

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

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: _____
Tyler Martell, County Board Chair Date

APPROVED: _____
Bob Ziegelbauer, County Executive Date

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: _____
Tyler Martell, County Board Chair Date

APPROVED: _____
Bob Ziegelbauer, County Executive Date

**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
39
40
41
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- 2. the deceased or other financially responsible party is indigent and the fee is to be paid by a county or state agency, and no positive fiscal result would be realized by the County; or
- 3. the financially responsible party files an affidavit of indigency with the Coroner's office.

and

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

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**

CORONER'S FEES	
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

**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

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