDUM TWO TO WISCONSIN LOCAL GOVERNMENT  
MEMORANDUM OF UNDERSTANDING**

**WHEREAS**, the undersigned local governments (“Local Governments”) entered into that certain Memorandum of Understanding relating to, among other things, the allocation of the proceeds of the settlements with McKesson Corporation, Cardinal Health, Inc., AmerisourceBergen Corporation, Johnson & Johnson, Janssen Pharmaceuticals, Inc., Ortho-McNeil-Janssen Pharmaceuticals, Inc., and Janssen Pharmaceutica, Inc. (“Original MOU”); and

**WHEREAS**, the undersigned Local Governments entered into that certain Addendum to the MOU relating to, among other things, the allocation of the proceeds of the settlements with Walgreens, Walmart, CVS, Teva, and Allergan (“Addendum 1” and, together with the Original MOU, the “MOU”); and

**WHEREAS**, the settlement discussions with The Kroger Co. has resulted in a tentative agreement as to settlement terms (“Kroger Settlement Agreement”) pending agreement from the State of Wisconsin, the Local Governments and other parties involved in the Litigation; and

**WHEREAS**, the Local Governments intend this Addendum Two to the MOU (“Addendum Two”) to effectuate the terms of the Kroger Settlement Agreement and allocate the proceeds of the Kroger Settlement Agreement to each of the Local Governments in the same manner and same percentages as set forth in the MOU and Exhibit A to the Original MOU, a copy of which is appended to this Addendum Two with the elimination of the dollar amounts attributable to the settlements referenced in the Original MOU.

**NOW, THEREFORE**, the Local Governments enter into this Addendum Two upon the terms described herein.

1. The Local Governments ratify, confirm and agree to in all respects the MOU. By this Addendum Two, the Local Governments agree that any and all proceeds of the Kroger Settlement Agreement shall be distributed, allocated and otherwise disposed of in the same manner and same percentages as set forth in the MOU and Exhibit A to the Original MOU. Terms not defined in this Addendum Two shall be given the definition ascribed to such terms in the MOU and the Kroger Settlement Agreement.
2. Nothing in this Addendum Two is intended to alter or change any Local Government’s right to pursue its own claim. Rather, the intent of this Addendum Two is to provide a mechanism for the receipt and expenditure of Opioid Funds, as that term is defined in the MOU.
3. This MOU may be executed in counterparts. Electronic signatures shall in all respects be considered valid and binding.

*[Signatures on Following Page]*

**IN WITNESS WHEREOF**, the parties hereby execute this Addendum Two as of the date set forth below.

**ON BEHALF OF THE LOCAL GOVERNMENTS:**

\_\_\_\_\_  
Adams County  
Printed: \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_  
Ashland County  
Printed: \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_  
Barron County  
Printed: \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_  
Bayfield County  
Printed: \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_  
Brown County  
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# EXHIBIT A

## Allocation of Proceeds Among the Local Governments

The following chart is agreed upon by and between the Local Governments identified below as representing the allocation of proceeds from the Settlement Agreements following (a) allocation to the Local Governments; and (b) allocation to the Attorney Fee Fund. The Local Governments shall cooperate with one another and the State in the negotiation and execution of an Escrow Agreement to effectuate the terms of the State-Local Government MOU, the Local Government MOU and the allocation set forth below. **The monetary value associated with the percentages below will be calculated consistent with the Settlement Agreements.**

Local Government Type	Wisconsin Litigating Local Government	Allocation Percentage
County	Adams County	0.327%
County	Ashland County	0.225%
County	Barron County	0.478%
County	Bayfield County	0.124%
County	Brown County	2.900%
County	Buffalo County	0.126%
County	Burnett County	0.224%
County	Calumet County	0.386%
County	Chippewa County	0.696%
County	Clark County	0.261%
County	Columbia County	1.076%
County	Crawford County	0.195%
County	Dane County	8.248%
County	Dodge County	1.302%
County	Door County	0.282%
County	Douglas County	0.554%
City	Superior	0.089%
County	Dunn County	0.442%
County	Eau Claire County	1.177%
County	Florence County	0.053%
County	Fond Du Lac County	1.196%
County	Forest County	0.127%
County	Grant County	0.498%
County	Green County	0.466%
County	Green Lake County	0.280%
County	Iowa County	0.279%

County	Iron County	0.061%
County	Jackson County	0.236%
County	Jefferson County	1.051%
County	Juneau County	0.438%
County	Kenosha County	3.712%
City	Kenosha	0.484%
City	Pleasant Prairie	0.059%
County	Kewaunee County	0.156%
County	La Crosse County	1.649%
County	Lafayette County	0.134%
County	Langlade County	0.312%
County	Lincoln County	0.350%
County	Manitowoc County	1.403%
County	Marathon County	1.259%
County	Marinette County	0.503%
City	Marinette	0.032%
County	Marquette County	0.246%
County	Menominee County	0.080%
County	Milwaukee County	25.220%
City	Cudahy	0.087%
City	Franklin	0.155%
City	Greenfield	0.163%
City	Milwaukee	7.815%
City	Oak Creek	0.166%
City	South Milwaukee	0.096%
City	Wauwatosa	0.309%
City	West Allis	0.378%
County	Monroe County	0.655%
County	Oconto County	0.336%
County	Oneida County	0.526%
County	Outagamie County	1.836%
County	Ozaukee County	1.036%
County	Pepin County	0.055%
County	Pierce County	0.387%
County	Portage County	0.729%
County	Price County	0.149%
County	Racine County	3.208%
City	Mount Pleasant	0.117%
City	Sturtevant	0.018%

City	Union Grove	0.007%
City	Yorkville Town	0.002%
County	Richland County	0.218%
County	Rock County	2.947%
County	Rusk County	0.159%
County	Sauk County	1.226%
County	Sawyer County	0.258%
County	Shawano County	0.418%
County	Sheboygan County	1.410%
County	St Croix County	0.829%
County	Taylor County	0.159%
County	Trempealeau County	0.320%
County	Vernon County	0.322%
County	Vilas County	0.468%
County	Walworth County	1.573%
County	Washburn County	0.185%
County	Washington County	1.991%
County	Waukesha County	6.035%
County	Waupaca County	0.606%
County	Waushara County	0.231%
County	Winnebago County	2.176%
County	Wood County	0.842%

**ORDINANCE CREATING MANITOWOC COUNTY CODE CHAPTER 33**  
**(County Sales and Use Tax)**

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1           WHEREAS, Wis. Stat. § 77.70 permits a county to adopt a sales and use tax; and

2  
3           WHEREAS, the Finance Committee has carefully reviewed the finances of the county and  
4 has determined that adoption of a county sales and use tax is in the county’s best interest to ensure  
5 adequate funding for county operations, programs, and services on a continuing and ongoing basis;  
6 and

7  
8           WHEREAS, after careful consideration and review, the county board of supervisors of the  
9 county of Manitowoc wishes to adopt a sales and use tax in order to mitigate the impact of rising  
10 costs on property taxes while still ensuring adequate funding for county operations, programs, and  
11 services;

12  
13           NOW, THEREFORE, the county board of supervisors of the county of Manitowoc does  
14 ordain as follows:

15  
16           Manitowoc County Code Chapter 33 is created to read as follows:

- 17  
18 33.01 Title.  
19 33.02 Authority.  
20 33.03 Purpose.  
21 33.04 County Sales and Use Tax.  
22 33.05 Sales and Use Tax Rate.  
23 33.06 Revenue Account.  
24 33.07 Reports From Finance Director.  
25 33.08 Effective Date.

26  
27 33.01 Title.

28           This ordinance may be referred to as the Sales and Use Tax Ordinance.

29  
30  
31  
32 33.02 Authority.

33           This ordinance is enacted under the authority of Wis. Stat. § 77.70.

34  
35  
36  
37 33.03 Purpose.

39 This ordinance is enacted for the purpose of utilizing revenues from the County sales and  
40 use tax to reduce the property tax levy.

41

42

43 33.04 County Sales and Use Tax.

44

45 Pursuant to and in strict conformity with the provisions of Wis. Stat. ch. 77, Subchapter V,  
46 the County of Manitowoc does hereby elect to impose a county sales and use tax in the  
47 manner and to the extent permitted by Wis. Stat. ch. 77, Subchapter V. The tax may only  
48 be used as permitted by Wisconsin law.

49

50

51 33.05 Sales and Use Tax Rate.

52

53 The sales and use tax imposed by this Chapter shall be at the rate of one half of one percent  
54 (0.5%).

55

56

57 33.06 Revenue Account.

58

59 All revenue from the sales and use tax shall be receipted to the County Sales Tax Revenue  
60 Account.

61

62

63 33.07 Reports From Finance Director.

64

65 The Finance Director shall provide a report to the Finance Committee no later than July 31  
66 of each year analyzing the revenues derived hereunder for the previous year.

67

68

69 33.08 Effective Date.

70

71 This Sales and Use Tax Ordinance shall take effect on January 1, 2025.

Dated this 16th day of July 2024.

Respectfully submitted by the  
Finance Committee

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

FISCAL IMPACT: Anticipated increase in revenues of \$7.5 million to \$9.5 million.

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

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

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

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



**RESOLUTION AUTHORIZING ADDITIONAL .75 FULL-TIME  
EQUIVALENT HUMAN SERVICES EMPLOYEE  
(Community Navigator)**

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1           WHEREAS, the mission of the Human Services Department’s Child and Family Services  
2 Unit is to protect the health and safety of children; and

3  
4           WHEREAS, to support this mission, the focus of the Child and Family Services Unit is on  
5 intervention and prevention of delinquent juvenile behavior; and

6  
7           WHEREAS, the Human Services Department has applied for and received a Juvenile  
8 Deflection and Diversion Implementation Program grant from the Wisconsin Department of  
9 Justice in the amount of \$87,500; and

10  
11           WHEREAS, the grant will fully fund wages and benefits for a .75 full-time equivalent  
12 (“FTE”) Community Navigator position through June 2025; and

13  
14           WHEREAS, the Community Navigator position will assist schools and law enforcement  
15 with getting services to at-risk youth based on their needs; and

16  
17           WHEREAS, the goal of the Community Navigator position is to eliminate youth justice  
18 referrals that are better served in other ways; and

19  
20           WHEREAS, the Community Navigator position will terminate and be removed from the  
21 Full-Time Equivalent Report (FTE) by Department included in the applicable Adopted Annual  
22 Budget Book FTE report when funding is no longer available through the Juvenile Deflection and  
23 Diversion Implementation Program grant from the Wisconsin Department of Justice; and

24  
25           WHEREAS, after careful consideration and review, the Human Services Board and the  
26 Personnel Committee recommends the creation of a .75 full-time equivalent Community Navigator  
27 position as described in this Resolution;

28  
29           NOW, THEREFORE, BE IT RESOLVED that the county board of supervisors of the  
30 county of Manitowoc authorizes the creation of a .75 full-time equivalent Community Navigator  
31 position in the Human Services Department; and

32  
33           BE IT FURTHER RESOLVED that the .75 full-time equivalent Community Navigator  
34 position shall terminate and be removed from the Full-Time Equivalent Report (FTE) by  
35 Department included in the applicable Adopted Annual Budget Book FTE report when funding  
36 through the Juvenile Deflection and Diversion Implementation Program grant from the Wisconsin  
37 Department of Justice is no longer available; and

39 BE IT FURTHER RESOLVED that the 2024 Full-Time Equivalent Report (FTE) by  
40 Department included in the 2024 Adopted Annual Budget Book is amended accordingly and that  
41 the Finance Director is directed to record such information in the official books of the County for  
42 the year ending December 31, 2024 as may be required.

Dated this 16th day of July 2024.

Respectfully submitted by the  
Personnel Committee


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

Human Services Board

\_\_\_\_\_  
Jim Brey, Chair

FISCAL IMPACT: No levy impact as revenues and expenses offset. The 2024 annual cost of the position is estimated to be \$62,476 on a full year basis, which is to be funded through the Juvenile Deflection and Diversion Implementation Program grant from the Wisconsin Department of Justice.

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

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

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

**RESOLUTION CREATING 3.0 FULL-TIME EQUIVALENT CAPTAIN  
POSITIONS AND ELIMINATING 3.0 FULL-TIME EQUIVALENT  
PATROL LIEUTENANT POSITIONS IN THE SHERIFF'S OFFICE**

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1           WHEREAS, the current command structure in the Sheriff's Office includes the rank of  
2 Patrol Lieutenant; and

3  
4           WHEREAS, Patrol Lieutenants work across and supervise all three shifts; and

5  
6           WHEREAS, Patrol Lieutenants currently supervise and conduct performance evaluations  
7 for other Patrol Lieutenants, creating a situation where peers evaluate each other; and

8  
9           WHEREAS, there is no clear shift commander when more than one Patrol Lieutenant is on  
10 duty; and

11  
12           WHEREAS, the proposed Captain positions would direct and supervise patrol staff and  
13 provide a command presence for all events occurring during a shift; and

14  
15           WHEREAS, reallocating three full-time equivalent (FTE) Patrol Lieutenant positions to  
16 Captain positions will establish a clear supervisory rank structure during each shift, as well as  
17 provide a clear shift commander; and

18  
19           WHEREAS, after careful consideration and review, the Public Safety Committee and the  
20 Personnel Committee recommend that three existing Patrol Lieutenant positions be reallocated  
21 into three Captain positions by creating 3.0 FTE Captain positions Sheriff's Office and eliminating  
22 3.0 FTE Patrol Lieutenant positions;

23  
24           NOW, THEREFORE, BE IT RESOLVED that county board of supervisors of the county  
25 of Manitowoc hereby reallocates three existing Patrol Lieutenant positions into three Captain  
26 positions by creating 3.0 FTE Captain positions Sheriff's Office and eliminating 3.0 FTE Patrol  
27 Lieutenant positions; and

28  
29           BE IT FURTHER RESOLVED that the 2024 Full-Time Equivalent Report (FTE) by  
30 Department included in the 2024 Adopted Annual Budget Book is amended accordingly and that  
31 the Finance Director is directed to record such information in the official books of the County for  
32 the year ending December 31, 2024 as may be required.

Dated this 16th day of July 2024.

Respectfully submitted by the  
Personnel Committee

---

Susie Maresh, Chair


Public Safety Committee

---

James Falkowski, Chair

**FISCAL IMPACT:** The reallocation of positions would impact only wages, which if estimated on a full year basis for 2024 would total a collective increase of approximately \$11,700 for all three positions.

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

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

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

MEETING OF THE COUNTY BOARD OF SUPERVISORS  
MANITOWOC COUNTY, WISCONSIN

Tuesday, July 16th 2024

6:00 P.M.

Pursuant to Wis. Stats. 59.04, the County Board of Supervisors of Manitowoc County, Wisconsin convened in open session at the Heritage Building, in the City of Manitowoc, being the 16<sup>th</sup> day of July 2024, for the purpose of transacting business as a Board of Supervisors.

Chairman Martell called the meeting to order at 6:00 p.m.

Roll call: 24 members were present at the time of roll call: Behnke, Bonde, Brey, Engelbrecht, Falkowski, Grambow, Hacker, Hammel, Hansen, Jadowski, Klein, Lillibridge, Maresh, Martell, Metzger, Muench, Naidl, Neils, M. Phipps, R. Phipps, Schiesl, Shimulunas, Sitkiewitz, and Weiss. Supervisor Zimmer was excused.

Supervisor Engelbrecht moved, seconded by Supervisor Behnke to approve the June 16<sup>th</sup>, 2024 County Board agenda. Upon vote, the motion carried unanimously.

PUBLIC COMMENT – OPPORTUNITY FOR CITIZENS TO PRESENT THEIR VIEWS

Chairman Martell declared public comment open at 6:03 p.m.

No one present wished to speak, subsequently Chairman Martell closed public input at 6:03 p.m.

CONSENT AGENDA

Chairman Martell called the consent agenda and questioned if any supervisor wished to withdraw any items. Supervisor Maresh moved, seconded by Supervisor Sitkiewitz to approve Consent Agenda Items IX-A, B, B1a, B2b, C1a, and C2a. Upon vote, the motion carried unanimously.

A. Approve June 18, 2024 County Board Minutes

B. Appointments by County Executive

B1a. Appointment of Mark Knier to the Joint Dispatch Board to complete the term expiring July 2026.

B2b. Appointment of Scott Tuma to the Library System Board of Trustees to complete the term expiring December 2024.

C1a. Resolution 2024/2025-33 Amending Employee Policy Manual § 8.14(5)(a) (Performance Evaluations)

C2a. Resolution 2024/2025-34 Approving Town of Newton Zoning Ordinance (Dylan VanderWheele)

COMMITTEE REPORTS, RESOLUTIONS, ORDINANCES

Executive Committee: Supervisor Martell gave a brief report. Supervisor Behnke moved, second by Supervisor Falkowski to adopt Resolution 2024/2025-35 Authorizing Manitowoc County to Enter into a Settlement Agreement with the Kroger Co. and Agreeing to the Terms of Addendum Two to the MOU Allocating Settlement Proceeds. Upon vote, the motion carried unanimously.

Expo-Ice Center Board: Supervisor Behnke gave a brief report.

Finance Committee: Supervisor Hansen gave a report.

Supervisor Hansen moved, second by Supervisor Brey to enact Ordinance 2024/2025-36 Creating Manitowoc County Code Chapter 33 (County Sales and Use Tax). Discussion followed.

Amendment: Supervisor Klein moved, seconded by Supervisor Phipps, to add a sunset clause on December 31, 2029. Discussion followed.

Supervisor Brey called the question. Upon vote, call the question carried 20 ayes and 4 noes. Supervisors Bonde, Martell, Naidl, and R. Phipps voted no; all other supervisors voted aye.

Upon vote, the motion to amend failed 8 ayes and 16 noes. Supervisors Behnke, Brey, Engelbrecht, Falkowski, Grambow, Hacker, Hammel, Hansen, Jadowski, Lillibridge, Maresh, Martell, Metzger, Neils, Sitkiewitz, and Weiss voted no; all other supervisors voted aye.

The original motion by Supervisor Hansen, seconded by Supervisor Brey to enact Ordinance 2024/2025-36 Creating Manitowoc County Code Chapter 33 (County Sales and Use Tax) was discussion. Upon vote, the motion carried 18 ayes and 6 noes. Supervisors Bonde, Klein, Naidl, M. Phipps, R. Phipps, and Schiesl voted no; all other supervisors voted aye.

Highway Committee: Supervisor Behnke gave a brief report.

Personnel Committee: Supervisor Maresh gave a brief report.

Public Safety Committee: Supervisor Falkowski gave a brief report.

Public Works Committee: Supervisor Sitkiewitz gave a brief report.

Miscellaneous:

Supervisor Maresh moved, second by Supervisor Brey to adopt Resolution 2024/2025-37 Authorizing Additional .75 Full-time Equivalent Human Services Employee (Community Navigator). Upon vote, the motion carried 22 ayes, 1 no, and 1 abstain. Supervisor R. Phipps voted no and Supervisor M. Phipps abstained; all other supervisors voted aye.

ADJOURNMENT

Supervisor Muench moved to adjourn, seconded by Supervisor Neils, and the motion was adopted by acclamation. The meeting adjourned at 7:23 p.m.

Respectfully submitted,  
Melissa Tennant, Manitowoc County Deputy Clerk



**MANITOWOC COUNTY**  
**COUNTY BOARD OF SUPERVISORS**  
**2<sup>nd</sup> AMENDED MEETING NOTICE**

DATE: August 20<sup>th</sup>, 2024

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 County Board Chair**
- II. Invocation by Supervisor Weiss**
- III. Pledge of Allegiance**
- IV. Roll Call**
  
- V. PROCLAMATIONS**
  - A. Proclamation Commending Mykayla Bell as Manitowoc County Fairest of the Fair.
  - B. Proclamation Honoring Melvin Waack for His of Years of Service on the Planning and Park Commission.
  - C. Proclamation Declaring September as Juror Appreciation Month.
  
- VI. PRESENTATION**
  - A. *2023 Comprehensive Audit Finance Report Presentation*
  
- VII. PUBLIC COMMENT**

Members of the public will be allowed three (3) minutes to speak on matters pertaining to County Board business.
  
- VIII. CONSENT AGENDA (Any routine or non-controversial items)**
  - A. Approve July 16, 2024 County Board Minutes.
  
  - B. Appointments by County Executive
    1. Traffic Safety Commission  
Appoint one member to succeed Rick Olig.
      - a. Todd Rasmussen
  
      2. *Land Information Council*  
*Appoint two members to succeed Supervisor James Falkowski and Jill Pope for a two-year term expiring September 2026.*
        - a. *Supervisor James Falkowski*
        - b. *Jill Pope*
  
  - C. Ordinance and Resolutions
    1. Finance Committee
      - a. Resolution 2024/2025-39 Denying Claim (Macco)

2. Planning and Park Commission
  - a. Ordinance 2024/2025-40 Amending Zoning Map (Steven J and Kristine M Lenzner Revocable Living Trust).
  - b. Ordinance 2024/2025-41 Amending Zoning Map (Holly Osborne).
  - c. Ordinance 2024/2025-42 Amending Zoning Map (Ethan and Cayla Binish).

**IX. COMMITTEE REPORTS, RESOLUTIONS, AND ORDINANCES**

A. Aging & Disability Board

B. Board of Health

1. Resolution 2024/2025-43 Accepting 2024 Environmental Health Taking Action with Data Mini Grant

C. Criminal Justice Coordinating Council

D. Executive Committee

E. Expo-Ice Center Board

F. Finance Committee

G. Highway Committee

H. Human Service Board

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

J. Personnel Committee

K. Planning and Park Commission

L. Public Safety Committee

M. Public Works Committee

N. Transportation Coordinating Committee

O. Miscellaneous – Personnel Committee and Public Safety Committee

1. Resolution 2024/2025-44 Creating 3.0 Full-Time Equivalent Captain Positions and Eliminating 3.0 Full-Time Equivalent Patrol Lieutenant Positions in the Sheriff's Office

**X. ANNOUNCEMENTS**

**XI. ADJOURNMENT**

*Amended 8/19/2024*

*Amended 8/19/2024 at 2:35pm*

Tyler Martell, Chairman

Prepared by Melissa Tennant, 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 DENYING CLAIM**  
(HannaLee Macco)

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1           WHEREAS, HannaLee Macco filed a claim with Manitowoc County on July 1, 2024  
2 seeking \$4,844.89 for damage to her car purportedly caused by a buckle in the traveled roadway  
3 of Interstate Highway 43; 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 county board of supervisors of the county  
16 of Manitowoc that the claim is denied and that the Corporation Counsel and County Clerk are  
17 directed to provide such notice of the denial of the claim as may be required.

Dated this 20th day of August 2024.

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

**ORDINANCE AMENDING ZONING MAP**  
(Steven J. and Kristine M. Lenzner 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 22, 2024; and

3  
4           WHEREAS, the Planning and Park Commission, after a careful consideration of testimony  
5 and an examination of the facts, recommends that the petition be approved for the reasons stated  
6 in the attached report;

7  
8           NOW, THEREFORE, the county board of supervisors of the county of Manitowoc does  
9 ordain as follows:

10  
11           A parcel of land in part of Lot One (1) of Certified Survey Map as recorded in Volume 26  
12 of Certified Survey Maps on Page 309 as Document No. 1024868 of Manitowoc County Records;  
13 being part of the North Half (N1/2) of the Northwest Quarter (NW1/4) of Section Thirty-Three  
14 (33), Township Eighteen (18) North, Range Twenty-Two (22) East, Town of Liberty, Manitowoc  
15 County, Wisconsin, more particularly described as follows:

16  
17           Commencing at the northwest quarter corner of said Section 33; thence N89°-49'-  
18 28"E along the north line of the NW1/4 of said Section 33, a distance of 1198.94  
19 feet to the point of beginning; thence continue N89°-49'-28"E along said north line,  
20 a distance of 494.00 feet to the northeast corner of said Lot 1; thence S00°-10'-32"E  
21 264.53 feet to a southeast corner of said Lot 1; thence S89°-49'-28"W along a south  
22 line of said Lot 1, a distance of 494.00 feet; thence N00°-10'-32"W 264.53 feet to  
23 the point of beginning, said parcel containing approximately 130,680 square feet  
24 (3.000 acres) of land

25  
26 is hereby rezoned from Natural Area (NA) District to Small Estate Residential (SE)  
27 District; and

28  
29           BE IT FURTHER ORDAINED, a parcel of land in part of Lot One (1) of Certified Survey  
30 Map as recorded in Volume 26 of Certified Survey Maps on Page 309 as Document No. 1024868  
31 of Manitowoc County Records; being part of the North Half (N1/2) of the Northwest Quarter  
32 (NW1/4) of Section Thirty-Three (33), Township Eighteen (18) North, Range Twenty-Two (22)  
33 East, Town of Liberty, Manitowoc County, Wisconsin, more particularly described as follows:

34  
35           Beginning at the northwest quarter corner of said Section 33; thence N89°-49'-28"E  
36 along the north line of the NW1/4 of said Section 33, a distance of 1198.94 feet;  
37 thence S00°-10'-32"E 264.53 feet to a south line of said Lot 1; thence S89°-49'-  
38 28"W along said south line, a distance of 539.70 feet to a corner of said Lot 1;  
39 thence S00°-23'-29"W 641.61 feet to a southeast corner of said Lot 1; thence N89°-

40                   53'-12"W 660.69 feet to the southwest corner of said Lot 1 and the west line of the  
41                   NW1/4 of said Section 33; thence N00°-19'-06"E along said west line, a distance  
42                   of 902.82 feet to the point of beginning, said parcel containing approximately  
43                   740,519 square feet (17.000 acres) of land  
44

45 is hereby rezoned from Natural Area (NA) District to General Agriculture (GA) District.

Dated this 20th day of August 2024.

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 20, 2024.
FROM:	THE MANITOWOC COUNTY PLANNING AND PARK COMMISSION
RE:	STEVEN J AND KRISTINE M LENZNER REVOC 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 Steven J and Kristine M Lenzner Revoc Living Trust, on June 11, 2024, petitioned the Manitowoc County Board of Supervisors to rezone approximately 17.5 acres of land located in the NE1/4, NW1/4, and the NW1/4, NW1/4, Section 33, T18N-R22E, Town of Liberty, from NA, Natural Area to SE, Small Estate and GA, General Agriculture.

The Town of Liberty adopted the Manitowoc County Zoning Ordinance on November 14, 2011. The uses permitted in the SE, Small Estate zoning provides for mixed residential and agriculture activity with a minimum lot size of two acres and 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 Steven J & Kristine M Lenzner Revoc Living Trust petitioned for a zoning map amendment on June 11, 2024.
- 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 8, 2024 and on July 15, 2024.
- d. The County Planning and Park Commission held a public hearing on this amendment request on July 22, 2024.
- e. The Commission at their July 22, 2024 meeting recommended approval of a requested rezoning of approximately 17.5 acres of land located in the NE1/4, NW1/4, and the NW1/4, NW1/4, Section 33, T18N-R22E, Town of Liberty, from NA, Natural Area to SE, Small Estate and GA, General Agriculture.

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. Steven Lenzner, 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 NA, Natural Area.
2. The Liberty Town Board and Town Land Use Committee support the proposed zone changes to SE, Small Estate and GA, General Agriculture.
3. The rezone will allow for the house with approximately 2.5 acres of land to be separated from the surrounding farmland.

4. The intended use of the property will continue as farmland and residential.

### 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 Steven J & Kristine M Lenzner Revoc Liv Trust to rezone approximately 17.5 acres of land from NA, Natural Area to SE, Small Estate Residential and GA, General Agriculture were approved.

The Manitowoc County Planning and Park Commission, at its July 22, 2024 meeting, therefore by a unanimous vote recommended that the subject property (an approximately 17.5 acres of land located in the NE1/4, NW1/4, and NW1/4, NW1/4, Section 33, T18N-R22E, Town of Liberty, more fully described in the accompanying proposed ordinance amendment) be recommended for rezoning from NA, Natural Area to SE, Small Estate Residential and 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)

July 10<sup>th</sup>, 2024

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

and

Manitowoc County Supervisor Dylan Hammel  
Supervisory District 15

ATTN: Tim Ryan and Supervisor Hammel

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/Applicant:**

Steven J and Kristine M. Lenzner Revoc. Liv. Trust  
14471 Newton Road  
Valders, WI 54245

**Township:**

Liberty

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 (\$531) Received   
Receipt # 41341

## ZONING MAP AMENDMENT APPLICATION

MANITOWOC COUNTY

RECEIVED

JUN 11 2024

PLANNING & PARK  
COMMISSION

Date of Application:

OWNER / APPLICANT / AGENT

Steven J & Kristine M Lenzner Revoc Liv Trust  
Owner Kris and Steve Lenzner Applicant/Agent

Address (1) 14471 Newton Road

Address (1)

Address (2)

Address (2)

City/State/Zip Valders, WI 54245

City/State/Zip

Phone 920.323.9484

Phone

NE NW  
NW 1/4, NW 1/4

### PROPERTY LEGAL DESCRIPTION

S 33 T 18 N R 22 E Town of Liberty

House /Fire # 14471 Newton Rd

Tax Number 008-033-005-012.00  
008-033-006-002.00

### PROPERTY INFORMATION

Existing Zoning District NA

Proposed Zoning district GA and SE

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

Rezoned 17.75 acre parcel from NA to approximately 17ac GA and 0.75ac SE

Rezoned 2.25 acre parcel where home is located from NA to SE

Combine the 0.75 acre and 2.25 acre SE parcels into one lot of approximately 3 acre in size

Proposed use: (Reason for change)

Current NA zoning on 17.75 and 2.25 ac parcels is not correct (each parcel fails to meet 20ac minimum, no conditional use issued for single family residence in NA zoned area), and septic bed is not on the 2.25 ac parcel that residence is on.

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

Steve Lenzner 6-3-24  
Signature (applicant, owner, agent) Date

Kris Lenzner 6-3-24  
Signature (applicant, owner, agent) Date



# MANITOWOC COUNTY

## ZONING MAP AMENDMENT FACT SHEET

(Manitowoc County, Town of Liberty from NA to GA & SE)

### PETITIONER

Name: Steven J & Kristine M Lenzner  
Revoc Liv Trust  
Address: 14471 Newton Rd.  
Valders WI 54245  
Town: Liberty

### PARCEL

Location: NE1/4, NW1/4, Section 33, T18N-R22E &  
NW1/4, NW1/4, Section 33, T18N-R22E  
Tax#: 008-033-005-012.00  
008-033-006-002.00  
Area: 17.50 acres = 2.5 acres (SE) + 15 acres (GA)

### ACTION TO DATE

Petition Submitted: June 11, 2024  
Town Action: Approved June 10, 2024  
Hearing Notice Published: 7/8/2024 & 7/15/2024  
Advisory: 7/22/2024  
Hearing: 7/22/2024

### ADJACENT USES & ZONING

Direction:	District:	Use:
North	EA	Farmland, Residential
South	GA	Woods, Farmland
East	GA	Farmland
West	EA	Farmland

### PARCEL USES & ZONING

Existing Zoning District: NA, Natural Area  
Existing Land Use: Residential, Farmland & Wetland  
Proposed Zoning District: GA, General Agriculture &  
SE, Small Estate Residential  
Proposed Use: Section off house from larger parcel.  
Allow both parcels to meet lot size requirements.

### MAP INFORMATION

Farmland Preservation Designation:  
Non-Farmland Preservation  
Soil Type: Hr2, HrD2, Ke, LuD, PIB, ShA  
Air Photo Date: 04/2023

### OTHER CONSIDERATIONS

Drainage: Poorly - excessively drained	Soil Test: N/A
Soil Limitations: Moderate – Severe	Terrain: 0 to >12 Percent Slopes
Sewage Disposal: Private Onsite Wastewater Treatment	Vegetative Cover: Farmland/Woods
Road Access: Newton Rd & Sinawa Rd	

Town Future Land Use Designation: General Agriculture & Woodlands/Natural Area

The Town of Liberty will encourage smaller scale farming operations in the “general agricultural district.” The “general agricultural district” is located in portions of the Town of Liberty near natural features or population and housing centers. The aim or objective of the “general agricultural district” is to preserve farmland but also to function in a manner that “smart growth areas,” natural areas and watershed protection areas are adequately buffered from “agricultural zoning districts.”

County Future Land Use Designation: Agricultural & Woodlands/Natural Areas

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 these farmlands into the future.

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 Liberty Change Request Form

MANITOWOC COUNTY  
RECEIVED  
JUN 11 2024  
PLANNING & PARK  
COMMISSION

Requested By: *Kris and Steve Lenzner*

Date Received: *May 18, 2024*

Evaluation Meeting Date: *June 3, 2024*

Site Address: *14471 Newton Road*

Change Requested: *Rezone 17.75 and 2.25 ac parcel from NA to GA and SE for the purpose of consolidating septic bed with primary residence and properly classify zoning for parcel size.*

## 1. Current Zoning Map:

*NA – Natural Area*

## 2. Within 75 feet of wetland:

*None*

## 3. Farmland Preservation Area:

*No*

## 4. Woodland Preservation Area:

*No*

## 5. Planning Map & Criteria:

### A. Natural Areas

*Is adjacent to Pigeon Lake to the South*

### B. Transportation (Commercial Develop. Only)

*Not Applicable*

### C. Topography & Soil

*Rolling hills, clay soil*

### D. Pre-existing Home Site

*Yes*

### E. Detrimental To Air, Ground Water, Or Surface Water Quality

*Not as presented*

### F. Any Land Use Conflicts

*No*

## 6. Site Inspection

*Yes on an individual basis*

# Town of Liberty Change Request Form

## 7. Special Considerations

Parcels not properly zoned currently (17.75ac and 2.25ac parcels zoned as NA which has 20ac minimum).

Rezoned are to consolidate septic bed with residence parcel

## Results of Plan Commission Evaluation, Advisory to Liberty Town Board:

Approved on a 4-0 vote, Lenzner abstained.

Plan Commission Members: Dave Christel, Drew Otto, Kevin Neeb, Steve Lenzner and Ron Schnell

Printer issues, no signatures on this document.

Dave C.

\$150 Application Fee received at Planning Commission meeting? No / Yes Cash  
Check#

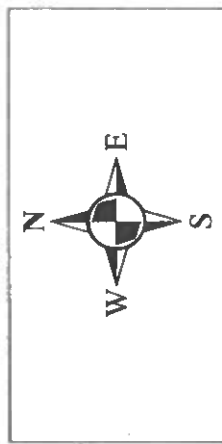
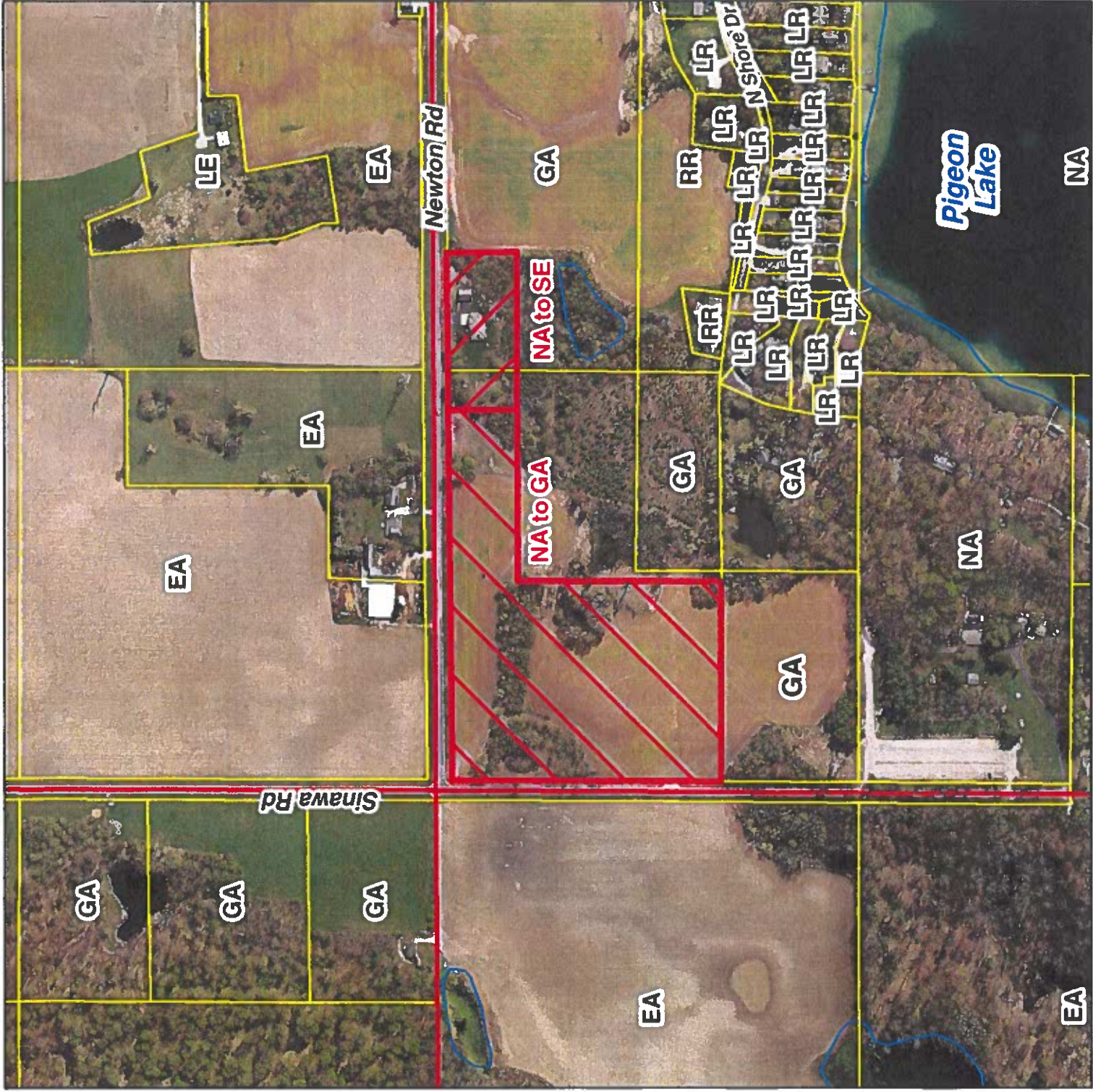
## Liberty Town Board Directive

Change supported by the Town Board with Plan Commission recommendations on this day: 6 / 10 / 2024 along with the following conditions:

Special Conditions

Change not supported by the Town Board on this day: \_\_\_ / \_\_\_ / 20\_\_\_ for the following reasons:

Signatures of Board [Signature] Date 6-10-24  
[Signature] 6-10-24  
[Signature] 6/10/2024



**Steven & Kristine Lenzner**  
 Revoc Liv Trust  
 NE 1/4, NW 1/4 &  
 NW 1/4, NW 1/4  
 Section 33, T18N-R22E  
 Town of Liberty  
 From: NA To: SE  
 Approximately 2.5 acre(s)  
 From: NA To: GA  
 Approximately 15.0 acre(s)  
**-87.878, 44.993**

Map Overview

**Liberty**

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
- Section Line
- Parcel Line
- Water Way

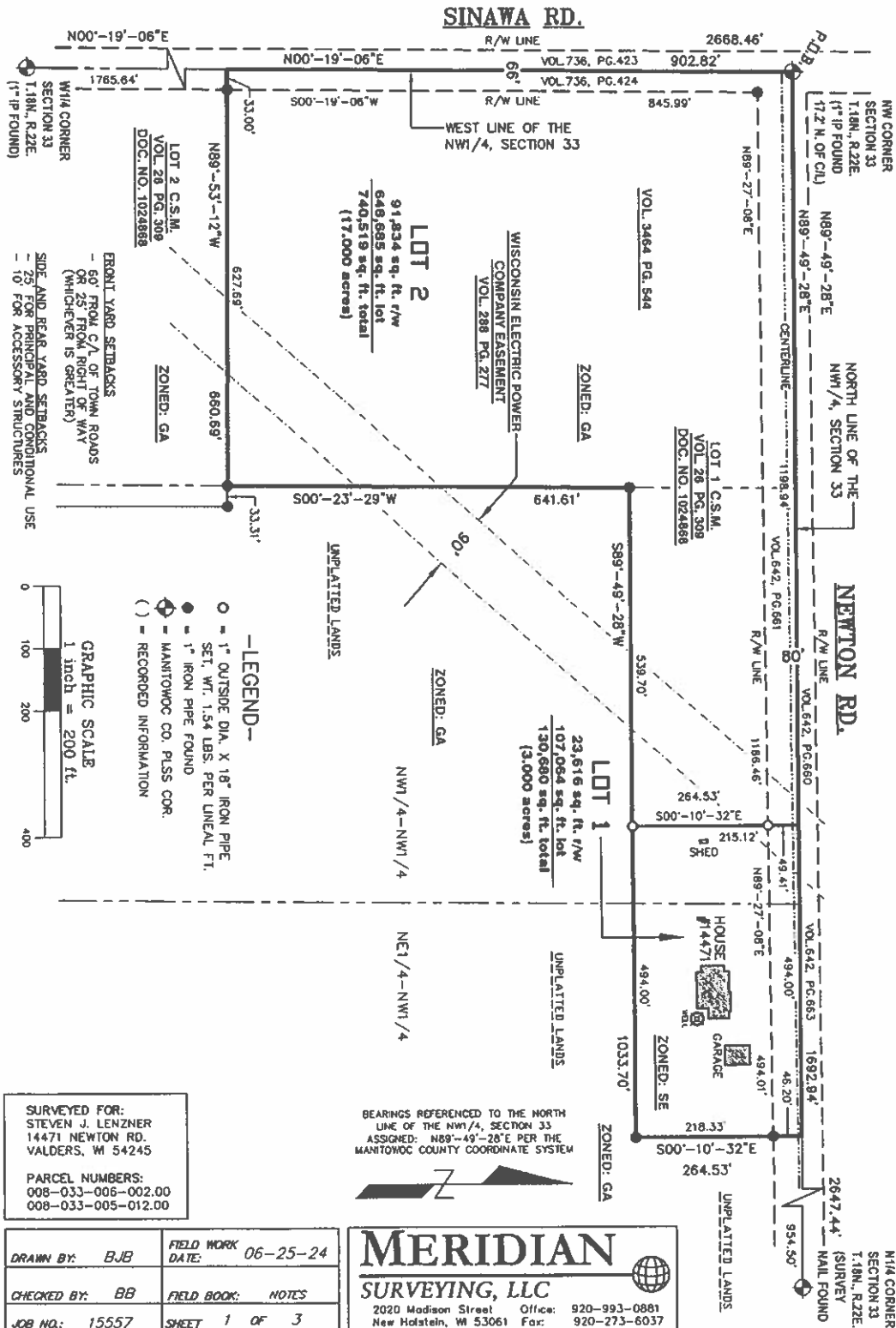
MANITOWOC COUNTY  
RECEIVED

JUL 08 2024

PLANNING & PARK  
COMMISSION

**CERTIFIED SURVEY MAP**

ALL OF LOT 1, C.SM. VOL. 26, PG. 309, DOC. NO.  
1024868; BEING PART OF THE N1/2-NW1/4 OF  
SECTION 33, T.18N., R.22E., TOWN OF LIBERTY,  
MANITOWOC COUNTY, WISCONSIN



SURVEYED FOR:  
STEVEN J. LENZNER  
14471 NEWTON RD.  
VALDERS, WI 53245

PARCEL NUMBERS:  
008-033-006-002.00  
008-033-005-012.00

DRAWN BY: BJB	FIELD WORK DATE: 06-25-24
CHECKED BY: BB	FIELD BOOK: NOTES
JOB NO.: 15557	SHEET 1 OF 3

**MERIDIAN**  
SURVEYING, LLC

2020 Madison Street Office: 920-993-0881  
New Holstein, WI 53061 Fax: 920-273-6037

NW CORNER SECTION 33 T.18N., R.22E. (1" IP FOUND)  
N1/4 CORNER SECTION 33 T.18N., R.22E. (SURVEY NAIL FOUND)  
NE1/4-NW1/4  
NW1/4-NW1/4  
NORTH LINE OF THE NW1/4, SECTION 33  
NEWTON RD.  
SINAWA RD.

**CERTIFIED SURVEY MAP**  
**ALL OF LOT 1, C.SM. VOL. 26, PG. 309, DOC. NO.**  
**1024868; BEING PART OF THE N1/2-NW1/4 OF**  
**SECTION 33, T.18N., R.22E., TOWN OF LIBERTY,**  
**MANITOWOC COUNTY, WISCONSIN**  
Sheet 2 of 3

**SURVEYOR'S CERTIFICATE**

I, Brett J. Becker, Wisconsin Professional Land Surveyor of Meridian Surveying LLC, certify that I have surveyed, divided, and mapped under the direction of Steve Lenzner, all of Lot One (1) of Certified Survey Map as recorded in Volume 26 of Certified Survey Maps on Page 309 as Document Number 1024868 of Manitowoc County Records; being part of the North Half (N1/2) of the Northwest Quarter (NW1/4) of Section Thirty-Three (33), Township Eighteen (18) North, Range Twenty-Two (22) East, Town of Liberty, Manitowoc County, Wisconsin containing 871,199 square feet (20.000 acres) of land; being subject to any and all easements and restrictions of record.

That such is a correct representation of all exterior boundaries of the land surveyed.

That I have fully complied with the provisions of Chapter 236.34 of the Wisconsin Statutes and Section 12.07 of the Manitowoc County Subdivision Regulations in surveying, dividing, and mapping the same.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Wisconsin Professional Land Surveyor S-2613  
Bradley A. Buechel

**CERTIFIED SURVEY MAP**  
**ALL OF LOT 1, C.SM. VOL. 26, PG. 309, DOC. NO.**  
**1024868; BEING PART OF THE N1/2-NW1/4 OF**  
**SECTION 33, T.18N., R.22E., TOWN OF LIBERTY,**  
**MANITOWOC COUNTY, WISCONSIN**  
Sheet 3 of 3

**OWNER'S CERTIFICATE**

As owner(s), I (we) hereby certify that I (we) caused the land described on this map to be surveyed, divided, and mapped as represented on this map. I (we) also certify that this map is required by S. 236.34 to be submitted to the following for approval or objection: Manitowoc County Planning and Parks Commission.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

Steven J. and Kristine M. Lenzner Revocable Living Trust, dated June 9, 2021

\_\_\_\_\_  
Steven J. Lenzner

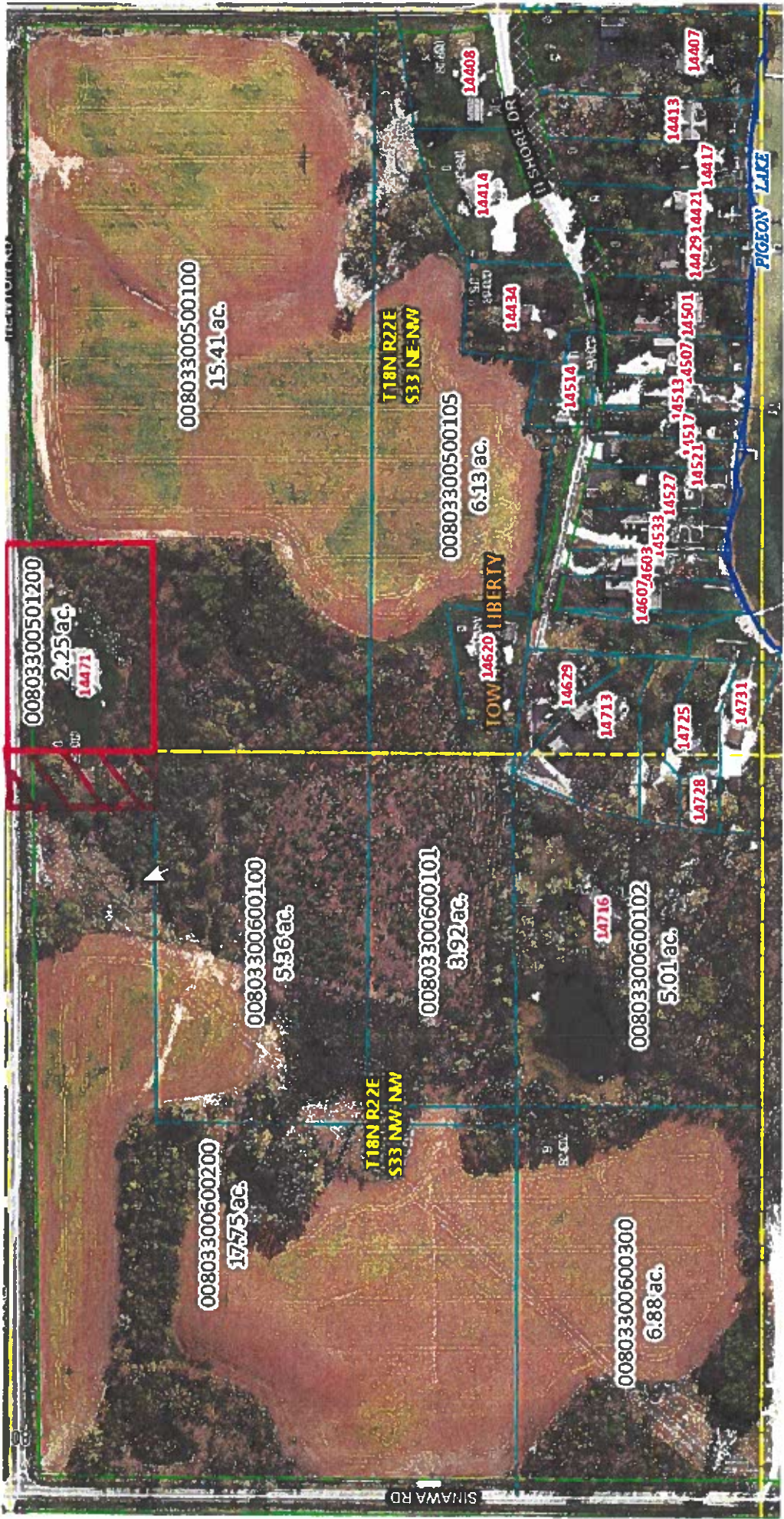
\_\_\_\_\_  
Kristine M. Lenzner

**STATE OF WISCONSIN )**  
**MANITOWOC COUNTY) SS**

Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_, 2024, the above named owner(s) to me known to be the persons who executed the foregoing instrument and acknowledged the same.

\_\_\_\_\_  
Notary Public, Manitowoc County, Wisconsin

My Commission Expires \_\_\_\_\_



00803300501200  
2.25 ac.  
14471

00803300500100  
15.41 ac.

T18N R22E  
S33 NE-NW

00803300500105  
6.13 ac.

TOW 14620 LIBERTY

00803300600100  
5.36 ac.

00803300600101  
3.92 ac.

00803300600102  
5.01 ac.

00803300600200  
17.75 ac.

T18N R22E  
S33 NW-NW

00803300600300  
6.88 ac.

PIGEON LAKE

14408

14414

14434

14629

14713

14725

14728

14731

14716

146074603

14533

14527

14521

14517

14513

14507

14501

14429

14421

14417

14413

14407

SIRAWA RD



# Manitowoc County Parcel Viewer

T18N R22E  
S28 SW-SW

T18N R22E  
S28 SE-SW

3-2

670.4

NEW TOWN

1  
26309  
14473  
00803300501200  
2.25 ac  
10337

0600200  
3 ac

008033005001  
15.41 ac

↑ Rezone to GA  
↑ Add to 2.25 ac parcel  
Zoning would be SE

00803300600100  
5.56 ac

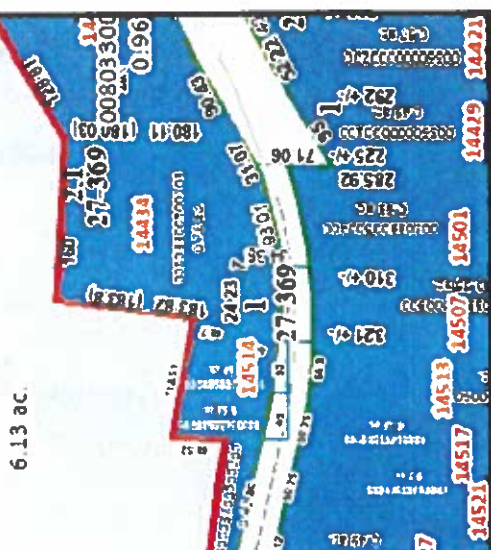
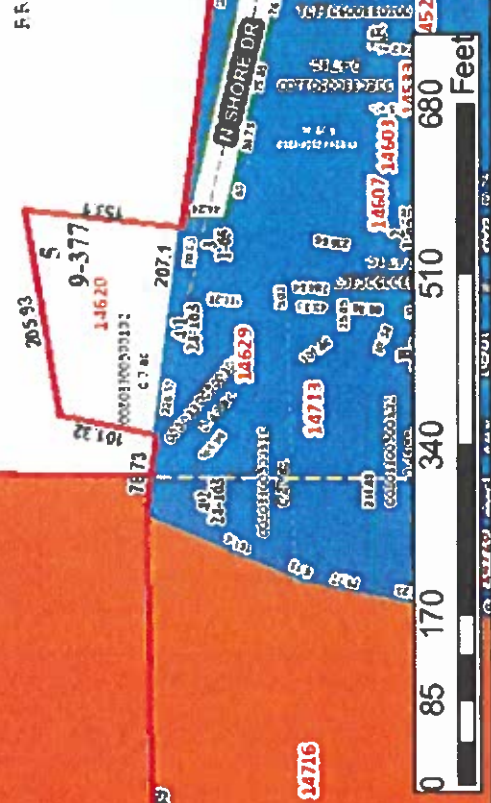
TOWN OF LIBERTY

T18N R22E  
S33 NW-NW

T18N R22E  
S33 NE-NW

00803300600101  
3.92 ac

00803300500105  
6.13 ac



**ORDINANCE AMENDING ZONING MAP  
(Holly Osborne)**

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 22, 2024; 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 Southwest 1/4 of the Southwest 1/4 of Section 5,  
12 Town 21 North, Range 24 East, Town of Mishicot, Manitowoc County, Wisconsin, more  
13 particularly described as follows:  
14

15 Commencing at the SW Corner of said Section 5 being the point of beginning;  
16 Thence N 89°33'47" E, 1320.28 feet coincident with the south line of said SW 1/4;  
17 Thence N 00°04'35" E, 721.00 feet coincident with the SW 1/4 of the SW 1/4;  
18 Thence S 89°33'47" W, 1320.54 feet to the west line of said SW 1/4; Thence S  
19 00°03'19" W, 721.00 feet to the point of beginning, said parcel containing  
20 approximately 21.854 acres of land  
21

22 is hereby rezoned from Exclusive Agriculture (EA) District to Natural Area (NA) District.

Dated this 20th day of August 2024.

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 20, 2024.
FROM:	THE MANITOWOC COUNTY PLANNING AND PARK COMMISSION
RE:	HOLLY OSBORNE 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.

Holly Osborne, on June 20, 2024, petitioned the Manitowoc County Board of Supervisors to rezone approximately 20.0 acres of land located in the SW1/4, SW1/4, Section 5, T21N-R24E, Town of Mishicot, from EA, Exclusive Agriculture to NA, Natural Area.

The Town of Mishicot adopted the Manitowoc County Zoning Ordinance on January 2, 2012. The uses permitted in the NA, Natural Area zoning provides for areas that conserve existing, mostly undeveloped natural land.

1. Action taken to date on this request includes:
  - a. Holly Osborne petitioned for a zoning map amendment on June 20, 2024.
  - 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 8, 2024 and on July 15, 2024.
  - d. The County Planning and Park Commission held a public hearing on this amendment request on July 22, 2024.
  - e. The Commission at their July 22, 2024 meeting recommended approval of a requested rezoning of approximately 20.0 acres of land located in the SW1/4, SW1/4, Section 5, T21N-R24E, Town of Mishicot, from EA, Exclusive Agriculture to NA, Natural Area.
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. James Reif, agent, spoke in favor of the request.
  - c. Ms. Holly Osborne, property owner, spoke in favor of the request.
  - d. Mr. Robert DesJarlais, Town of Mishicot Supervisor, 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 Mishicot Town Board support the proposed zone change to NA, Natural Area.
3. The area is wooded and no farmland will be affected by the proposed rezoning.

## 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 Holly Osborne to rezone approximately 20.0 acres of land from EA, Exclusive Agriculture to NA, Natural Area were approved.

The Manitowoc County Planning and Park Commission, at its July 22, 2024 meeting, therefore by a unanimous vote recommended that the subject property (an approximately 20.0 acres of land located in the SW1/4, SW1/4, Section 5, T21N-R24E, Town of Mishicot, more fully described in the accompanying proposed ordinance amendment) be recommended for rezoning from EA, Exclusive Agriculture to NA, Natural Area.

# 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<sup>th</sup>, 2024

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:**

Holly Osborne  
4747 W. Whitetail Ct  
Manitowoc, WI 54220

**Township:**

Mishicot

**Applicant/Agent**

Jim Reif Builders Inc.  
150 Semi Drive  
Manitowoc, WI 54220

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 **OC COUNTY**  
Planning and Park Commission

Fee (\$531) Received

Receipt # 41357

RECEIVED  
JUN 20 2024

**ZONING MAP AMENDMENT APPLICATION**

OWNER / APPLICANT/ AGENT

Owner	<u>Holly Osborne</u>	Applicant/Agent	<u>Jim Reif Builders Inc.</u>
Address (1)	<u>4747 W. Whitehill Ct</u>	Address (1)	<u>150 Semi Dr.</u>
Address (2)	<u>-</u>	Address (2)	<u>-</u>
City/State/Zip	<u>Manitowoc, WI 54200</u>	City/State/Zip	<u>Manitowoc, WI 54200</u>
Phone	<u>920-901-0222</u>	Phone	<u>920-973-2622</u>

PROPERTY LEGAL DESCRIPTION

SW 1/4, SW 1/4, S 5 T 21 N R 24 E Town of Mishicot

House /Fire # 1932 E. Zanker Pl Tax Number 013-105-011-000,00  
Mishicot WI 54208

PROPERTY INFORMATION

Existing Zoning District EA Proposed Zoning district NA

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

Attached Aerial Photo

Description of Area for Re: zone - NW South 721 of the SW 1/4 of the SW 1/4 of Section 5, Town 21 North, Range 24 East, Town of Mishicot, Manitowoc County, Wisconsin

Proposed use: (Reason for change) Said Parcel contains 21.854 acres

Attached Letter

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

[Signature] 6/20/24  
Signature (applicant, owner, agent) Date

[Signature] \_\_\_\_\_  
Signature (applicant, owner, agent) Date

# JIM REIF BUILDERS INC.

150 Semi Drive • Manitowoc, WI 54220

Ph 920.684.6899

Fax 920.684.7982

[www.jimreifbuilders.com](http://www.jimreifbuilders.com)

Date: June 13<sup>th</sup>, 2024

To: Manitowoc County Zoning Commission

Re: Re-zone of property located at 1932 E. Zander Rd. Mishicot, WI. 54228  
Owner Holly Osborne

Dear Commissioners

Thank you for taking the time to review the Re-zone request for Holly Osborne. I am assisting her with the Re-zone request to change 20 acres of the 80 acres she currently owns in the Township of Mishicot from "EA" - Exclusive Ag to "NA" - Natural Areas. Holly would like to build out part of an Ag building under construction to allow them to use it for an area to rest in/hang out as they are out at the property working on the land & hunting. A major of the building is a shed for storage of their tractor & implements and a shop area to work on that equipment. A small area is being requested for this rest area.

The property had several pole sheds on it but were in too bad a condition to be updated, so it was decided to tear those down and build a new building for their needs.

Attached are two aerial photos:

Page 1 represents where the property is and the area in pink she is requesting to be re-zoned from EA to NA. As you can see most of the property is wooded or prairie, it is not being farmed, this zone change does better reflect the nature of the property.

Page 2 shows a close up of what the old buildings looked like and that the new building will go in those same locations. We are not expanding out of the area of the current buildings. The area perks for conventional septic system and that will be installed for a bathroom in the building.

The Osborne's intent is to keep the property rural in natural and enjoy it for hunting and the natural state it is.

Thank You for your consideration of this request.



Holly Osborne - Property Owner



Jim Reif - Contractor



# MANITOWOC COUNTY

## ZONING MAP AMENDMENT FACT SHEET

(Manitowoc County, Town of Mishicot from EA to NA)

### PETITIONER

Name: Holly Osborne  
Address: 4747 W Whitetail Ct.  
Manitowoc WI 54220  
Town: Mishicot

### PARCEL

Location: SW1/4, SW1/4, Section 5, T21N-R24E  
Tax#: 013-105-011-000.00  
Area: 20 acres

### ACTION TO DATE

Petition Submitted: 6/20/2024  
Town Action: Approved July 1, 2024  
Hearing Notice Published: 7/08/2024 & 7/15/2024  
Advisory: 7/22/2024  
Hearing: 7/22/2024

### ADJACENT USES & ZONING

Direction:	District:	Use:
North	EA	Woods, Grassland
South	GA	Farmland & Woods
East	EA	Grassland & Wetland
West	GA	Grassland & Woods

### PARCEL USES & ZONING

Existing Zoning District: EA, Exclusive Agriculture  
Existing Land Use: Woods & Buildings  
Proposed Zoning District: NA, Natural Area  
Proposed Use: Allow for building with sleeping quarters

### MAP INFORMATION

Farmland Preservation Designation:  
Farmland Preservation  
Soil Type: HmC2, LuD, NsC2, Pa, WvC2, ZuB  
Air Photo Date: 04/2023

### OTHER CONSIDERATIONS

Drainage: Mostly well drained - slowly permeable soils  
Soil Limitations: Moderate - Severe  
Sewage Disposal: Private Onsite Wastewater Treatment  
Road Access: E Zander Rd

Soil Test: 4/9/24  
Terrain: 0 to >12 Percent Slopes  
Vegetative Cover: Woods & Grassland

Town Future Land Use Designation: Natural & Other Agricultural Area

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.

General agricultural areas that are not designated as agricultural preservation areas or transition areas. These areas include lands that are currently being used as farmland, but these owners will not qualify for the farmland preservation tax credits.

County Future Land Use Designation: Woodlands/Natural Area

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  
clerk@tn.mishicot.wi.gov

July 2, 2024

Mr. Tim Ryan and Ms. Andrea Raymakers  
Manitowoc County Planning & Park Dept.  
P. O. Box 935  
Manitowoc, WI 54221-0935

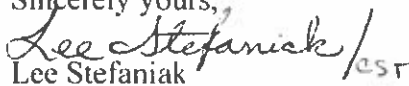
Dear Tim and Andrea:

RE: OSBORNE RE-ZONING – 1932 E. ZANDER ROAD  
PARCEL NO. 013-105-011-000.00

Jim Reif of Jim Reif Builders and his client, Holly Osborne, Town of Mishicot property owner of the above-named parcel, came before the Mishicot Town Board at their monthly meeting last evening, July 1. Ms. Osborne is requesting a re-zone of 20 acres of Parcel No. 013-105-011-000.00 from Exclusive Ag (EA) to Natural Area (NA) for the purpose of constructing a building for personal recreation, equipment storage and shop area. The building will include a bathroom.

The Mishicot Town Board made the following motion at their July 1, 2024, Town Board Meeting: **Supervisor Anhalt moved to recommend the town send a letter to the county approving the change of zoning from EA to NA on Parcel No. 013-105-011-000.00 with the stipulation that a UDC permit is pulled as the project continues. Motion seconded by Supervisor DesJarlais. All votes in favor. Motion carried.**

The Town approves the zoning change to Natural Area as long as a UDC permit is pulled for the structure currently being built as it contains areas for short-term and possible long-term habitation. The zoning request change by the owner was per the advice of the County that this project would need to be built in a zoning classification that allows housing, which the previous zoning, Exclusive Ag, did not.

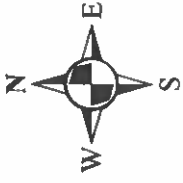
Sincerely yours,  
  
Lee Stefaniak  
Chairman - Town of Mishicot

cc: Andrea Raymakers, Manitowoc County  
Jim Reif, jim@jimreifbuilders.com

MANITOWOC COUNTY  
RECEIVED

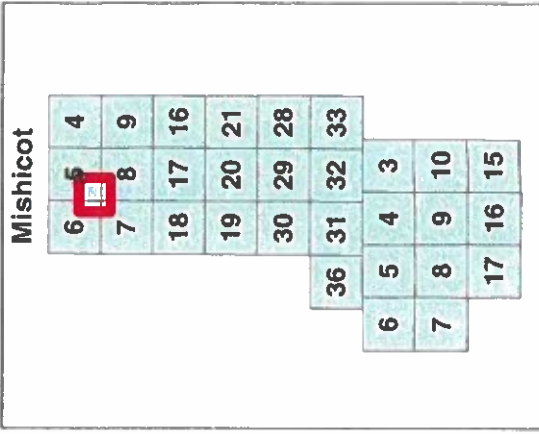
JUL 05 2024

PLANNING & PARK DEPT.  
COMMITTEE



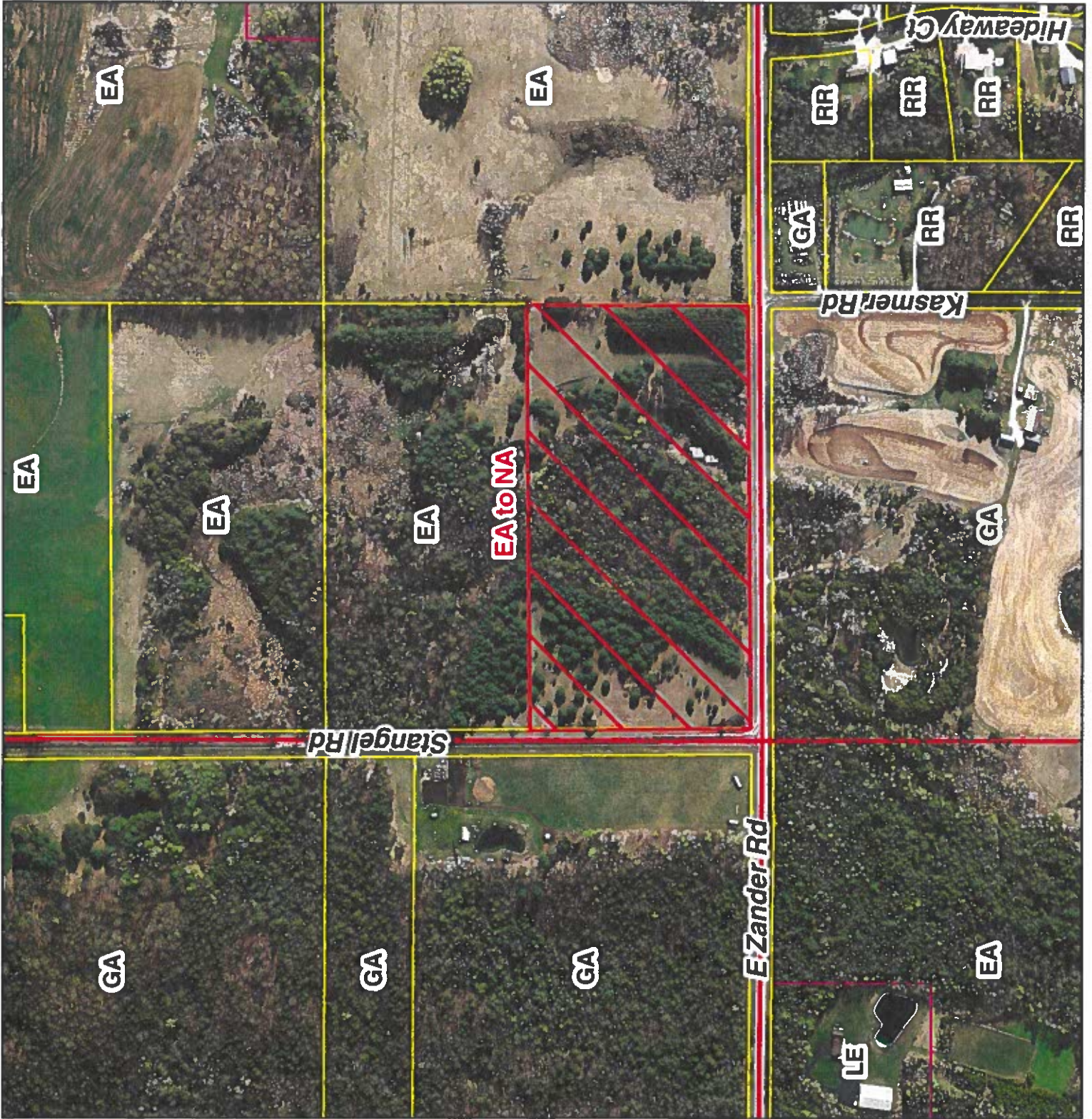
Holly Osborne  
 SW 1/4, SW 1/4  
 Section 5, T21N-R24E  
 Town of Mishicot  
 From: EA To: NA  
 Approximately 20 acre(s)  
**-87.621 44.314**

Map Overview



**Legend**

- Proposed Zone Change (Red diagonal lines)
- Section line (Red outline)
- Zoning Line (Pink line)
- Lot Line (Yellow line)
- Water Way (Blue line)



# Manitowoc County Parcel Viewer



Author: Public  
Date Printed: 6/10/2024



The burden for determining fitness for use rests entirely upon the user of this website. Manitowoc County and its co-producers will not be liable in any way for accuracy of the data and they assume no responsibility for direct, indirect, consequential, or other damages.

**ORDINANCE AMENDING ZONING MAP**  
(Ethan and Cayla Binish)

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 22, 2024; and  
3

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

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

11           A parcel of land in part of the SW 1/4 of the SE 1/4 of Section 32, Town 21 North, Range  
12 22 East, Town of Cooperstown, Manitowoc County, Wisconsin, more particularly described as  
13 follows:  
14

15           Commencing at the E 1/4 Corner of Section 32; Thence N 89°20'33" W, 1324.90  
16 feet coincident with the north line of said SE 1/4; Thence S 00°32'39" W, 1325.27  
17 feet coincident with the east line of the W 1/2 of said SE 1/4 to the point of  
18 beginning; Thence continuing S 00°32'39" W, 414.35 feet coincident with said east  
19 line; Thence S 89°12'11" W, 671.60 feet; Thence N 00°12'11" E, 353.70 feet;  
20 Thence S 89°47'49" E, 109.56 feet; Thence N 03°28'31" E, 76.35 feet; Thence S  
21 89°24'06" E, 30.04 feet coincident with the north line of said SW 1/4 of the SE 1/4;  
22 Thence S 03°27'32" W, 78.13 feet; Thence S 86°34'56" E, 269.98 feet; Thence N  
23 03°28'31" E, 91.42 feet; Thence S 89°24'06" E, 259.68 feet coincident with said  
24 north line of the SW 1/4 of the SE 1/4, to the point of beginning, said parcel  
25 containing approximately 252,791 Square Feet (5.803 Acres) of land  
26

27 is hereby rezoned from Large Estate Residential (LE) District to General Agriculture (GA)  
28 District.

Dated this 20th day of August 2024.

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 20, 2024.
FROM:	THE MANITOWOC COUNTY PLANNING AND PARK COMMISSION
RE:	ETHAN AND CAYLA BINISH 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.

Ethan and Cayla Binish, on July 2, 2024, petitioned the Manitowoc County Board of Supervisors to rezone approximately 5.6 acres of land located in the SW1/4, SE1/4, Section 32 T21N-R22E, Town of Cooperstown, from LE, Large Estate to GA, General Agriculture.

The Town of Cooperstown adopted the Manitowoc County Zoning Ordinance on December 13, 2011. 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. Ethan and Cayla Binish petitioned for a zoning map amendment on July 2, 2024.
- 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 8, 2024 and on July 15, 2024.
- d. The County Planning and Park Commission held a public hearing on this amendment request on July 22, 2024.
- e. The Commission at their July 22, 2024 meeting recommended approval of a requested rezoning of approximately 5.6 acres of land located in the SW1/4, SE1/4, Section 32 T21N-R22E, Town of Cooperstown, from LE, Large Estate to GA, General Agriculture.

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. and Mrs. Binish, property owners, 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 Residential District.
2. The Cooperstown Town Board & Town Planning Commission supports the proposed zone change to GA, General Agriculture.
3. The proposed zoning district is adjacent to said parcel.

4. The applicant wishes to operate a small business (salon). Rezoning will permit this use if the applicant obtains a conditional use permit from the Board of Adjustment.

### **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 Ethan and Cayla Binish to rezone approximately 5.6 acres of land from LE, Large Estate to GA, General Agriculture were approved.

The Manitowoc County Planning and Park Commission, at its July 22, 2024 meeting, therefore by a unanimous vote recommended that the subject property (an approximately 5.6 acres of land located in the SW1/4, SE1/4, Section 32 T21N-R22E, Town of Cooperstown, more fully described in the accompanying proposed ordinance amendment) be recommended for rezoning from LE, Large Estate 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)

July 10<sup>th</sup>, 2024

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

and

Manitowoc County Supervisor James 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/Applicant:**

Ethan and Cayla Binish  
13307 Rameker Road  
Reedsville, WI 54230

**Township:**

Copperstown

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 (\$531) Received

Receipt # **41383**

## ZONING MAP AMENDMENT APPLICATION

MANITOWOC COUNTY  
RECEIVED

JUL 02 2024

PLANNING & PARK  
COMMISSION

Date of Application: 07/02/2024

OWNER / APPLICANT/ AGENT

Owner Ethan & Cayla Binish

Address (1) 13307 Rameker Road

Address (2) \_\_\_\_\_

City/State/Zip Reedsville / WI / 54230

Phone 920-615-4476

Applicant/Agent \_\_\_\_\_

Address (1) \_\_\_\_\_

Address (2) \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Phone \_\_\_\_\_

### PROPERTY LEGAL DESCRIPTION

SW 1/4. SE 1/4. S 32 T 21 N R 22 E Town of Cooperstown

House /Fire # 13307 Tax Number 003-032-015-000.00

### PROPERTY INFORMATION

Existing Zoning District LE 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:

The area we are proposing for rezone is the 5.6 acres around the house and barn. The rest of the land/field is zoned GA already. Photo will be included.

Proposed use: (Reason for change)

We would like to rezone from LE to GA so we can build a shop for the farm, with a small 20x20 single chair salon and a bathroom.

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

[Signature] 07/02/2024  
Signature (applicant, owner, agent) Date

Cayla Binish 07/02/2024  
Signature (applicant, owner, agent) Date

# MANITOWOC COUNTY

## ZONING MAP AMENDMENT FACT SHEET

(Manitowoc County, Town of Cooperstown from LE to GA)

### PETITIONER

Name: Ethan & Cayla Binish  
Address: 13307 Rameker Road  
Reedsville, WI 54230  
Town: Cooperstown

### PARCEL

Location: SW ¼, SE ¼, Section 32 T21N-R22E  
Tax#: 003-032-015-000.00  
Area: 5.60 acres

### ACTION TO DATE

Petition Submitted: July 2, 2024  
Town Action: Approved May 28, 2024  
Hearing Notice Published: 7/8/2024 & 7/15/2024  
Advisory: 7/22/2024  
Hearing: 7/22/2024

### ADJACENT USES & ZONING

Direction:	District:	Use:
North	GA & LE	Farmland, Residential
South	NA	Wetland
East	NA	Wetland, Grassland
West	NA	Woods, Wetland

### PARCEL USES & ZONING

Existing Zoning District: LE, Large Estate Residential  
Existing Land Use: House & Barn  
Proposed Zoning District: GA, General Agriculture  
Proposed Use: Build a shop for the farm and a small  
20 x 20 single chair salon.

### MAP INFORMATION

Farmland Preservation Designation:  
Non-Farmland Preservation  
Soil Type: BrC2, WaA  
Air Photo Date: 04/2023

### OTHER CONSIDERATIONS

Drainage: Well – somewhat poorly drained  
Soil Limitations: Moderate - Severe (Percs Slowly)  
Sewage Disposal: Private Onsite Wastewater Treatment  
Road Access: Rameker Rd  
Town Future Land Use Designation: Agricultural

Soil Test: N/A  
Terrain: 0 to >12 Percent Slopes  
Vegetative Cover: Grassland & Agriculture

Preserve, where appropriate, agricultural lands and open spaces. Preserve the farmer's right to farm in order to better serve the residents of the town and to safeguard for future generations the limited rural, agricultural atmosphere and character valued by the residents of the town of Cooperstown.

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.

TOWN OF COOPERSTOWN  
MANITOWOC COUNTY  
MARIBEL, WI 54227  
[townofcooperstown@yahoo.com](mailto:townofcooperstown@yahoo.com)

May 29, 2024

Planning & Zoning Commission  
4319 Expo Dr  
P.O. Box 935  
Manitowoc, WI 54220

MANITOWOC COUNTY  
RECEIVED  
JUN 03 2024  
PLANNING & PARK  
COMMISSION

RE: Rezoning Request- Ethan & Cayla Binish


Dear Planning and Zoning Commission,

At a town board meeting held on May 28, 2024, the Town Board of the Town of Cooperstown reviewed zoning change request by Ethan & Cayla Binish. On a motion by Supervisor Kouba and seconded Supervisor Shibler, moved to recommend the rezoning based on the information provided by the Plan Commission. The motion approved the request to change the current zoning of Large Estate to General Ag for the 5.8 acres on parcel 003-032-015-000.00. Motion was approved on a vote of 3 in favor. The town Planning Commission also recommended approval of the Conditional Use for the hair salon.

Included is a copy of the Plan Commissions rezone recommendation.

Thank you. Please direct any questions to 920-660-8544.

Sincerely,

  
Susan Kornely, Clerk

Cc: Ethan & Cayla Binish, 13307 Rameker Rd, Cato, WI 54230

**TOWN OF COOPERSTOWN  
PLAN COMMISSION  
RE-ZONING RECOMMENDATION**

**Recommendation to Town of Cooperstown Board**

The Planning Commission met on May 23, 2024 at 7 p.m. in the Town Hall to review the zoning request for Ethan & Cayla Binish for 5.8 acres from LE to GA of parcel #003-032-015-000.00 located at 13307 Rameker Road, Cato, WI.

Planning Commission members conducted an onsite review of the property on May 23, 2024 at 6:00 p.m. prior to the Public Hearing.

A description of the existing property and surrounding area is as follows:

- Existing property is 5.8 acres LE, contingent to 12.262 acres GA split by the section line.
- North of the property is GA and LE.
- South is NA.
- West is NA & GA.
- East is NA & GA.

Refer to the attached rezoning application for details.

A public hearing was held to receive public input on the rezone request. There was no one objecting to the rezone.

Following Public Input, the Plan Commission entered into review and discussion.

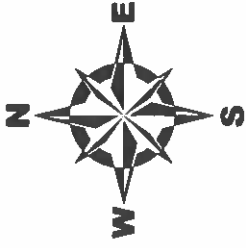
**MOTION**

A motion was made by Nicholas Propson and seconded by David Blakelsee, to approve the rezoning request of 5.8 acres from LE to GA with additional recommendation for the Conditional Use for the hair solar. This approval will be present to the town board on May 28, 2024 at the Town Board meeting. Motion carried 4-0. Members: Pam Kouba, David Blakeslee, Nicholas Propson and Susan Kornely. Leroy Meles was not in attendance.

**RECOMMENDATION**

Town of Cooperstown Planning Commission recommends approval of the motion for the rezone as stated.

Susan Kornely, Secretary  
Plan Commission



Ethan Binish  
 SW 1/4, SE1/4  
 Section 32, T21N-R22E  
 Town of Cooperstown  
 From: LE To: GA  
 Approximately 5.6 acre(s)  
**-87.853, 44.243**

Map Overview

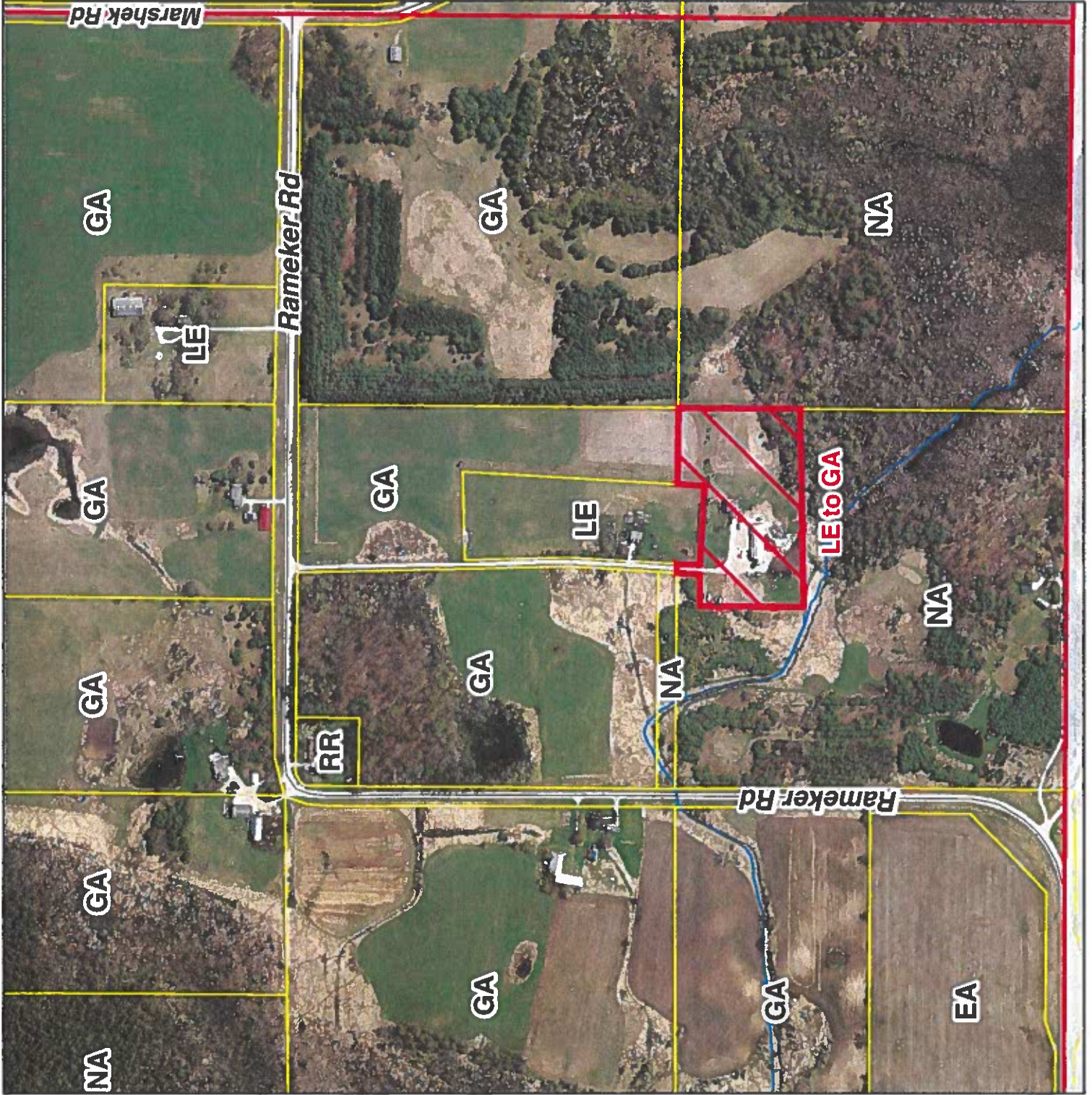
Cooperstown

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

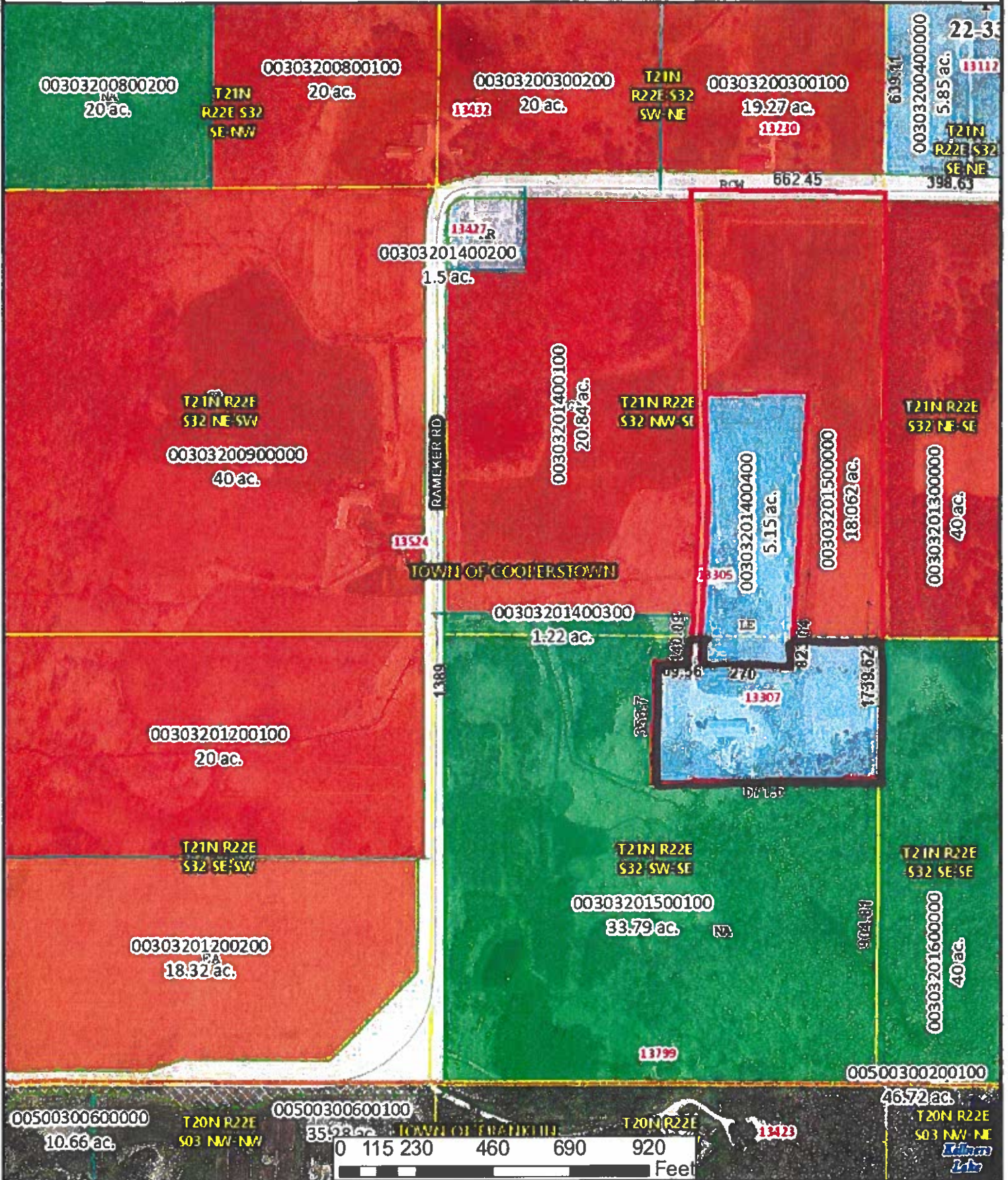


Legend

-  Proposed Zone Change
-  Section Line
-  Parcel Line
-  Streams



# Manitowoc County Parcel Viewer





**RESOLUTION CREATING 3.0 FULL-TIME EQUIVALENT CAPTAIN  
POSITIONS AND ELIMINATING 3.0 FULL-TIME EQUIVALENT  
PATROL LIEUTENANT POSITIONS IN THE SHERIFF'S OFFICE**

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1           WHEREAS, the current command structure in the Sheriff's Office includes the rank of  
2 Patrol Lieutenant; and

3  
4           WHEREAS, Patrol Lieutenants work across and supervise all three shifts; and

5  
6           WHEREAS, Patrol Lieutenants currently supervise and conduct performance evaluations  
7 for other Patrol Lieutenants, creating a situation where peers evaluate each other; and

8  
9           WHEREAS, there is no clear shift commander when more than one Patrol Lieutenant is on  
10 duty; and

11  
12           WHEREAS, the proposed Captain positions would direct and supervise patrol staff and  
13 provide a command presence for all events occurring during a shift; and

14  
15           WHEREAS, reallocating three full-time equivalent (FTE) Patrol Lieutenant positions to  
16 Captain positions will establish a clear supervisory rank structure during each shift, as well as  
17 provide a clear shift commander; and

18  
19           WHEREAS, after careful consideration and review, the Public Safety Committee and the  
20 Personnel Committee recommend that three existing Patrol Lieutenant positions be reallocated  
21 into three Captain positions by creating 3.0 FTE Captain positions Sheriff's Office and eliminating  
22 3.0 FTE Patrol Lieutenant positions;

23  
24           NOW, THEREFORE, BE IT RESOLVED that county board of supervisors of the county  
25 of Manitowoc hereby reallocates three existing Patrol Lieutenant positions into three Captain  
26 positions by creating 3.0 FTE Captain positions Sheriff's Office and eliminating 3.0 FTE Patrol  
27 Lieutenant positions; and

28  
29           BE IT FURTHER RESOLVED that the 2024 Full-Time Equivalent Report (FTE) by  
30 Department included in the 2024 Adopted Annual Budget Book is amended accordingly and that  
31 the Finance Director is directed to record such information in the official books of the County for  
32 the year ending December 31, 2024 as may be required.

Dated this 20th day of August 2024.

Respectfully submitted by the  
Personnel Committee

---

Susie Maresh, Chair


Public Safety Committee

---

James Falkowski, Chair

FISCAL IMPACT: The reallocation of positions would impact only wages, which if estimated on a full year basis for 2024 would total a collective increase of approximately \$11,700 for all three positions.

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

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

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

**RESOLUTION ACCEPTING 2024 ENVIRONMENTAL HEALTH  
TAKING ACTION WITH DATA MINI GRANT**

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1           WHEREAS, the Manitowoc County Health Department has been awarded a 2024 mini  
2 grant from the Wisconsin Department of Health Services in the amount of \$10,000.00: “Taking  
3 Action with Data: Using Environmental Public Health Tracking Data to Improve Environmental  
4 Health in a Community”; and  
5

6           WHEREAS, the grant funds will be used in collaboration with community partners to  
7 provide education on reducing the risk of carbon monoxide poisoning and provide carbon  
8 monoxide detectors to those at higher risk for carbon monoxide poisoning in Manitowoc County;  
9 and  
10

11           WHEREAS, after careful consideration and review, the Board of Health recommends  
12 Manitowoc County accept the “Taking Action with Data: Using Environmental Public Health  
13 Tracking Data to Improve Environmental Health in a Community” mini grant as awarded from the  
14 Wisconsin Department of Health Services;  
15

16           NOW, THEREFORE, BE IT RESOLVED that the county board of supervisors of the  
17 county of Manitowoc hereby accepts the “Taking Action with Data: Using Environmental Public  
18 Health Tracking Data to Improve Environmental Health in a Community” mini grant in the amount  
19 of \$10,000.00; and  
20

21           BE IT FURTHER RESOLVED the Manitowoc County Health Department is authorized  
22 to execute such papers and to take other action as necessary to accept the grant, direct, and  
23 complete the project; and  
24

25           BE IT FURTHER RESOLVED, that the 2024 budget is amended by the amount of the  
26 grant funds allocated and that the Finance Director is directed to record such information in the  
27 official books of the County for the year ending December 31, 2024 as may be required.

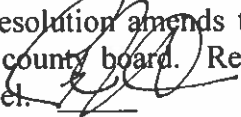
Dated this 17th day of September 2024.

Respectfully submitted by the  
Board of Health

\_\_\_\_\_  
Rita Metzger, Chair

**FISCAL IMPACT:** No tax levy impact. Appropriate revenue and expense accounts in the Health Department budget will be increased by the amount of any State grant amount authorized.

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

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

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

MEETING OF THE COUNTY BOARD OF SUPERVISORS  
MANITOWOC COUNTY, WISCONSIN

Tuesday, August 20th 2024

6:00 P.M.

Pursuant to Wis. Stats. 59.04, the County Board of Supervisors of Manitowoc County, Wisconsin convened in open session at the Heritage Building, in the City of Manitowoc, being the 20<sup>th</sup> day of August 2024, for the purpose of transacting business as a Board of Supervisors.

Chairman Martell called the meeting to order at 6:00 p.m.

Roll call: 25 members were present at the time of roll call: Behnke, Bonde, Brey, Engelbrecht, Falkowski, Grambow, Hacker, Hammel, Hansen, Jadowski, Klein, Lillibridge, Maresh, Martell, Metzger, Muench, Naidl, Neils, M. Phipps, R. Phipps, Schiesl, Shimulunas, Sitkiewitz, Weiss and Zimmer.

PROCLAMATION

County Executive Ziegelbauer and Chairman Martell presented a Proclamation Declaring September as Juror Appreciation Month, a Proclamation Honoring Melvin Waack for His of Years of Service on the Planning and Park Commission and a Proclamation Commending Mykayla Bell as Manitowoc County Fairest of the Fair.

PRESENTATION

Bryan Grunewald, CPA with CliftonLarsonAllen, LLC presented the 2023 Comprehensive Financial Audit Report for Manitowoc County.

PUBLIC COMMENT – OPPORTUNITY FOR CITIZENS TO PRESENT THEIR VIEWS

Chairman Martell declared public comment open at 6:32 p.m.

Patricia Klein, City of Two Rivers, spoke on her experience while in Israel in comparison to the United States, as well as spending tax payers' money.

No one else present wished to speak, subsequently Chairman Martell closed public input at 6:36 p.m.

CONSENT AGENDA

Chairman Martell called the consent agenda and questioned if any supervisor wished to withdraw any items. Supervisor Engelbrecht moved, seconded by Supervisor Behnke to approve Consent Agenda Items IX-A, B1a, B2b, C1a, C2a, C2b, and C2c. Upon vote, the motion carried unanimously.

- A. Approve July 16<sup>th</sup>, 2024 County Board Minutes
- B1a. Appointment of Todd Rasmussen to the Traffic Safety Commission
- B2b. Appointment of Supervisor James Falkowski and Jill Pope to the Land Information Council to complete the term expiring September 2026.
- C1a. Resolution 2024/2025-39 Denying Claim (Macco)

- C2a. Ordinance 2024/2025-40 Amending Zoning Map (Steven J and Kristine M Lenzner Revocable Living Trust).
- C2b. Ordinance 2024/2025-41 Amending Zoning Map (Holly Osborne)
- C2c. Ordinance 2024/2025-42 Amending Zoning Map (Ethan and Cayla Binish)

#### COMMITTEE REPORTS, RESOLUTIONS, ORDINANCES

Aging & Disability Board: Supervisor Shimulunas gave a brief report.

Board of Health: Supervisor Metzger gave a brief report.

Supervisor Metzger moved, second by Supervisor Hanson to adopt Resolution 2024/2025-43 Accepting 2024 Environmental Health Taking Action with Data Mini Grant. Upon vote, the motion carried unanimously.

Expo-Ice Center Board: Supervisor Behnke gave a brief report.

Finance Committee: Supervisor Hansen gave a brief report.

Human Service Board: Supervisor Brey gave a brief report.

Land Conservation Committee: Supervisor R. Phipps gave a brief report.

Personnel Committee: Supervisor Maresh gave a brief report.

Planning and Park Commission: Supervisor Falkowski gave a brief report.

Public Safety Committee: Supervisor Falkowski gave a brief report.

Public Works Committee: Supervisor Sitkiewitz gave a brief report.

Transportation Coordinating Committee: Supervisor Hacker gave a brief report.

Miscellaneous – Personnel Committee and Public Safety Committee: Supervisor Maresh gave a brief report. Supervisor Maresh moved, second by Supervisor Falkowski to adopt Resolution 2024/2025-44 Creating 3.0 Full-Time Equivalent Captain Positions and Eliminating 3.0 Full-Time Equivalent Patrol Lieutenant Positions in the Sheriff's Office. Upon vote, the motion carried unanimously.

#### ADJOURNMENT

Supervisor Brey moved to adjourn, seconded by Supervisor Martell, and the motion was adopted by acclamation. The meeting adjourned at 7:00 p.m.

Respectfully submitted,  
Melissa Tennant, Manitowoc County Deputy Clerk



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

DATE: September 17<sup>th</sup>, 2024

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 County Board Chair**
- II. Invocation by Supervisor Sitkiewitz**
- III. Pledge of Allegiance**
- IV. Roll Call**

**V. REPORTS**

A. Planning and Park Petitions:

- 1. Frederick and Raissa Van Serke Sr – Town of Manitowoc Rapids
- 2. Myriam Ileana Christel – Town of Rockland
- 3. Myron and Kathleen Hickman – Town of Liberty

**VI. PROCLAMATIONS**

A. Proclamation Honoring 4-H Week.

**VII. PUBLIC COMMENT**

Members of the public will be allowed three (3) minutes to speak on matters pertaining to County Board business.

**VIII. CONSENT AGENDA (Any routine or non-controversial items)**

A. Approve August 20<sup>th</sup>, 2024 County Board Minutes.

**IX. COMMITTEE REPORTS, RESOLUTIONS, AND ORDINANCES**

A. Aging & Disability Board

B. Board of Health

C. Criminal Justice Coordinating Council

D. Executive Committee

E. Expo-Ice Center Board

F. Finance Committee

G. Highway Committee

H. Human Service Board

- 1. Resolution 2024/2025-45 Supporting Increased State Mental Health Funding

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

J. Personnel Committee

K. Planning and Park Commission

L. Public Safety Committee

M. Public Works Committee

N. Transportation Coordinating Committee

O. Miscellaneous – Personnel Committee and Human Services Board

1. Resolution 2024/2024-46 Creating 1.0 Full-Time Equivalent Substance Use Disorder Supervisor Position and Eliminating 1.0 Full-Time Equivalent Clinic Services Manager Position

**X. ANNOUNCEMENTS**

**XI. ADJOURNMENT**

Tyler Martell, Chairman

Prepared by Melissa Tennant, 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 SUPPORTING INCREASED STATE MENTAL HEALTH FUNDING**

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1           WHEREAS, Manitowoc County is concerned that the public mental health system in  
2 Wisconsin is in need of additional resources to respond appropriately to the needs of individuals  
3 with persistent mental illness as well as those experiencing a mental health crisis; and  
4

5           WHEREAS, state law designates counties with the responsibility for the well-being,  
6 treatment, and care of individuals with mental illness; and  
7

8           WHEREAS, the Medical Assistance program (“MA”) covers an array of mental health  
9 services, ranging from office-based therapy to inpatient hospitalization, and many of these services  
10 are delivered by counties; and  
11

12           WHEREAS, Community Support Programs (“CSP”) offer intensive community-based  
13 care for adults whose mental illness and functional limitations might otherwise require them to  
14 need institutionalized care; and  
15

16           WHEREAS, counties use CSP services to keep people out of extended hospitalizations and  
17 support people in the community following emergency detentions; and  
18

19           WHEREAS, counties are required to provide crisis intervention services including an  
20 emergency mental health services program to serve persons in crisis situations, which included at  
21 a minimum, 24-hour crisis telephone service and 24-hour in-person response on an on-call basis;  
22 and  
23

24           WHEREAS, while the state pays the full cost of most MA services, when it comes to  
25 county-based CSP and crisis intervention services, the county finances the cost of the services up  
26 front and receives MA reimbursement for only the federal share of the service, and  
27

28           WHEREAS, Community Aids funding has not kept pace over the years with increased  
29 county costs for services, resulting in counties bearing a disproportionate share of CSP and crisis  
30 intervention service costs; and  
31

32           WHEREAS, counties are limited in their capacity to use tax levy revenue due to state levy  
33 limits, so the lack of Community Aids funding combined with strict property tax controls makes  
34 it difficult for counties to maintain CSP and crises intervention services; and  
35

36           WHEREAS, in addition to the costs to county human service departments, counties also  
37 incur law enforcement costs to transport and provide security for persons in a crisis; and  
38

39 WHEREAS, the awareness of the 988 National Suicide & Crisis Lifeline has made mental  
40 health assessment and referral more readily available, resulting in more demand on the mental  
41 health crisis systems; and

42  
43 WHEREAS, stagnant state funding results in disparities in the services available across  
44 counties, increases wait lists for services, and limits eligible individuals from receiving services;  
45 and

46  
47 WHEREAS, limited state funding for crisis intervention services makes it difficult for  
48 counties to implement new evidence-based services, such as mobile crisis workers that could meet  
49 law enforcement officers in the field for crisis calls that may reduce the need for law enforcement  
50 involvement and provide a more trauma-informed response to crisis situations, and;

51  
52 WHEREAS, Wisconsin's counties continue to cover the costs of mental health services for  
53 individuals who are not Medicaid eligible;

54  
55 NOW, THEREFORE, BE IT RESOLVED that the county board of supervisors of the  
56 county of Manitowoc does hereby request that the state of Wisconsin provide funding to counties  
57 in an amount that will cover the full non-federal share of MA CSP and crisis intervention services  
58 in its 2025-27 state biennial budget; and

59  
60 BE IT FURTHER RESOLVED, that the Manitowoc County Clerk is hereby authorized  
61 and directed to send a copy of this Resolution to the Governor of the State of Wisconsin, Wisconsin  
62 State Legislators with a constituency within Manitowoc County, and the Wisconsin Counties  
63 Association.

Dated this 17th day of September 2024.

Respectfully submitted by the  
Human Services Board

\_\_\_\_\_  
Jim Brey, Chair

FISCAL IMPACT: None.

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

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

I respect the prerogative of the members of the Manitowoc County Board of Supervisors to voice their opinions on legislative issues. Therefore, it is my practice to neither approve nor veto a legislative policy resolution that has been enacted by the County Board in order to allow the County Board, acting as the legislative branch of county government, to freely express its

sentiment on legislative and public policy issues or to request action by a governmental entity, or both.

---

Bob Ziegelbauer, County Executive

---

Date

**RESOLUTION CREATING 1.0 FULL-TIME EQUIVALENT SUBSTANCE  
USE DISORDER SUPERVISOR POSITION AND ELIMINATING 1.0  
FULL-TIME EQUIVALENT CLINIC SERVICES MANAGER POSITION**

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1           WHEREAS, the mission of the Human Services Department’s Clinic Services Division is  
2 to provide mental health and substance abuse services to qualified residents of Manitowoc County;  
3 and

4  
5           WHEREAS, to support this mission, the Clinic Services Division is required to have  
6 credentialed supervisors to provide clinical supervision of staff; and

7  
8           WHEREAS, the current Clinic Services Manager has the required credentials to provide  
9 clinical supervision to both the mental health and substance use disorders staff; and

10  
11           WHEREAS, the current Clinic Services Manager has resigned; and

12  
13           WHEREAS, the Human Services Department desires to reallocate the current Clinic  
14 Services Manager position into a Substance Use Disorder Supervisor position; and

15  
16           WHEREAS, the proposed Substance Use Disorder Supervisor will provide clinical  
17 supervision to substance use disorders staff; and

18  
19           WHEREAS, the existing Clinical Services Deputy Director will provide clinical  
20 supervision to mental health services staff; and

21  
22           WHEREAS, reallocating the 1.0 full-time equivalent (FTE) Clinic Services Manager  
23 position to a 1.0 FTE Substance Use Disorder Supervisor position will result in a pay grade change  
24 from a salaried D62 to a salaried C52; and

25  
26           WHEREAS, reallocating the Clinic Services Manager position to a Substance Use  
27 Disorder Supervisor will not change the funding source of the position or the Human Services  
28 Department’s total FTE count; and

29  
30           WHEREAS, after careful consideration and review, the Human Services Board and the  
31 Personnel Committee recommend that the Clinic Services Manager position be reallocated to a  
32 Substance Use Disorder Supervisor position by creating a 1.0 FTE Substance Use Disorder  
33 Supervisor position and eliminating the 1.0 FTE Clinic Services Manager position;

34  
35           NOW, THEREFORE, BE IT RESOLVED that the county board of supervisors of the  
36 county of Manitowoc hereby reallocates the one existing Clinic Services Manager position into a  
37 Substance Use Disorder Supervisor position by creating a 1.0 FTE Substance Use Disorder  
38 position and eliminating the 1.0 FTE Clinic Services Manager position; and

39  
40 BE IT FURTHER RESOLVED that the 2024 Full-Time Equivalent Report (FTE) by  
41 Department included in the 2024 Adopted Annual Budget Book is amended accordingly and that  
42 the Finance Director is directed to record such information in the official books of the County for  
43 the year ending December 31, 2024 as may be required.

Dated this 17th day of September 2024.

Respectfully submitted by the  
Personnel Committee

---

Susie Maresh, Chair

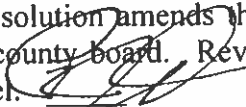
Human Services Board

---

Jim Brey, Chair

FISCAL IMPACT: The reallocation of the Clinic Services Manager to a Substance Use Disorder Supervisor position would impact only wages, which if estimated on a full year basis for 2024 would result in a savings of approximately \$15,605.

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

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

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

MEETING OF THE COUNTY BOARD OF SUPERVISORS  
MANITOWOC COUNTY, WISCONSIN

Tuesday, September 17th 2024

6:00 P.M.

Pursuant to Wis. Stats. 59.04, the County Board of Supervisors of Manitowoc County, Wisconsin convened in open session at the Heritage Building, in the City of Manitowoc, being the 17<sup>th</sup> day of September 2024, for the purpose of transacting business as a Board of Supervisors.

Chairman Martell called the meeting to order at 6:00 p.m.

Roll call: 22 members were present at the time of roll call: Bonde, Brey, Engelbrecht, Falkowski, Grambow, Hacker, Hammel, Hansen, Jadowski, Klein, Lillibridge, Maresh, Martell, Metzger, Muench, Naidl, Neils, Schiesl, Shimulunas, Sitkiewitz, Weiss and Zimmer. Supervisors Behnke, M. Phipps, and R. Phipps were excused.

PROCLAMATION

County Executive Ziegelbauer and Chairman Martell presented a Proclamation Honoring 4-H Week.

PUBLIC COMMENT – OPPORTUNITY FOR CITIZENS TO PRESENT THEIR VIEWS

Chairman Martell declared public comment open at 6:10 p.m.

No one present wished to speak, subsequently Chairman Martell closed public input at 6:10 p.m.

CONSENT AGENDA

Chairman Martell called the consent agenda and questioned if any supervisor wished to withdraw any items. Supervisor Hansen moved, seconded by Supervisor Engelbrecht to approve Consent Agenda Item VIII-A. Upon vote, the motion carried unanimously.

A. Approve August 20<sup>th</sup>, 2024 County Board Minutes.

COMMITTEE REPORTS, RESOLUTIONS, ORDINANCES

Aging & Disability Board: Supervisor Shimulunas gave a brief report.

Board of Health: Supervisor Metzger gave a brief report.

Criminal Justice Coordinating: Supervisor Falkowski gave a brief report.

Highway Committee: Supervisor Engelbrecht gave a brief report.

Human Service Board: Supervisor Brey gave a brief report.

Supervisor Brey moved, second by Supervisor Muench to adopt Resolution 2024/2025-45 Supporting Increased State Mental Health Funding. Upon vote, the motion carried unanimously.

Land Conservation Committee: Supervisor Engelbrecht gave a brief report.

Personnel Committee: Supervisor Maresh gave a brief report.

Public Safety Committee: Supervisor Falkowski gave a brief report.

Public Works Committee: Supervisor Sitkiewitz gave a brief report.

Miscellaneous – Personnel Committee and Human Services Board: Supervisor Maresh gave a brief report. Supervisor Maresh moved, second by Supervisor Brey to adopt Resolution 2024/2025-46 Creating 1.0 Full-Time Equivalent Substance Use Disorder Supervisor Position and Eliminating 1.0 Full-Time Equivalent Clinic Services Manager Position. Upon vote, the motion carried unanimously.

#### ADJOURNMENT

Supervisor Neils moved to adjourn, seconded by Supervisor Muench, and the motion was adopted by acclamation. The meeting adjourned at 6:30 p.m.

Respectfully submitted,  
Jessica Backus, Manitowoc County Clerk



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

DATE: October 8, 2024

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>

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 County Board Chair.
- II. Invocation by Supervisor Naidl.
- III. Pledge of Allegiance.
- IV. Roll Call.
  
- V. REPORTS
  - A. County Executive Bob Ziegelbauer – Presentation of Proposed 2025 Budget.
  
- VIII. ANNOUNCEMENTS
  - A. October 28<sup>th</sup>, 2024 Annual Meeting and Public Hearing on the 2025 Annual Budget
  
- IX. ADJOURNMENTS

Tyler Martell, Chairperson  
Prepared by Melissa Tennant, 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.



MEETING OF THE COUNTY BOARD OF SUPERVISORS  
MANITOWOC COUNTY, WISCONSIN

Tuesday, October 8, 2024

6:00 P.M.

Pursuant to Wis. Stats. 59.04, the County Board of Supervisors of Manitowoc County, Wisconsin convened in open session at the Heritage Center, in the City of Manitowoc, being the 8<sup>th</sup> day of October 2024, for the purpose of transacting business as a Board of Supervisors.

Chairperson Martell called the meeting to order at 6:00 p.m.

Supervisor Naidl gave the invocation, followed by the Pledge of Allegiance to the Flag by the entire assemblage.

Roll call: 22 members were present: Behnke, Brey, Bonde, Engelbrecht, Falkowski, Hacker, Hammel, Jadowski, Klein, Lillibridge, Maresh, Martell, Metzger, Muench, Naidl, Neils, M. Phipps, R. Phipps, Schiesl, Shimulunas, Sitkiewitz, and Weiss. Supervisors Grambow, Hansen, and Zimmer were excused.

REPORTS

County Executive Bob Ziegelbauer presented the proposed 2025 annual budget. He reported the County would be receiving an additional estimated revenue of \$7,500,000 from the local option county sales tax of .5%. The additional revenue source will help combat the growing inflation and human services costs. The 2025 priorities fall into three main categories of combating inflation with an investment in our employees by raising up 2% in all cells on the pay scale and proceeding with a 8% increase in the health insurance premiums; getting control of the expenses of the Human Services department to continue to make progress on mental health, child welfare, and the opioid crisis; and the final category of continuing with an aggressive highway maintenance program for 19 miles of road resurfacing and projects of more than \$6,300,000. He acknowledged this is a conservative budget that is holding the line on taxes, continues our low debt profile, has an aggressive highway maintenance plan, and has a robust capital spending program. He will spend the taxpayers' money as efficiently as possible.

ANNOUNCEMENTS

Chairperson Martell announced the Annual County Board meeting and Public Hearing on the 2025 Budget will be Monday, October 28, 2024 at the Heritage Center.

ADJOURNMENT

Supervisor Engelbrecht moved to adjourn, seconded by Supervisor Muench, and the motion was adopted by acclamation. The meeting adjourned at 6:19 p.m.

Respectfully submitted,  
Jessica Backus, Manitowoc County Clerk



**MANITOWOC COUNTY**  
**COUNTY BOARD OF SUPERVISORS**  
**ANNUAL MEETING AND PUBLIC HEARING**  
**ON THE 2025 ANNUAL BUDGET**

DATE: October 28<sup>th</sup>, 2024

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 County Board Chair**
- II. Invocation by Supervisor Hanson**
- III. Pledge of Allegiance**
- IV. Roll Call**

**V. REPORTS**

A. Planning and Park Petitions:

- 1. David and Clair Petersen – Town of Liberty
- 2. David and Clair Petersen – Town of Liberty

**VI. PUBLIC COMMENT** - Members of the public will be allowed three (3) minutes to speak on matters pertaining to County Board business.

- A. Public Hearing on the County Executive's Proposed 2025 Annual Budget
- B. Public Comment on Non-Budget Issues

**VII. CONSENT AGENDA (Any routine or non-controversial items)**

A. Approve County Board Minutes.

- 1. September 17<sup>th</sup>, 2024
- 2. October 8<sup>th</sup>, 2024

B. Ordinances and Resolutions

- 1. Planning and Park Commission
  - a. Ordinance 2024/2025-47 Amending Zoning Map (Myriam Christel)
  - b. Ordinance 2024/2025-48 Amending Zoning Map (Frederick and Raissa Van Serke Sr)
  - c. Ordinance 2024/2025-49 Amending Zoning Map (Myron and Kathleen Hcikman)

C. Miscellaneous – Supervisor Ryan Phipps

- a. Resolution 2024/2025-50 Approving Town of Newton Zoning Ordinance (Grotegut Dairy Farm)

**VIII. COMMITTEE REPORTS, RESOLUTIONS, AND ORDINANCES**

A. Aging & Disability Board

B. Board of Health

C. Criminal Justice Coordinating Council

- D. Executive Committee
- E. Expo-Ice Center Board
- F. Finance Committee
- G. Highway Committee
- H. Human Service Board
- I. Land Conservation Committee/UW-Extension Education and Agriculture Committee
- J. Personnel Committee
- K. Planning and Park Commission
- L. Public Safety Committee
- M. Public Works Committee
- N. Transportation Coordinating Committee
  - 1. Resolution 2024/2025-51 Adopting 2025-2028 Manitowoc County Coordinated Public Transit-Human Services Transportation Plan

**IX. ANNOUNCEMENTS**

- A. November 12<sup>th</sup>, 2024 County Board Meeting

**X. ADJOURNMENT**

Tyler Martell, Chairman  
Prepared by Melissa Tennant, 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.

**ORDINANCE AMENDING ZONING MAP**  
(Myriam Ileana Christel)

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 September 23, 2024; 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 the NE 1/4 of the NE 1/4 of Section 6, Town 19 North, Range  
12 21 East, Town of Rockland, Manitowoc County, Wisconsin, more particularly described as  
13 follows:  
14

15 Commencing at the north quarter corner of Section 6, T19N, R21E, thence east  
16 along north line of Northeast quarter, South 89 degrees 36 minutes 02 seconds East,  
17 1712.85 feet to the point of beginning; thence continuing along said the north line,  
18 South 89 degrees 36 minutes 02 seconds East, 878.00 feet; thence South 04 degrees  
19 20 minutes 40 seconds East, 1009.20 feet; thence North 89 degrees 03 minutes 02  
20 seconds West, a distance of 1293.00 feet; thence North 03 degrees 05 minutes 35  
21 seconds West, 444.00 feet; thence South 89 degrees 36 minutes 02 seconds East,  
22 408.3 feet; thence North 04 degrees 46 minutes 13 seconds West, 552.41 feet to the  
23 point of beginning, said parcel containing approximately 24.0 acres of land  
24

25 is hereby rezoned from Exclusive Agriculture (EA) District to General Agriculture (GA) District.

Dated this 28th day of October 2024.

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

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

REPORT TO:	THE MANITOWOC COUNTY BOARD OF SUPERVISORS OCTOBER 28, 2024.
FROM:	THE MANITOWOC COUNTY PLANNING AND PARK COMMISSION
RE:	MYRIAM ILEANA CHRISTEL 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.

Myriam Ileana Christel, on August 21, 2024, petitioned the Manitowoc County Board of Supervisors to rezone approximately 24.31 acres of land located in the NE1/4, NE1/4, Section 6, T19N-R21E, Town of Rockland, from EA, Exclusive Agriculture to GA, General Agriculture.

The Town of Rockland adopted the Manitowoc County Zoning Ordinance on November 14, 2011. 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. Myriam Ileana Christel petitioned for a zoning map amendment on August 21, 2024.
- 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 September 11, 2024 and on September 16, 2024.
- d. The County Planning and Park Commission held a public hearing on this amendment request on September 23, 2024.
- e. The Commission at their September 23, 2024 meeting recommended approval of a requested rezoning of approximately 24.31 acres of land located in the NE1/4, NE1/4, Section 6, T19N-R21E, Town of Rockland, from EA, Exclusive Agriculture to GA, General Agriculture.

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. Ms. Myriam Ileana Christel, property owner, spoke in favor of the request.
- c. Ms. Rosalie Geiger, Town Chairperson, spoke in favor of the request.
- d. Mr. Kenneth Christel, family member, 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 GA, General Agriculture.
3. The area is challenging to farm due to steep slopes and poor soil conditions.

4. Minimal farmland will be affected by the proposed rezoning as they plan to continue farming.
5. Rezoning will allow for the parcel to be divided for family members to relocate to the family farm.

#### 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 Myriam Ileana Christel to rezone approximately 24.31 acres of land from EA, Exclusive Agriculture to GA, General Agriculture were approved.

The Manitowoc County Planning and Park Commission, at its September 23, 2024 meeting, therefore by a unanimous vote recommended that the subject property (an approximately 24.31 acres of land located in the NE1/4, NE1/4, Section 6, T19N-R21E, Town of Rockland, 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@manitowoccountymi.gov](mailto:jessicabackus@manitowoccountymi.gov)

September 10<sup>th</sup>, 2024

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/Applicant:**

Myriam Ileana Christel  
23689 Manitowoc Road  
Reedsville, WI 54230

**Township:**

Rockland

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 (\$531) Received
Receipt # 41496

ZONING MAP AMENDMENT APPLICATION

OWNER / APPLICANT/ AGENT

Owner Myriam Ileana Christel
Address (1) 23689 Manitowoc Rd
Address (2)
City/State/Zip Reedsville WI 54230
Phone 920-371-3390

MANITOWOC COUNTY
RECEIVED
AUG 21 2024
PLANNING & PARK
COMMISSION

PROPERTY LEGAL DESCRIPTION

NE 1/4, NE 1/4, S 6 T 19 N R 21 E Town of Rockland

House / Fire # 23415 Tax Number 015-006-001-000-000

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: Acreage is 24.314

Proposed use: (Reason for change) separate land for family - 2
sons will take ownership of land

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

Myriam Ileana Christel 8/19/2024
Signature (applicant, owner, agent) Date

Signature (applicant, owner, agent) Date

# MANITOWOC COUNTY

## ZONING MAP AMENDMENT FACT SHEET

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

### PETITIONER

Name: Myriam I Christel  
Address: 23689 Manitowoc Road  
Reedsville, WI 54230  
Town: Rockland

### PARCEL

Location: NE1/4, NE1/4 Section 6, T19N-R21E  
Tax#: 015-006-001-000.00  
Area: 24.314 acres

### ACTION TO DATE

Petition Submitted: 08/21/2024  
Town Action: Approved August 12, 2024  
Hearing Notice Published: 9/11/2024 & 9/16/2024  
Advisory: 9/23/2024  
Hearing: 9/23/2024

### ADJACENT USES & ZONING

Direction:	District:	Use:
North	EA & SE	Farmland, Residential
South	EA	Farmland
East	EA & SE	Farmland, Residential
West	EA	Farmland & Residential

### PARCEL USES & ZONING

Existing Zoning District: EA, Exclusive Agriculture  
Existing Land Use: Farmland & Farmstead  
Proposed Zoning District: GA, General Agriculture  
Proposed Use: Split parcel for son to build a house.

### MAP INFORMATION

Farmland Preservation Designation:  
Farmland Preservation  
Soil Type: KnB, KnC2, MbA  
Air Photo Date: 04/2023

### OTHER CONSIDERATIONS

Drainage: Well – poorly drained  
Soil Limitations: Severe – Percs Slowly  
Sewage Disposal: Private Onsite Wastewater Treatment  
Road Access: Manitowoc Rd

Soil Test: 6/17/1993  
Terrain: 0 to <12 Percent Slopes  
Vegetative Cover: Farmland

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.

# Town of Rockland

## Manitowoc County

---

MANITOWOC COUNTY  
RECEIVED

AUG 19 2024

PLANNING & PARK  
COMMISSION

August 14, 2024


Manitowoc County Planning and Zoning  
Andrea Raymakers  
4319 Expo Drive  
P.O. Box 935  
Manitowoc, WI 54221-0935

Dear Andrea,

The Town of Rockland's monthly Board was held on August 12, 2024 at the Rockland Town Hall, Collins, Wisconsin (see notes attached). At this meeting, Caitlyn Link, presented on behalf of her mother, Miriam Christel, a rezoning request for parcel #015-006-001-000.00 (site address of 23415 Manitowoc Road, Reedsville). They would like to split the 24.3 acres into two parcels (11.3 and 12.0 acres) and have it re-zoned from Exclusive Ag to General Ag. The intention shared was that Mrs. Christel plans to pass these two parcels down to her children.

A motion was made by Tim Thor and second by Michael Havlinek to approve this request. Motion carried unanimously. Please share this letter as appropriate with your team and take this approval into consideration when making the final decision. Thank you for your time and consideration.

On behalf of the Rockland Town Board,

  
Paula Winkel  
Clerk/Treasurer  
920.772.4055

*Collins Marsh Wildlife Area*



# Town of Rockland

## Manitowoc County

Minutes to be approved September 9, 2024.....

### Town of Rockland August 12, 2024 Board Meeting Rockland Town Hall @ 7:00 P.M.

Chairperson Rosalie Geiger called the meeting to order at 6:59 p.m. Additional officials present were Mike Havlinek, Tim Thor, Paula Winkel, and Dan Benter. Also present were Keith Brandes, Road Superintendent, and Laura Henze, recording clerk. There were thirteen citizens present and two visitors. Motion made by Mike Havlinek to approve the secretary's report as posted and printed, second by Tim Thor. Motion carried. Motion made by Tim Thor to accept the Treasurer's Report, Mike Havlinek second, motion carried. **The agenda was followed as printed and posted.**

**Public Input:** Resident reported that the east end of Boxwood Road is rough and in need of gravel. The Neighborhood Watch Program announced a Fall Fest to take place at the Town of Rockland Hall immediately after annual Collins trick or treating (12-2 p.m.) on October 26th. Responsibility for payment for recent Collins sign work was discussed and will be a topic at the next Neighborhood Watch meeting.

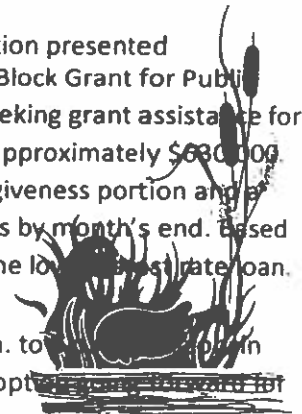
**Reports and Communications:** In follow up from the last meeting, Paula Winkel reported that a reminder on the golf cart ordinance was placed in local newspapers. A courtesy letter will also be sent to Camp 10 and the Village of Reedsville to share and ask for assistance communicating. A GFL dumpster has been installed at the Recycling Center for cardboard with a 12 month contract. Tim Thor agreed to complete a survey regarding Land and Water Management from the County. No eligible expenses were made in order to apply for the County Bridge Aid this year. Paula will go forward with the DNR Recycling Consolidation Agreement with County. The DNR will begin construction of a new building in the Collins Marsh Wildlife Area on Hwy W. Construction will begin in October and should be complete during summer of 2025. The Board was reminded of the September 26 annual meeting invite from Valders Ambulance. Tim Thor reported back on his evaluation of the prone to flooding area of Moschel and Einberger roads and confirmed some cleaning of the ditch is needed. Keith Brandes will coordinate this with the County.

**Licenses and Permits:** Building and razing permits as listed on agenda.

**Rezoning Request:** Caitlyn Link presented for her mother, Miriam Christel, a request to split a 24.3 acre parcel on Manitowoc Road into two parcels (11.3 and 12.0 acres) and to rezone from exclusive ag to general ag. Motion made by Tim Thor and second by Mike Havlinek to recommend this zoning change. Motion Carried. Next step will be for this matter to be reviewed by Manitowoc County Park and Planning.

**Rockland Sanitary District BLOCK Grant & Funding Update:** Lynn McIntrye from Cedar Corporation presented information regarding why the Sanitary District was not awarded the Community Development Block Grant for Public Facilities (CDBG-PF) by going through how the application was scored. The Sanitary District is seeking grant assistance for a DNR required upgrade regarding storage/treatment of chemicals/phosphorus which will cost approximately \$600,000. Lynn shared another funding option tied to the DNR's Clean Water Act which has a principal forgiveness portion and a low interest rate loan option. The Sanitary District will make a decision on whether to pursue this by month's end. Based on the District's Intent To File Scoring Summary, Cedar Corp. believes it is very likely to receive the low interest rate loan.

**August 13, 2024: Primary Election:** Reminder of Primary Election at the Town Hall from 7:00 a.m. to 7:00 p.m. on August 13, 2024. The Election Commission has shared that based upon new litigation, the use of ballot boxes is a valid option. Please forward for return of absentee ballots.



**Deputy Clerk/Treasurer Role Update:** Laurie Miller has accepted the position offered to her by the Town of Rockland board. She was introduced and welcomed at the meeting. Laurie has lived in the Town of Rockland for 34 years and has worked at her current employer, USDA-FSA, for 42 years. She'll start end of August with limited hours until January 2025.

**Cemetery Findings:** Ron and Olga Kleist provided history of the Frieden's Cemetery Northwest of Collins to the Board. They have maintained the Friedens Cemetery since 1985 and anticipate their family to continue. The Kleists will provide the Town of Rockland with paperwork they have regarding the deed, Cemetery Association applications, as well as burial plot names. Mike Havlinek shared learning from the Register of Deeds regarding the EUB cemetery. In 1964, 0.6 acres was deeded to the Town for the cemetery. Another 0.6 acres adjacent to the cemetery is owned by the Church and is being farmed. A discussion on whether the EUB cemetery should accept any new applicants at this time was had, but no decision made. Rosie Geiger will contact residents who may have additional information regarding EUB plots. This topic will be added to the September agenda.

**Road Superintendent Report on Roads/Culverts/Signs:** Keith Brandes reports being satisfied with the new ditch cutter. Ditches have been cut in Town and additional ditches were cut for the Village of Reedsville and an invoice sent.

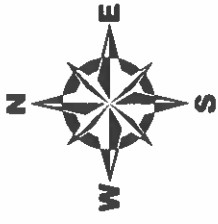
**Constable Report:** Dan Benter reports assisting with several calls regarding loose dogs and unlicensed dogs, having to trap woodchucks, and getting an injured pelican to the wildlife rescue facility. He also responded to Long Lake as jet skiers were not adhering to the no-wake rule during high water levels.

**Vouchers Approved:** Motion made by Mike Havlinek and second by Tim Thor. Motion carried to approve payments of vouchers #22207 to #22058 and ETFs in the amount of \$166,763.00

**Topics for September 9, 2024 Board Meeting:** Continue cemetery discussion. Local leads for Fire Departments and EMT services will be invited to share any updates they have on 2025 budget needs.

**Meeting Adjourned:** Tim Thor made a motion to adjourn the meeting. Second by Mike Havlinek. Motion carried. Meeting adjourned at 8:41pm.

*Paula Winkel on behalf Laura Henze*  
Respectfully Submitted, Laura Henze, Recording Clerk, Town of Rockland, Manitowoc Count



Myriam Christel  
 NE 1/4, NE 1/4  
 Section 6, T19N-R21E  
 Town of Rockland  
 From: EA To: GA  
 Approx. 24.314 acre(s)  
**-88.206 44.152**

**Map Overview**

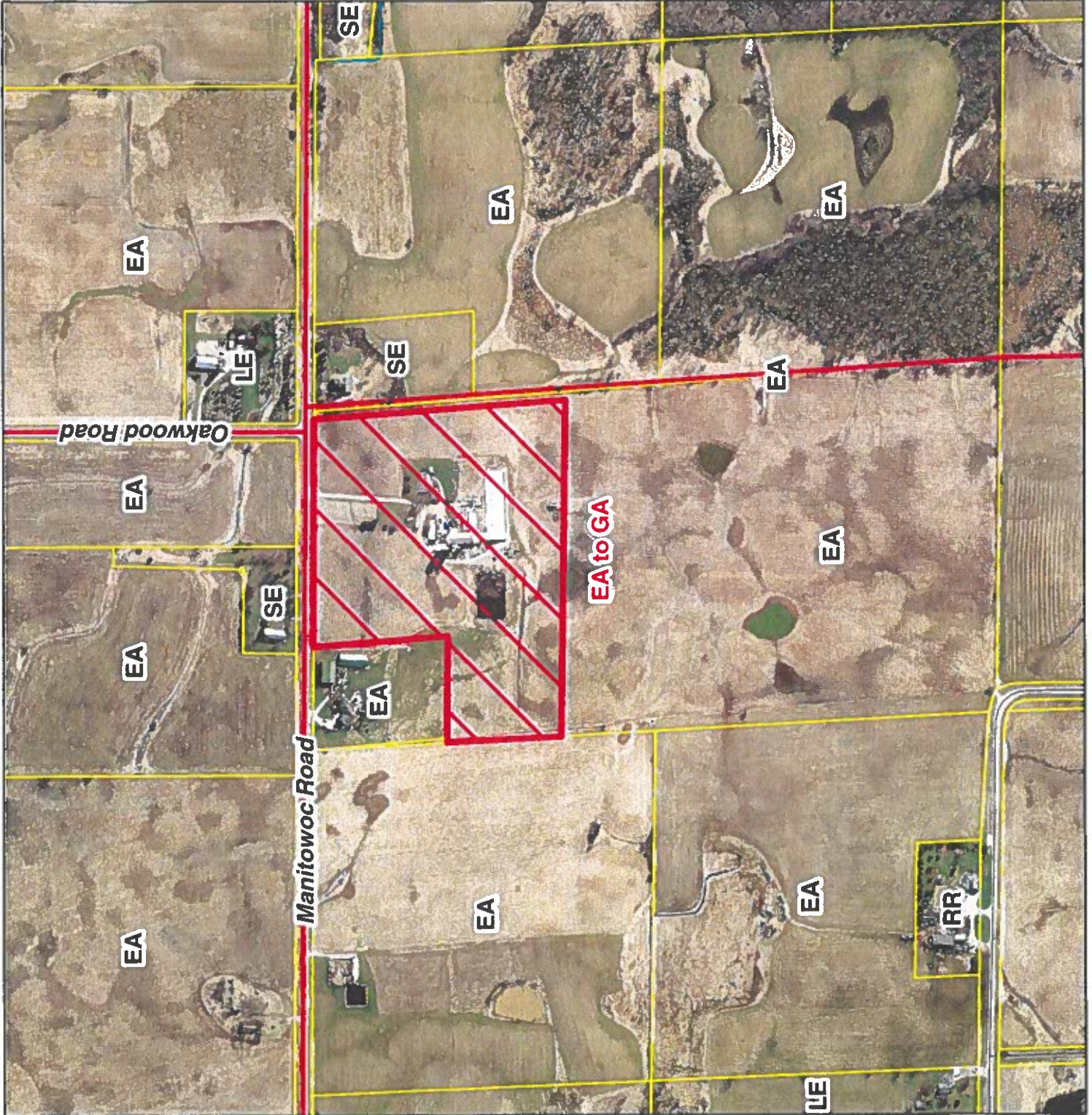
Rockland

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

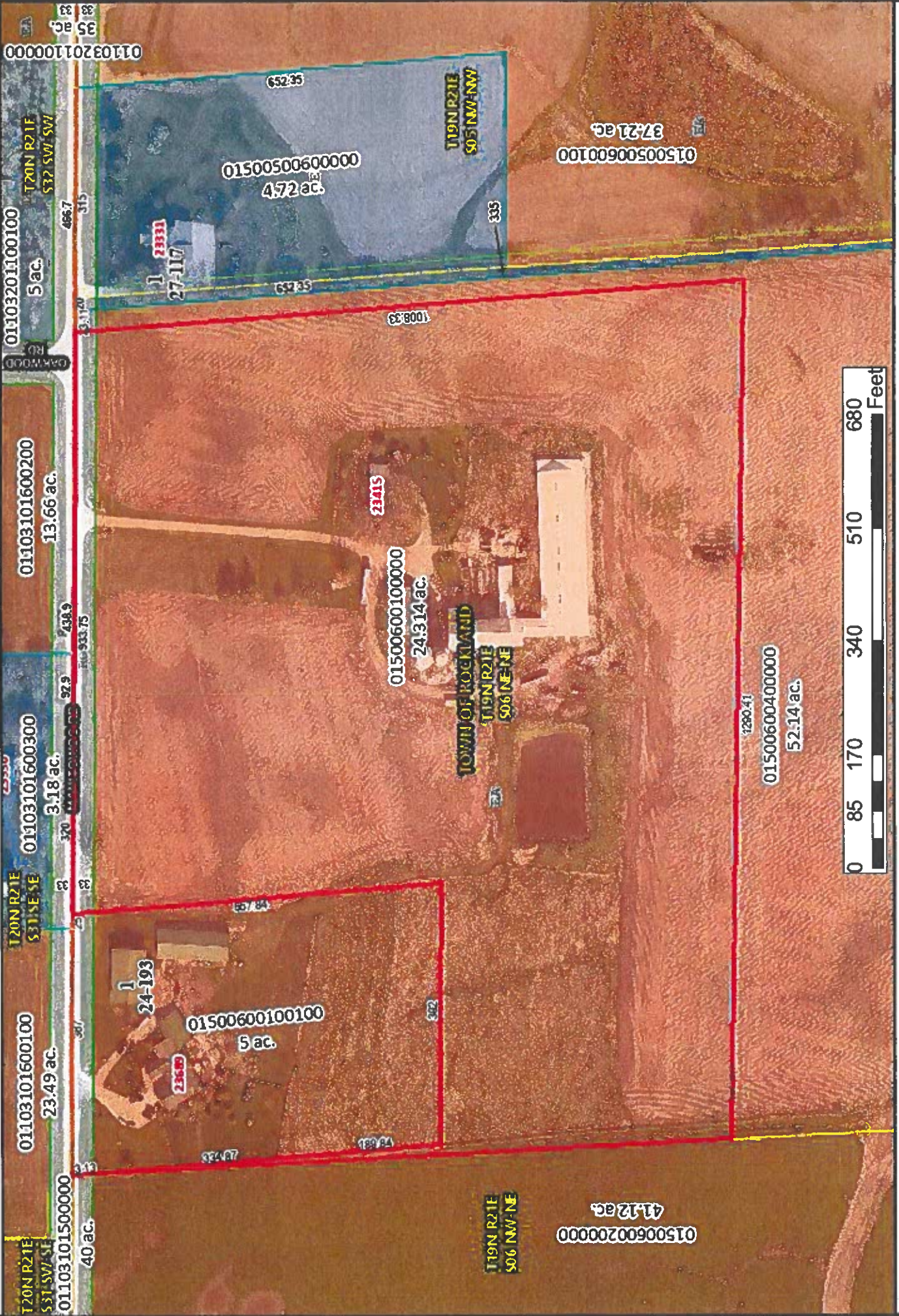


**Legend**

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



# Manitowoc County Parcel Viewer



Author: Public  
 Date Printed: 8/21/2024

The burden for determining fitness for use rests entirely upon the user of this website. Manitowoc County and its co-producers will not be liable in any way for accuracy of the data and they assume no responsibility for direct, indirect, consequential, or other damages.



**ORDINANCE AMENDING ZONING MAP**  
(Frederick and Raissa Van Serke Sr.)

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 September 23, 2024; 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 NW 1/4 of the SE 1/4 of Section 29, Town 19 North,  
12 Range 23 East, Town of Manitowoc Rapids, Manitowoc County, Wisconsin more particularly  
13 described as follows:  
14

15           Commencing at the E 1/4 Corner of Section 29; Thence N 89°29'44" W, 1636.57  
16 feet coincident with the north line of said SE 1/4 to the point of beginning; Thence  
17 continuing N 89°29'44" W, 524.53 feet; Thence S 00°11'17" W, 447.88 feet;  
18 Thence S 89°33'11" E, 526.00 feet; Thence North, 447.36 feet to the point of  
19 beginning, said parcel containing approximately 235,111 Square Feet (5.397 Acres)  
20 of land  
21

22 is hereby rezoned from Exclusive Agriculture (EA) District to Large Estate Residential (LE)  
23 District; and  
24

25           BE IT FURTHER ORDAINED, a parcel of land located in part of the NW 1/4 of the SE  
26 1/4 of Section 29, Town 19 North, Range 23 East, Town of Manitowoc Rapids, Manitowoc  
27 County, Wisconsin, more particularly described as follows:  
28

29           Commencing at the E 1/4 Corner of Section 29; Thence N 89°29'44" W, 2161.10  
30 feet coincident with the north line of said SE 1/4 to the point of beginning; Thence  
31 continuing N 89°29'44" W, 275.47 feet; Thence South, 817.95 feet; Thence S  
32 89°29'44" E, 800.00 feet; Thence North, 370.59 feet; Thence N 89°33'11" W,  
33 526.00 feet; Thence N 00°11'17" E, 447.88 feet to the point of beginning, said  
34 parcel containing approximately 419,223 Square Feet (9.624 Acres) of land  
35

36 is hereby rezoned from Exclusive Agriculture (EA) District to General Agriculture (GA) District.

Dated this 28th day of October 2024.

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 OCTOBER 28, 2024.
FROM:	THE MANITOWOC COUNTY PLANNING AND PARK COMMISSION
RE:	FREDERICK AND RAISSA VAN SERKE SR 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.

Frederick and Raissa Van Serke Sr, on July 12, 2024, petitioned the Manitowoc County Board of Supervisors to rezone approximately 15.02 acres of land located in the NW1/4, SE1/4, Section 29, T19N-R23E, Town of Manitowoc Rapids, from EA, Exclusive Agriculture to approximately 5.4 acres LE, Large Estate and to approximately 9.62 acres GA, General Agriculture.

The Town of Manitowoc Rapids adopted the Manitowoc County Zoning Ordinance on December 14, 2011. The uses permitted in the LE, Large Estate zoning provides areas for single-family residential and planned residential developments on large lots while allowing for agricultural activity in mostly rural areas of the county with a minimum lot size of 5.0 acres and 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.

1. Action taken to date on this request includes:

- a. Frederick and Raissa Van Serke Sr petitioned for a zoning map amendment on July 12, 2024.
- 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 September 11, 2024 and on September 16, 2024.
- d. The County Planning and Park Commission held a public hearing on this request on September 23, 2024.
- e. The Commission at their September 23, 2024 meeting recommended approval of a requested rezoning of approximately 15.02 acres of land located in the NW1/4, SE1/4, Section 29, T19N-R23E, Town of Manitowoc Rapids, from EA, Exclusive Agriculture to approximately 5.4 acres LE, Large Estate and to approximately 9.62 acres GA, General Agriculture.

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. Frederick Van Serke Sr, 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 EA, Exclusive Agriculture District.

2. The Manitowoc Rapids Town Board and the Town Land Use Committee support the proposed zone change to LE, Large Estate and GA, General Agriculture.
3. Area requested to be rezoned consists of steep slopes and low wet areas. In addition, a small amount of farmland would be affected by this request and rezoning would allow for the squaring off of the farmland for easier farm equipment operation.

## **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 Frederick and Raissa Van Serke Sr to rezone approximately 15.02 acres of land from EA, Exclusive Agriculture to LE, Large Estate and GA, General Agriculture were approved.

The Manitowoc County Planning and Park Commission, at its September 23, 2024 meeting, therefore by a unanimous vote recommended that the subject property (an approximately 15.02 acres of land located in the NW1/4, SE1/4, Section 29, T19N-R23E, Town of Manitowoc Rapids, more fully described in the accompanying proposed ordinance amendment) be recommended for rezoning from EA, Exclusive Agriculture to LE, Large Estate and 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)

September 10<sup>th</sup>, 2024

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

and

Manitowoc County Supervisor Matthew Phipps  
Supervisory District 21

ATTN: Tim Ryan and Supervisor Phipps

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/Applicant:**

Frederick and Raissa Van Serke Sr  
8301 Dutch Rd  
Manitowoc, WI 54220

**Township:**

Manitowoc Rapids

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 (\$531) Received
Receipt # 41441

ZONING MAP AMENDMENT APPLICATION

OWNER / APPLICANT/ AGENT

Owner Frederick Sr. + Raissa Van Serke
Address (1) 8301 Dutch Rd
Address (2)
City/State/Zip Manitowoc WI 54220
Phone 920 323-4035

PROPERTY LEGAL DESCRIPTION

NW 1/4, SE 1/4, S 29 T 19 N R 23 E Town of Manitowoc Rapids
House /Fire # 8301 Dutch Rd Tax Number 010-029-014-000.00

PROPERTY INFORMATION

Existing Zoning District EA Proposed Zoning district LE+GA

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

TO BE SUPPLIED BY JEFF DEZEEUW (BUILDING SERVICES)

Proposed use: (Reason for change) New Building site with smaller acreage, and plan to sell existing building and 10 acres +-

MANITOWOC COUNTY RECEIVED

JUL 12 2024

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

PLANNING & PARK COMMISSION

Signature (applicant, owner, agent) Date
Fred Van Serke 07/12/2024

Signature (applicant, owner, agent) Date

# MANITOWOC COUNTY

## ZONING MAP AMENDMENT FACT SHEET

(Manitowoc County, Town of Manitowoc Rapids from EA to GA & LE)

### PETITIONER

Name: Frederick Vanserke Sr.  
Raissa Vanserke  
Address: 8301 Dutch Rd.  
Manitowoc WI 54220  
Town: Manitowoc Rapids

### PARCEL

Location: NW ¼, SE¼, Section 29, T19N-R23E  
Tax#: 010-029-014-001.00  
Area: 15.02 acres = 5.4 acres (LE) + 9.62 acres (GA)

### ACTION TO DATE

Petition Submitted: 07/12/2024  
Town Action: Approved 7/10/24 & 7/31/24  
Hearing Notice Published: 09/11/2024 & 09/16/2024  
Advisory: 9/23/2024  
Hearing: 9/23/2024

### ADJACENT USES & ZONING

Direction:	District:	Use:
North	EA & RR	Farmland & Residential
South	EA	Farmland
East	EA	Farmland & Residential
West	EA	Farmland

### PARCEL USES & ZONING

Existing Zoning District: EA, Exclusive Agriculture  
Existing Land Use: Residential & Farmland  
Proposed Zoning District: GA, General Agriculture  
and LE, Large Estate Residential  
Proposed Use: Sell existing home and buildings on  
10 acre lot, and retain 5 acre lot for future home site.

### MAP INFORMATION

Farmland Preservation Designation:  
Farmland Preservation  
Soil Type: Knb, KnC2, MbA  
Air Photo Date: 04/2023

### OTHER CONSIDERATIONS

Drainage: Well drained – poorly drained  
Soil Limitations: Severe  
Sewage Disposal: Private Onsite Wastewater Treatment  
Road Access: Dutch Rd.

Soil Test: N/A  
Terrain: 0 to 12 Percent Slopes  
Vegetative Cover: Grassland & Farmland

Town Future Land Use Designation: Agricultural & Woodlands

These areas are primarily agriculture-related, woodlands, and open space land uses. Proposed non-farm developments or low density growth proposals should not significantly impact agricultural lands, agricultural productivity, or cause fragmentation or large woodland and open spaces.

County Future Land Use Designation: Agricultural & Woodlands/Natural Areas

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. 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 MANITOWOC RAPIDS  
MINUTES FROM THE JULY 10, 2024**

The July 10, 2024 meeting of the Town of Manitowoc Rapids meeting was called to order by Chairperson Stradal at 6:30 p.m. at the Town Hall, 8624 CTH JJ, Manitowoc, WI.

**ROLL CALL**

The roll was called, and members present were: Josh Stradal-Chairperson, Tom Wetenkamp-Supervisor 1, Jeremy Stradal-Road Foreman, and Jessica Backus-Clerk/Treasurer. Supervisor Jost and Constable Jim Wiesner.

**APPROVAL OF MINUTES – APPROVAL OF AGENDA**

Chairperson Stradal presented the minutes from the June 12, 2024 Monthly Meeting. Supervisor Wetenkamp moved to approve the meeting minutes, seconded by Chairperson Stradal. Upon vote, the motion was carried unanimously.

Chairperson Stradal presented the July 10, 2024 agenda. Chairperson Stradal moved to approve the agenda, seconded by Supervisor Wetenkamp. Upon vote, the motion was carried unanimously.

**TREASURER’S REPORT**

Clerk Backus presented the cash flow report. Supervisor Wetenkamp moved to approve the cash flow report, seconded by Chairperson Stradal. Upon vote, the motion was carried unanimously.

**PUBLIC COMMENT**

Chairperson Stradal opened public comment at 6:33 p.m.

Tom Bolle, 4480 Stone Rd, questioned the possibility of a speed limit reduction on Stone Rd from STH 310 to Homestead Rd.

No one present wished to speak, subsequently Chairperson Stradal closed public input at 6:34 p.m.

**CORRESPONDENCE**

Fire Department and EMS Reports

**REPORTS**

*Constable* – No report.

*Highway* – Road Foreman Stradal reported the railroad tracks and culvert area on S Parkview Rd will be blacktopped next week by NEA.

**NEW BUSINESS**

*Discussion and action on Van Serke Rezone Request*

Mike Check, Land Use Committee Chair reported Fred Van Serke would like to rezone 5 acres of his land from Exclusive Agriculture to Large Estate Residential for the purpose of building a storage building. The committee made a recommendation to approve the rezone request and move it to the County. Chairperson Stradal moved to approve the rezone request for Fred Van Serke, seconded by Supervisor Wetenkamp. Upon vote, the motion was carried unanimously.

*Discussion on Manitowoc Fire and Rescue*

Chairperson Stradal reported conversation continues with Chief Blaser regarding fire prevention for our Town. He would have more information for the August meeting.

**UNFINISHED BUSINESS**

*Update on Truck*

No current update.

*Update on Local Roads Improvement Program (LRIP)*

Chairperson Stradal reported the Town has until June 30, 2029 to complete the LRIP project of S Park View Rd.

**OTHER BUSINESS**

*Items for Next Month*

Stone Rd Speed Limit

Manitowoc Fire

Truck

*Vouchers*

Clerk Backus presented the July vouchers. Supervisor Wetenkamp moved to approve the vouchers as presented for the month of June, seconded by Chairperson Stradal. Upon vote, the motion was carried unanimously.

**NEXT MEETING DATES**

Open Book – July 16, 2024 from 3:00 p.m. to 5:00 p.m.

Board of Review – July 31, 2024 from 5:00 p.m. to 7:00 p.m.

Monthly Meeting – August 14, 2024 at 6:30 p.m.

There being no further discussion, Supervisor Wetenkamp moved to adjourn; seconded by Chairperson Stradal, and the motion was adopted by acclamation. The meeting was adjourned at 6:42 p.m.

Respectfully submitted,  
Jessica Backus, Clerk/Treasurer

# TOWN OF MANITOWOC RAPIDS

Jessica Backus, Clerk  
PO Box 123  
Manitowoc, WI 54221-0123  
(920) 901-6559

Josh Stradal, Chairperson  
3329 Branch River Rd  
Manitowoc, WI 54220  
(920) 323-0357

Manitowoc County Office Complex  
4319 Expo Drive  
P.O. Box 935  
Manitowoc, WI 54221-0935

MANITOWOC COUNTY  
RECEIVED  
JUL 15 2024  
PLANNING & PARK  
COMMISSION

July 13, 2024

Re: Van Serke Rezone Request

Dear Planning and Zoning Department,

The Town Board for the Town of Manitowoc Rapids has decided to approve Fred Van Serke rezone request.

Enclosed you will find the Plan Commission's rezone review and the minutes from July 10, 2024 Town Meeting with a motion was made by Chairperson Stradal to approve the rezone request, seconded by Supervisor Wetenkamp. The Town Board unanimously approved.

If there are any questions please contact me at (920) 901-6559.

Sincerely,

Jessica Backus, Clerk/Treasurer

MANITOWOC COUNTY  
RECEIVED  
JUL 15 2024  
PLANNING & PARK  
COMMISSION

PLAN COMMISSION RECOMMENDATIONS

Name: Fred Van Serke

Date Request Received: 7/5/2024 Fee Received: \$150.00 Ck#1125

Date Committee Met: 7/10/2024

Committee Findings: (List the reasons why it is being recommended for approval – i.e. rocky, marginal farmland, marsh land, steep topography, etc)

*The size of the parcel is smaller for the size of machinery used in farming today. Once the building project is built it will make farming difficult. Passed unanimously*

*Michael Christ-Chrome*

Recommendation to the Town Board:

*Recommendation to approve the rezone request of EA to LE.*

Town Board Decision:

*See minutes.*

Town of Manitowoc Rapids Planning Commission  
Rezoning Review Criteria

MANITOWOC COUNTY  
RECEIVED  
JUL 15 2024  
PLANNING & PARK  
COMMISSION

Applicant Fred Van Serke  
Address 8301 Dutch Rd  
Location NW 1/4 SE 1/4  
Tax Parcel # 010-029-014-001.00

Owner Same  
Address \_\_\_\_\_  
Section 29 Town 19 Range 23E

**Background Information**

Is the Letter of Intent application complete for review purpose?

Yes  No

Was the applicant/agent present for review?

Yes  No

Have all abutting property owners been properly notified?

Yes  No - Letters mailed 7/7/2024.

Existing Land Use EA Proposed Land Use LE

The proposed rezoning will occur in the following Preferred Land Use Management Area(s) as identified in the Town of Manitowoc Rapids Year 20-Year Comprehensive Plan:

- |   |   |
|---|---|
| <input type="checkbox"/> Residential                  | <input type="checkbox"/> Industrial                   |
| <input checked="" type="checkbox"/> Rural Residential | <input type="checkbox"/> Governmental & Institutional |
| <input type="checkbox"/> Branch Rural Center          | <input type="checkbox"/> Agriculture & Woodlands      |
| <input type="checkbox"/> Planned Unit Development     | <input type="checkbox"/> Park & Recreation            |
| <input type="checkbox"/> Planned Commercial District  | <input type="checkbox"/> Environmental Corridors      |

**Existing Zoning District**

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> Exclusive Agriculture (EA) | <input type="checkbox"/> High Density Residential (HD) |
| <input type="checkbox"/> General Agriculture (GA)              | <input type="checkbox"/> Lake Residential (LR)         |
| <input type="checkbox"/> Large Estate Residential (LE)         | <input type="checkbox"/> Commercial/Business (CB)      |
| <input type="checkbox"/> Small Estate Residential (SE)         | <input type="checkbox"/> Industrial (ID)               |
| <input type="checkbox"/> Rural Residential (RR)                | <input type="checkbox"/> Natural Areas (NA)            |

**Proposed Zoning District**

- |   |  |
|---|--|
| <input type="checkbox"/> Exclusive Agriculture (EA)               | <input type="checkbox"/> High Density Residential (HD) |
| <input type="checkbox"/> General Agriculture (GA)                 | <input type="checkbox"/> Lake Residential (LR)         |
| <input checked="" type="checkbox"/> Large Estate Residential (LE) | <input type="checkbox"/> Commercial/Business (CB)      |
| <input type="checkbox"/> Small Estate Residential (SE)            | <input type="checkbox"/> Industrial (ID)               |
| <input type="checkbox"/> Rural Residential (RR)                   | <input type="checkbox"/> Natural Areas (NA)            |

**Review Questions**

1. Is the rezoning in compliance with the Zoning District Compliance Table? (Attached)

Yes       No

2. If the subject parcel is currently zoned EA, will the EA (Exclusive Agriculture) Rezoning Criteria be met? (See Attached)

Yes       Yes with Conditions       No       N/A

If No, please list reasons: \_\_\_\_\_  
\_\_\_\_\_

3. If the rezoning is proposed to accommodate structures, do the subject parcels include an area with one or fewer criteria as identified by Map-8-8 within the *Town of Manitowoc Rapids Year 20-Year Comprehensive Plan*?

Yes       No

4. Does the proposed use for the rezone meet the intent of the impacted Land Use Management Area objectives as identified in the *Town of Manitowoc Rapids Year 20-Year Comprehensive Plan*?

Yes       Yes with Conditions       No       N/A

If No, please list reasons: \_\_\_\_\_  
\_\_\_\_\_

5. Is the rezoning consistent with the General Land Use Policies identified in the *Town of Manitowoc Rapids Year 20-Year Comprehensive Plan*? (See attached.)

Yes       Yes with Conditions       No       N/A

If No, please list reasons: \_\_\_\_\_  
\_\_\_\_\_

6. Is the proposed use compatible with the *Town of Manitowoc Rapids Year 20-Year Comprehensive Plan*?

Yes       Yes with Conditions       No       N/A

If No, please list reasons: \_\_\_\_\_  
\_\_\_\_\_

**Other Conditions (When Applicable)**

- |  |  |
|--|--|
| <input type="checkbox"/> Farm Consolidation                  | <input type="checkbox"/> Requires "Drainage" Statement         |
| <input type="checkbox"/> Non-Conforming Lot(s)               | <input type="checkbox"/> Requires Road Dedication              |
| <input type="checkbox"/> Non-Conforming Use                  | <input type="checkbox"/> Requires Utility or Service Easements |
| <input type="checkbox"/> Family Transfer or Sale of Property |  |

**Planning Committee Recommendation** – Approve  Approve with Conditions  Deny  Table

Justification/Comments: *Motion made to approve the rezoning request*

*Michael E. Cheek*

**Preferred Land Use Management Area  
Zoning District Compliance**

---

<b>Preferred Land Use Management Area Definition</b>	<b>Potential Zoning Districts</b>
<b>Residential</b> This classification identifies preferred areas for orderly and efficient residential growth adjacent to the City of Manitowoc. Residential densities may vary in these areas. If developments are planned for, or granted access to, current adequate public or community wastewater treatment and water supply systems, the town may approve higher residential densities. Conversely, residential developments without access to the aforementioned public services are envisioned to be designed for larger lot sizes and experience more spacious living.	<b>EA, GA, SE, RR, HD, LR, NA</b>
<b>Rural Residential</b> This classification identifies preferred locations for single family residential growth on larger lots that are located adjacent to or near, major travel corridors, recreation lands, and public services. Concentrated housing developments are encouraged to provide quality rural housing while minimizing adverse impacts on agriculture, maintaining rural character, and protecting valuable environmental features.	<b>EA, GA, LE, SE, RR, NA</b>
<b>Branch Rural Center</b> This classification is envisioned to provide for limited growth including mixed use development, while promoting residential and business infill and redevelopment within and around the existing community of Branch.	<b>EA, GA, SE, RR, HD, CB, ID, NA,</b>
<b>Planned Unit Development</b> The intent of the Planned Unit Development (PUD) category is to support agriculture as the preferred land use in these identified areas. In the event of proposed non-agricultural development, it should be planned collectively with adjacent properties. If non-agricultural development is considered, the PUD could accommodate a mix of uses at various densities. PUDs should be subject to intergovernmental cooperative agreements between the Town of Manitowoc Rapids and the City of Manitowoc.	<b>EA, GA, NA</b>
<b>Planned Commercial District</b> This classification designates areas for future commercial development that are meant to be planned and coordinated regardless of parcel ownership. Future commercial development will be subject to design standards including building appearance, signage, landscaping, lighting, parking, and access standards.	<b>EA, GA, CB, ID, NA,</b>
<b>Industrial</b> This category identifies areas preferred for light industrial development within and adjacent to existing industrial growth such as the Manitowoc County Industrial Park and City of Manitowoc I-43 Industrial Park.	<b>EA, GA, LE, CB, ID, NA,</b>
<b>Governmental &amp; Institutional</b> This classification identifies the Manitowoc Rapids Town Hall/public works garage, as well as the Holy Family Convent facilities.	<b>EA, RR, NA</b>
<b>Agriculture/Woodlands (Natural Area) Features</b> These areas are primarily agriculture-related, woodlands, and open space land uses. Proposed non-farm developments or low-density growth proposals should not significantly impact prime agricultural lands, agricultural productivity, or cause fragmentation of large woodland and open space areas.	<b>EA, GA, NA</b>
<b>Park &amp; Recreation</b> This category details the Branch community recreation lands, Silver Lake County Park, Pincrest Historical Village, and the Golf Course at Branch River.	<b>EA, GA, NA</b>
<b>Environmental Corridors</b> This overlay category is intended to protect the town's valuable environmental resources (e.g., wetlands, floodplains, slopes 12% or greater, and shoreland areas). The town should encourage efforts to minimize adverse impacts on these locations, especially areas that are vulnerable to future development.	<b>EA, GA, NA</b>

---

**EA (Exclusive Agriculture) Rezoning Criteria**

The following standards should apply to all land proposed for rezoning out of Exclusive Agriculture (EA).

Manitowoc County Standards

The following standards are contained in Section 91.77 of the Wisconsin Statutes and must be found to exist before land can be rezoned out of the Exclusive Agriculture District (EA).

1. A county, city, village or town may approve petitions for rezoning areas zoned for exclusive agricultural use only after findings are made based upon consideration of the following:
  - a. Adequate public facilities to accommodate development either exists or will be provided within a reasonable time.  
 True       False  
Comments: \_\_\_\_\_
  - b. Provision of public facilities to accommodate development will not place an unreasonable burden on the ability of affected local units of government to provide them.  
 True       False  
Comments: \_\_\_\_\_
  - c. The land proposed for rezoning is suitable for development and the development will not result in undue water or air pollution, cause unreasonable soil erosion or have an unreasonably adverse effect on rare or irreplaceable natural areas.  
 True       False  
Comments: \_\_\_\_\_

The following "standards" are applied when considering areas that may be excluded from agricultural preservation area in the county plan. It follows that these same types of conditions should exist when consideration is being given to removing land from the protection of the exclusive agricultural zoning district. Therefore, the following findings should be made for land that is proposed to be rezoned out of an exclusive agricultural zoning district.

1. Existing or planned activities adjacent to the identified parcel to be rezoned are compatible with agricultural use.  
 True       False  
Comments: \_\_\_\_\_
2. The area to be rezoned is not economically viable for agricultural use.  
 True       False  
Comments: \_\_\_\_\_
3. Substantial urban growth in the area to be rezoned or planned urban expansion has created a public need to convert agricultural land use to other uses.  
 True       False  
Comments: \_\_\_\_\_
4. Maintenance of the area in agricultural use is not consistent with the goals and objectives of a county agricultural preservation plan. (To be determined by Manitowoc County.)

Finally, a proposed rezoning out of an Exclusive Agricultural District (EA) may be approved if it can be determined that such a use would not conflict with agricultural use and is found to be necessary in light of alternative locations available for such uses. The "mistake" and/or "change of conditions" rules should apply also.



Town Standards

The following are local town standards which shall apply to all Exclusive Agriculture (EA) rezones. These standards are in addition to the previously listed Manitowoc County standards. These standards are intended to fulfill the objectives of the Agriculture/Natural Features Management Area as identified within Map 8-9 of the *Manitowoc Rapids Year 20-Year Comprehensive Plan*.

1. The property owner is not an active participant in the Manitowoc County Farmland Preservation Program (i.e. receiving tax credit).  
 True       False      *Unknown*  
Comments: \_\_\_\_\_

2. A majority of the farmland included in the rezoning is not classified as "Best" for agricultural production as classified by Manitowoc County using the Land Evaluation and Site Assessment (LESA) system (see Map 8-6).  
 True       False  
Comments: \_\_\_\_\_

3. A majority of the land proposed for rezoning contains one or fewer criteria as identified by Map 8-8 of the *Manitowoc Rapids 20-Year Comprehensive Plan*.  
 True       False  
Comments: \_\_\_\_\_

4. The land proposed for rezoning is not within 1,000 feet of any active farming operation (see Map 8-7).  
 True       False  
Comments: \_\_\_\_\_

5. The land proposed for rezoning does not fragment a usable farm field.  
 True       False  
Comments: \_\_\_\_\_

6. The landowner for which the rezone is proposed is willing to sign appropriate documentation which would hold harmless area farmers/landowners and their farming operations and practices from normal nuisances which occur as part of farming procedures (nuisances include but are not limited to noise from farm equipment, hours of operation, inconvenience of farm equipment travel on public roads, occasional smell and dust).  
 True       False  
Comments: \_\_\_\_\_

Other Considerations

7. The land is being rezoned to accommodate a use (i.e. housing unit or business) which will support commercial agricultural production (i.e. farm employee residence, equipment repair, etc.).  
 True       False  
Comments: \_\_\_\_\_

8. Farmland contained within the rezoned area is of unique proportion which limits the ability of farm equipment to work efficiently.  
 True       False  
Comments: \_\_\_\_\_

EA to NA and GA rezones should only be reviewed if the proposed rezoning includes proposed uses of agricultural nature or contains a conservation easement which restricts further fragmentation of the parcel. Limits of Disturbances (area accommodating buildings and accessory features) within the allowed rezone districts shall be limited to 2 acres in size.

TOWN OF MANITOWOC RAPIDS

REZONE REQUEST APPLICATION

Applicants Name: FRED VAN SERKE

Address: 8301 DUTCH ROAD

Phone Number(s): 920 323-4035

Land Owner's Name: FRED VAN SERKE

Address: 8301 DUTCH ROAD

Phone Number(s): 920 323-4035

Total Acres in Parcel: 15 Number of Acres to be Rezoned: 5

Current Zoning: EA Proposed Zoning: LE

Location of Land: NW 1/4, SE 1/4, Section 29, T 19 N-R 23 E.

Land in Farmland Preservation (y/n)

Current Land Use: TREE'S AND CROP - HAY

\*\*\*Printed and Written Signatures of all abutting property owners:

Bradley Behm  
Brandon Behm

Bradley Behm  
Brandon Behm

Purpose of Rezoning:

(Please be specific, including immediate & long term plans)

STORAGE BUILDING

Other Comments: \_\_\_\_\_

Your completed application should be returned to Town Clerk, Jessica Backus, 5034 Brookfield Circle, Manitowoc, along with:

- This application page
- Payment of \$150.00
- Aerial Photo: can be obtained from Google, Earth or Natural Resources Conservation Services (NCRS) at 4319 Expo Drive, Manitowoc. Highlight area to be rezoned.
- A plat or hand drawn site plan: (measurements of land to be rezoned, location of buildings, driveways, roads, neighbors, environmental features; i.e. streams, rivers, steep slopes, wooded areas and wetlands).

Application must be completely filled out and returned to clerk before meeting is scheduled.

Application must be submitted by the 15<sup>th</sup> of month prior to the next scheduled town meeting.

Right to Farm

I, FRED VAN SERKE, hold harmless area farmers/land owners and their farming operations and practices from normal nuisances which occur as part of farming procedures (nuisances include but are not limited to noise from farm equipment, hours of operations, inconvenience of farm equipment travel on public roads, occasional smell and dust.)

Signature of Rezone Applicant: 

Date: 07/05/24



**TOWN OF MANITOWOC RAPIDS  
MINUTES FROM THE JULY 31, 2024**

The July 31, 2024 meeting of the Town of Manitowoc Rapids meeting was called to order by Chairperson Stradal at 5:10 p.m. at the Town Hall, 8624 CTH JJ, Manitowoc, WI.

**ROLL CALL**

The roll was called, and members present were: Josh Stradal-Chairperson, Tom Wetenkamp-Supervisor 1, John Jost-Supervisor 2, and Jessica Backus-Clerk/Treasurer.

**NEW BUSINESS**

*Discussion and action on Van Serke Rezone Request*

Mike Check, Land Use Committee Chair reported Fred Van Serke would like to rezone 10 acres of his land from Exclusive Agriculture to General Agriculture to continue the use of farm land. The committee made a recommendation to approve the rezone request and move it to the County. Chairperson Stradal moved to approve the rezone request for Fred Van Serke, seconded by Supervisor Wetenkamp. Upon vote, the motion was carried unanimously.

There being no further discussion, Supervisor Wetenkamp moved to adjourn; seconded by Chairperson Stradal, and the motion was adopted by acclamation. The meeting was adjourned at 5:12 p.m.

Respectfully submitted,  
Jessica Backus, Clerk/Treasurer

**MANITOWOC COUNTY  
RECEIVED**

AUG 01 2024

**PLANNING & PARK  
COMMISSION**

# TOWN OF MANITOWOC RAPIDS

Jessica Backus, Clerk  
PO Box 123  
Manitowoc, WI 54221-0123  
(920) 901-6559

Josh Stradal, Chairperson  
3329 Branch River Rd  
Manitowoc, WI 54220  
(920) 323-0357

Manitowoc County Office Complex  
4319 Expo Drive  
P.O. Box 935  
Manitowoc, WI 54221-0935

MANITOWOC COUNTY  
RECEIVED  
AUG 01 2024  
PLANNING & PARK  
COMMISSION

July 31, 2024

Re: Van Serke Rezone Request

Dear Planning and Zoning Department,

The Town Board for the Town of Manitowoc Rapids has decided to approve Fred Van Serke rezone request.

Enclosed you will find the Plan Commission's rezone review and the minutes from July 31, 2024 Town Meeting with a motion was made by Chairperson Stradal to approve the rezone request, seconded by Supervisor Wetenkamp. The Town Board unanimously approved.

If there are any questions please contact me at (920) 901-6559.

Sincerely,

Jessica Backus, Clerk/Treasurer

PLAN COMMISSION RECOMMENDATIONS

Name: Fred Van Serke

Date Request Received: 7/24/24 Fee Received: —

Date Committee Met: 7/31/24

Committee Findings: (List the reasons why it is being recommended for approval – i.e. rocky, marginal farmland, marsh land, steep topography, etc)

The other 10 acres of the original 15 acres would  
have to be rezoned from EA to GA because  
it does not conform to EA regulations.

Michael E Check, Chairman

Recommendation to the Town Board:

Recommendation to approve the rezone request  
of EA to GA.

(10 acres)

Town Board Decision:

See minutes.



Frederick Vanserke Sr. &  
Raissa Vanserke  
NW 1/4, SE 1/4  
Section 29, T19N-R23E  
Town of Manitowoc Rapids  
Lot 1

From: EA To: GA  
Approximately 9.62 acre(s)  
Lot 2  
From: EA To: LE  
Approximately 5.40 acre(s)  
-87.769, 44.087

**Map Overview**

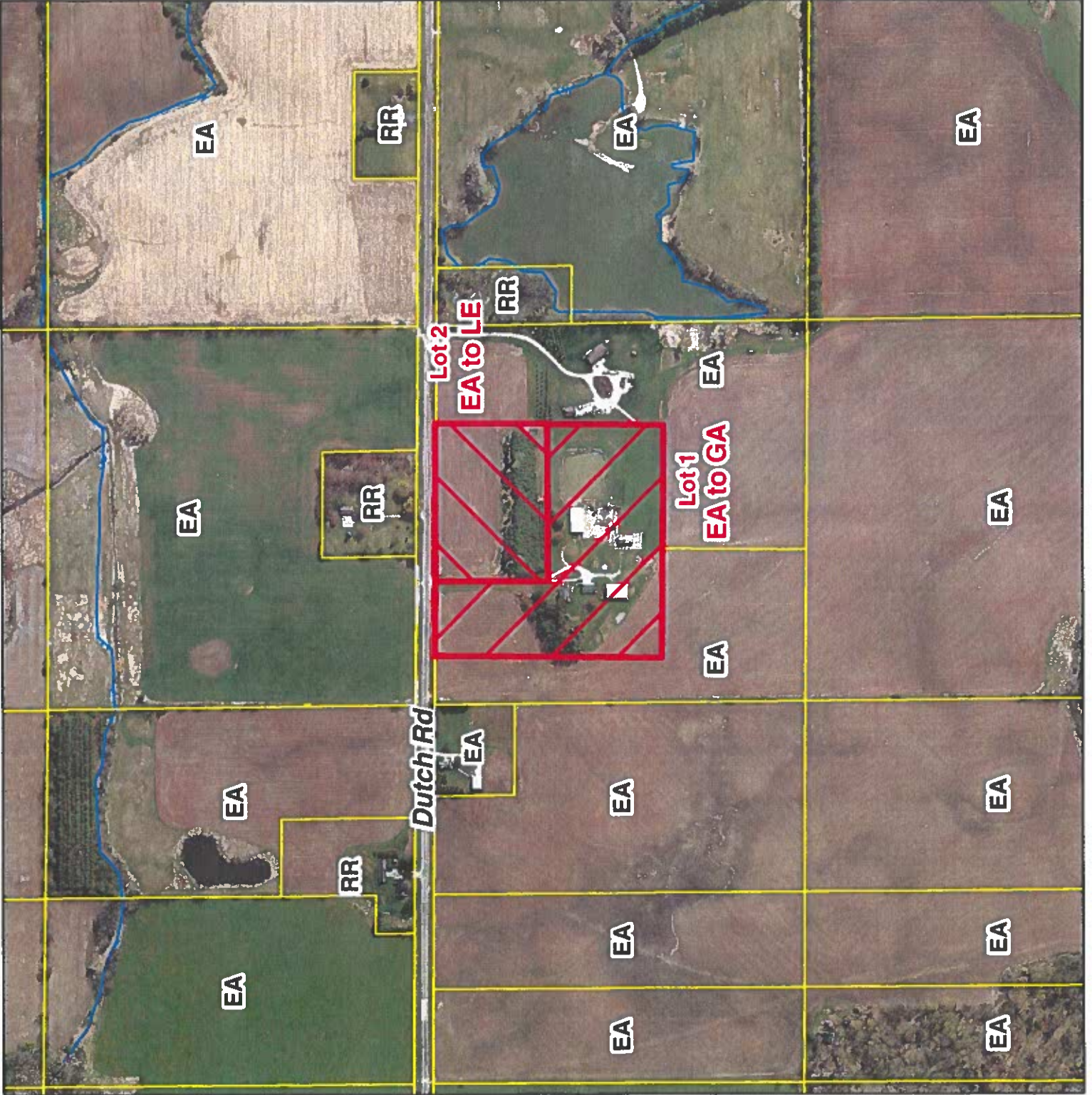
Manitowoc Rapids

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
- Section Line
- Parcel Line
- Water Way





MANITOWOC COUNTY  
RECEIVED  
AUG 01 2024

PLANNING & PARK  
COMMISSION



FREDERICK VANSERKE SR.  
8301 DUTCH RD.  
MANITOWOC, WI 54220

FIELD WORK COMPLETE DATE 7/23/2024  
DRAWN BY JAD/BLB  
JOB NO. 5862024  
CAD FILE DMC\19-23\19\VAHSERKE\1982024  
SCALE 1" = 160'

ZONING CHANGE MAP  
PART OF THE NW 1/4 OF SECTION 29, TOWN 19 NORTH, RANGE  
23 EAST, TOWN OF MANITOWOC RAPIDS, MANITOWOC COUNTY, WISCONSIN

NORTH IS REFERENCED TO THE  
MANITOWOC COUNTY COORDINATE  
SYSTEM (PER THE COUNTY PUBLISHED  
SECTION SUMMARY)



SCALE 1" = 160'

E 1/4 CORNER  
SECTION 29-19-23  
(CONCRETE CYLINDER W/METAL CAP)  
MUN. CO. CODED  
N 28929.830  
E 28931.985

CENTER CORNER  
SECTION 29-19-23  
(CONCRETE MONUMENT W/BRASS CAP)  
MUN. CO. CODED  
N 28944.362  
E 283808.196



PROPOSED LOT 2  
TO BE ZONED "LE"  
235,111 Sq Ft  
5.397 Acres

PROPOSED LOT 1  
TO BE ZONED "GA"  
419,223 Sq Ft  
9.624 Acres

DESCRIPTION:

LOT 1:

Area to be rezoned from Exclusive Agriculture (EA) to General Agriculture (GA)  
Part of the NW 1/4 of the SE 1/4 of Section 29, Town 19 North, Range 23 East,  
Town of Manitowoc Rapids, Manitowoc County, Wisconsin described as follows:  
Commencing at the E 1/4 Corner of Section 29, Thence N 89°29'44" W, 2161.10  
feet coincident with the north line of said SE 1/4 to the point of beginning;  
Thence continuing N 89°29'44" W, 275.47 feet; Thence South, 817.95 feet; Thence  
S 89°29'44" E, 800.00 feet; Thence North, 370.59 feet; Thence N 89°33'11" W,  
526.00 feet; Thence N 00°11'17" E, 447.88 feet to the point of beginning  
Said parcel contains 419,223 Square Feet (9.624 Acres) of land.

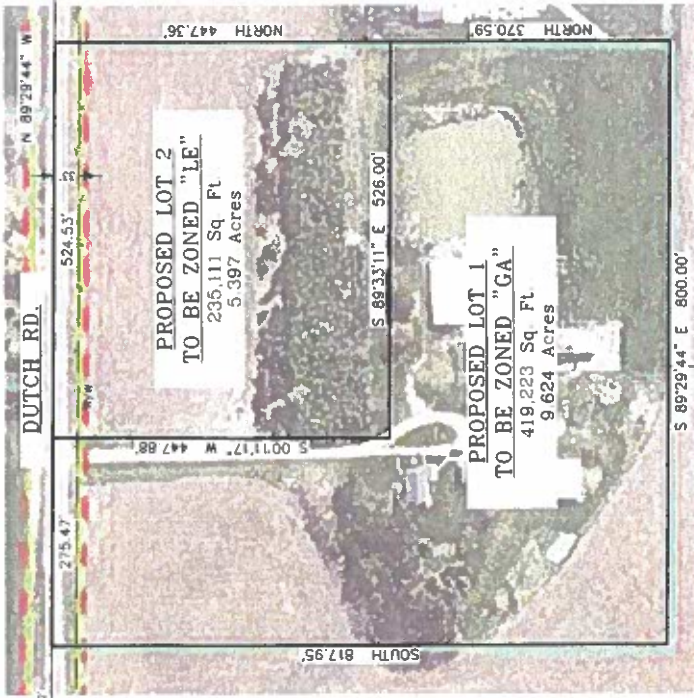
LOT 2:

Area to be rezoned from Exclusive Agriculture (EA) to Large Estate (LE)  
Part of the NW 1/4 of the SE 1/4 of Section 29, Town 19 North, Range 23 East,  
Town of Manitowoc Rapids, Manitowoc County, Wisconsin described as follows:  
Commencing at the E 1/4 Corner of Section 29, Thence N 89°29'44" W, 1636.57  
feet coincident with the north line of said SE 1/4 to the point of beginning;  
Thence continuing N 89°29'44" W, 524.53 feet; Thence S 00°11'17" W, 447.88 feet;  
Thence S 89°33'11" E, 526.00 feet; Thence North, 447.36 feet to the point of  
beginning  
Said parcel contains 235,111 Square Feet (5.397 Acres) of land

UNPLATTED LANDS  
ZONED "EA"

UNPLATTED LANDS  
ZONED "EA"

UNPLATTED LANDS  
ZONED "EA"



**ORDINANCE AMENDING ZONING MAP**  
(Myron and Kathleen Hickman)

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 September 23, 2024; 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 Northwest Quarter (NW1/4) of the Northwest Quarter  
12 (NW1/4) of Section Thirty-Two (32), Township Eighteen (18) North, Range Twenty-Two (22)  
13 East, Town of Liberty, Manitowoc County, Wisconsin, more particularly described as follows:  
14

15 Commencing at the northwest corner of said Section 32; thence S00°-12'-12"W  
16 along the west line of the NW1/4 of said Section 32, a distance of 940.53 feet to  
17 the point of beginning; thence S89°-47'-48"E 330.40 feet; thence S00°-12'-12"W  
18 300.00 feet; thence N89°-47'-48"W 330.40 feet to said west line; thence N00°-12'-  
19 12"E along said west line, a distance of 300.00 feet to the point of beginning, said  
20 parcel containing approximately 99,120 square feet (2.275 acres) of land  
21

22 is hereby rezoned from Exclusive Agriculture (EA) District to Small Estate Residential (SE)  
23 District.

Dated this 28th day of October 2024.

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 OCTOBER 28, 2024.
FROM:	THE MANITOWOC COUNTY PLANNING AND PARK COMMISSION
RE:	MYRON AND KATHLEEN HICKMAN 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.

Myron and Kathleen Hickman, on September 3, 2024, petitioned the Manitowoc County Board of Supervisors to rezone approximately 3.0 acres of land located in the NW1/4, NW1/4, Section 32, T18N-R22E, Town of Liberty, from EA, Exclusive Agriculture to SE, Small Estate.

The Town of Liberty adopted the Manitowoc County Zoning Ordinance on November 14, 2011. The uses permitted in the 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. Myron and Kathleen Hickman petitioned for a zoning map amendment on September 3, 2024.
  - 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 September 11, 2024 and on September 16, 2024.
  - d. The County Planning and Park Commission held a public hearing on this amendment request on September 23, 2024.
  - e. The Commission at their September 23, 2024 meeting recommended approval of a requested rezoning of approximately 3.0 acres of land located in the NW1/4, NW1/4, Section 32, T18N-R22E, Town of Liberty, 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. Myron Hickman, 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 EA, Exclusive Agriculture District.
2. The Liberty Town Board and the Town Planning Commission supports the proposed zone change to SE, Small Estate.
3. The area to be rezoned is wooded and includes some wetland.
4. No farmland will be affected by the proposed rezoning.
5. Rezoning will allow for a single family home to be built.

## 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 Myron and Kathleen Hickman to rezone approximately 3.0 acres of land from EA, Exclusive Agriculture to SE, Small Estate were approved.

The Manitowoc County Planning and Park Commission, at its September 23, 2024 meeting, therefore by a unanimous vote recommended that the subject property (an approximately 3.0 acres of land located in the NW1/4, NW1/4, Section 32, T18N-R22E, Town of Liberty, 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)

September 10<sup>th</sup>, 2024

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

and

Manitowoc County Supervisor Dylan Hammel  
Supervisory District 15

ATTN: Tim Ryan and Supervisor Hammel

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/Applicant:**  
Myron and Kathleen Hickman  
10621 County Road F  
Newton, WI 53063

**Township:**  
Liberty

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 (\$531) Received
Receipt # 41508

ZONING MAP AMENDMENT APPLICATION

MANITOWOC COUNTY

RECEIVED

SEP 03 2024

PLANNING & PARK COMMISSION

OWNER / APPLICANT/ AGENT

Owner MYRON + KATHLEEN HECKMAN Applicant/Agent
Address (1) 10621 COUNTY ROAD F Address (1)
Address (2) Address (2)
City/State/Zip NEWTON, WI 53063 City/State/Zip
Phone 920-726-4708 Phone

PROPERTY LEGAL DESCRIPTION

NW 1/4, NW 1/4, S 32 T 18 N R 22 E Town of LIBERTY

House /Fire # Tax Number 008-032-006-000.00

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:

Proposed use: (Reason for change) rezone 2-3 acres to allow for a 30'x48' single family dwelling, with a 40'x50' attached garage

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

Kathleen Heckman 9-3-24
Signature (applicant, owner, agent) Date

Signature (applicant, owner, agent) Date



# MANITOWOC COUNTY

## ZONING MAP AMENDMENT FACT SHEET

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

### PETITIONER

Name: Myron & Kathleen Hickman  
Address: 10621 Cty Rd. F  
Newton WI 53063  
Town: Liberty

### PARCEL

Location: NW1/4, NW1/4, Section 32, T18N-R22E  
Tax#: 008-032-006-000.00  
Area: 3.0 acres

### ACTION TO DATE

Petition Submitted: September 3, 2024  
Town Action: Approved August 12, 2024  
Hearing Notice Published: 9/11/2024 & 9/16/2024  
Advisory: 9/23/2024  
Hearing: 9/23/2024

### ADJACENT USES & ZONING

Direction:	District:	Use:
North	EA	Woodland, Wetland
South	EA	Woodland, Wetland
East	EA	Woodland, Wetland
West	EA & GA	Woodland, Residential

### PARCEL USES & ZONING

Existing Zoning District: EA, Exclusive Agriculture  
Existing Land Use: Woodland & Wetland  
Proposed Zoning District: SE, Small Estate Residential  
Proposed Use: Build a single family home.

### MAP INFORMATION

Farmland Preservation Designation:  
Farmland Preservation  
Soil Type: LuC2, Hu  
Air Photo Date: 04/2023

### OTHER CONSIDERATIONS

Drainage: Well – very poorly drained  
Soil Limitations: Moderate – Severe  
Sewage Disposal: Private Onsite Wastewater Treatment  
Road Access: Marken Rd

Soil Test: N/A  
Terrain: 0 to >12 Percent Slopes  
Vegetative Cover: Woods/Wetland

Town Future Land Use Designation: Woodlands/Natural Area

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.

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 Liberty Change Request Form

**Requested By:** *Myron and Kathleen Hickman*

**Date Received:** *June 26, 2024*

**Evaluation Meeting Date:** *August 5, 2024*

**Site Address:** *N/A – East side of Marken Road between Christel and Bartel Roads, due east of 9020 Marken.*

**Change Requested:** *Rezone one parcel no greater than 4.9 acres from Exclusive Ag (EA) to Small Estate (SE).*

**1. Current Zoning Map:**

*Exclusive Ag (EA)*

**2. Within 75 feet of wetland:**

*There are wetlands to the North and South but proposed construction site is greater than 75 from the wetlands.*

**3. Farmland Preservation Area:**

*No – property owner receives no farmland tax credits or has any commercial tillable acres present.*

**4. Woodland Preservation Area:**

*No – property owner receives no woodland tax credits presently.*

**5. Planning Map & Criteria:**

**A. Natural Areas**

*Property is currently a mix of wooded an open areas, privately held bog approximately 500 feet from proposed construction site.*

**B. Transportation (Commercial Develop.Only)**

*Not Applicable*

**C. Topography & Soil**

*Lutzke sandy loam, 6 to 12 percent slope*

**D. Pre-existing Home Site**

*No*

**E. Detrimental To Air, Ground Water, Or Surface Water Quality**

*Not as presented. George & Holdt Soil Consultants has determined conventional septic system is viable on the site.*

**F. Any Land Use Conflicts**

*Not as presented. Proposed site is in harmony with adjacent properties where single family homes are located with a ¼ mile radius.*

# Town of Liberty Change Request Form

## 6. Site Inspection

Yes, on an individual basis

## 7. Special Considerations

- Property has no current commercial agricultural use at this time. A better suited use would be for a single-family residence.
- The proposed rezone will be in line with properties to the West and South that have single family residences present.

## Results of Plan Commission Evaluation, Advisory to Liberty Town Board:

Approved on a 4-0 vote.

Plan Commission Members: Dave Christel, Drew Otto, Steve Lenzner and Ron Schnell

*Dave Christel* *Steve Lenzner*  
*Drew Otto* *Ron Schnell*

\$150 Application Fee received at Planning Commission meeting? No / Yes Cash  
Check#

## Liberty Town Board Directive

Change supported by the Town Board with Plan Commission recommendations on this day: 8 / 12 / 2024 along with the following conditions:

With Special Conditions

Change not supported by the Town Board on this day: \_\_\_ / \_\_\_ / 20\_\_\_ for the following reasons:

Signatures of Board

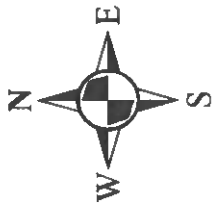
*Ron Schnell*  
*Steve Lenzner*  
*Drew Otto*

Date

8/12/2024

8/12/24

8/12/24



**Myron & Kathleen Hickman**  
 NW 1/4, NW 1/4  
 Section 32, T18N-R22E  
 Town of Liberty  
 From: EA To: SE  
 Approximately 3.0 acre(s)  
 -87.902, 43.990

Map Overview

**Liberty**

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
- Revised Zone Change
- Zoning Line
- Section Line
- Parcel Line
- Water Way



# EXHIBIT MAP

PART OF THE NW1/4 OF THE NW1/4 OF SECTION 32, T.18N., R.22E., TOWN OF LIBERTY, MANITOWOC COUNTY, WISCONSIN

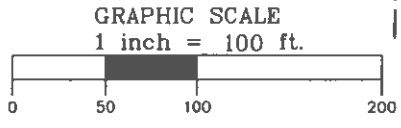
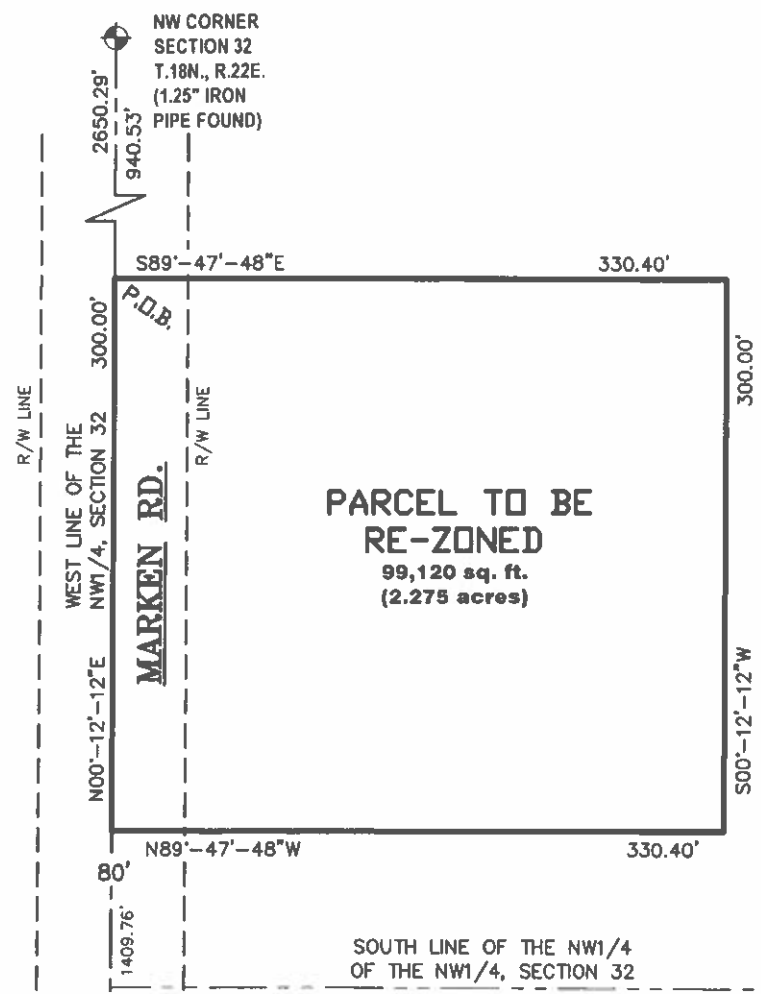
SURVEYED FOR:  
MYRON HICKMAN  
10621 CTY RD F  
NEWTON, WI 53063

BEARINGS REFERENCED TO THE WEST LINE OF THE NW1/4, SECTION 32 ASSIGNED: S00°-12'-12"W PER THE MANITOWOC COUNTY COORDINATE SYSTEM



**-LEGEND-**

= MANITOWOC CO. PLSS COR.



A part of the Northwest Quarter (NW1/4) of the Northwest Quarter (NW1/4) of Section Thirty-Two (32), Township Eighteen (18) North, Range Twenty-Two (22) East, Town of Liberty, Manitowoc County, Wisconsin containing 99,120 square feet (2.275 acres) of land and being described by:

Commencing at the northwest corner of said Section 32; thence S00°-12'-12"W along the west line of the NW1/4 of said Section 32, a distance of 940.53 feet to the point of beginning; thence S89°-47'-48"E 330.40 feet; thence S00°-12'-12"W 300.00 feet; thence N89°-47'-48"W 330.40 feet to said west line; thence N00°-12'-12"E along said west line, a distance of 300.00 feet to the point of beginning.

W1/4 CORNER SECTION 32 T.18N., R.22E. (MAG NAIL FOUND)

**SURVEYOR'S CERTIFICATE**

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 \_\_\_\_\_ day of \_\_\_\_\_, 2024.

**MERIDIAN**  
**SURVEYING, LLC**

2020 Madison Street Office: 920-993-0881  
New Holstein, WI 53061 Fax: 920-273-6037

DRAWN BY: MK	FIELD WORK DATE: X
CHECKED BY: BB	FIELD BOOK: NOTES
JOB NO.: 15736	SHEET 1 OF 1

WISCONSIN PROFESSIONAL LAND SURVEYOR  
Bradley A. Buechel, S 2613

Myron & Kathleen Hickman  
10621 C.T.H "F"  
Newton, WI 53063



Tax Parcel #008-032-006-000.00  
NW,NW,S32,T18N-R22E  
Town of Liberty  
Manitowoc County

Parcel Size: 40.00 Ac.  
Land Use: Cleared Wooded Area  
Site Location: Site is south of 8722 Marken Road

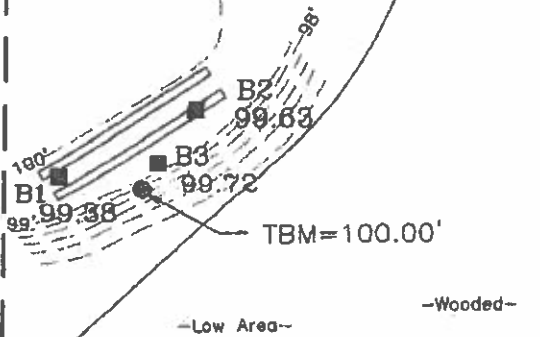
Key

- Soil Boring
- TBM & HRP (Top of Nail in Maple Tree = 100.00')

Well must be >50' from the absorption cells and  
>25' from the treatment tank

House must be >10' from the absorption cells

MARKEN ROAD



**George & Holdt**  
LLC

6350 Nero Lane Sobieski, WI 54171 920-822-9918  
georgeandholdt.com

ACLT Drawing #24--7190

**RESOLUTION APPROVING TOWN OF NEWTON ZONING ORDINANCE  
(Grotegut Dairy Farm)**

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1 WHEREAS, the town of Newton adopted a zoning ordinance pursuant to the authority granted  
2 to towns under Wis. Stat. § 60.62; and  
3

4 WHEREAS, Manitowoc County adopted a zoning ordinance pursuant to the authority granted  
5 to counties under to Wis. Stat. § 59.69; and  
6

7 WHEREAS, Wis. Stat. § 60.62(3) provides that town zoning ordinances, and amendments  
8 thereto, are subject to county board approval in counties that have adopted a zoning ordinance under  
9 Wis. Stat. § 59.69; and  
10

11 WHEREAS, the town of Newton amended its zoning ordinance on October 9, 2024 by  
12 rezoning a 5-acre parcel of property owned by Grotegut Dairy Farm from the A-3 (Farmland  
13 Preservation) District to the A-1 (Agricultural/Rural Residential) District in accordance with Wis.  
14 Stat. § 60.62; and  
15

16 WHEREAS, the town of Newton has submitted its amended zoning ordinance to the county  
17 board of supervisors of the county of Manitowoc for approval, and a copy of the amended zoning  
18 ordinance has been provided to each member of the county board for review;  
19

20 NOW, THEREFORE, BE IT RESOLVED that the county board of supervisors of the county  
21 of Manitowoc approves the town of Newton’s amended zoning ordinance that rezones that certain 5-  
22 acre parcel of property owned by Grotegut Dairy Farm from A-3 (Farmland Preservation) District to  
23 A-1 (Agricultural/Rural Residential) District and was adopted by the town board of the town of Newton  
24 on October 9, 2024.

Dated this 28th day of October 2024.

Respectfully submitted by  
Ryan Phipps

\_\_\_\_\_  
Supervisor, District 11

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

TOWN OF NEWTON  
6532 CARSTENS LAKE ROAD  
MANITOWOC WI 54220

October 9<sup>th</sup> , 2024

To: County Board  
Court House  
1010 South 8<sup>th</sup> Street  
Manitowoc WI 54220

Ladies and gentlemen,

Please be advised that the Town of Newton at its regularly scheduled Town Board Meeting on Wednesday, October 9<sup>th</sup> 2024, approved the following:

A request by Grotegut Dairy Farm Inc, 7427 Newton Road, Newton, WI, to rezone a 5-acre parcel from A-3, Farmland Preservation District, to A-1, Agricultural/Rural Residential District. The rezone will allow a former farm owner to build a new home.

A motion was made, seconded, and approved at the Town of Newton Planning Commission meeting on October 7<sup>th</sup>, 2024. Said action was approved and was submitted to the Town Board for approval. Voting Aye were Supervisor Behnke and Supervisor Christianson. Motion carried.

Alyssa Grotegut  
Town of Newton Clerk



MAP OF AREA BEING REZONED  
 TRACT "B" OF A CERTIFIED SURVEY MAP RECORDED IN VOLUME 4, PAGE 517 AND PART OF THE  
 SE 1/4 OF THE SW 1/4 OF SECTION 28, TOWN 18 NORTH, RANGE 23 EAST, TOWN OF NEWTON,  
 MANITOWOC COUNTY, WISCONSIN

**OWNER:**  
 Grotegut Dairy Farm, Inc.  
 7427 Newton Road  
 Newton, WI 53063

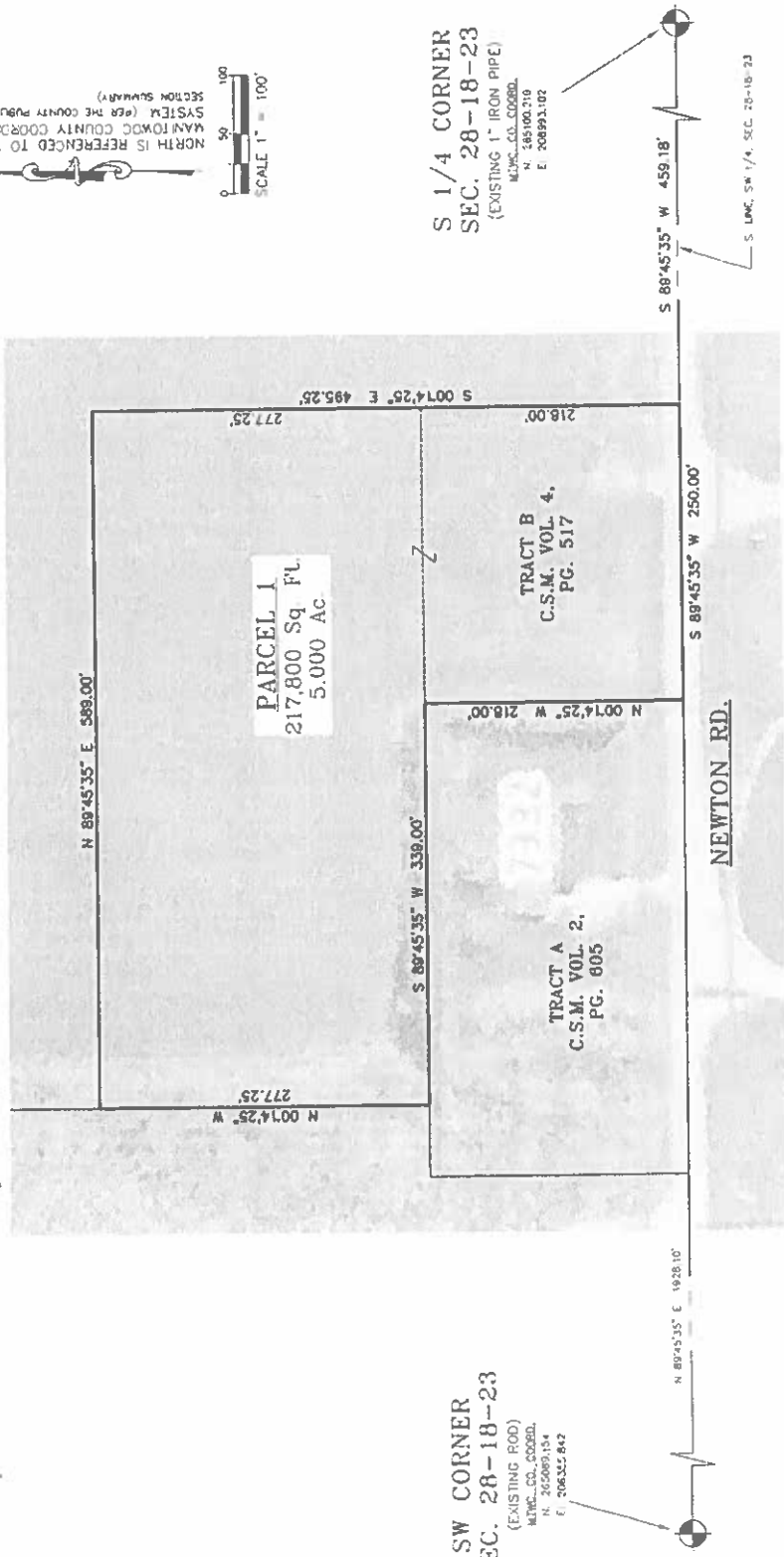
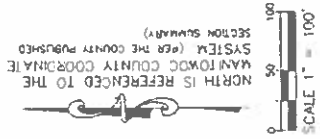
**DESCRIPTION:**

PARCEL 1 (Area to be rezoned from A-2 to A-1)

Tract "B" of a Certified Survey Map recorded in volume 4, page 517 and part of the SE 1/4 of the SW 1/4 of Section 28, Town 18 North, Range 23 East, Town of Newton, Manitowoc County, Wisconsin, described as follows:

Commencing at the S 1/4 Corner of Section 28; Thence S 89°45'35" W, 459.18 feet coincident with the south line of said SW 1/4 to the point of beginning; Thence continuing S 89°45'35" W, 250.00 feet; Thence N 00°14'25" W, 218.00 feet; Thence S 89°45'35" W, 339.00 feet; Thence N 00°14'25" W, 277.25 feet; Thence N 89°45'35" E, 589.00 feet; Thence S 00°14'25" E, 495.25 feet to the point of beginning.

Said parcel contains 217,800 Square Feet (5,000 Acres) of land



## TOWN OF NEWTON BOARD MEETING

OCTOBER 9, 2024

The October 9, 2024, the meeting of the Town of Newton was called to order by Chairperson Thomas at 5:00 p.m. at the Town Hall, 6532 Carstens Lake Road, Manitowoc.

### **ROLL CALL**

The roll was called, members present were Denise Thomas – Chairperson, Kevin Behnke – Supervisor 1, Kelly Christiansen – Supervisor 2, Alyssa Grotegut – Clerk, Paulette Vogt – Treasurer, Dave Mueller – Road Supervisor/Law Enforcement Officer. Excused was Mike Slattery – Zoning Administrator.

### **VERIFICATION OF POSTING – APPROVAL OF AGENDA AND MEETING MINUTES**

An affidavit is on file stating the agenda was posted in the proper places. Supervisor Christiansen moved to approve the agenda, seconded by Supervisor Behnke. All approved, motion carried. Supervisor Behnke made a motion to accept the previous meeting minutes, seconded by Supervisor Christiansen. All approved, motion carried.

### **TREASURER'S REPORT**

Treasurer Vogt submitted her report prior to the meeting, there were no questions. Chairperson Thomas made a motion to approve the treasurer's report, seconded by Supervisor Christiansen. All approved, motion carried.

### **PUBLIC INPUT**

Chairperson Thomas opened public input. Jeff Rothen from the Pine Creek Conservancy gave the board an update on the records request the Town received. With no further input, public input was closed.

### **REPORTS**

*Road Supervisor* – Supervisor Behnke made a motion to approve Bill Heckmann boring the powerline from the road to the salt shed for \$2730.00. Seconded by Supervisor Christiansen, all approved, motion carried. Dave then mentioned Center stripping was finished and that he started ditch cutting and tree cutting. Supervisor Christiansen requested we inform homeowners that may be responsible for trees from their property falling into the road and potentially causing something to happen.

*Law Enforcement* – Dave mentioned he had a sheep and dog call.

*Zoning Administrator* – Mike submitted his report prior to the meeting, there were no questions. But Rick Wetenkamp's fee was \$55.

*Supervisor 1* – The electronic collection went great. The County Board received their County Exec. Budget, and the increase of sales tax should generate 7.7 million dollars in revenue. 4.7 million plans to go to the Human Services department. Before it is approved, they need to see more of where the revenue from the sales tax will be placed. Lastly, Supervisor Behnke questioned our Village powers documentation.

*Supervisor 2* – The Fire departments next informational meeting for the Town will be held November 19<sup>th</sup> at 6 p.m.

*Chairperson* – Chairperson Thomas turned over the meeting to Supervisor Behnke. Supervisor Behnke then made a motion to approve the Plan Commission's recommendation for Grotegut Dairy Farm 7427 Newton Road, 5-acre zone change from A-3 Farmland Preservation to A-1 Agricultural/Rural Residential District located in SE ¼ of the SW ¼ Section 28. Supervisor Christiansen seconded, all approved with a roll call vote. Two ayes, one abstained due to conflict of interest. Motion carried. The meeting was turned back over to Chairperson Thomas. The Newton Fire Company gave the Board the requested budget for 2025 at \$82,000. The Ambulance Contract increased to \$15 per resident and the City requests we pay an annual fee instead of quarterly. Supervisor Christiansen then made a motion to approve the Firestone tires from Pat's Tire for the tractor. Seconded by Chairperson Thomas, all approved, motion carried. There is still ARIP paperwork that needs to be done but we have until 2029. Lastly, the Town of Manitowoc requested a meeting with us and the City of Manitowoc to go over the contract we received on the City Water Project.

Clerk – Chairperson Thomas made a motion to approve the paying of the bills, seconded by Supervisor Christiansen. All approved, motion carried. Next, Clerk Grotegut read a letter from the County, looking for a Board of Adjustment letter. If you are interested reach out to her.

**NEXT MEETING DATES**

Special Budget Meeting – October 30, 2024, at 5:00 p.m.

Monthly Town Meeting – November 13, 2024, at 5:00 p.m.

Fire Department Informational Meeting – November 19, 2024, at 6:00 p.m.

With no further discussion Supervisor Behnke moved to adjourn the meeting, seconded by Supervisor Christiansen. Said motion was adapted by acclamation. The meeting was adjourned.

Respectfully submitted,  
Alyssa Grotegut, Clerk

**RESOLUTION ADOPTING 2025-2028 MANITOWOC COUNTY  
COORDINATED PUBLIC TRANSIT - HUMAN SERVICES  
TRANSPORTATION PLAN**

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1           WHEREAS, Wis. Stat. § 85.21 authorizes counties to adopt a Coordinated Public Transit  
2 – Human Services Transportation Plan for the purpose of improving transportation services for  
3 persons with disabilities, older adults, and individuals with lower incomes; and  
4

5           WHEREAS, a county must have a Coordinated Public Transit – Human Services  
6 Transportation Plan that includes an assessment of available services, an assessment of  
7 transportation needs for individuals with disabilities, seniors, and people with low incomes,  
8 strategies to address identified gaps, priorities for implementation of projects; and  
9

10           WHEREAS, the ADRC of the Lakeshore, the Transportation Coordinating Committee, and  
11 Bay Lakes Regional Planning Commission have prepared a Manitowoc County Coordinated  
12 Public Transit – Human Services Transportation Plan that meets the requirements set forth in  
13 federal Bipartisan Infrastructure Law, the Federal Transit Administration rules, and Wis.  
14 Stat. § 85.21; and  
15

16           WHEREAS, the Transportation Coordinating Committee held a public hearing on July 24,  
17 2024, to seek public comment on the Manitowoc County Coordinated Public Transit – Human  
18 Services Transportation Plan; and  
19

20           WHEREAS, the Transportation Coordinating Committee has provided the County Board  
21 with a copy of the Manitowoc County Coordinated Public Transit – Human Services  
22 Transportation Plan; and  
23

24           WHEREAS, after careful consideration and review, the Transportation Coordinating  
25 Committee recommends that the County Board adopt the Manitowoc County Coordinated Public  
26 Transit – Human Services Transportation Plan and incorporate it into the county’s comprehensive  
27 plan;  
28

29           NOW, THEREFORE, BE IT RESOLVED, that the county board of supervisors of the  
30 county of Manitowoc hereby adopts the Manitowoc County Coordinated Public Transit – Human  
31 Services Transportation Plan and incorporates it into the Manitowoc County 20-Year  
32 Comprehensive Plan Update adopted by the county board on August 18, 2020 as updated from  
33 time-to-time.

Dated this 28th day of October 2024.

Respectfully submitted by the  
Transportation Coordinating Committee

\_\_\_\_\_  
Paul Hacker, 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

MEETING OF THE COUNTY BOARD OF SUPERVISORS  
MANITOWOC COUNTY, WISCONSIN

Monday, October 28, 2024

6:00 P.M.

Pursuant to Wis. Stats. 59.04, the County Board of Supervisors of Manitowoc County, Wisconsin convened in open session at the Heritage Center, in the City of Manitowoc, being the 28<sup>th</sup> day of October 2024, for the purpose of transacting business as a Board of Supervisors.

Chairman Martell called the meeting to order at 6:00 p.m.

Supervisor Hansen gave the invocation, followed by the Pledge of Allegiance to the Flag by the entire assemblage.

Roll call: 23 members were present: Behnke, Brey, Bonde, Engelbrecht, Falkowski, Grambow, Hacker, Hammel, Hansen, Jadowski, Klein, Lillibridge, Maresh, Martell, Metzger, Muench, Naidl, M. Phipps (6:05pm), R. Phipps (6:12pm), Schiesl, Shimulunas, Sitkiewitz, Weiss, and Zimmer. Supervisor Shimulunas was excused. Supervisor Neils was absent.

PUBLIC COMMENT – OPPORTUNITY FOR CITIZENS TO PRESENT THEIR VIEWS

Chairman Martell declared public comment on the County Executive's Proposed 2025 Annual Budget open at 6:03 p.m.

No one present wished to speak regarding the proposed budget, subsequently Chairman Martell closed public input at 6:03 p.m. on this matter.

Chairman Martell declared public comment on non-budget issues open at 6:04 p.m.

No one present wished to speak, subsequently Chairman Martell closed public input at 6:04 p.m.

CONSENT AGENDA

Chairman Martell called the consent agenda and questioned if any supervisor wished to withdraw any items. Supervisor Maresh moved, seconded by Supervisor Engelbrecht to approve Consent Agenda Items A1, A2, B1a, B1b, B1c, and Ca. Upon vote, the motion carried unanimously.

- A1. Approve County Board Minutes September 17<sup>th</sup>, 2024.
- A2. Approve County Board Minutes October 8<sup>th</sup>, 2024.
- B1a. Ordinance 2024/2025-47 Amending Zoning Map (Myriam Christel).
- B1b. Ordinance 2024/2025-48 Amending Zoning Map (Frederick and Raissa Van Serke Sr).
- B1c. Ordinance 2024/2025-49 Amending Zoning Map (Myron and Kathleen Hickman).
- Ca. Resolution 2024/2025-50 Approving Town of Newton Zoning Ordinance (Grotegut Dairy Farm).

COMMITTEE REPORTS, RESOLUTIONS, ORDINANCES

Expo-Ice Center Board: Supervisor Behnke gave a brief report.

Finance Committee: Supervisor Hansen gave a brief report.

Highway Committee: Supervisor Behnke gave a brief report.

Land Conservation Committee: Supervisor Engelbrecht gave a brief report.

Planning and Park Commission: Supervisor Falkowski gave a brief report.

Public Safety Committee: Supervisor Falkowski gave a brief report.

Public Works Committee: Supervisor Sitkiewitz gave a brief report.

Transportation Coordinating Committee: Supervisor Hacker gave a brief report. Supervisor Hacker moved, second by Supervisor Brey to adopt Resolution 2024/2025-51 Adopting 2025-2028 Manitowoc County Coordinated Public Transit- Human Services Transportation Plan. Upon vote, the motion carried unanimously.

#### ANNOUNCEMENTS

Chairman Martell announced the next County Board meeting will be Tuesday, November 12th, 2024 at 6pm.

#### ADJOURNMENT

Supervisor Brey moved to adjourn, seconded by Supervisor Hacker, and the motion was adopted by acclamation. The meeting adjourned at 6:22 p.m.

Respectfully submitted,  
Jessica Backus, Manitowoc County Clerk



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

DATE: November 12<sup>th</sup>, 2024

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 County Board Chair**
- II. Invocation by Supervisor Falkowski**
- III. Pledge of Allegiance**
- IV. Roll Call**

**V. PROCLAMATIONS**

A. Proclamation Declaring Manitowoc County America Recycles Day 2024

**VI. PUBLIC COMMENT**

Members of the public will be allowed three (3) minutes to speak on matters pertaining to County Board business.

**VII. CONSENT AGENDA (Any routine or non-controversial items)**

A. Approve October 28, 2024 County Board Minutes

B. Appointments by County Executive

1. Expo Ice Center Board

Appoint eight members to fill a vacancy for a term expiring December 31, 2027.

- a. Patrick "PJ" Albert
- b. Stephanie Binversie
- c. Jeremy Hawig
- d. Kris Kohlmann
- e. Nancy Newberg
- f. Mike Plate
- g. Rob Voss
- h. Russel Zipperer

2. Joint Dispatch Board

Appoint one member to succeed Jason Freiboth for a two-year term expiring December 2026.

- a. Jason Freiboth

3. Veterans Service Commission

Appoint one member to succeed Tom Hoffman for a three-year term expiring December 2027.

- a. Tom Hoffman



C. Ordinances and Resolutions

1. Planning and Park Commission

- a. Ordinance 2024/2025-52 Amending Zoning Map (David and Claire Petersen)
- b. Ordinance 2024/2025-53 Amending Zoning Map (David and Claire Petersen)
- c. Resolution 2024/2025-54 Authorizing County Conservation Aids Grant Application
- d. Resolution 2024/2025- 55 Adopting Manitowoc County Planning and Park Commission Fee Schedule

2. Finance Committee

- a. Ordinance 2024/2025- 56 Amending Manitowoc County Code s. 4.12 regarding sale of tax deeded properties.

**VIII. COMMITTEE REPORTS, RESOLUTIONS, AND ORDINANCES**

A. Aging & Disability Board

B. Board of Health

C. Criminal Justice Coordinating Council

D. Executive Committee

E. Expo-Ice Center Board

F. Finance Committee

- 1. Resolution 2024/2025-57 Adopting 2025 Budget and Property Levy

G. Highway Committee

H. Human Service Board

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

J. Personnel Committee

K. Planning and Park Commission

L. Public Safety Committee

M. Public Works Committee

N. Transportation Coordinating Committee

**IX. ANNOUNCEMENTS**

**X. ADJOURNMENT**

Tyler Martell, Chairman

Prepared by Melissa Tennant, 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.

**ORDINANCE AMENDING ZONING MAP**  
(David and Clair Petersen)

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 October 28, 2024; 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 all of Tract One (1) of Certified Survey Map, recorded in  
12 Volume 20 of Certified Survey Maps, on Page 3 as Document No. 867235 plus additional lands;  
13 being part of the Northeast Quarter (NE1/4) of the Southwest Quarter (SW1/4) of Section Twenty-  
14 Three (23), Township Eighteen (18) North, Range Twenty-Two (22) East, Town of Liberty,  
15 Manitowoc County, Wisconsin, more particularly described as follows:  
16

17           Commencing at the south quarter corner of said Section 23; thence N00°-03'-02"E  
18 along the east line of the SW1/4 of said Section 23, a distance of 2023.20 feet to  
19 the point of beginning; thence S87°-34'-00"W 730.00 feet; thence N41°-14'-08"W  
20 76.49 feet; thence N03°-59'-57"E 275.00 feet; thence N65°-32'-13"E 390.00 feet;  
21 thence S89°-56'-58"E 406.00 feet to said east line; thence S00°-03'-02"W along  
22 said east line, a distance of 462.00 feet to the point of beginning, said parcel  
23 containing approximately 337,572 square feet (7.750 acres) of land  
24

25 is hereby rezoned from Large Estate (LE) District and Rural Residential (RR) District to General  
26 Agriculture (GA) District.

Dated this 12th day of November 2024.

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 NOVEMBER 12, 2024.
FROM:	THE MANITOWOC COUNTY PLANNING AND PARK COMMISSION
RE:	DAVID AND CLAIR PETERSEN 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.

David and Clair Petersen, on September 25, 2024, petitioned the Manitowoc County Board of Supervisors to rezone approximately 7.75 acres of land located in the NE1/4, SW1/4, Section 23, T18N-R22E, Town of Liberty, from LE, Large Estate and RR, Rural Residential to GA, General Agriculture.

The Town of Liberty adopted the Manitowoc County Zoning Ordinance on November 14, 2011. 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. David and Clair Petersen petitioned for a zoning map amendment on September 25, 2024.
- 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 October 14, 2024 and on October 21, 2024.
- d. The County Planning and Park Commission held a public hearing on this amendment request on October 28, 2024.
- e. The Commission at their October 28, 2024 meeting recommended approval of a requested rezoning of approximately 7.75 acres of land located in the NE1/4, SW1/4, Section 23, T18N-R22E, Town of Liberty, from LE, Large Estate and RR, Rural Residential to GA, General Agriculture.

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.

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 Residential District and RR, Rural Residential District.
2. The Liberty Town Board and the Town Planning Commission supports the proposed zone change to GA, General Agriculture.
3. The applicant wishes to operate a septic business. Rezoning will permit this use if the applicant obtains a conditional use permit from the Board of Adjustment.

## 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 David and Clair Petersen to rezone approximately 7.75 acres of land from LE, Large Estate and RR, Rural Residential to GA, General Agriculture were approved.

The Manitowoc County Planning and Park Commission, at its October 28, 2024 meeting, therefore by a unanimous vote recommended that the subject property (an approximately 7.75 acres of land located in the NE1/4, SW1/4, Section 23, T18N-R22E, Town of Liberty, more fully described in the accompanying proposed ordinance amendment) be recommended for rezoning from LE, Large Estate and RR, Rural Residential 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)

October 15<sup>th</sup>, 2024

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

and

Manitowoc County Supervisor Ryan Phipps  
Supervisory District 11

ATTN: Tim Ryan and Supervisor Phipps

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/Applicant:**

David & Clair Petersen  
7334 Nagel Road  
Valders, WI 54245  
(House # 7002 Nagel Road)

**Township:**

Liberty

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 (\$531) Received [checked]
Receipt # 41562

ZONING MAP AMENDMENT APPLICATION

Date of Application: OWNER / APPLICANT/ AGENT
Owner David Petersen Applicant/Agent Same as Owner
Address (1) 7334 Nagel Road Address (1)
Address (2) Address (2)
City/State/Zip Valders, WI 54245 City/State/Zip
Phone (920) 323-2640 Phone

MANITOWOC COUNTY RECEIVED SEP 25 2024 PLANNING & PARK COMMISSION

PROPERTY LEGAL DESCRIPTION
NE 1/4, SW 1/4, S 23 T 18 N R 22 E Town of Liberty
House /Fire # Two parcels at 7002 Nagel Road Tax Number 008-023-009-000.0 (6.63 acres) and 008-023-009-002.0 (1.12 acres)

PROPERTY INFORMATION
Existing Zoning District LE & RR & RR 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:

6.63 acre parcel zoned LE and 1.12 acre parcel zoned RR to be combined into a single 7.75 acre parcel zoned GA

Proposed use: (Reason for change)

Rezone to GA is necessary; GA allows for a conditional use permit to be issued for an existing small business.

Return to: Manitowoc County Planning and Park Commission
Signature (applicant, owner, agent) Date 8-20-24



# MANITOWOC COUNTY

## ZONING MAP AMENDMENT FACT SHEET

(Manitowoc County, Town of Liberty from LE & RR to GA)

### PETITIONER

Name: David & Clair Petersen  
Address: 7334 Nagel Rd  
Valders WI 54245  
Town: Liberty

### PARCEL

Location: NE1/4, SW1/4, Section 23, T18N-R22E  
Tax#: 008-023-009-000.00 & 008-023-009-002.00  
Area: 6.63 acres & 1.12 acres

### ACTION TO DATE

Petition Submitted: September 25, 2024  
Town Action: Approved September 9, 2024  
Hearing Notice Published: 10/14/2024 & 10/21/2024  
Advisory: 10/28/2024  
Hearing: 10/28/2024

### ADJACENT USES & ZONING

Direction:	District:	Use:
North	EA	Creek & Farmland
South	EA	Farmland
East	EA	Farmland
West	EA	Farmland

### PARCEL USES & ZONING

Existing Zoning District: LE, Large Estate Residential & RR, Rural Residential  
Existing Land Use: Existing Small Business & Grassland  
Proposed Zoning District: GA, General Agriculture  
Proposed Use: Conditional Use to operate business

### MAP INFORMATION

Farmland Preservation Designation: Non-Farmland Preservation  
Soil Type: HrB, HrD2, NsB, SyA  
Air Photo Date: 04/2023

### OTHER CONSIDERATIONS

Drainage: Well – slightly poorly drained  
Soil Limitations: Moderate – Severe  
Sewage Disposal: Private Onsite Wastewater Treatment  
Road Access: Nagel Rd

Soil Test: N/A  
Terrain: 0 to >12 Percent Slopes  
Vegetative Cover: Grassland/Gravel/Building

Town Future Land Use Designation: Agricultural Zoning District

The designated “agricultural zoning district” is established to support the agricultural industry and heritage of the town. The “agricultural zoning district” is where most of the farm income is generated in the Town Liberty. “Agricultural lands” include lands dedicated to crop production, dairy operations, livestock grazing, timber/pulp/forests, and similar uses. The town intends to limit incompatible non-farm development in this district. All forms of development except farm operations, commercial business operations related to farming, and housing for farm families and for others directly employed in farming are recommended for exclusion from the “agricultural zoning district”.

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.

# Town of Liberty Change Request Form

Requested By: *Dave Petersen*

Date Received: *8/13/2024*

Evaluation Meeting Date: *9/3/2024*

Site Address: <sup>7002</sup>~~6565~~ Nagel Road  
OC

Change Requested: *Combine 2 separate lots and rezone from LE and RR to GA, variance for less than 10 acre lot in GA, conditional use permit for existing and growing septic installation business.*

**1. Current Zoning Map:**

*LE & RR*

**2. Within 75 feet of wetland:**

*Small creek on passes thru property, changes would not impact creek.*

**3. Farmland Preservation Area:**

*No*

**4. Woodland Preservation Area:**

*No*

**5. Planning Map & Criteria:**

**A. Natural Areas**

*Not applicable*

**B. Transportation (Commercial Develop.Only)**

*Minimal increase in traffic, work is done off site*

**C. Topography & Soil**

*Flat and gentle sloping topography and soil is clay mix*

**D. Pre-existing Home Site**

*House previously on the site, structure removed, well and septic present.*

**E. Detrimental To Air, Ground Water, Or Surface Water Quality**

*Not as presented.*

**F. Any Land Use Conflicts**

*Not as presented*

**6. Site Inspection**

*Yes*

# Town of Liberty Change Request Form

## 7. Special Considerations

*Business has existed at this location with no known issues, is in harmony with the surrounding properties and acceptable uses in adjacent zoning districts. Business continues to grow, and applicant feels the need to obtain a conditional use permit at this time.  
See applications for additional details on conditions.*

### Results of Plan Commission Evaluation, Advisory to Liberty Town Board:

*Approved on a 3-0 vote*

**Plan Commission Members:** Dave Christel, Drew Otto, Steve Lenzner, Kevin Neeb, and Ron Schnell

*Steve Lenzner, Kevin Neeb, Ron Schnell* DC

\$150 Application Fee received at Planning Commission meeting? No / Yes Cash  
Check#

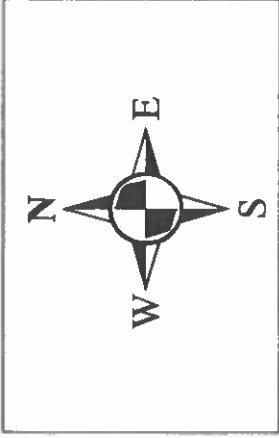
## Liberty Town Board Directive

Change supported by the Town Board with Plan Commission recommendations on this day: 9 / 9 / 2024 along with the following conditions:

*with special conditions.*

Change not supported by the Town Board on this day: \_\_\_ / \_\_\_ / 20\_\_\_ for the following reasons:

Signatures of Board *[Signature]* Date 9-9-2024  
*[Signature]* 9-9-2024



**David & Clair Petersen**  
**NE 1/4, SW 1/4**  
**Section 23, T18N-R22E**  
**Town of Liberty**  
**From: LE To: GA**  
**Approximately 6.63 acre(s)**  
**From: RR To: GA**  
**Approximately 1.12 acre(s)**  
**-87.833, 44.014**





Map Overview

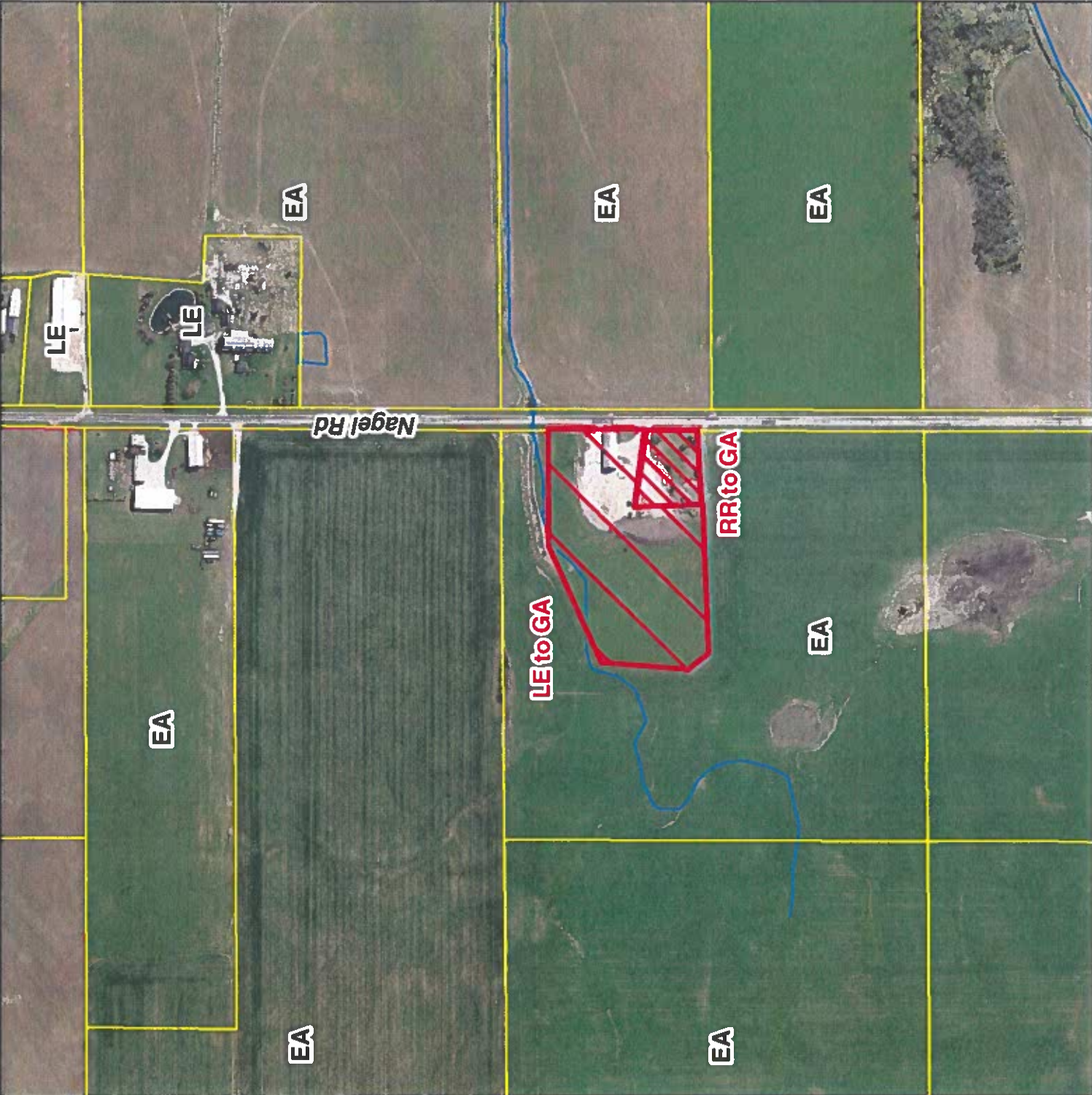
**Liberty**

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

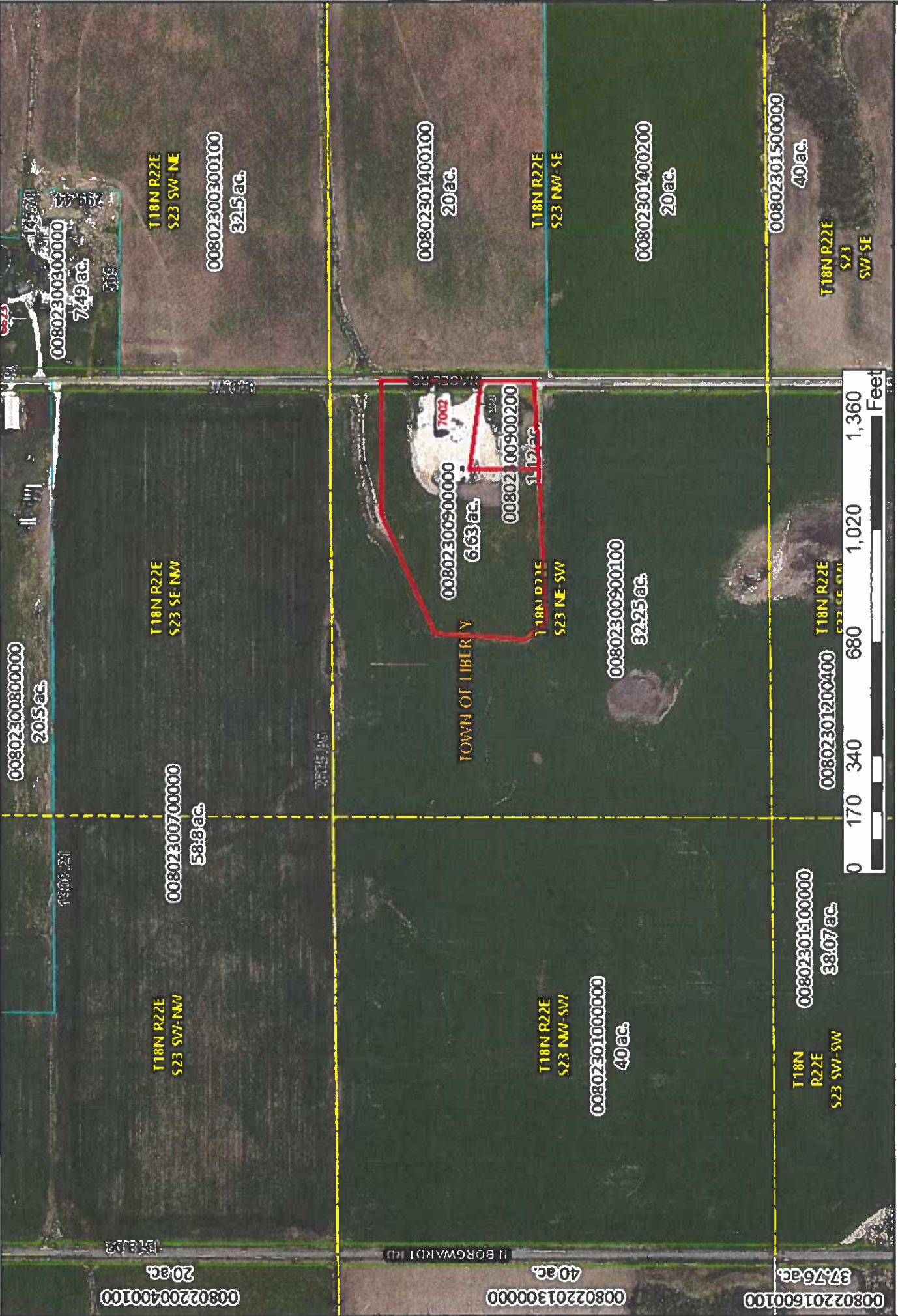


**Legend**

-  Proposed Zone Change
-  Section Line
-  Parcel Line
-  Water Way



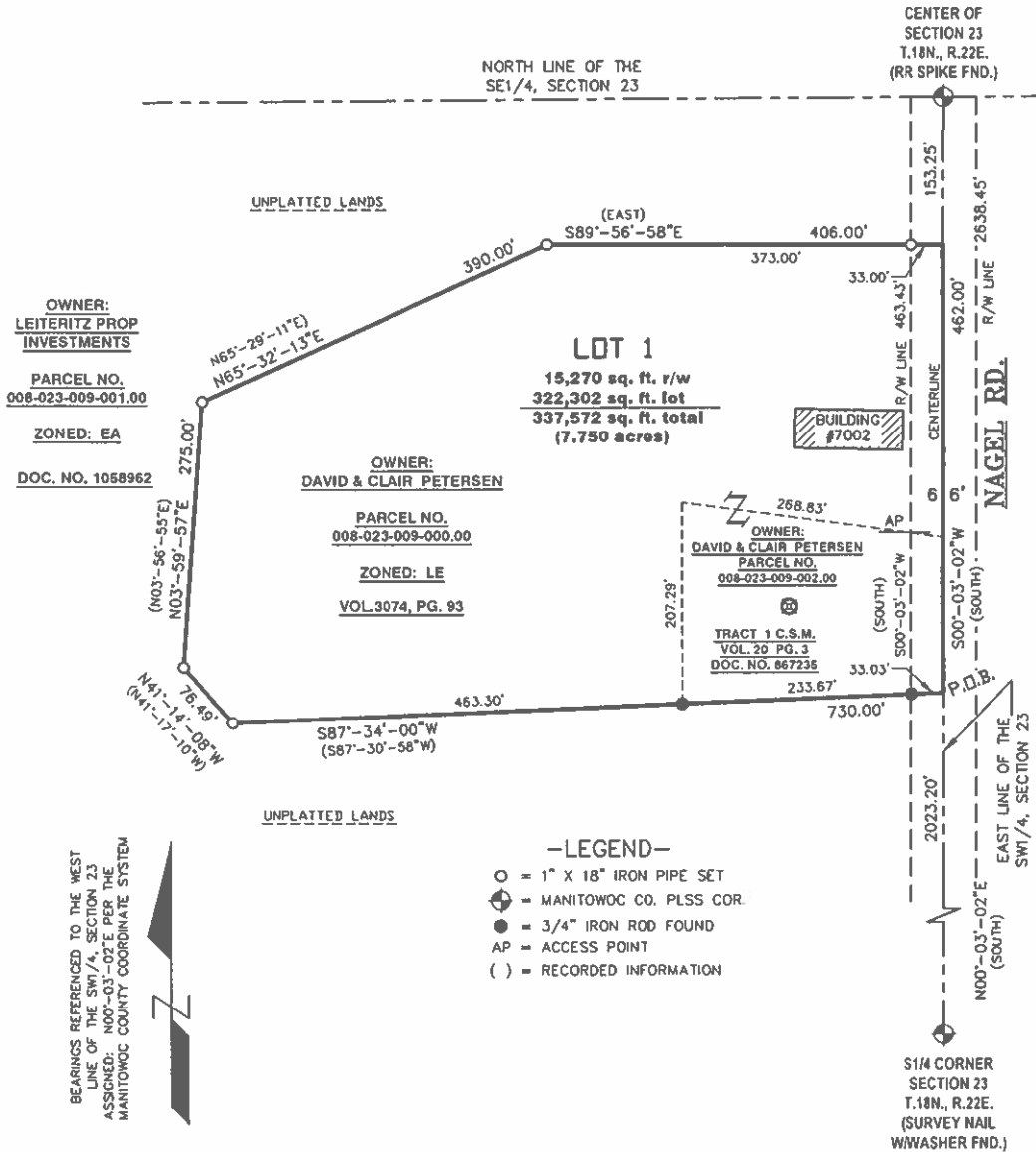
# Manitowoc County Parcel Viewer



Author: Public  
Date Printed: 10/8/2024

The burden for determining fitness for use rests entirely upon the user of this website. Manitowoc County and its co-producers will not be liable in any way for accuracy of the data and they assume no responsibility for direct, indirect, consequential, or other damages.

**CERTIFIED SURVEY MAP**  
**ALL OF TRACT 1 OF C.S.M., VOL. 20, PG. 3,**  
**DOC. NO. 867235, PLUS ADDITIONAL LANDS;**  
**BEING A PART OF THE NE1/4 OF THE SW1/4,**  
**SECTION 23, T.18N., R.22E., TOWN OF LIBERTY,**  
**MANITOWOC COUNTY, WISCONSIN**



**SURVEYED FOR:**  
DAVID & CLAIR PETERSEN  
7334 NAGEL ROAD  
VALDERS, WI 54245

**PARCEL NUMBER:**  
008-023-009-000.00 &  
008-023-009-002.00

**DEED:**  
DOC. NO. 1180101 &  
DOC. NO. 1147852

**FRONT YARD SETBACKS**  
 - 60' FROM C/L OF TOWN ROADS  
 OR 25' FROM RIGHT OF WAY  
 (WHICHEVER IS GREATER)

**SIDE AND REAR YARD SETBACKS**  
 - 25' FOR PRINCIPAL AND CONDITIONAL USE  
 - 10' FOR ACCESSORY STRUCTURES

**MERIDIAN**  
**SURVEYING, LLC**

2020 Madison Street Office: 920-993-0881  
 New Holstein, WI 53061 Fax: 920-273-6037

<b>DRAWN BY:</b> JD	<b>FIELD WORK DATE:</b> 9-23-24
<b>CHECKED BY:</b> BB	<b>FIELD BOOK:</b> NOTES
<b>JOB NO.:</b> 15764	<b>SHEET</b> 1 OF 3

**ORDINANCE AMENDING ZONING MAP**  
(David and Clair Petersen)

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 October 28, 2024; 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 all of Lot 2-1 of Certified Survey Map, recorded in Volume 30  
12 of Certified Survey Maps, on Page 31 as Document No. 1109533; being part of the Northwest  
13 Quarter (NW1/4) of the Northeast Quarter (NE1/4) and Southwest Quarter (SW1/4) of the  
14 Northeast Quarter (NE1/4) of Section Twenty-Three (23), Township Eighteen (18) North, Range  
15 Twenty-Two (22) East, Town of Liberty, Manitowoc County, Wisconsin, more particularly  
16 described as follows:  
17

18 Commencing at the north quarter corner of said Section 23; thence S00°-28'-51"W  
19 along the west line of the NE1/4 of said Section 23, a distance of 1104.62 feet to  
20 the point of beginning; thence S85°-09'-09"E 433.63 feet; thence S12°-57'-14"E  
21 80.62 feet; thence S04°-01'-23"W 100.00 feet; thence S88°-42'-33"W 445.14 feet  
22 to said west line; thence N00°-28'-51"E along said west line, a distance of 225.00  
23 feet to the point of beginning, said parcel containing approximately 91,183 square  
24 feet (2.093 acres) of land  
25

26 is hereby rezoned from Large Estate, (LE) District to Rural Residential (RR) District.

Dated this 12th day of November 2024.

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

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



REPORT TO:	THE MANITOWOC COUNTY BOARD OF SUPERVISORS NOVEMBER 12, 2024.
FROM:	THE MANITOWOC COUNTY PLANNING AND PARK COMMISSION
RE:	DAVID AND CLAIR PETERESEN 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.

David and Clair Petersen, on September 25, 2024, petitioned the Manitowoc County Board of Supervisors to rezone approximately 2.06 acres of land located in the SW1/4, NE1/4, and the NW1/4, NE1/4, Section 23, T18N-R22E, Town of Liberty, from LE, Large Estate to RR, Rural Residential.

The Town of Liberty adopted the Manitowoc County Zoning Ordinance on November 14, 2011. 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. David and Clair Petersen petitioned for a zoning map amendment on September 25, 2024.
- 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 October 14, 2024 and on October 21, 2024.
- d. The County Planning and Park Commission held a public hearing on this amendment request on October 28, 2024.
- e. The Commission at their October 28, 2024 meeting recommended approval of a requested rezoning of approximately 2.06 acres of land located in the SW1/4, NE1/4, and the NW1/4, NE1/4, Section 23, T18N-R22E, Town of Liberty, from LE, Large Estate 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. David Petersen, 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 Residential District.
2. The Liberty Town Board and the Town Planning Commission supports the proposed zone change to RR, Rural Residential.
3. The applicant wishes to operate a septic installation business. Rezoning will permit this use if the applicant obtains a conditional use permit from the Board of Adjustment.

## 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 David and Clair Petersen to rezone approximately 2.06 acres of land from LE, Large Estate to RR, Rural Residential were approved.

The Manitowoc County Planning and Park Commission, at its October 28, 2024 meeting, therefore by a unanimous vote recommended that the subject property (an approximately 2.06 acres of land located in the SW1/4, NE1/4, and the NW1/4, NE1/4, Section 23, T18N-R22E, Town of Liberty, more fully described in the accompanying proposed ordinance amendment) be recommended for rezoning from LE, Large Estate 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?
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- HAS THERE BEEN A SUBSTANTIAL CHANGE IN CONDITIONS SINCE THE LAND WAS ORIGINALLY ZONED TO WARRANT THE PROPOSED AMENDMENT?
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- IS THE PROPOSED LOCATION FOR THE PROPOSED USE WITHIN THE AREAS IDENTIFIED AS:
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  - WETLAND
  - FLOODWAY
  - SHORELAND
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  - 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@manitowocountywi.gov](mailto:jessicabackus@manitowocountywi.gov)

October 15<sup>th</sup>, 2024

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

and

Manitowoc County Supervisor Ryan Phipps  
Supervisory District 11

ATTN: Tim Ryan and Supervisor Phipps

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Valders, WI 54245  
(House # 6565 Nagel Road)

**Township:**

Liberty

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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 (\$531) Received   
Receipt # **41562**

## ZONING MAP AMENDMENT APPLICATION

RECEIVED  
SEP 25 2024

PLANNING & PARK  
COMMISSION

Date of Application: +Clair OWNER / APPLICANT/ AGENT

Owner	<u>David Petersen</u>	Applicant/Agent	<u>Same as Owner</u>
Address (1)	<u>7334 Nagel Road</u>	Address (1)	
Address (2)		Address (2)	
City/State/Zip	<u>Valders, WI 54245</u>	City/State/Zip	
Phone	<u>(920) 323-2640</u>	Phone	

PROPERTY LEGAL DESCRIPTION

SW 1/4 NE 1/4  
NW 1/4, NE 1/4 S 23 T 18 N R 22 E Town of Liberty

House /Fire # 6565 Nagel Road Tax Number 008-023-002-002.0

PROPERTY INFORMATION

Existing Zoning District LE&RR Proposed Zoning district RR

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

2.06 acre parcel zoned LE

Proposed use: (Reason for change)

Rezone to RR is necessary; RR allows for a conditional use permit to be issued for an existing small business.

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

[Signature] 8-20-24  
Signature (applicant, owner, agent) Date

\_\_\_\_\_  
Signature (applicant, owner, agent) Date

# MANITOWOC COUNTY

## ZONING MAP AMENDMENT FACT SHEET

(Manitowoc County, Town of Liberty from LE to RR)

### PETITIONER

Name: David & Clair Petersen  
Address: 7334 Nagel Rd  
Valders WI 54245  
Town: Liberty

### PARCEL

Location: NW1/4, NE1/4, Section 23, T18N-R22E  
SW1/4, NE1/4, Section 23, T18N-R22E  
Tax#: 008-023-002-002.00  
Area: 2.06 acres

### ACTION TO DATE

Petition Submitted: September 25, 2024  
Town Action: Approved September 9, 2024  
Hearing Notice Published: 10/14/2024 & 10/21/2024  
Advisory: 10/28/2024  
Hearing: 10/28/2024

### ADJACENT USES & ZONING

Direction:	District:	Use:
North	SE	Residential
South	LE	Residential
East	EA	Farmland
West	EA	Farmland

### PARCEL USES & ZONING

Existing Zoning District: LE, Large Estate Residential  
Existing Land Use: Existing Small Business & Grassland  
Proposed Zoning District: RR, Rural Residential  
Proposed Use: Conditional Use to operate business

### MAP INFORMATION

Farmland Preservation Designation:  
Non-Farmland Preservation  
Soil Type: HrB, SyA  
Air Photo Date: 04/2023

### OTHER CONSIDERATIONS

Drainage: Well – slightly poorly drained  
Soil Limitations: Moderate – Severe  
Sewage Disposal: Private Onsite Wastewater Treatment  
Road Access: Nagel Rd

Soil Test: N/A  
Terrain: 0 to >12 Percent Slopes  
Vegetative Cover: Grassland/Gravel/Building

Town Future Land Use Designation: Agricultural Zoning District

The designated “agricultural zoning district” is established to support the agricultural industry and heritage of the town. The “agricultural zoning district” is where most of the farm income is generated in the Town Liberty. “Agricultural lands” include lands dedicated to crop production, dairy operations, livestock grazing, timber/pulp/forests, and similar uses. The town intends to limit incompatible non-farm development in this district. All forms of development except farm operations, commercial business operations related to farming, and housing for farm families and for others directly employed in farming are recommended for exclusion from the “agricultural zoning district”.

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.

# Town of Liberty Change Request Form

Requested By: *Dave Petersen*

Date Received: *8/13/2024*

Evaluation Meeting Date: *9/3/2024*

Site Address: *6565 Nagel Road*

Change Requested: *Rezone from LE to RR and conditional use permit for existing and growing septic installation business.*

**1. Current Zoning Map:**

*LE*

**2. Within 75 feet of wetland:**

*No*

**3. Farmland Preservation Area:**

*No*

**4. Woodland Preservation Area:**

*No*

**5. Planning Map & Criteria:**

**A. Natural Areas**

*Not applicable*

**B. Transportation (Commercial Develop. Only)**

*Minimal increase in traffic, work is done off site*

**C. Topography & Soil**

*Flat topography and soil is clay mix*

**D. Pre-existing Home Site**

*No*

**E. Detrimental To Air, Ground Water, Or Surface Water Quality**

*Not as presented.*

**F. Any Land Use Conflicts**

*Not as presented*

**6. Site Inspection**

*Yes*

# Town of Liberty Change Request Form

## 7. Special Considerations

*Business has existed at this location with no known issues, is in harmony with the surrounding properties and acceptable uses in adjacent zoning districts. Business continues to grow, and applicant feels the need to obtain a conditional use permit at this time.  
See applications for additional details on conditions.*

### Results of Plan Commission Evaluation, Advisory to Liberty Town Board:

*Approved on a 3-0 vote*

**Plan Commission Members:** Dave Christel, Drew Otto, Steve Lenzner, Kevin Neeb, and Ron Schnell

*Steve Lenzner, Kevin Neeb, Ron Schnell*

\$150 Application Fee received at Planning Commission meeting? No / Yes Cash  
Check#

## Liberty Town Board Directive



Change supported by the Town Board with Plan Commission

recommendations on this day: 9 / 9 / 2024 along with the following conditions:

with special conditions



Change not supported by the Town Board on this day: \_\_\_ / \_\_\_ / 20\_\_\_  
for the following reasons:

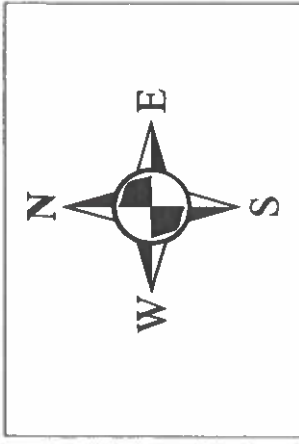
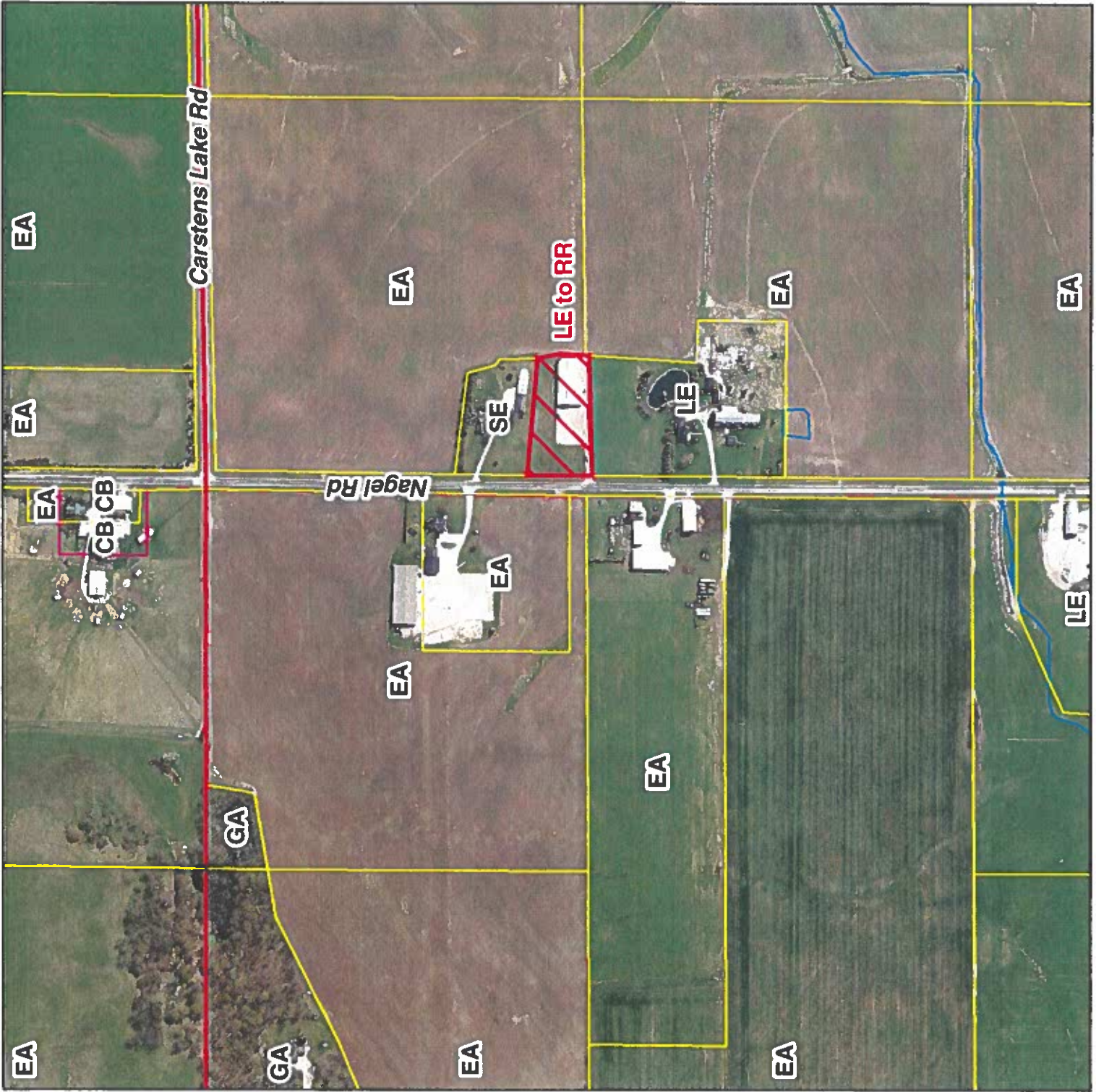
Signatures of Board

*[Handwritten signatures]*

Date

9-9-24  
9-9-2024





David & Clair Petersen  
 NW 1/4, NE 1/4 &  
 SW 1/4, NE 1/4  
 Section 23, T18N-R22E  
 Town of Liberty  
 From: LE To: RR  
 Approximately 2.06 acre(s)  
**-87.831, 44.019**

Map Overview

**Liberty**

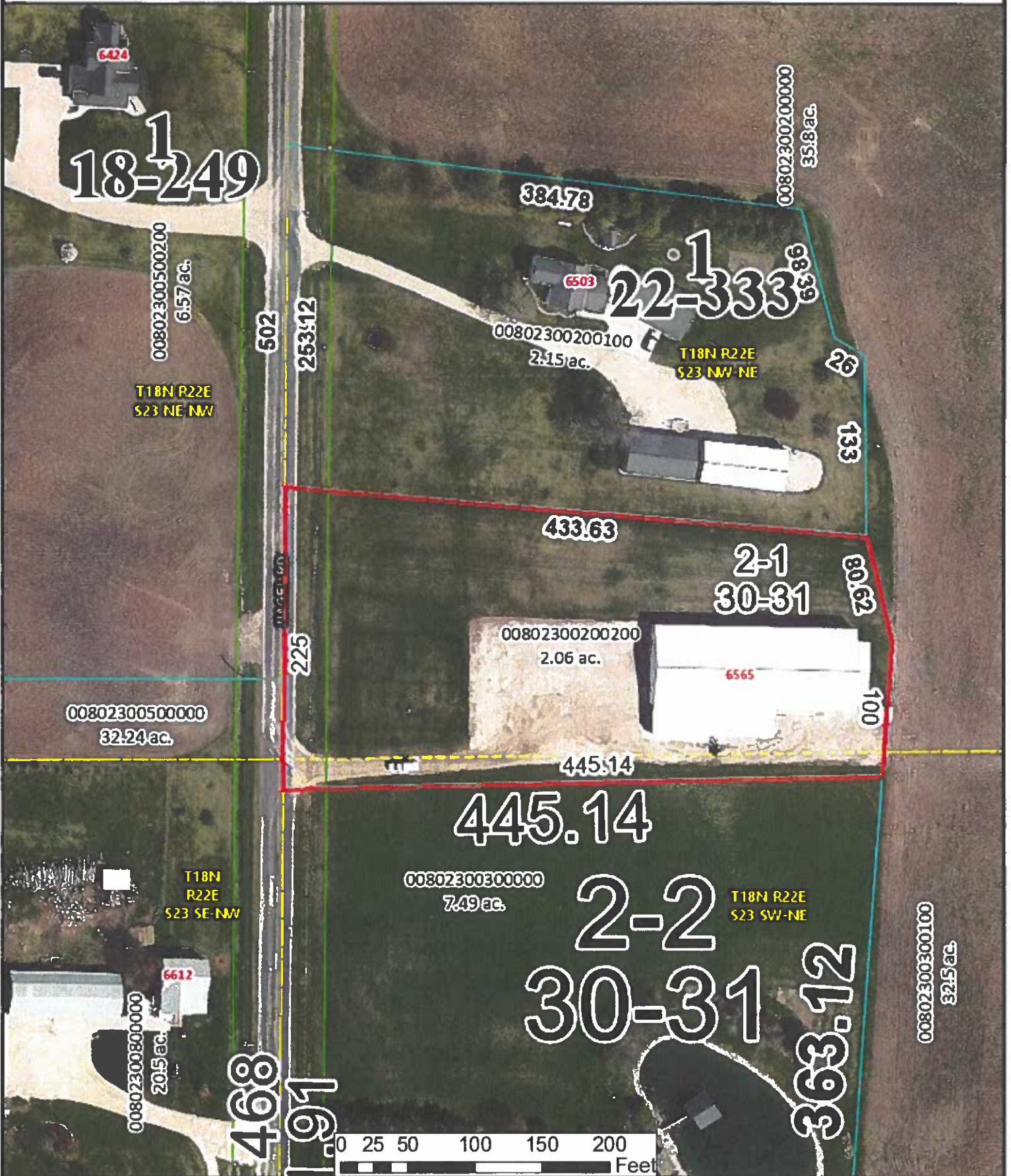
6	5	4	3	2	1
7	8	9	10	11	12
18	17	16	15	14	13
19	20	21	22	23	24
30	29	28	27	26	25
31	32	33	34	35	36



**Legend**

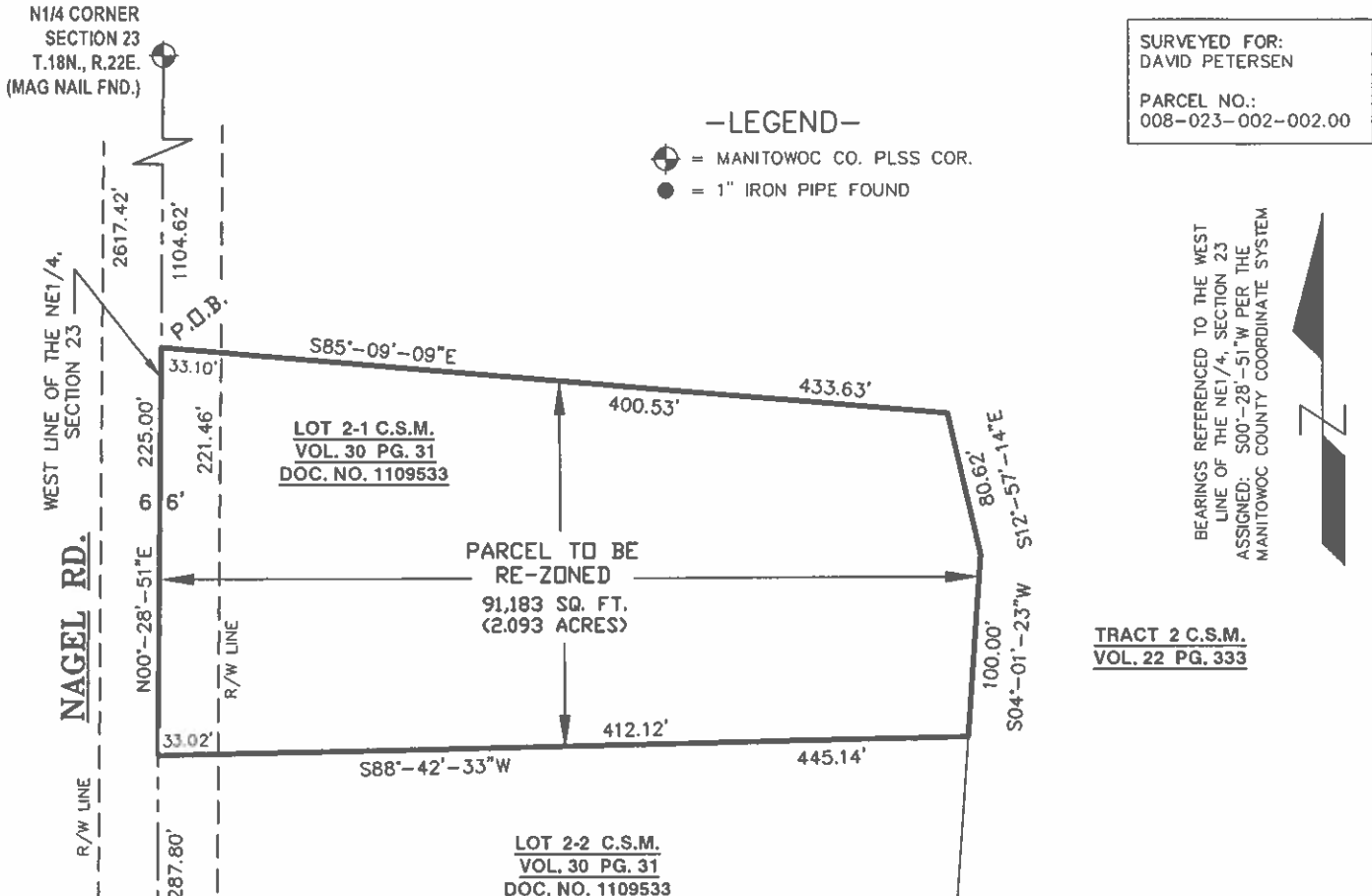
- Proposed Zone Change
- Section Line
- Parcel Line
- Water Way

# Manitowoc County Parcel Viewer



# EXHIBIT MAP FOR DAVID PETERSEN

LOT 2-1 OF C.S.M RECORDED IN VOLUME 30 OF CERTIFIED SURVEY MAPS, PAGES 31/32, AS DOC. NO. 1109533;  
BEING A PART OF THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER (NW1/4-NE1/4) AND  
THE SOUTHWEST QUARTER OF THE NORTHEAST QUARTER (SW1/4-NE1/4),  
SECTION 23, T.18N., R.22E., TOWN OF LIBERTY, MANITOWOC COUNTY, WISCONSIN



All of Lot 2-1 of Certified Survey Map, recorded in Volume 30 of Certified Survey Maps, on Page 31 as Document No. 1109533; being part of the Northwest Quarter (NW1/4) of the Northeast Quarter (NE1/4) and Southwest Quarter (SW1/4) of the Northeast Quarter (NE1/4) the of Section Twenty-Three (23), Township Eighteen (18) North, Range Twenty-Two (22) East, Town of Liberty, Manitowoc County, Wisconsin containing 91,183 square feet (2.093 acres) of land and being described by:

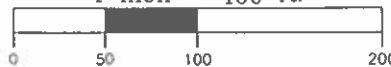
Commencing at the north quarter corner of said Section 23; thence S00°-28'-51"W along the west line of the NE1/4 of said Section 23, a distance of 1104.62 feet to the point of beginning; thence S85°-09'-09"E 433.63 feet; thence S12°-57'-14"E 80.62 feet; thence S04°-01'-23"W 100.00 feet; thence S88°-42'-33"W 445.14 feet to said west line; thence N00°-28'-51"E along said west line, a distance of 225.00 feet to the point of beginning.

**SURVEYOR'S CERTIFICATE**

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 \_\_\_\_\_ day of \_\_\_\_\_, 2024.

GRAPHIC SCALE  
1 inch = 100 ft.



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

**MERIDIAN**  
**SURVEYING, LLC**

2020 Madison Street Office: 920-993-0881  
New Holstein, WI 53061 Fax: 920-273-6037

DRAWN BY: JD	FIELD WORK DATE: 9-23-24
CHECKED BY: BB	FIELD BOOK: NOTES
JOB NO.: 15764	SHEET 1 OF 1

**RESOLUTION AUTHORIZING COUNTY CONSERVATION AIDS  
GRANT APPLICATION**

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1           WHEREAS, the Manitowoc County Planning and Zoning Department wishes to replace  
2 the existing concrete boat ramp launch at Pigeon Lake due to unsafe conditions caused by  
3 deterioration (“Project”); and  
4

5           WHEREAS, the Manitowoc County Planning and Zoning Department has identified a total  
6 cost of \$10,000.00 for this Project; and  
7

8           WHEREAS, the Wisconsin Department of Natural Resources (WDNR) has grant funding  
9 available through the County Conservation Aids (CCA) program for the installation of fish and  
10 game projects under Wis. Stat. § 23.09(12); and  
11

12           WHEREAS, the CCA grant program may reimburse fifty percent of the total project cost  
13 for eligible projects; and  
14

15           WHEREAS, the Planning and Park Commission held a public hearing on October 28, 2024  
16 to consider the grant application and after careful consideration and review recommends the  
17 Planning and Zoning Department pursue the available grants under the CCA program for the  
18 Project;  
19

20           NOW, THEREFORE, BE IT RESOLVED that the county board of supervisors of the  
21 county of Manitowoc authorizes the Planning and Zoning Director, or his designee, to apply for  
22 and accept a CCA grant from the WDNR in the total amount of up to \$5,000.00 for the Project;  
23 and  
24

25           BE IT FURTHER RESOLVED that the Planning and Zoning Director, or his designee, is  
26 authorized to sign documents and take actions necessary to accept the grant and complete the  
27 Project as authorized in the County’s grant application to the WDNR, including obtaining any  
28 permits that may be required; and  
29

30           BE IT FURTHER RESOLVED that the Finance Director is directed to record such  
31 information in the official books of the County as may be required with carryover as needed.

Dated this 12th day of November 2024.

Respectfully submitted by the  
Planning and Park Commission

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

FISCAL IMPACT: No tax levy impact. Increases both State Conservation Aid by \$5,000.00 and associated expense(s) by an equal amount.

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

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

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

APPROVED:

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

\_\_\_\_\_  
Date

**RESOLUTION ADOPTING MANITOWOC COUNTY PLANNING AND  
PARK COMMISSION FEE SCHEDULE**

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1 WHEREAS, Manitowoc County Code § 4.13(2) provides that the fees that the Planning  
2 and Zoning Department is authorized to charge must be set by County Board resolution and  
3 reviewed annually by the Planning and Park Commission; and  
4

5 WHEREAS, the Manitowoc County Planning and Park Commission has reviewed the  
6 Planning and Zoning Department Fee Schedule and recommends that it be adjusted; and  
7

8 WHEREAS, a copy of the proposed Planning and Zoning Department fee schedule is  
9 attached to this Resolution as Appendix A;  
10

11 NOW, THEREFORE, BE IT RESOLVED that the county board of supervisors of the  
12 county of Manitowoc approves and adopts the proposed Planning and Zoning Department Fee  
13 Schedule to be effective January 1, 2025, and directs that a copy of the fee schedule be included  
14 as an appendix to the Manitowoc County Code Chapter 4, Finances


Dated this 12th day of November 2024.

Respectfully submitted by the  
Planning and Park Commission

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

FISCAL IMPACT: Indeterminable.

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

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

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

## Appendix A

### PLANNING AND ZONING DEPARTMENT FEE SCHEDULE

January 1, 2025

<b>PRIVATE ONSITE WASTEWATER TREATMENT (POWTS) APPROVALS</b>	
Holding Tank - 5,000 gpd or less	\$ 143
Holding Tank - 5,001 – 10,000 gpd	\$ 175
Holding Tank - 10,001+ gpd	\$ 219
In-Ground Non-Pressurized System - Residential	\$ 208
In-Ground Non-Pressurized System - Nonresidential - 1,000 gpd or less	\$ 274
In-Ground Non-Pressurized System - Nonresidential - 1,001 – 2,000 gpd	\$ 334
In-Ground Non-Pressurized System - Nonresidential - 2,001 - 5,000 gpd	\$ 400
Maintenance Program - Per Year	\$ 15
Pressurized System - 1,000 gpd or less	\$ 274
Pressurized System - 1,001 – 2,000 gpd	\$ 334
Pressurized System - 2,001 - 5,000 gpd	\$ 400
Revision - Previously Approved Plan	\$ 148

<b>NONMETALLIC MINING</b>	
Active Acreage - Per Acre/Per Year	\$ 75
Mining Plan Review	\$ 300
Mining Plan Modification Review	\$ 300

<b>SANITARY PERMITS</b>	
Alternate, Experimental, or Other System	\$ 645
Holding Tank	\$ 645
In-Ground Non-Pressurized System	\$ 530
Large Scale System	\$ 781
On-site Soil Evaluation	\$ 88
On-site System Evaluation	\$ 88
Pressurized System	\$ 645
Reconnection	\$ 208
Renewal	\$ 131
Soil Test Review	\$ 40
Wisconsin Fund Application	\$ 100

**PLANNING AND ZONING DEPARTMENT  
FEE SCHEDULE**

January 1, 2025

ZONING PERMITS	
Accessory Structure (New Construction or Modification)	\$ 120
Board of Adjustment - Appeal	\$ 553
Board of Adjustment - Interpretation Request	\$ 553
Board of Adjustment - Variance Request	\$ 553
Certified Survey Map - Appeal	\$ 187
Certified Survey Map – Review (First Lot)	\$ 160
Certified Survey Map – Review (For Each Additional Lot)	\$ 60
Certified Survey Map - Variance Request	\$ 187
Conditional Use Permit	\$ 553
Development Plan Review (First Lot)	\$ 427
Development Plan Review (For Each Additional Lot)	\$ 55
Filling and Grading Permit	\$ 185
Impervious Surface Calculation Review	\$ 185
Industrial Site Plan Review	\$ 148
Principal Structure (New Construction or Modification)	\$ 235
Shoreland Mitigation Plan Review	\$ 350
Subdivision Plat Review (First Lot)	\$ 454
Subdivision Plat Review (For Each Additional Lot)	\$ 50
Telecommunication - Tower	\$ 3,000
Telecommunication - Antenna Co-location	\$ 120
Wind Energy System - Large	\$ 2,500
Wind Energy System – Large (For Each Tower On Application)	\$ 1,000
Wind Energy System - Small	\$ 350
Zoning Amendment - Petition	\$ 553



**ORDINANCE REPEALING AND RECREATING MANITOWOC COUNTY  
CODE § 4.12**

(Maintenance and Sale of Tax-Deeded Land)

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1 WHEREAS, Manitowoc county code § 4.12 governs the acquisition, maintenance, and sale  
2 of tax deeded lands; and  
3

4 WHEREAS in March of 2024, the Wisconsin legislature enacted 2023 Wisconsin Act 207,  
5 which made changes to the process that counties must follow when disposing of tax-deeded  
6 properties, including, *inter alia*, a requirement to sell tax-deeded properties, a right of former  
7 owners to repurchase, and the hold period for proceeds; and  
8

9 WHEREAS, as a result of these changes, Manitowoc County must update its ordinance in  
10 order to comply with state law; and  
11

12 WHEREAS, after careful consideration and review, the Manitowoc County Finance  
13 Committee recommends that s. 4.12 of the Manitowoc County Code be repealed and recreated to  
14 read as provided herein;  
15

16 NOW, THEREFORE, the county board of supervisors of the county of Manitowoc does  
17 ordain as follows:  
18

19 Manitowoc County Code § 4.12 is repealed and recreated in its entirety to read as follows:  
20

21 **4.12 Acquisition, Maintenance, and Sale of Tax-Deeded Land.**  
22

23 (1) Definitions. In this s. 4.12:  
24

25 (a) “Beneficiary” shall have the meaning given in Wis. Stat. § 851.03.  
26

27 (b) “Heir” means any person, including the surviving spouse, who is entitled  
28 under the statutes of intestate succession to an interest in property of a  
29 decendent (see Wis. Stat. § 851.09).  
30

31 (c) “Owner-Occupied, Single-Family Residence” means any single-family  
32 residential unit used by one family that owns the property as their permanent  
33 and primary residence and, upon request, is able to provide the county  
34 treasurer with evidence establishing the satisfaction of these terms (e.g., a  
35 utility bill).  
36

37 (d) “Tax-Deeded Lands” shall have the meaning given in Wis. Stat. § 75.35(1).  
38

- 39           (2) Acquisition. The power to acquire tax-deeded land, including the power to  
40           determine which properties to acquire, is delegated to the county treasurer, with  
41           assistance from the corporation counsel and public works director. Manitowoc  
42           County recognizes that there may be properties that are undesirable to acquire and  
43           delegates to the treasurer the authority to make such a determination.  
44
- 45           (3) Maintenance. The power to manage tax-deeded land is delegated to the public  
46           works director. The public works director shall take such action as is reasonably  
47           necessary to inspect, secure, and maintain the property in good, marketable  
48           condition. The public works director may request assistance from other county  
49           departments and offices, including the finance director, corporation counsel, health,  
50           highway, and human services departments and the offices of the county clerk,  
51           register of deeds, and treasurer. All costs incurred in the management of tax-  
52           deeded land will be charged against the property and recovered from the proceeds  
53           to the sale of the property insofar as permitted by law.  
54
- 55           (4) Sale. The power to sell tax-deeded land is delegated to the finance committee,  
56           with assistance from the corporation counsel, treasurer, and public works director  
57           as provided for in this s. 4.12, subject to the requirements of Wis. Stat. §§ 75.35,  
58           75.36, and 75.69. All sales of tax-deeded land will be on an “as is” basis.  
59
- 60           (5) Notice. Within 30 days of the county’s acquisition of a tax-deeded land, the  
61           treasurer shall notify the former owner, by registered mail or certified mail sent to  
62           the former owner’s mailing address on the tax bill, that the former owner may be  
63           entitled to a share of the proceeds of a future sale of the tax-deeded land.  
64
- 65           (6) Appraisal. The finance committee shall determine the appraised value of the tax-  
66           deeded land using information provided by the public works director regarding the  
67           property’s condition and fair market value as reported by the treasurer. The public  
68           works director may employ the services of a certified appraiser to collect  
69           information and provide an opinion regarding the property’s appraised value.  
70
- 71           (7) Right to Repurchase. This sub. (7) shall only apply to tax-deeded lands that are  
72           owner-occupied, single-family residences.  
73
- 74           (a) Within 45 days of the county’s acquisition of an owner-occupied, single-  
75           family residence, the treasurer shall provide notice to the former owner of  
76           the former owner’s, the former owner’s heirs, or the former owner’s  
77           beneficiaries right to repurchase the tax-deeded land. Such notice shall be  
78           mailed to the former owner’s last known address on file with the treasurer.  
79
- 80           (b) If a former owner of tax-deeded land, or such former owner’s heir or  
81           beneficiary, notifies the treasurer of an intent to repurchase the tax-deeded  
82           land within 90 days of the date the county acquiring the tax-deeded land,  
83           the treasurer shall order a title report from a title insurance company  
84           showing all liens of record against the tax-deeded land in existence on the

85 day prior to the judgment of foreclosure in favor of the county, the cost of  
86 which shall be paid in advance by the person notifying the treasurer of the  
87 intent to repurchase the tax-deeded land.  
88

89 (c) If the former owner, or such former owner’s heir or beneficiary, provides  
90 proof of satisfaction of all liens of record as established in the title report  
91 within 30 days of the date of the title report, the treasurer shall convey the  
92 tax-deeded land to the former owner, or such former owner’s heir or  
93 beneficiary, by quit-claim deed provided the former owner, or such former  
94 owner’s heir or beneficiary, has provided the county with funds necessary  
95 to satisfy all costs and expenses due the county as provided in Wis.  
96 Stat. § 75.35(3).  
97

98 (8) Advertisement. For any tax-deeded land that is not repurchased pursuant to sub.  
99 (7), the county shall advertise the sale of such property as follows.  
100

101 (a) For the first attempt to sell tax-deeded land, the public works director shall  
102 publish a list of tax-deeded land for purchase that includes the location and  
103 appraised value of each property. Such list shall be published on the  
104 county’s website and as a class 1 notice.  
105

106 (b) Subsequent attempts to sell tax-deeded land shall be advertised by  
107 publication of a class 1 notice. The public works director may also  
108 advertise subsequent attempts to sell tax-deeded land through real estate  
109 brokers or any other appropriate means.  
110

111 (c) A list of tax-deeded land, including the location and appraised value of each  
112 property, shall be available for public inspection at the public works  
113 department and the treasurer’s office.  
114

115 (d) No tax-deeded land may be sold unless notice of the sale is mailed to the  
116 clerk of the municipality in which the property is located at least three weeks  
117 prior to the time of the sale.  
118

119 (9) Bids.  
120

121 (a) Bids must be submitted to the public works director on a form that has been  
122 approved by corporation counsel. Bid forms may be available from the  
123 corporation counsel, treasurer, or public works department.  
124

125 (b) Each bid must be accompanied by an earnest money deposit equal to 10%  
126 of the bid.  
127

128 (c) A bid on a tax-deeded land must be for the property “as is, where is, and  
129 without any conditions.”  
130

131                   (d)     The public works director shall provide the completed bid forms to the  
132                   finance committee for its determination on selling tax-deeded land.

133  
134     (10) Bid Evaluation. The finance committee may accept any bid to purchase tax-  
135     deeded land it determines that is most advantageous to the county subject to the  
136     following.

137  
138                   (a)     Every bid less than the appraised value shall be rejected at the first attempt  
139                   to sell the property.

140  
141                   (b)     Tax-deeded land previously advertised for sale may be sold for any amount  
142                   as determined by the finance committee, but only after the public works  
143                   director advertised the sale of such tax-deeded land by publication of a class  
144                   1 notice.

145  
146                   (c)     Any bid containing a contingency shall be rejected.

147  
148                   (d)     A bid that is less than the amount of the highest bid may be accepted only  
149                   if the finance committee prepares a written statement, available for public  
150                   inspection, explaining the reason for accepting the bid.

151  
152                   (e)     A bid that is less than the total of the delinquent taxes, interest, and costs  
153                   incurred may be accepted if the finance committee determines that the sale  
154                   is advantageous to the county.

155  
156                   (f)     The finance committee may reject any bid if it determines acceptance will  
157                   hamper other tax collection efforts or if it determines that it is in the  
158                   county's interest to reject such bid.

159  
160     (11) Notice of Bid Acceptance or Rejection. The finance committee shall select the bid  
161     that it determines to be in the best interests of the county and bidders shall be  
162     notified of finance committee decisions within 30 days of the committee's decision.  
163     A successful bidder shall pay the remaining balance within 14 days of being  
164     notified or the earnest money deposit shall be forfeited. If a bid is not accepted,  
165     the earnest money deposit shall be returned to the bidder.

166  
167     (12) The treasurer shall send to the former owner any proceeds to which the former  
168     owner is entitled under Wis. Stat. § 75.36(2m)(a) by [certified/registered mail] to  
169     the former owner's last known address. If the payment to the former owner is  
170     returned to the county or otherwise not claimed by the former owner within one  
171     year following the mailing of the proceeds, the payment shall be considered  
172     unclaimed funds and disposed of pursuant to Wis. Stat. § 59.66(2). Neither the  
173     former owner nor any person making a claim for any funds under this sub. (10) is  
174     entitled to interest on sums owed by the county hereunder.

175  
176     and

177  
178 BE IT FURTHER ORDAINED that if applicable, the table of contents shall be updated to  
179 reflect this amendment; and

180  
181 BE IT FURTHER ORDAINED that this ordinance shall be effective upon publication.

Dated this 12th day of November 2024.

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. \_\_\_\_\_

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

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

DRAFT

**RESOLUTION ADOPTING 2025 BUDGET AND PROPERTY LEVY**

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1           WHEREAS, a detailed copy of the County Executive’s proposed 2025 annual budget has  
2 been made available to each county supervisor and to the general public; and  
3

4           WHEREAS, the proposed 2025 annual budget was presented to the Manitowoc County  
5 Board of Supervisors at its meeting on October 8, 2024; and  
6

7           WHEREAS, formal publication of a budget summary and announcement of a public  
8 hearing was made in accordance with Wis. Stat. § 65.90 and Wis. Stat. ch. 985 in the Manitowoc  
9 Herald Times Reporter on October 6, 2024; and  
10

11           WHEREAS, a public hearing on the proposed 2025 annual budget was held for the purpose  
12 of obtaining public input and the proposed 2025 annual budget was reviewed by the Manitowoc  
13 County Board of Supervisors at its annual meeting on October 28, 2024; and  
14

15           WHEREAS, the proposed 2025 annual budget includes performance based increases for  
16 the Manitowoc County pay plan pursuant to Manitowoc County Code §§ 5.02(3)(c), (d) and (e);  
17 and  
18

19           WHEREAS, Manitowoc County Code § 5.02(4) allows the wage schedule to be adjusted  
20 each year by action of the county board so that it remains competitive with the market; and  
21

22           WHEREAS, the Wisconsin Department of Revenue has calculated the applicable increase  
23 in the consumer price index as of August 31, 2024 to be 3.61%; and  
24

25           WHEREAS, a 2.0% increase in the wage schedule will assist in maintaining a competitive  
26 wage schedule; and  
27

28           WHEREAS, employees below midpoint who meet or exceed job requirements (*i.e.* receive  
29 a cumulative score of 1.75 or greater on their employee evaluation) are eligible for a step increase;  
30 and  
31

32           WHEREAS, employees at or above midpoint who exceed job requirements (*i.e.* receive a  
33 cumulative score of between 2.01 and 2.74 on their employee evaluation) will receive a 1.0%  
34 increase; and  
35

36           WHEREAS, employees at or above midpoint whose performance exceeds the proficient  
37 performance level (*i.e.* receive a cumulative score of 2.75 or greater on their employee evaluation)  
38 will receive a 2.0% increase; and  
39

40 WHEREAS, the proposed changes to the group health plan include an increase to the  
41 premium and an increase to the embedded individual deductible under the family plan as required  
42 by the IRS; and

43  
44 WHEREAS, the proposed 2025 annual budget includes additional benefit offerings of  
45 Hospital Indemnity and Savi student loan assistance, both funded 100% by the employee; and

46  
47 WHEREAS, the proposed 2025 annual budget includes changes to sections 4.03 (Salary  
48 Basis Policy), 12.01 (General Restriction on Use of Paid Time Off), and 18.02 (Overtime) of the  
49 Employee Policy Manual;

50  
51 NOW, THEREFORE, BE IT RESOLVED that the Manitowoc County Board of  
52 Supervisors hereby adopts a Governmental Funds Budget and a service delivery Proprietary Fund  
53 Budget for the calendar year beginning January 1, 2025 as indicated in the attached 2025 annual  
54 budget for Manitowoc County and any attachments or addenda thereto; and

55  
56 BE IT FURTHER RESOLVED that the Manitowoc County Board of Supervisors hereby  
57 authorizes that the following sums of money be raised for the ensuing year:

58

59 State Special Charges - Charitable & Penal	\$	1,117.79
60 County Aid Bridges (Wis. Stat. § 82.08)	\$	30,230.00
61 Illegal Real Estate Taxes Charged Back (Prior Year)	\$	5,330.24
62 <u>All Other County Taxes</u>	\$	<u>32,985,206.00</u>
63 Gross County Tax Levy	\$	33,021,884.03

64

65 and

66  
67 BE IT FURTHER RESOLVED that Manitowoc County shall apportion the tax for bridges  
68 under Wis. Stat. § 82.08 on the taxable property of the participating districts; and

69  
70 BE IT FURTHER RESOLVED that the 2025 annual budget in detail hereto attached shall  
71 be made a part of the Tax Levy; and

72  
73 BE IT FURTHER RESOLVED that the wage schedule is increased by 2.0% as of  
74 December 22, 2024 and all employees at or below maximum receive a 2.0% increase as of  
75 December 22, 2024; and

76  
77 BE IT FURTHER RESOLVED that the performance-based increases included in the 2025  
78 annual budget will be granted pursuant to Manitowoc County Code §§ 5.02(3)(c), (d) and (e) as  
79 follows:

80  
81 (1) Employees below midpoint who meet or exceed job requirements (*i.e.* receive a  
82 cumulative score of 1.75 or greater on their employee evaluation) are eligible for a step increase;  
83 and

85 (2) Employees at or above midpoint who exceed job requirements (*i.e.* receive a  
86 cumulative score of between 2.01 and 2.74 on their employee evaluation) will receive a 1.0%  
87 increase; and

88  
89 (3) Employees at or above midpoint whose performance exceeds the proficient  
90 performance level (*i.e.* receive a cumulative score of 2.75 or greater on their employee evaluation)  
91 will receive a 2.0% increase; and

92  
93 (4) Employees at or above maximum who exceed job requirements (*i.e.* receive a  
94 cumulative score of between 2.01 and 2.74 on their employee evaluation) will receive a 1.0%  
95 increase, paid to them per pay period for the following year; and

96  
97 (5) Employees at or above maximum whose performance exceeds the proficient  
98 performance level (*i.e.* receive a cumulative score of 2.75 or greater on their employee evaluation)  
99 will receive a 2.0% increase, paid to them per pay period for the following year; and

100  
101 BE IT FURTHER RESOLVED that effective January 1, 2025, the plan design of  
102 Manitowoc County’s group health plan will be changed as follows:

103  
104 1. For employees and elected officials covered under Manitowoc County’s General  
105 Health Plan plan premiums shall be increased by 8% as follows:

- 106  
107 a. Full premium for a Single Plan shall be \$744.36;  
108  
109 b. Full premium for an EE+Child(ren) Plan shall be \$1265.41;  
110  
111 c. Full premium for a Family Plan shall be \$2232.99.

112  
113 2. For employees and elected officials covered under Manitowoc County’s Protective  
114 Health Plan plan premiums shall be increased by 8% as follows:

- 115  
116 a. Full premium for a Single Plan shall be \$574.52;  
117  
118 b. Full premium for an EE+Child(ren) Plan shall be \$976.67;  
119  
120 c. Full premium for a Family Plan shall be \$1723.52.

121  
122 and

123  
124 BE IT FURTHER RESOLVED that effective January 1, 2025, the embedded individual  
125 deductible within the family plan shall be \$3300 for employees covered under either the General  
126 Health Plan or the Protective Health Plan; and

127  
128 BE IT FURTHER RESOLVED that effective January 1, 2025, the plan design of  
129 Manitowoc County’s benefits plan will include access to Hospital Indemnity and the Savi student  
130 loan assistance program; and



131  
132 BE IT FURTHER RESOLVED that effective January 1, 2025, Section 4.03 (Salary Basis  
133 Policy) shall be amended to read as follows:

134  
135 4.03 Salary Basis Policy  
136

137 The Fair Labor Standards Act (FLSA) is a federal law which requires that most employees  
138 in the United States be paid at least the federal minimum wages for all hours worked and  
139 overtime pay at time and one-half the regular rate of pay for all hours worked over 40 hours  
140 in a work week.

141  
142 However, Section 13(a)(1) of the FLSA provides an exemption from both minimum wage  
143 and overtime pay for employees employed as a bona fide executive, administrative,  
144 professional, and outside sales employees. Section 13(a)(1) and Section 13(a)(17) also  
145 exempt certain computer employees. To qualify for an exemption, employees generally  
146 must meet certain tests regarding their job duties and be paid on a salary basis at not less  
147 than ~~\$455 per week~~ the amount determined by the U.S. Department of Labor. Job titles  
148 do not determine exempt status. In order for an exemption to apply, an employee's  
149 specific job duties and salary must meet all the requirements of the Department's  
150 regulations.

151  
152 and

153  
154 BE IT FURTHER RESOLVED that effective January 1, 2025, Section 12.01 (General  
155 Restrictions on Use of Paid Time Off) shall be amended to read as follows::

156  
157 12.01 General Restriction on Use of Paid Time Off  
158

159 Except for positions that the employer requires to be staffed at all times, and except for  
160 non-accrued leave as further provided in this section, an employee may not combine paid  
161 time off with hours actually worked to exceed his or her normally scheduled hours in a  
162 calendar week. This policy does not prohibit an employee from combining non-accrued  
163 leave such as funeral leave as provided in Section 12.02, holidays as provided in Section  
164 12.03, and jury duty as provided in Section 12.07, with hours actually worked to exceed  
165 his or her normally scheduled hours. This policy does not prohibit an employee from  
166 combining approved scheduled vacation leave with hours actually worked when an  
167 employee is called in with a shift starting outside a department's normal business hours.

168  
169 and

170  
171 BE IT FURTHER RESOLVED that effective January 1, 2025, Section 18.02(2)  
172 (Overtime) shall be amended to read as follows:

173  
174 18.02 Overtime  
175 ...

176 (2) Except hours worked pursuant to Section 18.08 (Flex Time) or as otherwise  
177 provided by resolution of the Manitowoc County Board of Supervisors, non-  
178 exempt employees who are not subject to overtime provisions contained in a  
179 collective bargaining agreement will be paid overtime in accordance with the  
180 Federal Fair Labor Standards Act, with the following additions:

- 181
- 182 (a) For hours worked in excess of 10 hours per shift;
- 183
- 184 (b) For hours worked on actual holidays;
- 185
- 186 (c) A minimum of four hours of work are guaranteed to an employee who is  
187 called in to work on a non-scheduled work day.
- 188
- 189 (d) For time actually worked during a call-out of the Special Operations Squad,  
190 Scuba Team, Canine Unit or other County authorized emergency response  
191 unit.
- 192
- 193 (e) Except for positions that are required to be staffed at all times, for hours  
194 worked as the result of a call-in with a shift starting on a Sunday.
- 195

196 BE IT FURTHER RESOLVED that the Finance Director is authorized to make any  
197 technical corrections to the budget that are necessary.

Dated this 12th day of November 2024.


Respectfully submitted by the  
Finance Committee

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

FISCAL IMPACT: Requires a composite tax levy and rate, based upon the budget book as  
printed, as follows:

Tax Levy of \$33,021,884.03  
Composite Tax Rate of \$3.679123 per \$1,000 of equalized value.

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

MEETING OF THE COUNTY BOARD OF SUPERVISORS  
MANITOWOC COUNTY, WISCONSIN

Tuesday, November 12, 2024

6:00 P.M.

Pursuant to Wis. Stats. 59.04, the County Board of Supervisors of Manitowoc County, Wisconsin convened in open session at the Heritage Center, in the City of Manitowoc, being the 12<sup>th</sup> day of November 2024, for the purpose of transacting business as a Board of Supervisors.

Chairman Martell called the meeting to order at 6:00 p.m.

Supervisor Falkowski gave the invocation, followed by the Pledge of Allegiance to the Flag by the entire assemblage.

Roll call: 24 members were present: Lillibridge-1, Jadowski-2, Metzger-3, Brey-4, Martell-5, Hansen-6, Schiesl-7, Hacker-8, Sitkiewitz-9, Zimmer-10, R. Phipps-11, Behnke-12, Neils-13, Bonde-14, Hammel-15, Naidl-16, Maresh-17, Muench-18, Falkowski-19, Engelbrecht-20, M. Phipps-21, Grambow-22, Klein-23, Weiss-24.  
Supervisor Shimulunas-25 was excused.

PROCLAMATION

County Executive Ziegelbauer and Chairman Martell presented a Proclamation Declaring Manitowoc County America Recycles Day 2024.

PUBLIC COMMENT – OPPORTUNITY FOR CITIZENS TO PRESENT THEIR VIEWS

Chairman Martell declared public comment open at 6:06 p.m.

No one present wished to speak, subsequently Chairman Martell closed public input at 6:06 p.m.

CONSENT AGENDA

Chairman Martell called the consent agenda and questioned if any supervisor wished to withdraw any items. Supervisor Maresh moved, seconded by Supervisor Engelbrecht to approve Consent Agenda Items A, B1, B2, B3, C1a, C1b, C1c, C1d, and C2a. Upon vote, the motion carried unanimously.

A. Approve October 28, 2024 County Board Minutes.

B1. Appointments of Patrick “PJ” Albert, Stephanie Binversie, Jeremy Hawig, Kris Kohlmann, Nancy Newberg, Mike Plate, Rob Voss, Russel Zipperer to the Expo Ice Center Board for a term expiring December 31, 2027.

B2. Appointment of Jason Freiboth to the Joint Dispatch Board for a two-year term expiring December 2026.

B3. Appointment of Tom Hoffman to the Veterans Service Commission for a three-year term expiring December 2027.

C1a. Ordinance 2024/2025-52 Amending Zoning Map (David and Claire Petersen).

C1b. Ordinance 2024/2025-53 Amending Zoning Map (David and Claire Petersen).

C1c. Resolution 2024/2025-54 Authorizing County Conservation Aids Grant Application.

C1d. Resolution 2024/2025-55 Adopting Manitowoc County Planning and Park Commission Fee Schedule.

C2a. Ordinance 2024/2025-56 Repealing and Recreating Manitowoc County Code s. 4.12 (Maintenance and Sale of Tax-Deeded Land).

### COMMITTEE REPORTS, RESOLUTIONS, ORDINANCES

Criminal Justice Coordinating Committee: Supervisor Falkowski gave a brief report.

Expo-Ice Center Board: Supervisor Behnke gave a brief report.

Finance Committee: Supervisor Hansen gave a brief report.

Supervisor Hansen moved, second by Supervisor Brey to adopt Resolution 2024/2025-57 Adopting 2025 Budget and Property Levy. Discussion followed.

Amendment 1: Supervisor Hammel moved, seconded by Supervisor Schiesl to amend the budget on Line 25 change 2% to 1% and include a wage study to be funded in the amount of \$30,000.

Supervisor Brey called the question. Upon vote, call the question carried 16 ayes and 8 noes. Supervisors Lillibridge-1, Schiesl-7, Zimmer-10, R. Phipps-11, Bonde-14, Hammel-15, Naidl-16, and M. Phipps-21 voted no; all other supervisors voted aye.

Upon discussion and vote, the motion to amend the budget on Line 25 change 2% to 1% and include a wage study to be funded in the amount of \$30,000 failed 6 ayes and 18 noes. Supervisors Lillibridge-1, Metzger-3, Brey-4, Hansen-6, Schiesl-7, Hacker-8, Sitkiewitz-9, Zimmer-10, R. Phipps-11, Behnke-12, Neils-13, Bonde-14, Maresh-17, Muench-18, Falkowski-19, Engelbrecht-20, Grambow-22, and Weiss-24; all other supervisor voted aye.

Amendment 2: Supervisor Hammel moved, seconded by Supervisor Schiesl to amend the budget to increase Sales Tax Line Item \$7,560,000 and adding a line item in the budget under Personnel of \$60,000 to include a wage study. Upon discussion and vote, the motion failed 6 ayes and 18 noes. Supervisors Jadowski-2, Metzger-3, Brey-4, Hansen-6, Hacker-8, Sitkiewitz-9, Zimmer-10, R. Phipps-11, Behnke-12, Neils-13, Bonde-14, Naidl-16, Maresh-17, Muench-18, Falkowski-19, Engelbrecht-20, Grambow-22, Klein-23 voted no; all other supervisors voted aye.

Amendment 3: Supervisor Matthew Phipps moved, seconded by Supervisor Hammel to amend the budget by reducing the borrowing line item under Highway from \$3,250,000 to \$2,200,000 and remove the revenue pertaining to the Brine Facility. Upon discussion and vote, the motion to amend failed 6 ayes, 17 noes, 1 abstain. Supervisors Metzger-3, Brey-4, Hansen-6, Schiesl-7, Hacker-8, Sitkiewitz-9, Zimmer-10, R. Phipps-11, Behnke-12, Neils-13, Bonde-14, Maresh-17, Muench-18, Falkowski-19, Engelbrecht-20, Grambow-22, and Weiss-24 voted no; Supervisor Lillibridge-1 abstained; all other supervisors voted yes.

Amendment 4: Supervisor Ryan Phipps moved, seconded by Supervisor Naidl to amend the budget by reducing the Human Services Department Budget by four FTEs. Discussion followed.

Supervisor Brey called the question. Upon vote, call the question failed 15 ayes and 9 noes. Supervisors Lillibridge-1, Martell-5, Schiesl-7, R. Phipps-11, Bonde-14, Hammel-15, Naidl-16, M. Phipps-21, and Klein-23 voted no; all other supervisors voted aye.

Upon further discussion and vote, the motion to amend the budget by reducing the Human Services Department Budget by four FTEs failed 8 ayes and 16 noes. Supervisors Lillibridge-1, Metzger-3, Brey-4, Martell-5, Hansen-6, Schiesl-7, Hacker-8, Sitkiewitz-9, Behnke-12, Neils-13, Bonde-14, Maresh-17, Muench-18, Falkowski-19, Engelbrecht-20, and Weiss-24 voted no; all other supervisors voted yes.

The original motion by Supervisor Hansen, seconded by Supervisor Brey to adopt Resolution 2024/2025-57 Adopting 2025 Budget and Property Levy was reintroduced for discussion. Upon vote, the motion carried 15 ayes and 9 noes. Supervisors Lillibridge-1, Jadowski-2, Martell-5, Schiesl-7, R. Phipps-11, Hammel-15, Naidl-16, M. Phipps-21, and Klein-23 voted no; all other supervisors voted aye.

Highway Committee: Supervisor Behnke gave a brief report.

Land Conservation Committee: Supervisor Ryan Phipps gave a brief report.

Planning and Park Commission: Supervisor Falkowski gave a brief report.

Public Safety Committee: Supervisor Falkowski gave a brief report.

#### ANNOUNCEMENTS

Chairman Martell announced the next County Board meeting will be Tuesday, December 17th, 2024 at 6pm. The location will be at the Office Complex, 4319 Expo Dr, Room 300 due to elevator maintenance at the Heritage Building.

#### ADJOURNMENT

Supervisor Brey moved to adjourn, seconded by Supervisor Hacker, and the motion was adopted by acclamation. The meeting adjourned at 7:48 p.m.

Respectfully submitted,  
Jessica Backus, Manitowoc County Clerk



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

DATE: December 17, 2024

TIME: 6:00 P.M.

PLACE: **Manitowoc County Office Complex, Room 300**  
**4319 Expo Drive, Manitowoc, WI 54220**

\*Due to the location change this County Board meeting will not be streamed or recorded.

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 County Board Chair**
- II. Invocation by Supervisor Metzger**
- III. Pledge of Allegiance**
- IV. Roll Call**

**V. REPORTS**

Highway Committee Bridge Aid Petitions:

- 1. Town of Eaton – Jeffrey Bridge
- 2. Town of Franklin – W. Hillcrest Rd (B-36-0214)
- 3. Town of Franklin – Habeck Bridge
- 4. Town of Gibson – Hillview Rd Bridge (P-36-0086)
- 5. Town of Gibson – Holmes Rd Bridge (B-36-0133)
- 6. Town of Gibson – Rockledge Rd Bridge (B-36-0252)
- 7. Town of Liberty – Schwoerer Bridge
- 8. Town of Newton – Newton Rd Bridge (B-36-0179)
- 9. Town of Two Rivers – E. Hillcrest Rd (B-36-0250)

**VI. PUBLIC COMMENT**

Members of the public will be allowed three (3) minutes to speak on matters pertaining to County Board business.

**VII. CONSENT AGENDA (Any routine or non-controversial items)**

A. Approve November 12, 2024 County Board Minutes

B. Appointments by County Executive

1. Aging & Disability Board

Appoint one member to succeed Shirley Fessler for a three-year term expiring December 31, 2027.

a. Shirley Fessler

2. Board of Adjustment

Appoint one member to fill a vacancy for a three-year term expiring December 2027.

a. Brian Kraemer

3. Human Services Board

Appoint one member to succeed Judy Ruggirello for a three-year term expiring December 2027.

a. Judy Ruggirello

4. Manitowoc-Calumet Library System Board of Trustees  
Appoint three members to succeed Kali Hentges, Megan O'Connor, and Scott Tuma for a three-year term expiring December 2027.
  - a. Kali Hentges
  - b. Megan O'Connor
  - c. Scott Tuma

C. Ordinances and Resolutions

1. Planning and Park

- a. Resolution 2024/2025- 58 Adopting Farmland Preservation Plan
- ~~b. Ordinance 2024/2025-59 Amending Manitowoc County Code Chapter 14 (Parks Ordinance)~~
- c. Ordinance 2024/2025- 60 Amending Zoning Map (Kevin Czechanski)
- d. Ordinance 2024/2025- 61 Amending Zoning Map (Vernon A and Patricia M Gulseth Revocable Trust)

2. Public Safety Committee

- a. Ordinance 2024/2025- 62 Repealing and Recreating Manitowoc County Code § 4.13(9)
- b. Resolution 2024/2025- 63 Adopting Coroner's Office Fee Schedule

3. Miscellaneous – Supervisor Ryan Phipps

- a. Resolution 2024/2025- 64 Approving Town of Newton Zoning Ordinance (Matthew Kiecker)
- b. Resolution 2024/2025- 65 Approving Town of Newton Zoning Ordinance (Rodney and Tracy Fischer)

**VIII. COMMITTEE REPORTS, RESOLUTIONS, AND ORDINANCES**

- A. Aging & Disability Board
- B. Board of Health
- C. Criminal Justice Coordinating Council
- D. Executive Committee
- E. Expo-Ice Center Board
- F. Finance Committee
- G. Highway Committee
- H. Human Service Board
- I. Land Conservation Committee/UW-Extension Education and Agriculture Committee
  1. Resolution 2024/2025- 66 Authorizing NWQI Grant
- J. Personnel Committee
- K. Planning and Park Commission
- L. Public Safety Committee
- M. Public Works Committee
- N. Transportation Coordinating Committee

**IX. ANNOUNCEMENTS**

X. ADJOURNMENT

~~Amended 12/13/2024~~

Tyler Martell, Chairman

Prepared by Melissa Tennant, 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 ADOPTING FARMLAND PRESERVATION PLAN**

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

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

6           WHEREAS, a county must have a state-certified Farmland Preservation Plan that clearly  
7 identifies farmland preservation goals, objectives, and policies, as well as the areas intended to be  
8 preserved for agricultural use so the county and its residents may participate in the farmland  
9 preservation program and may qualify for farmland preservation tax credits; and  
10

11           WHEREAS, the Manitowoc County Planning and Zoning Department and Bay Lake  
12 Regional Planning Commission have prepared a Farmland Preservation Plan that meets the  
13 requirements set forth in Wis. Stat. § 91.10 and Wis. Admin. Code ch. ATCP 49; and  
14

15           WHEREAS, pursuant to Wis. Stat. § 91.10(2), the Farmland Preservation Plan must be  
16 included in and made part of the county's Comprehensive Plan; and  
17

18           WHEREAS, the Planning and Park Commission, after providing the required notice, held  
19 a public hearing on December 2, 2024 seeking public comment on the Farmland Preservation Plan;  
20 and  
21

22           WHEREAS, the Planning and Park Commission has provided the County Board with a  
23 copy of the Farmland Preservation Plan; and  
24

25           WHEREAS, after careful consideration and review, the Planning and Park Commission  
26 recommends that the County Board approve the Farmland Preservation Plan as presented and  
27 incorporate that plan into the county's Comprehensive Plan;  
28

29           NOW, THEREFORE, BE IT RESOLVED that the county board of supervisors of the  
30 county of Manitowoc hereby approves and adopts the Manitowoc County Farmland Preservation  
31 Plan; and  
32

33           BE IT FURTHER RESOLVED that the Farmland Preservation Plan shall be, and hereby  
34 is, incorporated into the Manitowoc County 20-Year Comprehensive Plan as updated August 20,  
35 2020.

Dated this 17th day of December 2024.



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. 

APPROVED:

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

\_\_\_\_\_  
Date

**REPORT TO: THE MANITOWOC COUNTY BOARD OF SUPERVISORS DECEMBER 17, 2024.**  
**FROM: THE MANITOWOC COUNTY PLANNING AND PARK COMMISSION**  
**RE: AMENDMENT TO CHAPTER 29 MANITOWOC COUNTY FARMLAND PRESERVATION PLAN**

This report, recommendation, resolution, and proof of publication are hereby presented in accordance with Section 59.69(5)(e)4 Wisconsin Statutes.

The Manitowoc County Planning and Park Commission, on November 13, 2024, petitioned the Manitowoc County Board of Supervisors for an amendment to Chapter 29 of the Manitowoc County Code to approve an update to the Manitowoc County Farmland Preservation Plan.

1. Action taken to date on this request includes:
  - a. The Manitowoc County Planning and Park Commission petitioned for an amendment of the Manitowoc County Code on November 13, 2024.
  - 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 notice was published in the Herald-Times-Reporter on November 1, 2024.
  - d. The County Planning and Park Commission held a public hearing on this amendment request on December 2, 2024.
  - e. The Commission at their December 2, 2024 meeting recommended approval of the request for an amendment to Chapter 29 of the Manitowoc County Code to approve an update to the Manitowoc County Farmland Preservation Plan.
2. Testimony from the December 2, 2024 hearing is available at the Planning and Zoning office in the form of a digital recording.
3. Testimony at the hearing is summarized as follows:
  - a. Mr. Pete Tarnowski, Planning & Park Manager, briefed the Commission on the update to the Farmland Preservation Plan.

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

1. The Manitowoc County Farmland Preservation Plan is a county-wide document, which serves as the guide for preserving agricultural resources in Manitowoc County and helps shape growth that can minimize conflict between farm and nonfarm land uses.
2. Revising and updating the Farmland Preservation Plan is required for the continued certification of the county's plan which will allow land owners to participate in the state farmland preservation tax credit program and maintain the County's compatibility with Wisconsin Statute 91.10.

### **RECOMMENDATION**

The Manitowoc County Planning and Park Commission, at its December 2, 2024 meeting, therefore by a unanimous vote and after careful consideration of testimony and an examination of the facts, recommends that the update to Manitowoc County Code Chapter 29, Farmland Preservation Plan be approved.



# 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)

December 9, 2024

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

and

Manitowoc County Board of Supervisors

ATTN: Tim Ryan and Manitowoc County Board of Supervisors

We enclosed a copy of the following petition for an amendment to Chapter 29 Manitowoc County Farmland Preservation Plan as filed in this office:

Name of Petitioner(s):

Manitowoc County Planning and Park Commission

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

Enclosure



# Planning & Zoning Department

Manitowoc County Office Complex  
4319 Expo Drive, P.O. Box 935 • Manitowoc WI 54220  
Phone: 920.683.4185

---

## APPLICATION FOR A PLAN AMENDMENT

Date: November 13, 2024

To: The Chairperson and Members of the County Board of Supervisors, Manitowoc County, Wisconsin

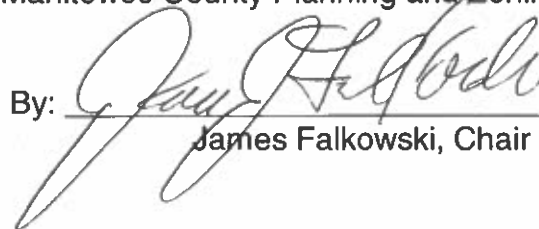
From: The Manitowoc County Planning and Park Commission  
4319 Expo Drive  
Manitowoc, WI 54220

Subject: Application for Plan Amendment  
Manitowoc County Farmland Preservation Plan

The Manitowoc County Planning and Park Commission hereby petitions the Manitowoc County Board of Supervisors for a plan amendment to the Manitowoc County Farmland Preservation Plan.

The proposed amendment will update the plan text and maps of the Manitowoc County Farmland Preservation Plan. This amendment is required for Manitowoc County landowners to remain eligible for Farmland Preservation credits. The proposed plan text and maps are available from the Planning and Park Commission.

Manitowoc County Planning and Zoning Commission

By:   
James Falkowski, Chair

**ORDINANCE AMENDING ZONING MAP**  
(Kevin Czechanski)

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 December 2, 2024; 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 Southwest 1/4 of the Southwest 1/4 of Section 35,  
12 Township 20 North, Range 24 East, Town of Two Rivers, Manitowoc County, Wisconsin, more  
13 particularly described as follows:  
14

15 Commencing at the Southwest corner of said Section 35; thence North 89°16'45"  
16 East along the south line of said Southwest 1/4, 580.92 feet to the point of  
17 beginning; thence North 00°00'42" West 1320.63 feet to a point on the north line  
18 of said Southwest 1/4, Southwest 1/4; thence North 89°09'38" East 80.00 feet to  
19 the east line of the west 1/2 of said Southwest 1/4, Southwest 1/4; thence South  
20 00°00'42" East along said east line, 1320.80 feet to the south line of said Southwest  
21 1/4; thence South 89°16'45" West along said south line, 80.00 feet to the point of  
22 beginning, said parcel containing approximately 105,647 sq. ft. (2.43 acres) of land  
23

24 is hereby rezoned from Natural Area (NA) District to Rural Residential (RR) District.

Dated this 17th day of December 2024.

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

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

REPORT TO:	THE MANITOWOC COUNTY BOARD OF SUPERVISORS DECEMBER 17, 2024.
FROM:	THE MANITOWOC COUNTY PLANNING AND PARK COMMISSION
RE:	KEVIN CZECHANSKI 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.

Kevin Czechanski, on October 8, 2024, petitioned the Manitowoc County Board of Supervisors to rezone approximately 2.38 acres of land located in the SW1/4, SW1/4, Section 35, T20N-R24E, Town of Two Rivers, from NA, Natural Area to RR, Rural Residential.

The Town of Two Rivers adopted the Manitowoc County Zoning Ordinance on January 9, 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. Kevin Czechanski petitioned for a zoning map amendment on October 8, 2024.
- 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 November 18, 2024 and on November 25, 2024.
- d. The County Planning and Park Commission held a public hearing on this amendment request on December 2, 2024.
- e. The Commission at their December 2, 2024 meeting recommended approval of a requested rezoning of approximately 2.38 acres of land located in the SW1/4, SW1/4, Section 35, T20N-R24E, Town of Two Rivers, from NA, Natural Area 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 Powalisz, adjacent property owner, spoke in favor of the rezone.

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 NA, Natural Area District.
2. The Two Rivers Town Board supports the proposed zone change to RR, Rural Residential.
3. The rezoning will allow for the parcel to be divided, permitting the conveyance of the northern woodland portion to the adjacent parcel.

## 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 Kevin Czechanski to rezone approximately 2.38 acres of land from NA, Natural Area to RR, Rural Residential were approved.

The Manitowoc County Planning and Park Commission, at its December 2, 2024 meeting, therefore by a unanimous vote recommended that the subject property (an approximately 2.38 acres of land located in the SW1/4, SW1/4, Section 35, T20N-R24E, Town of Two Rivers, more fully described in the accompanying proposed ordinance amendment) be recommended for rezoning from NA, Natural Area 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)

November 20, 2024

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

and

Manitowoc County Supervisor Matthew Phipps  
Supervisory District 21

ATTN: Tim Ryan and Supervisor Phipps

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/Applicant:**

Kevin Czechanski  
3326 E. Hwy 310  
Two Rivers, WI 54241

**Township:**

Two Rivers

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

\$531  
Fee (\$490) Received   
Receipt # 41579

## ZONING MAP AMENDMENT APPLICATION

Date of Application:	<u>OWNER / APPLICANT/ AGENT</u>		MANITOWOC COUNTY RECEIVED OCT 08 2024 PLANNING & PARK COMMISSION
Owner	<u>Kevin Paschanski</u>	Applicant/Agent	
Address (1)	<u>3326 Hwy 310</u>	Address (1)	
Address (2)		Address (2)	
City/State/Zip	<u>Two Rivers Wis, 54241</u>	City/State/Zip	
Phone	<u>920-973-0117</u>	Phone	

PROPERTY LEGAL DESCRIPTION

SW 1/4, SW 1/4, S 35 T 20 N R 24 E Town of Two Rivers

House /Fire # 3326 Tax Number 01813591100400

PROPERTY INFORMATION

Existing Zoning District NA Proposed Zoning district RR

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

Justin and Kumber Powalusz wish to buy the north section of Kevin's property. Kevin would maintain one acre and rezone the property from NA to RR. A line has been drawn on the attached map where Kevin's property would end. (approximately)

Proposed use: (Reason for change)

Justin and Kumber would be buying the north section for recreational use. This land would butt up to their existing property.

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

Kevin Paschanski 10-3-24  
Signature (applicant, owner, agent) Date

\_\_\_\_\_  
Signature (applicant, owner, agent) Date

# MANITOWOC COUNTY

## ZONING MAP AMENDMENT FACT SHEET

(Manitowoc County, Town of Two Rivers from NA to RR)

### PETITIONER

Name: Kevin Czechanski  
Address: 3326 E STH 310  
Two Rivers, WI 54241  
Town: Two Rivers

### PARCEL

Location: SW1/4, SW1/4, Section 35, T20N-R24E  
Tax#: 018-135-011-004.00  
Area: 2.38 acres

### ACTION TO DATE

Petition Submitted: 10/08/2024  
Town Action: Approved November 18, 2024  
Hearing Notice Published: 11/18/24 & 11/25/24  
Advisory: 12/2/2024  
Hearing: 12/2/2024

### ADJACENT USES & ZONING

Direction:	District:	Use:
North	NA	Woodland/Grassland
South	NA	Woodland/Wetland
East	NA	Woodland/Residential
West	NA	Woodland/Residential

### PARCEL USES & ZONING

Existing Zoning District: NA, Natural Area  
Existing Land Use: Woodland/Residential  
Proposed Zoning District: RR, Rural Residential  
Proposed Use: Sell off north woods to neighbor

### MAP INFORMATION

Farmland Preservation Designation:  
Non-Farmland Preservation  
Soil Type: Gb  
Air Photo Date: 04/2023

### OTHER CONSIDERATIONS

Drainage: Poorly drained  
Soil Limitations: Severe, wetness, floods  
Sewage Disposal: Private Onsite Wastewater Treatment  
Road Access: E STH 310

Soil Test: 6/6/1988  
Terrain: 0 to >12 Percent Slopes  
Vegetative Cover: Woodland

Town Future Land Use Designation: Woodlands/Natural Area & Mixed Use (Residential, Commercial, Office, Service Business)

Encouraging the preservation of woodlands and valuable open spaces within the Town of Two Rivers. 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. Preserve large natural areas and/or features to enhance and retain buffers between incompatible uses while maintaining scenic views of the town. These allocated lands are within the Manitowoc-Two Rivers Sewer Service Area (SSA) which would make utilities accessible. STH 310 could support the additional traffic, provide access and offer quality exposure for future businesses.

County Future Land Use Designation: Urban Transition

The Urban Transition land use category identifies ideal areas within the county where high to medium density development is expected to occur within the next 20 years. Portions of these areas are expected to be annexed by the cities and villages which would provide public infrastructure and services.

Encouraging development in these designated areas will limit sprawling, suburban-type, low-density development throughout the rural areas.

TOWN OF TWO RIVERS  
7650 C.T.H. "O"  
TWO RIVERS, WI 54241

MANITOWOC COUNTY  
RECEIVED  
NOV 19 2024  
PLANNING & PARK  
COMMISSION

November 18, 2024

Mr. Tim Ryan  
Planning & Park Commission  
Manitowoc County Planning and Zoning  
P.O.Box 935  
Manitowoc, WI 54221-0935

RE: REQUEST OF REZONING REQUEST  
PROPERTY OWNER: KEVIN CZECHANSKI  
PARCEL: 018-135-011-004.00

Mr. Ryan:

Please be advised the Board of Supervisors of the Town of Two Rivers, has no objection to a change in the zoning for a 2.38 acre parcel as indicated on map that was included in the application currently owned by Kevin Czechanski from NA to RR.

At the meeting held of Town Supervisors held on November 18, 2024, after reviewing the documentation and discussion, a motion was made, seconded and carried unanimously to support this rezoning application in the Town of Two Rivers and encourages the Planning and Zoning Board to approve and grant the rezoning also.

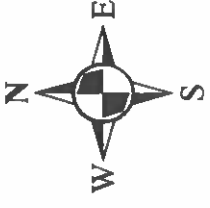
This letter serves as our record of support and approval for your files.

Thank you for your consideration in this matter.

Sincerely,



Steve Pohl  
Town Chairman



Kevin Czechanski  
 SW 1/4, SW 1/4  
 Section 35, T20N-R24E  
 Town of Two Rivers  
 From: NA To: RR  
 Approximately 2.38 acre(s)  
 -87.598, 44.154

Map Overview

Two Rivers

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



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

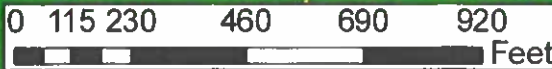
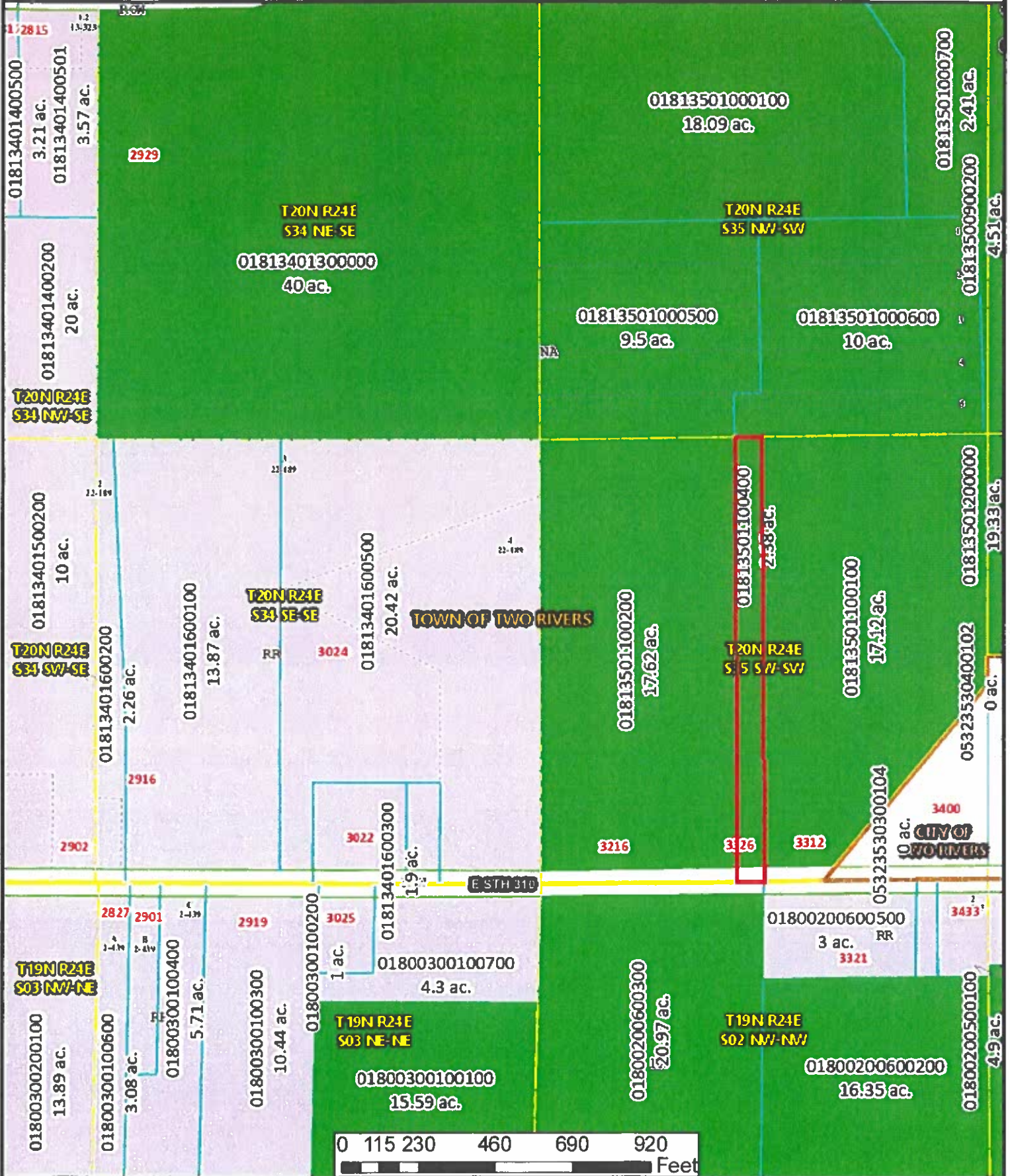


Justin & Keri  
would buy North  
section



Kevin  
would maintain  
the South section

# Manitowoc County Parcel Viewer





**ORDINANCE AMENDING ZONING MAP**  
(Vernon A and Patricia M Gulseth Revocable 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 December 2, 2024; 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 NW 1/4 of the SE 1/4 of Section 7, Town 19 North,  
12 Range 24 East, Town of Manitowoc, Manitowoc County, Wisconsin, more particularly described  
13 as follows:  
14

15           Commencing at the S 1/4 Corner of said Section, Thence N 00°30'04" E, 2172.58  
16 feet coincident with the west line of the SE 1/4 of said Section; Thence S 89°50'22"  
17 E, 83.01 feet being the point of beginning; Thence N 00°09'38" E, 505.41 feet;  
18 Thence S 89°11'38" E, 580.71 feet coincident with the north line of the NW 1/4 of  
19 the SE 1/4 of said Section; Thence S 04°43'14" E, 791.92 feet; Thence S 01°10'19"  
20 E, 546.03 feet to the south line of the N 1/2 of the SE 1/4 of said Section; Thence  
21 N 89°36'48" W, 47.91 feet (recorded as N 86°22' E) running coincident with said  
22 south line to a meander corner and the NE corner of Tract A of a Certified Survey  
23 Map recorded in Volume 2, Page 635; Thence N 27°38'37" W, 775.38 feet to an  
24 extension of the north line of Lot 1 of a Certified Survey Map recorded in Volume  
25 29, Page 339; Thence N 89°50'22" W, 251.17 feet to the NW corner of said  
26 Certified Survey Map; Thence N 00°09'38 E, 150.00 feet to the point of beginning,  
27 said parcel includes all of the land between the meander line and the center of the  
28 Little Manitowoc River, said parcel containing approximately 668,928 Square Feet  
29 (15.356 Acres) of land  
30

31 is hereby rezoned from General Agriculture (GA) District to Large Estate (LE) Residential  
32 District.

Dated this 17th day of December 2024.

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

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

REPORT TO: THE MANITOWOC COUNTY BOARD OF SUPERVISORS DECEMBER 17, 2024.  
FROM: THE MANITOWOC COUNTY PLANNING AND PARK COMMISSION  
RE: VERNON A & PATRICIA M GULSETH REVOCABLE 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 Vernon A and Patricia M Gulseth Revocable Trust on November 12, 2024, petitioned the Manitowoc County Board of Supervisors to rezone approximately 15.36 acres of land located in the NW1/4, SE1/4, Section 7, T19N-R24E, Town of Manitowoc, from GA, General Agriculture to LE, Large Estate.

The Town of Manitowoc adopted the Manitowoc County Zoning Ordinance on January 9, 2012. The uses permitted in the LE, Large Estate zoning provides areas for single-family residential and planned residential developments on large lots while allowing for agricultural activity in mostly rural areas of the county with a minimum lot size of 5.0 acres.

1. Action taken to date on this request includes:

- a. The Vernon A and Patricia M Gulseth Revocable Trust petitioned for a zoning map amendment on November 12, 2024.
- 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 November 18, 2024 and on November 25, 2024.
- d. The County Planning and Park Commission held a public hearing on this amendment request on December 2, 2024.
- e. The Commission at their December 2, 2024 meeting recommended approval of a requested rezoning of approximately 15.36 acres of land located in the NW1/4, SE1/4, Section 7, T19N-R24E, Town of Manitowoc, from GA, General Agriculture to LE, Large 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.

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 GA, General Agriculture.
2. The Manitowoc Town Board supports the proposed zone change to LE, Large Estate.
3. Rezoning will allow for the parcel to be divided permitting for construction of single family homes adjacent to existing residence.
4. No cropland is affected by this request.

## **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 Vernon A and Patricia M Gulseth Revocable Trust to rezone approximately 15.36 acres of land from GA, General Agriculture to LE, Large Estate were approved.

The Manitowoc County Planning and Park Commission, at its December 2, 2024 meeting, therefore by a unanimous vote recommended that the subject property (an approximately 15.36 acres of land located in the NW1/4, SE1/4, Section 7, T19N-R24E, Town of Manitowoc, more fully described in the accompanying proposed ordinance amendment) be recommended for rezoning from GA, General Agriculture to LE, Large 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 FA. 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)

November 20, 2024

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

and

Manitowoc County Supervisor Matthew Phipps  
Supervisory District 21

ATTN: Tim Ryan and Supervisor Phipps

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/Applicant:**

Vernon A. & Patricia M. Gulseth Revocable Trust  
1920 Johnston Dr.  
Manitowoc, WI 54220

**Township:**

Manitowoc

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 (\$531) Received   
Receipt # 41624

**ZONING MAP AMENDMENT APPLICATION**

**MANITOWOC COUNTY  
RECEIVED  
NOV 12 2024  
PLANNING & PARK  
COMMISSION**

Date of Application: <u>10/16/24</u>		OWNER / APPLICANT/ AGENT	
Owner	<u>A. + Patricia M. Vernon Gulseth Revocable Trust</u>	Applicant/Agent	<u>Jeff DeZeeuw</u>
Address (1)	<u>1920 Johnston Dr.</u>	Address (1)	<u>3510 S. 26th St.</u>
Address (2)		Address (2)	
City/State/Zip	<u>Manitowoc, WI 54220</u>	City/State/Zip	<u>Manitowoc, WI 54220</u>
Phone	<u>920-323-1226</u>	Phone	<u>920-682-6105</u>

**PROPERTY LEGAL DESCRIPTION**

NW 1/4, SE 1/4, S 7 T 19 N R ~~23~~<sup>24</sup> E Town of Manitowoc

House /Fire # N/A Tax Number 00910701400000

**PROPERTY INFORMATION**

Existing Zoning District GA Proposed Zoning district LE

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

Part of the NW 1/4 of the SE 1/4 of Section 7, Town 19 North, Range 23 East, Town of Manitowoc, Manitowoc County Wisconsin, described as follows

Commencing at the S 1/4 Corner of said Section, Thence N 00 30'04" E, 2172.58 feet coincident with the west line of the SE 1/4 of said Section Thence S 89 50'22" E, 83.01 feet being the point of beginning. Thence N 00 09'38" E, 505.41 feet, Thence S 89 11'38" E, 580.71 feet coincident with the north line of the NW 1/4 of the SE 1/4 of said Section, Thence S 04 43'14" E, 791.92 feet Thence S 01 10'19" E, 546.03 feet to the south line of the N 1/2 of the SE 1/4 of said Section. Thence N 89 36'48" W, 47.91 feet (recorded as N 86 22' E) running coincident with said south line to a meander corner and the NE corner of Tract A of a Certified Survey Map recorded in Volume 2, Page 635. Thence N 27 38'37" W, 775.38 feet to an extension of the north line of Lot 1 of a Certified Survey Map recorded in Volume 29, Page 339. Thence N 89 50'22" W, 246.59 feet to the center of Little Manitowoc River and the NE corner of said Certified Survey Map (see detail on sheet 2 of 3). Thence continuing N 89 50'22" W, 15 feet to the NW corner of said Certified Survey Map, Thence N 00 09'38" E, 150.00 feet to the point of beginning.

Said parcel contains 668,928 Square Feet (15.356 Acres) of land

Proposed use: (Reason for change)

Divide lot into two separate parcels

Return to: Manitowoc County Planning and Park Commission 4319 Expo Drive, PO Box 935 Manitowoc, WI 54220-0935 (920) 683-4185		<u>10/16/24</u>
	Signature (applicant, owner, agent)	Date
	Signature (applicant, owner, agent)	Date

# MANITOWOC COUNTY

## ZONING MAP AMENDMENT FACT SHEET

(Manitowoc County, Town of Manitowoc from GA to LE)

### PETITIONER

Name: Vernon A & Patricia M Gulseth  
Revocable Trust  
Address: 1920 Johnston Dr.  
Manitowoc, WI 54220  
Town: Manitowoc

### PARCEL

Location: NW ¼, SE¼, Section 7, T19N-R24E  
Tax#: 009-107-014-000.00  
Area: 15.36 Acres

### ACTION TO DATE

Petition Submitted: 11/12/24  
Town Action: Approved November 11, 2024  
Hearing Notice Published: 11/18/24 & 11/25/24  
Advisory: 12/2/24  
Hearing: 12/2/24

### ADJACENT USES & ZONING

Direction:	District:	Use:
North	GA	Farmland
South	GA & LE	Residential & Wooded
East	GA	Farmland
West	City	Airport

### PARCEL USES & ZONING

Existing Zoning District: GA, General Agriculture  
Existing Land Use: Grassland  
Proposed Zoning District: LE, Large Estate  
Proposed Use: Divide lot into 2 parcels.

### MAP INFORMATION

Farmland Preservation Designation:  
Non-Farmland Preservation Area  
Soil Type: BtC2, MuA, ZuB  
Air Photo Date: 04/2023

### OTHER CONSIDERATIONS

Drainage: Well – Somewhat poorly drained  
Soil Limitations: Slight - Severe  
Sewage Disposal: Private Onsite Wastewater Treatment  
Road Access: CTH Q

Soil Test: N/A  
Terrain: 0 > 12 Percent Slopes  
Vegetative Cover: Grassland

Town Future Land Use Designation: Residential

Allows for a variety of residential types and densities within the town where the infrastructure can support the additional traffic, utilities and services are available, and natural areas are not compromised.

Designated residential areas allocated adjacent to the City of Manitowoc and along Lake Michigan. Single family residences will be the primary development in these designated areas with the town.

County Future Land Use Designation: Urban Transition

The Urban Transition land use category identifies ideal areas within the county where high to medium density development is expected to occur within the next 20 years. Portions of these areas are expected to be annexed by the cities and villages which would provide public infrastructure and services. Encouraging development in these designated areas will limit sprawling, suburban-type, low-density development throughout the rural areas.



**Town of Manitowoc  
1805 Lissa Lane  
Manitowoc, WI 54220**

Clerk/Treasurer: Geraldine Gilbert  
Phone: 920-901-5072

MANITOWOC COUNTY  
RECEIVED  
NOV 18 2024  
PLANNING & PARK  
COMMISSION

November 12, 2024

To: Manitowoc County Board of Adjustment

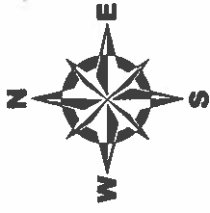
The Town Board of the Town of Manitowoc sees **no objection** to rezone Vern Gulseth property on Highway Q. A motion was made before the board on November 11, 2024, to rezone the property from General Agriculture to Large Estate and by dividing it into 2 Lots. The motion was passed and second.

We trust the Board of Adjustment will decide wisely in this situation as it has in the past.

Respectfully,  
The Town Board, Town of Manitowoc

*Geraldine Gilbert*

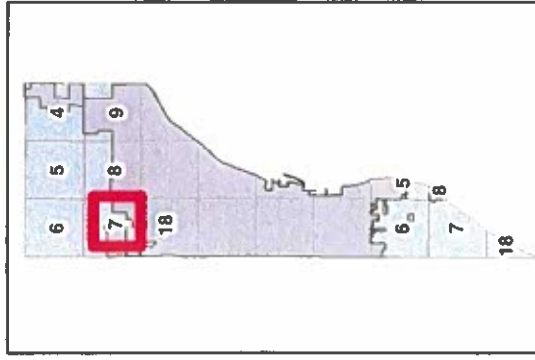
Geraldine Gilbert  
Town of Manitowoc Clerk/Treasurer  
920-901-5072



Vernon & Patricia Gulseth  
Revocable Trust  
NW1/4, SE1/4  
Section 7, T19N-R24E  
Town of Manitowoc  
From: GA To: LE  
Approximately 15.356 acre(s)  
-87.669, 44.131

Map Overview

Manitowoc



Legend

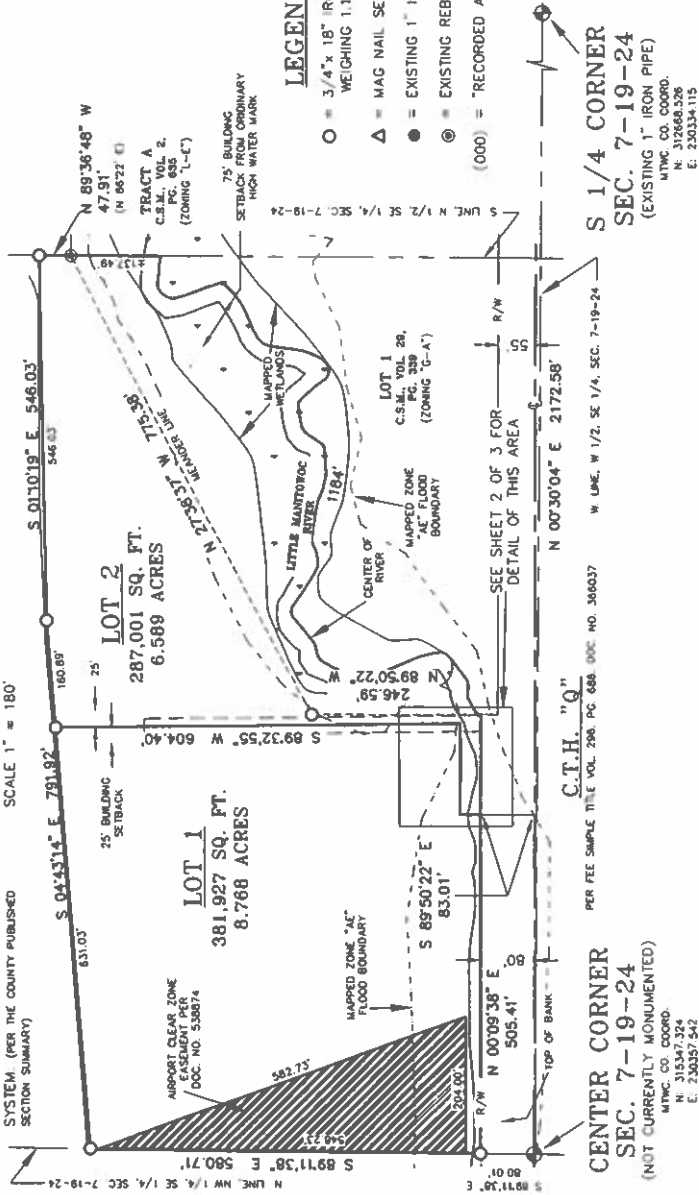
- Section Line
- Parcel lines
- Zoning lines
- Stream
- Proposed Rezone



**CERTIFIED SURVEY MAP**  
**PART OF THE NW 1/4 OF THE SE 1/4 OF SECTION 7, TOWN 19 NORTH, RANGE 23 EAST, TOWN OF MANITOWOC, MANITOWOC COUNTY, WISCONSIN**

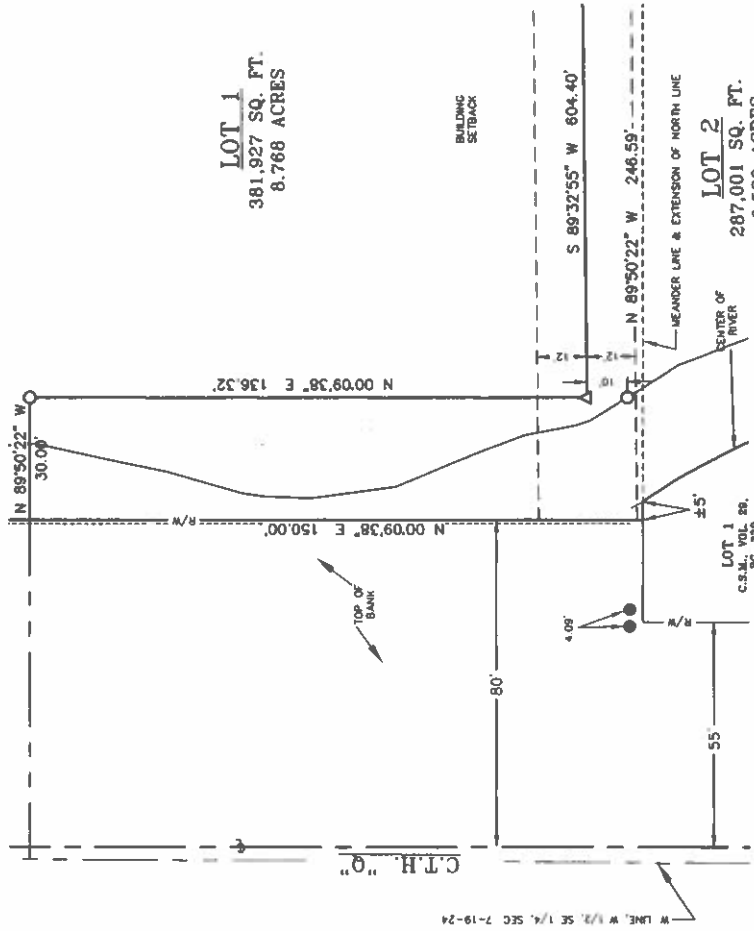
NORTH IS REFERENCED TO THE  
 MANITOWOC COUNTY COORDINATE  
 SYSTEM. (PER THE COUNTY PUBLISHED  
 SECTION SUMMARY)

SCALE 1" = 180'





**CERTIFIED SURVEY MAP**  
**PART OF THE NW 1/4 OF THE SE 1/4 OF SECTION 7, TOWN 19 NORTH, RANGE 23 EAST, TOWN OF**  
**MANITOWOC, MANITOWOC COUNTY, WISCONSIN**



NORTH IS REFERENCED TO THE  
 MANITOWOC COUNTY COORDINATE  
 SYSTEM (PER THE COUNTY PUBLISHING  
 SECTION SUMMARY)

NOTE: DETAIL NOT TO SCALE



**CERTIFIED SURVEY MAP**  
**PART OF THE NW 1/4 OF THE SE 1/4 OF SECTION 7, TOWN 19 NORTH, RANGE 23 EAST, TOWN OF**  
**MANITOWOC, MANITOWOC COUNTY, WISCONSIN**

**SURVEYOR'S CERTIFICATE**

I, Jeffrey A. DeZeeuw, Professional Land Surveyor with Corner Point, do hereby certify that I have surveyed and mapped the following described parcel:

Part of the NW 1/4 of the SE 1/4 of Section 7, Town 19 North, Range 23 East, Town of Manitowoc, Manitowoc County, Wisconsin, described as follows:

Commencing at the S 1/4 Corner of said Section, Thence N 00°30'04" E, 2172.58 feet coincident with the west line of the SE 1/4 of said Section; Thence S 89°50'22" E, 83.01 feet being the point of beginning; Thence N 00°09'38" E, 505.41 feet; Thence S 89°11'38" E, 580.71 feet coincident with the north line of the NW 1/4 of the SE 1/4 of said Section; Thence S 04°43'14" E, 791.92 feet; Thence S 01°10'19" E, 546.83 feet to the south line of the N 1/2 of the SE 1/4 of said Section; Thence N 89°36'48" W, 47.91 feet (recorded as N 86°22' E) running coincident with said south line to a meander corner and the NE corner of Tract A of a Certified Survey Map recorded in Volume 2, Page 635; Thence N 27°38'37" W, 775.38 feet to an extension of the north line of Lot 1 of a Certified Survey Map recorded in Volume 29, Page 339; Thence N 89°50'22" W, 246.59 feet to the center of Little Manitowoc River and the NE corner of said Certified Survey Map (see detail on sheet 2 of 3); Thence continuing N 89°50'22" W, ±5 feet to the NW corner of said Certified Survey Map; Thence N 00°09'38" E, 150.00 feet to the point of beginning.

Said parcel contains 668,928 Square Feet (15.356 Acres) of land.

I further certify that the map hereon is a correct representation of the exterior boundaries of the lands surveyed and the division thereof. Also that I have fully complied with the provisions of Chapter 236.34 of the Wisconsin Statutes and Section 12.07 of the Manitowoc County Subdivision Regulations.

Dated \_\_\_\_\_  
Jeffrey A. DeZeeuw  
Professional Land Surveyor, S-2294

**OWNER'S CERTIFICATE**

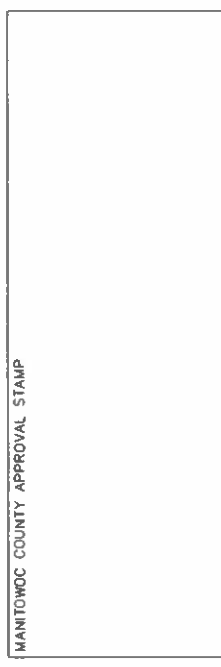
As owners we hereby certify that we caused the land described on this map to be surveyed, mapped, divided and dedicated as represented on this map.

Dated \_\_\_\_\_  
Vernon A. Gulseth

**CERTIFICATE OF PLANNING AGENCY**

This certified survey map has been submitted and approved by the City of Manitowoc Plan Commission.

Dated \_\_\_\_\_  
Paul Braun



**SURVEYOR NOTE:**  
The lots shown hereon are subject to a 25 foot building setback from side and rear lot lines and a 75 foot building setback from the "Ordinary High Water Mark" of the Little Manitowoc River.

Center of the Little Manitowoc River is based off a Certified Survey Map recorded in volume 29, page 339.

**ZONING NOTE:**  
This property is zoned "GA" General Agriculture District and the adjacent property is zoned "GA" General Agriculture District. (Zoning Districts are subject to change).

**ORDINANCE REPEALING AND RECREATING MANITOWOC COUNTY  
CODE § 4.13(9)  
(Coroner's Office Fees)**

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1       WHEREAS, Manitowoc County Code § 4.13 establishes fees that Manitowoc County  
2 charges for various services that it provides; and  
3

4       WHEREAS, the Manitowoc County Coroner's Office provides statutorily mandated  
5 authorization to cremate bodies, as well as statutorily mandated certification of deaths, to funeral  
6 homes; and  
7

8       WHEREAS, the Manitowoc County Coroner's Office fees for these services are lower than  
9 most other counties and have continued to fall behind due to statutory limitations; and  
10

11       WHEREAS, to ensure that Manitowoc County does not fall farther behind on the amount of  
12 fee charged, the Coroner's Office recommends that the fees it charges increase annually by the  
13 statutory limit of the CPI for the previous year; and  
14

15       WHEREAS, after careful consideration and review, the Public Safety Committee  
16 recommends that the Manitowoc County Code be amended to provide for automatic fee increases  
17 as limited by statute for the services that the Coroner provides;  
18

19       NOW, THEREFORE, the county board of supervisors of the county of Manitowoc does  
20 ordain as follows:  
21

22 Manitowoc County Code § 4.13(9) is repealed and recreated in its entirety to read as follows:  
23

24       (9) Coroner's Office Fee Schedule.

25  
26       (a) The county board shall, by resolution, establish the fees that the coroner's  
27       office is authorized to charge.  
28

29       (b) Unless otherwise adjusted by the county board, coroner's office fees shall  
30       automatically increase annually by the statutory limit of the CPI for the  
31       previous year. Fee increases shall be effective January 1 of each year.  
32

33       (c) A fee authorized by this sub. (9) may be waived by the Coroner under the  
34       following circumstances:  
35

36       1. the body has been donated to medical science;  
37

38 2. the deceased or other financially responsible party is indigent and  
39 the fee is to be paid by a county or state agency, and no positive  
40 fiscal result would be realized by the County; or

41  
42 3. the financially responsible party files an affidavit of indigency with  
43 the Coroner's office.

44  
45 and

46  
47 BE IT FURTHER ORDAINED that if applicable, the table of contents shall be updated to  
48 reflect this amendment; and

49  
50 BE IT FURTHER ORDAINED that this ordinance shall be effective upon publication.

Dated this 17th day of December 2024.

Respectfully submitted by the  
Public Safety Committee

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

FISCAL IMPACT: By way of example, the Coroner's Office provides approximately 550 billable cremation authorizations annually. The cremation authorization fee increase would provide approximately \$2,475 more in annual revenue. As another example, the Coroner's Office provides approximately 280 death certifications annually. The death certificate processing fee increase would provide approximately \$238.00 more in annual revenue.

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

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

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

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

**RESOLUTION ADOPTING CORONER'S OFFICE FEE SCHEDULE**

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1           WHEREAS, Manitowoc County Code § 4.13(9) provides that the fees that the Coroner's  
2 Office is authorized to charge must be set by County Board resolution; and

3  
4           WHEREAS, the Coroner's Office currently charges a fee of \$25.00 for death certificate  
5 processing; and

6  
7           WHEREAS, the Coroner's Office currently charges a fee of \$133.50 for cremation  
8 authorization; and

9  
10          WHEREAS, the Manitowoc County Coroner's Office fees for these services are lower than  
11 most counties; and

12  
13          WHEREAS, pursuant to state statute and Manitowoc County Code, the fees for these  
14 services can be increased by the statutory limit of the CPI for the previous year; and

15  
16          WHEREAS, the CPI at the end of 2023 was 3.4%; and

17  
18          WHEREAS, applying the CPI increase, the death certificate processing fee would increase  
19 by \$.85 to \$25.85 and the cremation authorization fee would increase by \$4.50 to \$138.00; and

20  
21          WHEREAS, the Manitowoc County Public Safety Committee has reviewed the Coroner's  
22 Office proposed fee schedule and recommends that it be adopted; and

23  
24          WHEREAS, a copy of the proposed Coroner's Office fee schedule is attached to this  
25 Resolution as Appendix A;

26  
27          NOW, THEREFORE, BE IT RESOLVED that the county board of supervisors of the  
28 county of Manitowoc approves and adopts the proposed Coroner's Office Fee Schedule, which  
29 shall be effective upon publication; and

30  
31          BE IT FURTHER RESOLVED that consistent with Manitowoc County Code § 4.13(9),  
32 the fees charged by the Coroner shall automatically increase annually by the statutory limit of the  
33 CPI for the previous year unless and until otherwise adjusted by the county board.

Dated this 17th day of December 2024.



Respectfully submitted by the  
Public Safety Committee

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

FISCAL IMPACT: The Coroner's Office provides approximately 550 billable cremation authorizations annually. The cremation authorization fee increase would provide approximately \$2,475 more in annual revenue. Moreover, the Coroner's Office provides approximately 280 death certifications annually. The death certificate processing fee increase would provide approximately \$238.00 more in annual revenue.

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

Appendix A

**CORONER'S OFFICE  
FEE SCHEDULE**

<b>CORONER'S FEES</b>	
Cremation Authorization	\$ 138.00
Death Certificate Processing	\$ 25.85
Disinterment Authorization	\$ 75.00
Morgue Use	\$ 35.00
Records Certification	\$ 25.00

**RESOLUTION APPROVING TOWN OF NEWTON ZONING  
ORDINANCE  
(Matthew Kiecker)**

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1 WHEREAS, the town of Newton adopted a zoning ordinance pursuant to the authority  
2 granted to towns under Wis. Stat. § 60.62; and  
3

4 WHEREAS, Manitowoc County adopted a zoning ordinance pursuant to the authority  
5 granted to counties under Wis. Stat. § 59.69; and  
6

7 WHEREAS, Wis. Stat. § 60.62(3) provides that town zoning ordinances, and amendments  
8 thereto, are subject to county board approval in counties that have adopted a zoning ordinance  
9 under Wis. Stat. § 59.69; and  
10

11 WHEREAS, the town of Newton amended its zoning ordinance on November 13, 2024 by  
12 rezoning a 3 acre parcel of property owned by Matthew Kiecker from A-3 (Farmland Preservation)  
13 District to A-1 (Agriculture/Rural Residential) District in accordance with Wis. Stat. § 60.62; and  
14

15 WHEREAS, the town of Newton has submitted its amended zoning ordinance to the county  
16 board of supervisors of the county of Manitowoc for approval, and a copy of the amended zoning  
17 ordinance has been provided to each member of the county board for review;  
18

19 NOW, THEREFORE, BE IT RESOLVED that the county board of supervisors of the  
20 county of Manitowoc approves the town of Newton’s amended zoning ordinance that rezones that  
21 certain 3 acre parcel of property owned by Matthew Kiecker from A-3 (Farmland Preservation)  
22 District to A-1 (Agriculture/Rural Residential) District and was adopted by the Town Board of  
23 Newton on November 13, 2024.

Dated this 17th day of December 2024.

Respectfully submitted by

\_\_\_\_\_  
Ryan Phipps, Supervisor, District 11

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

# Manitowoc County Parcel Viewer



TOWN OF NEWTON  
6532 CARSTENS LAKE ROAD  
MANITOWOC WI 54220

November 14<sup>th</sup> 2024

To: County Board  
Court House  
1010 South 8<sup>th</sup> Street  
Manitowoc WI 54220

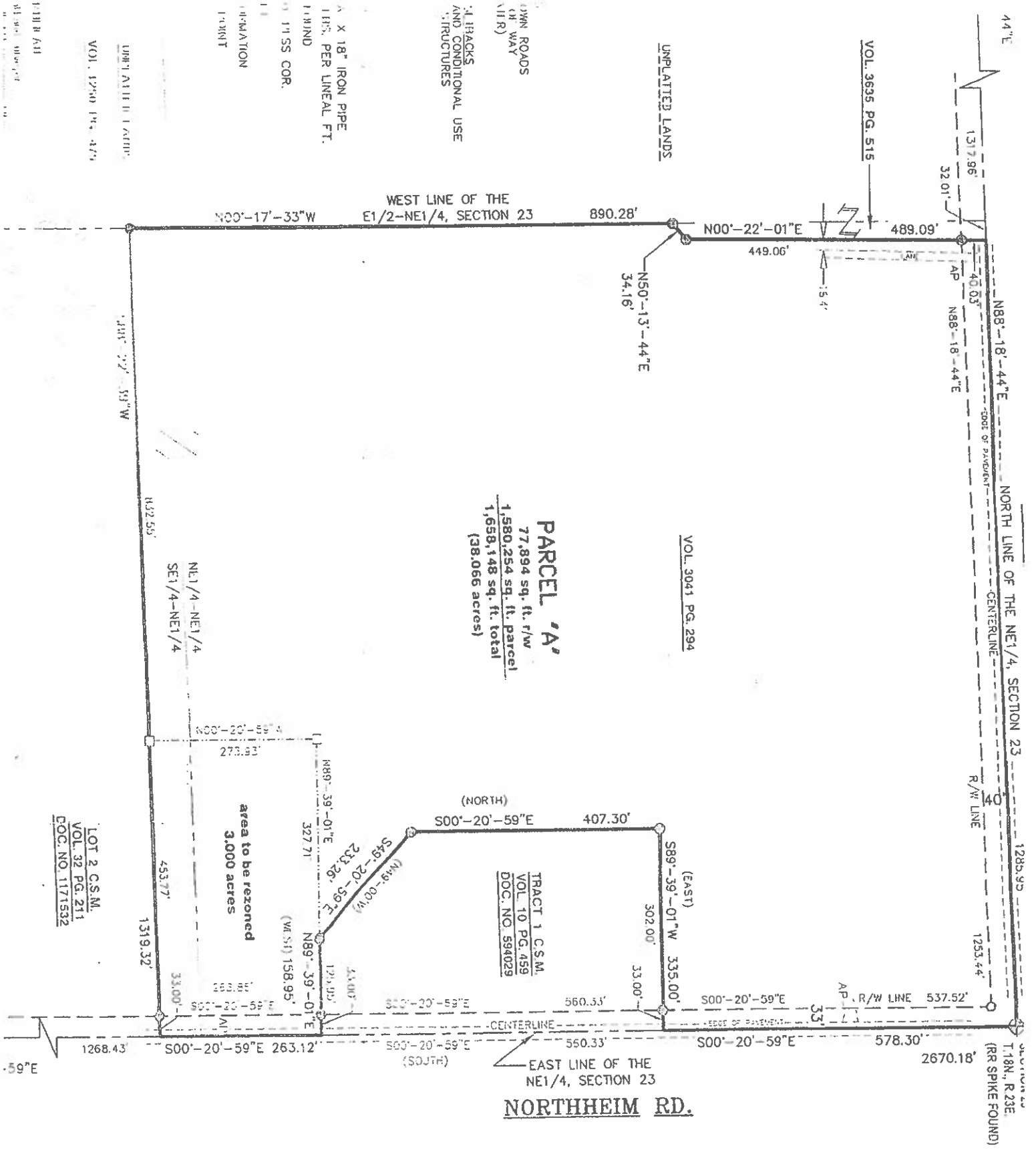
Ladies and gentlemen,

Please be advised that the Town of Newton at its regularly scheduled Town Board Meeting on Wednesday, November 13<sup>th</sup> 2024, approved the following:

A request by Matthew Kiecker to rezone a 3-acre parcel from A-3, Farmland Preservation District, to A-1, Agricultural/Rural Residential District to enable the owner to build a new home on this parcel located in the NE1/4 of the NE1/4 and SE1/4 of the NE1/4, Section 23.

A motion was made, seconded, and approved at the Town of Newton Planning Commission meeting on November 11<sup>th</sup>, 2024. Said action was approved and was submitted to the Town Board for approval. Voting Aye were Supervisor Behnke and Supervisor Christianson. Motion carried.

Alyssa Grotegut  
Town of Newton Clerk



**PARCEL 'A'**  
 77,894 sq. ft. r/w  
 1,580,254 sq. ft. parcel  
 1,658,148 sq. ft. total  
 (38.066 acres)

**TRACT 1 C.S.M.**  
 VOL. 10 PG. 459  
 DOC. NO. 594029

**area to be rezoned  
 3.000 acres**

**LOT 2 C.S.M.**  
 VOL. 32 PG. 211  
 DOC. NO. 1171532

**NORTHHEIM RD.**

T.  
 T.  
 M.P.

Part of the 1  
 (NE1/4) and 11  
 (NE1/4) of Ser  
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 and being de

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 (recorded as  
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 Southwest Cc  
 West) 158.95  
 along said E  
 Corner of Lot  
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 of the East 1  
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 said NE1/4; t  
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SURVEYED FOR  
 MAINT. PURPOSES  
 THIS BOUNDARY  
 AND W. PER. CH. BE. 52

TOWN OF NEWTON BOARD MEETING  
NOVEMBER 13, 2024

The November 13, 2024, the meeting of the Town of Newton was called to order by Chairperson Thomas at 5:00 p.m. at the Town Hall, 6532 Carstens Lake Road, Manitowoc. The Public hearing to adopt the budget was postponed until November 29<sup>th</sup> at 8 a.m.

**ROLL CALL**

The roll was called, members present were Denise Thomas – Chairperson, Kevin Behnke - Supervisor 1, Kelly Christiansen – Supervisor 2, Alyssa Grotegut – Clerk, Paulette Vogt – Treasurer, Dave Mueller – Road Supervisor/Law Enforcement Officer. Excused was Mike Slattery – Zoning Administrator

**VERIFICATION OF POSTING – APPROVAL OF AGENDA AND MEETING MINUTES**

An affidavit is on file stating the agenda was posted in the proper places. Supervisor Christiansen moved to approve the agenda, seconded by Supervisor Behnke. All approved, motion carried. Supervisor Behnke then made a motion to accept all the previous meeting minutes, seconded by Supervisor Christiansen. All approved, motion carried.

**TREASURER'S REPORT**

Treasurer Vogt submitted her report prior to the meeting. Chairperson Thomas asked about our CD. After a discussion, Chairperson Thomas made a motion to approve a 4-month CD at 4.65% at Community First. Seconded by Supervisor Behnke, all approved, motion carried. Supervisor Christiansen then made a motion to accept the treasurer's report, seconded by Supervisor Behnke. All approved, motion carried.

**PUBLIC INPUT**

Chairperson Thomas opened public input. Roger Busse asked a few questions about the new Budget and the election. Ed Downing gave praise to every member of the Board on the job they are doing for the Town. Lastly, the clerk read a letter that was given to her from Larry Stock about the Budget Hearing that was supposed to take place this evening. With no further input, public input was closed.

**REPORTS**

*Road Supervisor* – Dave began his report discussing the driveway permit requirements for residents, since there were some questions. C.F Heckmann bored the powerline and electrical should be handled from a hired source. Next, the history of the blacktop on orchard subdivision and what to do next was discussed. Lastly, there is a culvert being put in on Carstens Road to help prevent drainage into Carstens Lake.

*Law Enforcement* – Update on the burning citation contest with Shawn Stelzer. Then a resident had many situations on having their neighbor's dog in their yard. They started to feel as though the dog had become a threat, and therefore called Dave.

*Zoning Administrator* – Mike submitted his report prior to the meeting, there were no questions.

*Supervisor 1* – Kevin just discussed that the County Board approved the County budget; along with the process that comes with that.

*Supervisor 2* - The Fire departments next informational meeting for the Town will be held November 19<sup>th</sup> at 6 p.m. They are working on getting a letter together to be sent along with the taxes.

*Chairperson* – Denise began her report with recommendations from the Plan Commission. Supervisor Behnke made a motion to approve Matthew Kiecker to rezone a 3-acre parcel of land from A-3, Farmland Preservation District, to A-1, Agricultural/Rural Residential. Seconded by Supervisor Christiansen. Both voted aye, motion carried. The next recommendation was for Rodney and Tracy Fisher to rezone a 2.61-acre parcel from A-3 to A-2. Supervisor Christiansen made a motion to approve the rezone, seconded by Supervisor Behnke. Aye by both allowed the motion to carry. Next, a discussion about power poles that were placed in the right of way. Chuck from WPS will be at the December meeting to talk more about this. Essential Sewer and Water came and sprung the culvert on Gass Lake back up, free of charge to the

Town. Stangel Salt was next on the agenda. Denise gave everyone pamphlets and asked them to look and see what they think, and they will be put back on the agenda at a later date. That discussion led to Dave stating he was looking for a new sand supplier. Supervisor Christiansen made a motion to approve Jim's Excavating at \$17/yard, seconded by Supervisor Behnke. All approved, motion carried. The culvert on Union Road was brought up and was decided it will be a discussion in spring. Northeast Asphalt fixed Gass Lake road, therefore Supervisor Behnke made a motion to approve paying that bill. Supervisor Christiansen seconded the motion, all approved, motion carried. Denise then mentioned that our 10-year update to Farmland Preservation is due, and Cedar Corp will be helping with that process. This isn't in our budget, and we will have to take out of the committed fund. Denise then moved on to ARIP grant, we have received our contract and the timeframes. She will find out more with payments and reimbursements in time. The City Water Project, phase 2 & 3 was approved, now we are waiting for contracts to be discussed and approved by both sides before it can continue.

*Clerk* – The Christmas Party will be held at K-City Pub in Kellnersville at 6 p.m. Supervisor Christiansen made a motion to approve the paying of the bills, seconded by Chairperson Thomas. All approved, motion carried.

**NEXT MEETING DATES**

Fire Department Informational Meeting – November 19, 2024, at 5:00 p.m.

Public Hearing to adopt the 2025 Budget w/ 2024 tax levy – November 29, 2024, at 8:00 a.m.

Monthly Town Meeting – December 18, 2024, at 5:00 p.m.

With no further discussion Chairperson Thomas moved to adjourn the meeting, seconded by Supervisor Christiansen. Said motion was adapted by acclamation. The meeting was adjourned.

Respectfully submitted,  
Alyssa Grotegut, Clerk



**RESOLUTION APPROVING TOWN OF NEWTON ZONING  
ORDINANCE**

(Rodney and Tracy Fischer)

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1 WHEREAS, the town of Newton adopted a zoning ordinance pursuant to the authority  
2 granted to towns under Wis. Stat. § 60.62; and  
3

4 WHEREAS, Manitowoc County adopted a zoning ordinance pursuant to the authority  
5 granted to counties under Wis. Stat. § 59.69; and  
6

7 WHEREAS, Wis. Stat. § 60.62(3) provides that town zoning ordinances, and amendments  
8 thereto, are subject to county board approval in counties that have adopted a zoning ordinance  
9 under Wis. Stat. § 59.69; and  
10

11 WHEREAS, the town of Newton amended its zoning ordinance on November 13, 2024 by  
12 rezoning a 2.61 acre parcel of property owned by Rodney and Tracy Fischer from A-3 (Farmland  
13 Preservation) District to A-2 (General Agriculture) District in accordance with Wis. Stat. § 60.62;  
14 and  
15

16 WHEREAS, the town of Newton has submitted its amended zoning ordinance to the county  
17 board of supervisors of the county of Manitowoc for approval, and a copy of the amended zoning  
18 ordinance has been provided to each member of the county board for review;  
19

20 NOW, THEREFORE, BE IT RESOLVED that the county board of supervisors of the  
21 county of Manitowoc approves the town of Newton’s amended zoning ordinance that rezones that  
22 certain 2.61 acre parcel of property owned by Rodney and Tracy Fischer from A-3 (Farmland  
23 Preservation) District to A-2 (General Agriculture) District and was adopted by the Town Board  
24 of Newton on November 13, 2024.

Dated this 17th day of December 2024.

Respectfully submitted by

\_\_\_\_\_  
Ryan Phipps, Supervisor, District 11

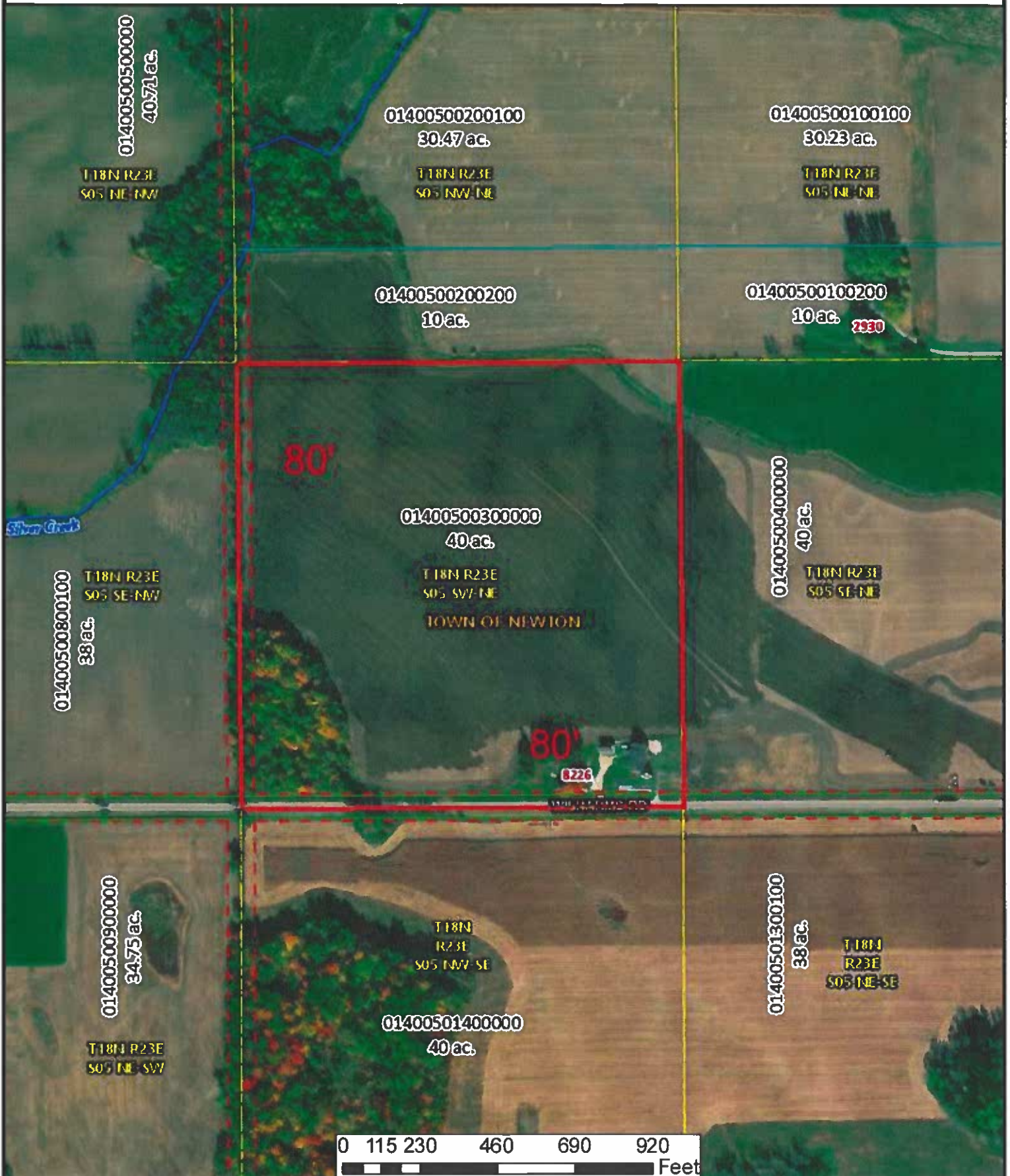
FISCAL IMPACT: None.

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

# Manitowoc County Parcel Viewer



Author: Public  
Date Printed: 12/4/2024



The burden for determining fitness for use rests entirely upon the user of this website. Manitowoc County and its co-producers will not be liable in any way for accuracy of the data and they assume no responsibility for direct, indirect, consequential, or other damages.

TOWN OF NEWTON  
6532 CARSTENS LAKE ROAD  
MANITOWOC WI 54220

November 14<sup>th</sup> 2024

To: County Board  
Court House  
1010 South 8<sup>th</sup> Street  
Manitowoc WI 54220

Ladies and gentlemen,

Please be advised that the Town of Newton at its regularly scheduled Town Board Meeting on Wednesday, November 13<sup>th</sup> 2024, approved the following:

A request by Rodney and Tracy Fischer to rezone a 2.61-acre parcel from A-3, Farmland Preservation District, to A-2, General Agriculture District to allow the barn and outbuildings to be sold after a house fire. The property is located at 8226 Wilharms Road.

A motion was made, seconded, and approved at the Town of Newton Planning Commission meeting on November 11<sup>th</sup>, 2024. Said action was approved and was submitted to the Town Board for approval. Voting Aye were Supervisor Behnke and Supervisor Christianson. Motion carried.

Alyssa Grotegut  
Town of Newton Clerk



**CERTIFIED SURVEY MAP**  
**LOCATED IN THE SW 1/4 OF THE NE 1/4 OF SECTION 5, TOWN 18 NORTH, RANGE 23 EAST,**  
**TOWN OF NEWTON, MANITOWOC COUNTY, WISCONSIN**

**SURVEYOR'S CERTIFICATE**

I, Jeffrey A. DeZeeuw, Professional Land Surveyor with Corner Point, do hereby certify that I have surveyed and mapped the following described parcel:

Located in the SW 1/4 of the NE 1/4 of Section 5, Town 18 North, Range 23 East, Town of Newton, Manitowoc County, Wisconsin, described as follows:

Commencing at the E 1/4 Corner of said Section; Thence S 89°40'26" W, 1307.52 feet to the point of beginning; Thence continue S 89°40'26" W, 501.00 feet coincident with the south line of the NE 1/4 of said Section; Thence N 00°19'34" W, 226.91 feet; Thence N 89°40'26" E, 501.00 feet; Thence S 00°19'34" E, 226.91 feet to the point of beginning.

Said parcel contains 113,682 Square Feet (2.610 Acres) of land.

That I have made such survey, land division and map at the direction of Rodney Fisher and Tracy Fischer.

I further certify that the map hereon is a correct representation of the exterior boundaries of the lands surveyed and the division thereof. Also that I have fully complied with the provisions of Chapter 236.34 of the Wisconsin Statutes and Section 12.07 of the Manitowoc County Subdivision Regulations.

Dated \_\_\_\_\_  
 Jeffrey A. DeZeeuw  
 Professional Land Surveyor, S-2294

**OWNER'S CERTIFICATE**

As owners we hereby certify that we caused the land described on this map to be surveyed, mapped, divided and dedicated as represented on this map.

Dated \_\_\_\_\_

Rodney Fischer

Tracy Fischer

**CERTIFICATE OF PLANNING AGENCY**

This certified survey map has been submitted and approved by the City of Manitowoc Plan Commission.

Dated \_\_\_\_\_

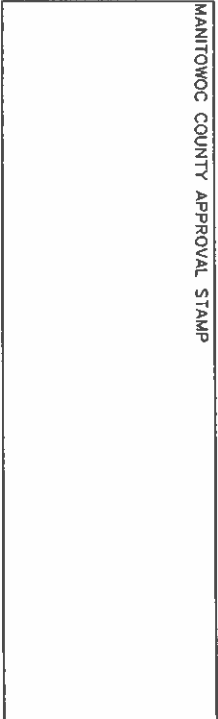
Paul Braun

**CERTIFICATE OF PLANNING AGENCY**

This certified survey map has been submitted and approved by the Town of Newton Plan Commission.

Dated \_\_\_\_\_

Michael Sottery



TOWN OF NEWTON BOARD MEETING  
NOVEMBER 13, 2024

The November 13, 2024, the meeting of the Town of Newton was called to order by Chairperson Thomas at 5:00 p.m. at the Town Hall, 6532 Carstens Lake Road, Manitowoc. The Public hearing to adopt the budget was postponed until November 29<sup>th</sup> at 8 a.m.

**ROLL CALL**

The roll was called, members present were Denise Thomas – Chairperson, Kevin Behnke - Supervisor 1, Kelly Christiansen – Supervisor 2, Alyssa Grotegut – Clerk, Paulette Vogt – Treasurer, Dave Mueller – Road Supervisor/Law Enforcement Officer. Excused was Mike Slattery – Zoning Administrator

**VERIFICATION OF POSTING – APPROVAL OF AGENDA AND MEETING MINUTES**

An affidavit is on file stating the agenda was posted in the proper places. Supervisor Christiansen moved to approve the agenda, seconded by Supervisor Behnke. All approved, motion carried. Supervisor Behnke then made a motion to accept all the previous meeting minutes, seconded by Supervisor Christiansen. All approved, motion carried.

**TREASURER'S REPORT**

Treasurer Vogt submitted her report prior to the meeting. Chairperson Thomas asked about our CD. After a discussion, Chairperson Thomas made a motion to approve a 4-month CD at 4.65% at Community First. Seconded by Supervisor Behnke, all approved, motion carried. Supervisor Christiansen then made a motion to accept the treasurer's report, seconded by Supervisor Behnke. All approved, motion carried.

**PUBLIC INPUT**

Chairperson Thomas opened public input. Roger Busse asked a few questions about the new Budget and the election. Ed Downing gave praise to every member of the Board on the job they are doing for the Town. Lastly, the clerk read a letter that was given to her from Larry Stock about the Budget Hearing that was supposed to take place this evening. With no further input, public input was closed.

**REPORTS**

*Road Supervisor* – Dave began his report discussing the driveway permit requirements for residents, since there were some questions. C.F Heckmann bored the powerline and electrical should be handled from a hired source. Next, the history of the blacktop on orchard subdivision and what to do next was discussed. Lastly, there is a culvert being put in on Carstens Road to help prevent drainage into Carstens Lake.

*Law Enforcement* – Update on the burning citation contest with Shawn Stelzer. Then a resident had many situations on having their neighbor's dog in their yard. They started to feel as though the dog had become a threat, and therefore called Dave.

*Zoning Administrator* – Mike submitted his report prior to the meeting, there were no questions.

*Supervisor 1* – Kevin just discussed that the County Board approved the County budget; along with the process that comes with that.

*Supervisor 2* - The Fire departments next informational meeting for the Town will be held November 19<sup>th</sup> at 6 p.m. They are working on getting a letter together to be sent along with the taxes.

*Chairperson* – Denise began her report with recommendations from the Plan Commission. Supervisor Behnke made a motion to approve Matthew Kieker to rezone a 3-acre parcel of land from A-3, Farmland Preservation District, to A-1, Agricultural/Rural Residential. Seconded by Supervisor Christiansen. Both voted aye, motion carried. The next recommendation was for Rodney and Tracy Fisher to rezone a 2.61-acre parcel from A-3 to A-2. Supervisor Christiansen made a motion to approve the rezone, seconded by Supervisor Behnke. Aye by both allowed the motion to carry. Next, a discussion about power poles that were placed in the right of way. Chuck from WPS will be at the December meeting to talk more about this. Essential Sewer and Water came and sprung the culvert on Gass Lake back up, free of charge to the

Town. Stangel Salt was next on the agenda. Denise gave everyone pamphlets and asked them to look and see what they think, and they will be put back on the agenda at a later date. That discussion led to Dave stating he was looking for a new sand supplier. Supervisor Christiansen made a motion to approve Jim's Excavating at \$17/yard, seconded by Supervisor Behnke. All approved, motion carried. The culvert on Union Road was brought up and was decided it will be a discussion in spring. Northeast Asphalt fixed Gass Lake road, therefore Supervisor Behnke made a motion to approve paying that bill. Supervisor Christiansen seconded the motion, all approved, motion carried. Denise then mentioned that our 10-year update to Farmland Preservation is due, and Cedar Corp will be helping with that process. This isn't in our budget, and we will have to take out of the committed fund. Denise then moved on to ARIP grant, we have received our contract and the timeframes. She will find out more with payments and reimbursements in time. The City Water Project, phase 2 & 3 was approved, now we are waiting for contracts to be discussed and approved by both sides before it can continue.

*Clerk* – The Christmas Party will be held at K-City Pub in Kellnersville at 6 p.m. Supervisor Christiansen made a motion to approve the paying of the bills, seconded by Chairperson Thomas. All approved, motion carried.

#### **NEXT MEETING DATES**

Fire Department Informational Meeting – November 19, 2024, at 5:00 p.m.

Public Hearing to adopt the 2025 Budget w/ 2024 tax levy – November 29, 2024, at 8:00 a.m.

Monthly Town Meeting – December 18, 2024, at 5:00 p.m.

With no further discussion Chairperson Thomas moved to adjourn the meeting, seconded by Supervisor Christiansen. Said motion was adapted by acclamation. The meeting was adjourned.

Respectfully submitted,  
Alyssa Grotegut, Clerk

**RESOLUTION AUTHORIZING NWQI GRANT**

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1       WHEREAS, the Manitowoc County Land and Water Resource Management Plan  
2 identifies concerns with non-point pollution of surface water, ground water, and agricultural soil  
3 erosion in the County; and  
4

5       WHEREAS, the Soil and Water Conservation Department manages GIS data and online  
6 mapping resources to provide information for public use; and  
7

8       WHEREAS, improper nutrient application and agricultural runoff can be significant  
9 sources impacting Manitowoc County’s groundwater, inland lakes, and watersheds draining to  
10 Lake Michigan; and  
11

12       WHEREAS, current data from the Wisconsin Department of Natural Resources  
13 (“WDNR”) and community well monitoring efforts in five selected watersheds located in  
14 Manitowoc County have shown trends of increasing nitrate levels; and  
15

16       WHEREAS, the Soil and Water Conservation Department has the opportunity to apply for  
17 and receive \$50,000 in 2025-2026 for assessment funds from the Natural Resources Conservation  
18 Service (“NRCS”) through a National Water Quality Initiative Grant; and  
19

20       WHEREAS, the Manitowoc County Soil and Water Department has staff and internal  
21 resources available to work with WDNR and NRCS to develop an assessment plan and application;  
22 and  
23

24       WHEREAS, the Soil and Water Conservation Department will receive up to \$50,000 in  
25 2025-2026 for staff support, outreach and assessment tools; and  
26

27       WHEREAS, after careful consideration and review, the Land Conservation Committee  
28 recommends the Soil and Water Conservation Department pursue and accept a National Water  
29 Quality Initiative Grant in the amount of \$50,000 to facilitate and improve groundwater quality in  
30 Manitowoc County;  
31

32       NOW THEREFORE, BE IT RESOLVED, that the board of supervisors of the county of  
33 Manitowoc authorizes the Soil and Water Conservation Department to apply for and accept a  
34 National Water Quality Initiative Grant in an amount up to \$50,000; and  
35

36       BE IT FURTHER RESOLVED the Soil and Water Conservation Department will meet the  
37 financial obligations necessary to fully and satisfactorily complete the deliverables as outlined in  
38 grant application and any agreements entered into pursuant thereto; and  
39

40 BE IT FURTHER RESOLVED the Manitowoc County Soil and Water Conservation  
41 Department Director, or his or her designee, is hereby authorized and empowered to sign  
42 documents and take actions necessary to undertake, direct, and complete the grant process  
43 including, but not limited to, fiscal obligations, submitting grant applications, reimbursements, and  
44 reports with grant providers and to sign, submit, and approve other documentation as necessary to  
45 complete grant requirements; and  
46

47 BE IT FURTHER RESOLVED that to the extent the grant is awarded and received in  
48 2024, revenues and expenses in the Soil and Water Conservation Department budget are amended  
49 by the amount of any grant award, and the Finance Director is directed to record such information  
50 in the official books of the County for the year ending December 31, 2024 with carryover to 2025  
51 and 2026 as may be required.


Dated this 17th day of December 2024.

Respectfully submitted by the  
Land Conservation/Extension, Education,  
and Agriculture Committee

\_\_\_\_\_  
Ryan Phipps, Chair

FISCAL IMPACT: No additional tax levy impact. Appropriate revenue and expense accounts  
in the Soil and Water Conservation Department budget are hereby increased  
by the amount of any State grant amount authorized.

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

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

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



MEETING OF THE COUNTY BOARD OF SUPERVISORS  
MANITOWOC COUNTY, WISCONSIN  
**AMENDED**

Tuesday, December 17, 2024

6:00 P.M.

Pursuant to Wis. Stats. 59.04, the County Board of Supervisors of Manitowoc County, Wisconsin convened in open session at the Manitowoc County Office Complex, in the City of Manitowoc, being the 17<sup>th</sup> day of December 2024, for the purpose of transacting business as a Board of Supervisors.

Chairman Martell called the meeting to order at 6:00 p.m.

Supervisor Metzger gave the invocation, followed by the Pledge of Allegiance to the Flag by the entire assemblage.

Roll call: 22 members were present: Lillibridge-1, Jadowski-2, Metzger-3, Brey-4, Martell-5, Schiesl-7, Hacker-8, Sitkiewitz-9, Zimmer-10, R. Phipps-11, Behnke-12, Neils-13, Hammel-15, Naidl-16, Maresh-17, Muench-18, Engelbrecht-20, M. Phipps-21, Grambow-22, Klein-23, Weiss-24, Shimulunas-25. Supervisors Hansen-6, and Falkowski-19 were excused. Supervisor Bonde-14 was absent.

PUBLIC COMMENT – OPPORTUNITY FOR CITIZENS TO PRESENT THEIR VIEWS

Chairman Martell declared public comment open at 6:02 p.m.

Kay Goswitz, Town of Manitowoc, requested the dip on CTH B be fixed. The dip has been a hazard to those driving on CTH B.

Jim Theyerl, Town of Manitowoc, requested the dip on CTH B be fixed.

Robert Denor, Town of Manitowoc, requested the dip on CTH B be fixed.

Jason Griffin, Town of Manitowoc, requested the dip on CTH B be fixed or have signage placed by the dip in the road to alert people to slow down.

No one else present wished to speak, subsequently Chairman Martell closed public input at 6:12 p.m.

CONSENT AGENDA

Chairman Martell called the consent agenda and questioned if any supervisor wished to withdraw any items. Supervisor Brey moved, seconded by Supervisor Engelbrecht to approve Consent Agenda Items A, B1, B2, B3, B4, C1a, C1c, C1d, C2a, C2b, C3a, and C3b. Upon vote, the motion carried unanimously.

A. Approve November 17, 2024 County Board Minutes.

- B1. Appointment of Shirley Fessler to the Aging & Disability Board for a term expiring December 31, 2027.
- B2. Appointment of Brian Kraemer to the Board of Adjustment for a three-year term expiring December 2027.
- B3. Appointment of Judy Ruggirello to the Human Services Board for a three-year term expiring December 2027.
- B4. Appointments of Kali Hentges, Megan O'Connor, and Scott Tuma to the Manitowoc-Calumet Library System Board of Trustees for a three-year term expiring December 2027.
- C1a. Resolution 2024/2025-58 Adopting Farmland Preservation Plan.
- C1c. Ordinance 2024/2025-60 Amending Zoning Map (Kevin Czechanski).
- C1d. Ordinance 2024/2025-61 Amending Zoning Map (Vernon A and Patricia M Gulseth).
- C2a. Ordinance 2024/2025-62 Repealing and Recreating Manitowoc County Code §4.13(9) (Coroner's Office Fees).
- C2b. Resolution 2024/2025-63 Adopting Coroner's Office Fee Schedule.
- C3a. Resolution 2024/2025-64 Approving Town of Newton Zoning Ordinance (Matthew Kiecker).
- C3b. Resolution 2024/2025-65 Approving Town of Newton Zoning Ordinance (Rodney and Tracy Fischer).

#### COMMITTEE REPORTS, RESOLUTIONS, ORDINANCES

Aging & Disability Board: Supervisor Hacker gave a brief report.

Board of Health: Supervisor Metzger gave a brief report.

Expo-Ice Center Board: Supervisor Behnke gave a brief report.

Finance Committee: Supervisor Brey gave a brief report.

Highway Committee: Supervisor Behnke gave a brief report.

Human Services Board: Supervisor Brey gave a brief report.

Land Conservation Committee: Supervisor Ryan Phipps gave a brief report.

Supervisor R. Phipps moved, seconded by Supervisor Muench to approve Resolution 2024/2025-66 Authorizing NWQI Grant. Upon vote, the motion carried unanimously.

Personnel Committee: Supervisor Maresh gave a brief report.

Planning and Park Commission: Supervisor ~~Falkowski~~ Zimmer gave a brief report.

Public Safety Committee: Supervisor ~~Falkowski~~ Grambow gave a brief report.

Public Works Committee: Supervisor Sitkiewitz gave a brief report.

#### ANNOUNCEMENTS

Chairman Martell announced the next County Board meeting will be Tuesday, January 21<sup>st</sup>, 2025

at 6pm. The location will be at the Office Complex, 4319 Expo Dr, Room 300 due to elevator maintenance at the Heritage Building.

ADJOURNMENT

Supervisor Brey moved to adjourn, seconded by Supervisor Neils, and the motion was adopted by acclamation. The meeting adjourned at 6:35 p.m.

Respectfully submitted,  
Jessica Backus, Manitowoc County Clerk