

**RESOLUTION ACCEPTING ROUTINE IMMUNIZATION THROUGH
COMMUNITY ENGAGEMENT (RICE) GRANT**

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1 WHEREAS, the Manitowoc County Health Department has been awarded a 2025 “Routine
2 Immunization Through Community Engagement” grant from the Wisconsin Department of Health
3 Services in the amount of \$39,937; and
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5 WHEREAS, the grant funds will be used to support routine immunization operations, staff
6 time, and health promotion activities to reduce vaccine preventable diseases in the community;
7 and
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9 WHEREAS, after careful consideration and review, the Board of Health recommends
10 Manitowoc County accept the “Routine Immunization Through Community Engagement (RICE)”
11 grant” as awarded from the Wisconsin Department of Health Services;
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13 NOW, THEREFORE, BE IT RESOLVED that the county board of supervisors of the
14 county of Manitowoc hereby accepts the “Routine Immunization Through Community
15 Engagement (RICE)” funds in the full amount awarded; and
16

17 BE IT FURTHER RESOLVED the Manitowoc County Health Department is authorized
18 to execute such papers and to take other action as necessary to accept the grant, direct, and
19 complete the project; and
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21 BE IT FURTHER RESOLVED that the 2025 budget is amended by the amount of the grant
22 funds allocated and that the Finance Director is directed to record such information in the official
23 books of the County for the year ending December 31, 2025, with carryover to 2026 as may be
24 required.

Dated this 4th day of November 2025.

Respectfully submitted by the Board of Health.

APPROVED: Bob Ziegelbauer, County Executive

RESOLUTION ADOPTING 2026 BUDGET AND PROPERTY LEVY

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1 WHEREAS, this Resolution includes various policies that if adopted are included in the
2 proposed 2026 annual budget for Manitowoc County; and

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4 WHEREAS, a detailed copy of the County Executive’s proposed 2026 annual budget has
5 been made available to each county supervisor and to the general public; and

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7 WHEREAS, the proposed 2026 annual budget was presented to the Manitowoc County
8 Board of Supervisors at its meeting on October 7, 2025; and

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10 WHEREAS, formal publication of a budget summary and announcement of a public
11 hearing was made in accordance with Wis. Stat. § 65.90 and Wis. Stat. ch. 985 in the Manitowoc
12 Herald Times Reporter on October 19, 2025; and

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14 WHEREAS, at its annual meeting on October 27, 2025, the county board of supervisors of
15 the county of Manitowoc held a public hearing on the proposed 2026 annual budget for the purpose
16 of obtaining public input; and

17
18 WHEREAS, future sales tax revenue will be deposited into a special revenue fund; and

19
20 WHEREAS, included in the proposed 2026 annual budget is a transfer from the general
21 fund to the health insurance reserve fund in the amount of \$683,000, which represents amounts
22 taken from the health insurance reserve fund and transferred to the general fund in prior budgets;
23 and

24
25 WHEREAS, performance review increases awarded under Section 8.13 (Performance
26 Management) of the Employee Policy Manual shall be suspended for 2026; and

27
28 WHEREAS, Manitowoc County Code § 5.02(4) allows the wage schedule to be adjusted
29 each year by action of the county board so that it remains competitive with the market; and

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31 WHEREAS, a 2.0% increase in the wage schedule will assist in maintaining a competitive
32 wage schedule; and

33
34 WHEREAS, the proposed changes to the group health plan includes an increase to the
35 premium, an increase to the embedded individual deductible under the family plan as required by
36 the IRS, a change to the specialty drug co-payment, and inclusion of Telehealth coverage at no
37 cost to the employee; and

38
39 WHEREAS, employees will have continued access to the Health Joy app in 2026; and

40

41 WHEREAS, the proposed 2026 annual budget includes the additional benefit offering of
42 Identity Theft Insurance funded 100% by the employee; and

43
44 WHEREAS, amendments to sections 4.12 (Nepotism), 11.03 (Uniform Allowance), and
45 18.05 (Premium Pay) are proposed contemporaneously with the proposed 2026 annual budget; and

46
47 WHEREAS, the proposed 2026 annual budget includes the restructuring of the Public
48 Works Department; and

49
50 WHEREAS, the proposed 2026 annual budget includes a market adjustment for Highway
51 Maintenance Workers, Mechanics, and Construction Supervisors to assist in recruitment and
52 retention; and

53
54 WHEREAS, the annual salary for the County Executive for the 2026 to 2030 term shall be
55 as follows:

56
57 For 2026: effective for the period from April 22, 2026 to December 31, 2026, the annual
58 salary shall be \$74,280 (\$4,126 per pay period);

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60 For 2027: the annual salary shall be \$108,264 (\$4,164 per pay period);

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62 For 2028: the annual salary shall be \$108,264 (\$4,164 per pay period);

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64 For 2029: the annual salary shall be \$108,264 (\$4,164 per pay period);

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66 For 2030: the annual salary shall be \$108,264, pro-rated from January 1, 2030 – April 16,
67 2030 (\$4,164 per pay period);

68
69 and

70
71 WHEREAS, the County Executive will be offered the same fringe benefit package that is
72 offered to appointed Department Directors;

73
74 NOW, THEREFORE, BE IT RESOLVED that the county board of supervisors of the
75 county of Manitowoc hereby adopts a Governmental Funds Budget and a service delivery
76 Proprietary Fund Budget for the calendar year beginning January 1, 2026 as indicated in the
77 attached 2026 annual budget for Manitowoc County and any attachments or addenda thereto; and

78
79 BE IT FURTHER RESOLVED that the Manitowoc County Board of Supervisors hereby
80 authorizes that the following sums of money be raised for the ensuing year:

81

82	State Special Charges - Charitable & Penal	\$	2,530.63
83	County Aid Bridges (Wis. Stat. § 82.08)	\$	59,413.00
84	Illegal Real Estate Taxes Charged Back (Prior Year)	\$	6,184.38
85	<u>All Other County Taxes</u>	\$	<u>34,077,409.09</u>
86	Gross County Tax Levy	\$	34,145,537.10

87
88 and

89
90 BE IT FURTHER RESOLVED that Manitowoc County shall apportion the tax for bridges
91 under Wis. Stat. § 82.08 on the taxable property of the participating districts; and

92
93 BE IT FURTHER RESOLVED that the 2026 annual budget in detail hereto attached shall
94 be made a part of the Tax Levy; and

95
96 BE IT FURTHER RESOLVED that future sales tax revenue shall be deposited into a
97 special revenue fund; and

98
99 BE IT FURTHER RESOLVED that there will be a transfer from the general fund to the
100 health insurance reserve fund in the amount of \$683,000; and

101
102 BE IT FURTHER RESOLVED that effective January 1, 2026, there will be a suspension
103 of performance review increases awarded under Section 8.13 (Performance Management) of the
104 Employee Policy Manual for 2026; and

105
106 BE IT FURTHER RESOLVED that the employee wage schedule is increased by 2.0% as
107 of December 21, 2025, and all employees at or below maximum shall receive a 2.0% increase as
108 of December 21, 2025; and

109
110 BE IT FURTHER RESOLVED that effective January 1, 2026, the plan design of
111 Manitowoc County's group health plan will be changed as follows:

112
113 1. For employees and elected officials covered under Manitowoc County's General
114 Health Plan, plan premiums shall be increased by 20% as follows:

- 115
116 a. Full premium for a Single plan shall be \$893.23;
117
118 b. Full premium for an EE+Child(ren) plan shall be \$1,518.49;
119
120 c. Full premium for a Family Plan shall be \$2,679.59.

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122 2. For employees and elected officials covered under Manitowoc County's Protective
123 Health Plan, plan premiums shall be increased by 20% as follows:

- 124
125 a. Full premium for a Single plan shall be \$689.42;
126
127 b. Full premium for an EE+Child(ren) plan shall be \$1,172.00;
128
129 c. Full premium for a Family Plan shall be \$2,068.22.

130
131 and

132

133 BE IT FURTHER RESOLVED that effective January 1, 2026, the embedded individual
134 deductible within the family plan shall be \$3,400 for employees covered under either the General
135 Health Plan or the Protective Health Plan; and

136
137 BE IT FURTHER RESOLVED that effective January 1, 2026, the specialty drug co-
138 payment incurred after the plan deductible will be 50% up to a maximum of \$100/month; and

139
140 BE IT FURTHER RESOLVED that effective January 1, 2026, the plan design of
141 Manitowoc County’s benefits plan shall cover Telehealth at 100% and employees will continue to
142 have access to the Health Joy app; and

143
144 BE IT FURTHER RESOLVED that effective January 1, 2026, the plan design of
145 Manitowoc County’s benefits plan will include access to Identity Theft Insurance; and

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147 ~~BE IT FURTHER RESOLVED that effective January 1, 2026, Section 4.12 (Nepotism) of~~
148 ~~the Employee Policy Manual shall be amended to read as follows:~~

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150 4.12 — Nepotism

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- 152 (1) ~~No employee of Manitowoc County shall be hired, promoted or transferred to a~~
153 ~~position in which they will be directly supervised by an individual with whom they~~
154 ~~have a close personal relationship which would give the appearance that such action~~
155 ~~was taken for reasons other than merit. For purposes of this policy, the term~~
156 ~~“family” means a person who is related as a child, parent, sibling, or spouse;~~
157 ~~grandchild or grandparent; brother-in-law, daughter-in-law, father-in-law, mother-~~
158 ~~in-law, sister-in-law, or son-in-law; or stepbrother, stepdaughter, stepfather,~~
159 ~~stepmother, stepsister, or stepson; is the domestic partner or legal dependent of the~~
160 ~~employee; or claims the employee as a legal dependent for tax purposes. The~~
161 ~~Personnel Committee may grant waivers of the nepotism policy provided that the~~
162 ~~position being filled requires unique skills unavailable elsewhere so that waiving~~
163 ~~the policy is in the public interest.~~
 - 164
165 (2) ~~The Personnel Committee may grant waivers of the nepotism policy provided that~~
166 ~~the position being filled requires unique skills unavailable elsewhere so that~~
167 ~~waiving the policy is in the public interest. No employee or elected official of~~
168 ~~Manitowoc County may seek improperly to promote the employment of a person~~
169 ~~to whom they have a family relationship.~~
 - 170
171 (3) ~~No employee or elected official of Manitowoc County may seek improperly to~~
172 ~~promote the employment of a person to whom they have a family relationship. No~~
173 ~~employee of Manitowoc County shall be hired, promoted or transferred to a~~
174 ~~position within Manitowoc County if they have a close personal or family~~
175 ~~relationship with a member of the governing body of Manitowoc County (County~~
176 ~~Board or County Executive) without approval from the County Board by majority~~
177 ~~consensus via a roll call vote.~~
- 178

179 (4) ~~For purposes of this policy, the term “family” means a person who is related as a~~
180 ~~child, parent, sibling, or spouse; grandchild or grandparent; brother-in-law,~~
181 ~~daughter-in-law, father-in-law, mother-in-law, sister-in-law, or son-in-law; or~~
182 ~~stepbrother, stepdaughter, stepfather, stepmother, stepsister, or stepson; is the~~
183 ~~domestic partner or legal dependent of the employee; or claims the employee as a~~
184 ~~legal dependent for tax purposes.~~

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186 and

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188 BE IT FURTHER RESOLVED that effective January 1, 2026, Section 11.03(3) (Uniform
189 Allowances) of the Employee Policy Manual shall be amended to read as follows:

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191 11.03 Uniform Allowances

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193 Uniform allowances accrue monthly and are paid annually to the following classifications
194 of employees:

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196 ...

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198 (3) Non-exempt Highway Department and Public Works employees holding
199 maintenance positions and supervisors in those Departments required to wear safety
200 boots/glasses - ~~\$50~~100.

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202 and

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204 BE IT FURTHER RESOLVED that effective January 1, 2026, Section 18.05(1) (Premium
205 Pay) of the Employee Policy Manual shall be amended to read as follows:

206
207 18.05 Premium Pay

208
209 (1) A shift premium of ~~2550¢~~ per hour shall be paid for all shifts beginning at or after
210 2:00 p.m., with no shift premiums paid for shifts beginning at or after 4:00 a.m. up
211 until 1:59 p.m. Part-time employees required to work all shifts, including shifts
212 beginning on or after 2:00 p.m. are also eligible for the ~~2550¢~~ per hour shift
213 premium.

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215 and

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217 BE IT FURTHER RESOLVED that effective January 1, 2026, the Information Technology
218 duties will be removed from the Public Works Department and will fall under an independent
219 Information Technology Department; and

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221 BE IT FURTHER RESOLVED that effective January 1, 2026, there will be a market
222 adjustment of either 1% or 2% for Highway Maintenance Workers, Mechanics, and Construction
223 Supervisors with an additional 1% or 2% awarded July 1, 2026, based on supervisor and
224 management team recommendation; and

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BE IT FURTHER RESOLVED the annual salary for the County Executive for the 2026 to 2030 term shall be as follows:

- For 2026: effective for the period from April 22, 2026 to December 31, 2026, the annual salary shall be \$74,280 (\$4,126 per pay period);
- For 2027: the annual salary shall be \$108,264 (\$4,164 per pay period);
- For 2028: the annual salary shall be \$108,264 (\$4,164 per pay period);
- For 2029: the annual salary shall be \$108,264 (\$4,164 per pay period);
- For 2030: the annual salary shall be \$108,264, pro-rated from January 1, 2030 – April 16, 2030 (\$4,164 per pay period);

and

BE IT FURTHER RESOLVED that the total annual compensation for the County Executive in effect at the end of the term will continue for ensuing terms unless changed by the County Board in accordance with State law; and

BE IT FURTHER RESOLVED that the County Executive shall participate in the Wisconsin Retirement System (WRS) on a pre-tax basis in accordance with State law, that the County Executive is required to pay his or her share of the total WRS contribution as required by law, that the County will pay its share of the total WRS contribution as required by law, and that is expressly recognized that the respective shares may change if State law is changed or if the WRS rate is adjusted as authorized by law; and

BE IT FURTHER RESOLVED that the County Executive is eligible for and may elect to receive health insurance through the County’s Group Health Insurance Plan on the same terms and condition, such as co-pays, deductibles, and premium contributions, any of which may be modified from time to time, as are offered to appointed Department Directors; and

BE IT FURTHER RESOLVED that the County Executive is eligible for and may elect to receive any other fringe benefits, such as dental, vision, or life insurance, on the same terms and conditions, any of which may be modified from time to time, as are offered to appointed Department Directors, and

BE IT FURTHER RESOLVED that the County Executive is eligible for and may participate in such other programs, such as deferred compensation and wellness, on the same terms and conditions, any of which may be modified from time to time, as are offered to appointed Department Directors; and

269 BE IT FURTHER RESOLVED that, the foregoing notwithstanding, the County Executive:
270 a) is not eligible for; b) does not accrue; or c) is not paid for any leave, such as holiday leave, short
271 term disability, long-term disability, sick leave, or vacation leave; and
272

273 BE IT FURTHER RESOLVED that the County shall make all disbursements, payments,
274 and withholdings, such as for F.I.C.A., liability insurance, income taxes, and worker's
275 compensation as may be required by Federal and State law;
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277 BE IT FURTHER RESOLVED that the Finance Director is authorized to make any
278 technical corrections to the budget that are necessary.

Dated this 4th day of November 2025.

Respectfully submitted by the Finance Committee.

FISCAL IMPACT: Requires a composite tax levy and rate, based upon the budget book as
printed, as follows:

Tax Levy of \$34,145,537.10

Composite Tax Rate of \$3.450156 per \$1,000 of equalized value.

APPROVED: Bob Ziegelbauer, County Executive

ORDINANCE AMENDING MANITOWOC COUNTY CODE CHAPTER 1 (COUNTY ORGANIZATION) AND CHAPTER 2 (COUNTY DEPARTMENTS AND AGENCIES)

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1 WHEREAS, Chapter 1 (County Organization) of the Manitowoc County Code governs
2 organizational matters of the County; and
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4 WHEREAS, Chapter 2 (County Departments and Agencies) of the Manitowoc County Code
5 governs the structure and responsibilities of County departments; and
6

7 WHEREAS, amendments must be made to the Manitowoc County Code from time-to-time
8 to maintain relevancy, reflect current practices, and address new issues and circumstances; and
9

10 WHEREAS, the County Executive’s proposed 2026 budget moved information services
11 from a function of the Public Works Department to a standalone department of Information
12 Services; and
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14 WHEREAS, the proposed amendments to Chapter 2 of the Manitowoc County Code
15 effectuate the County Executive’s proposal by removing information systems oversight and
16 functions from the Public Works Department and instead creating a separate Information Systems
17 Department; and
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19 WHEREAS, the proposed amendments to Chapter 1 of the Manitowoc County Code assign
20 the Public Works Committee as the home committee for the newly created Information Systems
21 Department, along with updating some outdated language; and
22

23 WHEREAS, after careful consideration and review, the Finance Committee recommends
24 approval of the following amendments to the Manitowoc County Code;
25

26 NOW, THEREFORE, the county board of supervisors of the county of Manitowoc does
27 ordain as follows:
28

29 Manitowoc County Code § 1.04(3)(i) is amended to read as follows:
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- 31 (i) Public Works Committee. Oversees the administration of the Public Works
32 Department in the areas of operation and maintenance of all County buildings
33 except the ~~Health Care Center, Highway Department Buildings, and County~~
34 ~~Airport, but will still be responsible for capital projects involving expenditures~~
35 ~~exceeding \$2,500.00 at the Health Care Center.~~ Initiates a plan to assure that all
36 County owned and operated buildings are in compliance with laws pertaining to
37 handicapped accessibility. Reviews the status of County owned tax delinquent
38 properties and other County owned lands under lease. Oversees the County’s solid
39 waste management programs with the cities, towns, and villages of the County.

40 Oversees the disposal of obsolete equipment not needed by County departments.
41 Oversees and is responsible for Public Works/Solid Waste, and Recycling, and
42 Manitowoc Industrial Commission. Oversees the Information Systems
43 Department.
44

45 Manitowoc County Code § 2.02(16m) is created to read as follows:
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47 2.02 County Departments.
48

49 There are established the following county departments, named as stated herein and
50 with the powers and duties described herein and in the applicable provisions of the
51 Wisconsin Statutes.
52

53 ...
54

55 (16m) Information Systems. The Information Systems Department shall provide
56 information services to all units of Manitowoc County government
57 including the development and management of databases to support data
58 collection, storage, access, retention, and retrieval (data services); the
59 design, installation, maintenance, and support of computer networks
60 (networking services); the identification and evaluation of emerging
61 technologies, the creation of a county-wide technology plan, the
62 implementation of security policies and procedures, and the supervision of
63 the design, development, testing, implementation, maintenance, and support
64 of information systems (systems development); and the installation,
65 maintenance, and support of hardware and software and the coordination of
66 such technical services with outside vendors (technical services).
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68 Manitowoc County Code § 2.02(19)(e) is deleted in its entirety as follows:
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70 (19) Public Works. The Public Works Department is responsible for:
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72 ...
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74 ~~(e) Providing information services to all units of Manitowoc County~~
75 ~~government including the development and management of~~
76 ~~databases to support data collection, storage, access, retention, and~~
77 ~~retrieval (data services); the design, installation, maintenance, and~~
78 ~~support of computer networks (networking services); the~~
79 ~~identification and evaluation of emerging technologies, the creation~~
80 ~~of a county-wide technology plan, the implementation of security~~
81 ~~policies and procedures, and the supervision of the design,~~
82 ~~development, testing, implementation, maintenance, and support of~~
83 ~~information systems (systems development); and the installation,~~
84 ~~maintenance, and support of hardware and software and the~~

