No. 2026/2028-47

RESOLUTION ADOPTING HEALTH DEPARTMENT FEE SCHEDULE
(Effective 01/01/2027)

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

WHEREAS, the Manitowoc County Health Department issues certain licenses and permits as an agent of various departments of the state of Wisconsin; and

WHEREAS, the county board of supervisors of the county of Manitowoc has authorized the Health Department charge fees to defray the costs of providing these various licenses and permits; and

WHEREAS, Manitowoc County Code s. 7.10 provides that the fees for licenses (other than animal licenses) and permits issued by the Health Department is authorized to charge must be set by County Board resolution; and

WHEREAS, adjustments to local fees are necessary to maintain financial sustainability; and

WHEREAS the Board of Health has reviewed the Health Department fee schedule and recommends that it be adjusted beginning January 1, 2027; and

WHEREAS, a copy of the proposed Health Department fee schedule is attached to this resolution as Appendix A;

NOW, THEREFORE, BE IT RESOLVED that the county board of supervisors of the county of Manitowoc approves and adopts the Health Department Fee Schedule as attached hereto, which shall be effective beginning January 1, 2027, and directs that a copy of the fee schedule be included as an appendix to Manitowoc County Code Chapter 7, Public Health.

Dated this 26th day of October 2026.

Respectfully submitted by the Board of Health.

FISCAL IMPACT: Indeterminate. Generally increases Health Department fees by 3%.

APPROVED: Tyler Martell, County Executive.

Appendix A

CHAPTER 7
APPENDIX

HEALTH DEPARTMENT FEE SCHEDULE
Effective January 1, 2027

BED AND BREAKFAST (8 ROOMS OR LESS)	$ ~~165~~170
CAMPGROUND (1 - 25 SITES)	$ ~~255~~263
CAMPGROUND (26 - 50 SITES)	$ ~~285~~294
CAMPGROUND (51 - 100 SITES)	$ ~~345~~355
CAMPGROUND (101 - 200 SITES)	$ ~~375~~386
CAMPGROUND (MORE THAN 200 SITES)	$ ~~415~~427
CAMPGROUND - SPECIAL EVENT (1 - 25 SITES)	$ ~~140~~144
CAMPGROUND - SPECIAL EVENT (26 - 50 SITES)	$ ~~185~~191
CAMPGROUND - SPECIAL EVENT (51 - 100 SITES)	$ ~~220~~227
CAMPGROUND - SPECIAL EVENT (101 - 200 SITES)	$ ~~251~~259
CAMPGROUND - SPECIAL EVENT (MORE THAN 200 SITES)	$ ~~285~~294
DPI SCHOOL INSPECTION - LIMITED	$ ~~170~~175
DPI SCHOOL INSPECTION	$ ~~430~~443
HOTEL/MOTEL (5 - 30 ROOMS)	$ ~~270~~278
HOTEL/MOTEL (31 - 99 ROOMS)	$ ~~375~~386
HOTEL/MOTEL (100 – 249 ROOMS)	$ ~~515~~530
HOTEL/MOTEL (250 – 499 ROOMS)	$ ~~550~~567
HOTEL/MOTEL (500 – 749 ROOMS)	$ ~~725~~747
HOTEL/MOTEL (750 – 1000 ROOMS)	$ ~~825~~850
HOTEL/MOTEL (1001+ ROOMS)	$ ~~930~~958
LATE RENEWAL FEE	$ 100
MICRO MARKET (SINGLE LOCATION)	$ 35
MICRO MARKET (MULTIPLE LOCATIONS ON SAME PREMISES)	$ 52
MOBILE RETAIL FOOD ESTABLISHMENT BASE – NO FOOD PREPARATION OR PROCESSING ACTIVITIES	$ ~~70~~72
MOBILE RETAIL FOOD ESTABLISHMENT – INSPECTION FEE	$ 50
OPERATING WITHOUT A WISCONSIN CERTIFIED FOOD MANAGER	$ 150
OPERATING WITHOUT A LICENSE	$ 275
PRE-INSPECTION - BED & BREAKFAST	$ 250
PRE-INSPECTION - CAMPGROUND	$ 300
PRE-INSPECTION - HOTEL/MOTEL	$ 300
PRE-INSPECTION - RECREATIONAL/EDUCATIONAL CAMP	$ 300
PRE-INSPECTION - RETAIL FOOD ESTABLISHMENT – NOT SERVING MEALS – PRE-PACKAGED TCS	$ 100
PRE-INSPECTION - RETAIL FOOD ESTABLISHMENT – NOT SERVING MEALS – SIMPLE NON-TCS	$ 200
PRE-INSPECTION - RETAIL FOOD ESTABLISHMENT – NOT SERVING MEALS – SIMPLE	$ 250
PRE-INSPECTION - RETAIL FOOD ESTABLISHMENT – NOT SERVING MEALS - MODERATE	$ 300
PRE-INSPECTION - RETAIL FOOD ESTABLISHMENT – NOT SERVING MEALS - COMPLEX	$ 400

Appendix A

PRE-INSPECTION - RETAIL FOOD ESTABLISHMENT – SERVING MEALS - PREPACKAGED TCS	$ 100
PRE-INSPECTION - RETAIL FOOD ESTABLISHMENT – SERVING MEALS - SIMPLE	$ 250
PRE-INSPECTION - RETAIL FOOD ESTABLISHMENT – SERVING MEALS - MODERATE	$ 350
PRE-INSPECTION - RETAIL FOOD ESTABLISHMENT – SERVING MEALS - COMPLEX	$ 400
PRE-INSPECTION - SWIMMING POOLS AND WATER ATTRACTIONS	$ 250
PRE-INSPECTION - TATTOO/BODY PIERCING ESTABLISHMENT	$ 200
PRE-INSPECTION - TATTOO AND BODY PIERCING ESTABLISHMENT – COMBINED	$ 200
PRE-INSPECTION - TOURIST ROOMING HOUSE OR SPECIALTY LODGING	$ 250
PRE-SALE INSPECTION	$ 150
POOL - SIMPLE	$ ~~335~~345
POOL – SIMPLE WITH FEATURES	$ ~~360~~371
POOL – MODERATE	$ ~~385~~397
POOL - MODERATE WITH FEATURES	$ ~~410~~422
POOL - COMPLEX	$ ~~440~~453
POOL - COMPLEX WITH FEATURES	$ ~~465~~479
RECREATIONAL/EDUCATIONAL CAMP SIMPLE	$ ~~415~~427
RECREATIONAL/EDUCATIONAL CAMP SIMPLE WITH HOSPITALITY	$ ~~470~~484
RECREATIONAL/EDUCATIONAL CAMP MODERATE	$ ~~460~~474
RECREATIONAL/EDUCATIONAL MODERATE WITH HOSPITALITY	$ ~~510~~525
RECRETIONAL/EDUCATIONAL CAMP COMPLEX	$ ~~500~~515
RECREATIONAL/EDUCATIONAL CAMP COMPLEX WITH HOSPITALITY	$ ~~550~~567
REINSPECTION - FIRST	$ 200
REINSPECTION - SECOND	$ 400
REINSPECTION - THIRD	$ 600
RETAIL FOOD ESTABLISHMENT – SERVING MEALS – PREPACKAGED	$ ~~150~~155
RETAIL FOOD ESTABLISHMENT – SERVING MEALS - SIMPLE	$ ~~285~~294
RETAIL FOOD ESTABLISHMENT – SERVING MEALS - MODERATE	$ ~~485~~500
RETAIL FOOD ESTABLISHMENT – SERVING MEALS - COMPLEX	$ ~~590~~608
RETAIL FOOD ESTABLISHMENT – NOT SERVING MEALS – PRE-PACKAGED TCS	$ ~~100~~103
RETAIL FOOD ESTABLISHMENT – NOT SERVING MEALS – SIMPLE NON-TCS	$ ~~200~~206
RETAIL FOOD ESTABLISHMENT – NOT SERVING MEALS – SIMPLE TCS	$ ~~265~~273
RETAIL FOOD ESTABLISHMENT – NOT SERVING MEALS - MODERATE	$ ~~365~~376
RETAIL FOOD ESTABLISHMENT – NOT SERVING MEALS - COMPLEX	$ ~~935~~963
SPECIAL CONDITIONS INSPECTION	$ 295
SPECIALTY LODGING (1 INDIVIDUALLY KEYED UNIT)	$ ~~175~~180
SPECIALTY LODGING (2 TO 4 INDIVIDUALLY KEYED UNITS)	$ ~~335~~345
SPECIALTY LODGING (5 TO 9 INDIVIDUALLY KEYED UNITS)	$ ~~440~~453
SPECIALTY LODGING (10 TO 19 INDIVIDUALLY KEYED UNITS)	$ ~~515~~530
SPECIALTY LODGING (20 TO 39 INDIVIDUALLY KEYED UNITS)	$ ~~620~~639
SPECIALTY LODGING (40 TO 99 INDIVIDUALLY KEYED UNITS)	$ ~~725~~747
TATTOO OR BODY PIERCING ESTABLISHMENT	$ ~~215~~221
TATTOO OR BODY PIERCING ESTABLISHMENT - TEMPORARY	$ ~~90~~93
TATTOO AND BODY PIERCING ESTABLISHMENT (COMBINED)	$ ~~310~~319

Appendix A

TATTOO AND BODY PIERCING ESTABLISHMENT (COMBINED) – TEMPORARY	$ ~~95~~98
TOURIST ROOMING HOUSE (1 INDIVIDUALLY KEYED UNIT)	$ ~~160~~165
TOURIST ROOMING HOUSE (2 TO 4 INDIVIDUALLY KEYED UNITS)	$ ~~335~~345
TOURIST ROOMING HOUSE (5 TO 9 INDIVIDUALLY KEYED UNITS)	$ ~~440~~453
TOURIST ROOMING HOUSE (10 TO 19 INDIVIDUALLY KEYED UNITS)	$ ~~515~~530
TOURIST ROOMING HOUSE (20 TO 39 INDIVIDUALLY KEYED UNITS)	$ ~~620~~639
TOURIST ROOMING HOUSE (40 TO 99 INDIVIDUALLY KEYED UNITS)	$ ~~725~~747
TOURIST ROOMING HOUSE (100 TO 299 INDIVIDUALLY KEYED UNITS)	$ ~~825~~850
TOURIST ROOMING HOUSE (300 TO 599 INDIVIDUALLY KEYED UNITS)	$ ~~930~~958
TOURIST ROOMING HOUSE (600+ INDIVIDUALLY KEYED UNITS)	$ ~~1,030~~1,061
TRANSIENT RETAIL FOOD ESTABLISHMENT – INSPECTION FEE	$ 50
TRANSIENT RETAIL FOOD ESTABLISHMENT – NON-TCS	$ ~~85~~88
TRANSIENT RETAIL FOOD ESTABLISHMENT – PREPACKAGED TCS FOOD ONLY	$ ~~70~~72
TRANSIENT RETAIL FOOD ESTABLISHMENT - TCS	$ ~~172~~177
WELL WATER RESAMPLE (TRANSIENT NONCOMMUNITY WATER SYSTEM)	$ 40
WELL WATER INITIAL SAMPLE (TRANSIENT NONCOMMUNITY WATER SYSTEM) - COLIFORM AND NITRATE	$ 40
WELL WATER SAMPLE (TRANSIENT NONCOMMUNITY WATER SYSTEM) - NITRATE +NITRITE	$ 55

No. 2026/2028-48

ORDINANCE AMENDING ZONING MAP
(Kraig and Mary Binversie)

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

WHEREAS, the Planning and Park Commission, after providing the required notice, held a public hearing on a petition for a zoning ordinance amendment on September 28, 2026; and

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

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

A parcel of land located in a part of the Southwest Quarter (SW l/4) of the Northeast Quarter (NE l/4) of Section Seventeen (17), Township Seventeen (17) North, Range Twenty-Two (22) East, Town of Meeme, Manitowoc County, Wisconsin, more particularly described as follows:

> Commencing at the East Quarter Corner of said Section 17; thence N87°-56'-58"W along the South line of the NE 1 /4 of said Section 17, a distance of 1353.42 feet to the Southeast Corner of the SW 1/4 of the NE l/4 of said Section 17 and the point of beginning; thence continuing N87°-56'-58"W along said South line 720.31 feet to East Right of Way line of C.T.H. "M"; thence N32°-41'-48"W along said East line 196.22 feet; thence Northwesterly 130.34 feet along said East line and the arc of curve to the right, having a radius of 1864.85 feet, and a chord of which bears N30°-41 '-40"W 130.31 feet; thence S87°-56'-58"E 892.96 feet to the East line of the SW l/4 of the NE l /4 of said Section 17; thence S00°-00'-16"W along said East line 271.00 feet to the point of beginning, said parcel containing approximately 219,004 square feet (5.03 acres) of land

is hereby rezoned from Large Estate Residential (LE) District to General Agriculture (GA) District.

Dated this 26th day of October 2026.

Respectfully submitted by the Planning and Park Commission.

FISCAL IMPACT: None.

COUNTERSIGNED: Matthew Phipps, County Board Chair.

APPROVED: Tyler Martell, County Executive.

No. 2026/2028-49

ORDINANCE AMENDING ZONING MAP
(Matthew Boldt)

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

WHEREAS, the Planning and Park Commission, after providing the required notice, held a public hearing on a petition for a zoning ordinance amendment on September 28, 2026; and

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

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

A parcel of land located in a part of the Northeast Quarter (NE1/4) of the Southeast Quarter (SE1/4) of Section Fourteen (14), Township Eighteen (18) North, Range Twenty-One (21) East, Town of Eaton, Manitowoc County, Wisconsin, more particularly described as follows:

> Beginning at the east quarter corner of said Section 14; thence S00º-28'-52"W along the east line of the SE1/4 of said Section 14, a distance of 125.00 feet to the northeast corner of Lot 1 of Certified Survey Map as recorded in Volume 33 of Certified Survey Maps on Page 377 as Document No. 1203733 of Manitowoc County Records; thence N89°-59'-38"W 396.92 feet to the northwest corner of said Lot 1; thence S00°-28'-52"W 1196.98 feet to the southwest corner of said Lot 1 and the south line of the NE1/4 of the said SE1/4; thence N89°-59'-06"W along said south line, a distance of 919.14 feet to the west line of the NE1/4 of said SE1/4; thence N00°-25'-09"E along said west line, a distance of 1321.83 feet to the north line of said SE1/4; thence S89°-59'-38"E along said north line, a distance of 1317.49 feet to the point of beginning, said parcel containing approximately 1,265,545 square feet (29.053 acres) of land

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

Dated this 26th day of October 2026.

Respectfully submitted by the Planning and Park Commission.

FISCAL IMPACT: None.

COUNTERSIGNED: Matthew Phipps, County Board Chair.

APPROVED: Tyler Martell, County Executive.

No. 2026/2028-50

ORDINANCE AMENDING ZONING MAP
(John and Rosemarie Ebert)

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

WHEREAS, the Planning and Park Commission, after providing the required notice, held a public hearing on a petition for a zoning ordinance amendment on September 28, 2026; and

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

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

A parcel of land located in a part of the North Half (N1/2) of the Northeast Quarter (NE1/4) of the Northwest Quarter (NW1/4) of Section Fifteen (15), Township Nineteen (19) North, Range Twenty-One (21) East, Town of Rockland, Manitowoc County, Wisconsin, more particularly described as follows:

> Commencing at the North Quarter Corner of said Section 15; thence N89°-13'-11"W along the north line of the NW1/4 of said Section 15, a distance of 38.00 feet to the northwest corner of Tract One (1) of Certified Survey Map as recorded in Volume 32 of Certified Survey Maps on Page 347 as Document Number 1179397 of Manitowoc County Records, also being the point of beginning; thence S00°-30'-25"E along the west line of said Tract 1, a distance of 508.46 feet; thence N88°-51'-47"W 180.00 feet; thence S00°-30'-25"E 135.00 feet to the south line of the N1/2 of the NE1/4 of said NW1/4; thence N88°-51'-47"W along said south line, a distance of 1078.76 feet to the west line of the NE1/4 of said NW1/4; thence N00°-42'-09"W along said west line, a distance of 635.67 feet to the north line of said NW1/4; thence S89°-13'-11"E along said north line, a distance of 1260.73 feet to the point of beginning, said parcel containing approximately 18.8 acres of land

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

Dated this 26th day of October 2026.

Respectfully submitted by the Planning and Park Commission.

FISCAL IMPACT: None.

COUNTERSIGNED: Matthew Phipps, County Board Chair.

APPROVED: Tyler Martell, County Executive.

No. 2026/2028-51

ORDINANCE AMENDING ZONING MAP
(Siemers Farms Inc.)

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

WHEREAS, the Planning and Park Commission, after providing the required notice, held a public hearing on a petition for a zoning ordinance amendment on September 28, 2026; and

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

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

A parcel of land located in a part of the NW1/4 of the SE1/4 of Section 17, T.17N., R.22E., Town of Meeme, Manitowoc County, Wisconsin, more particularly described as follows:

> Commencing at the East Quarter Corner of said Section 17; thence N87º-56'-58"W along the North line of the SE1/4 of said Section 17 a distance of 1378.48 feet to the point of beginning; thence continuing N87º-56'-58"W along said North line 695.25 feet to the Easterly line of C.T.H. "M"; thence S32º-41'-48"E along said Easterly line 396.26 feet; thence N57º-18'-12"E 571.27 feet to the point of beginning, said parcel containing approximately 113,187 square feet (2.60 acres) of land

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

Dated this 26th day of October 2026.

Respectfully submitted by the Planning and Park Commission.

FISCAL IMPACT: None.

COUNTERSIGNED: Matthew Phipps, County Board Chair.

APPROVED: Tyler Martell, County Executive.

No. 2026/2028-52

RESOLUTION ADOPTING MANITOWOC COUNTY PLANNING AND PARK COMMISSION FEE SCHEDULE

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

WHEREAS, the Manitowoc County Code § 4.13(2) provides that the fees that the Planning and Zoning Department is authorized to charge must be set by County Board resolution and reviewed annually by the Planning and Park Commission; and

WHEREAS, the Manitowoc County Planning and Park Commission has reviewed the Planning and Zoning Department Fee Schedule on September 28, 2026, and recommends that it be adjusted; and

WHEREAS, a copy of the proposed Planning and Zoning Department fee schedule is attached to this Resolution as Appendix A;

NOW, THEREFORE, BE IT RESOLVED that the county board of supervisors of the county of Manitowoc approves and adopts the proposed Planning and Zoning Department Fee Schedule to be effective January 1, 2027, and directs that a copy of the fee schedule be included as an appendix to the Manitowoc County Code Chapter 4, Finances.

Dated this 26th day of October 2026.

Respectfully submitted by the Planning and Park Commission.

FISCAL IMPACT: Indeterminable.

APPROVED: Tyler Martell, County Executive.

APPENDIX A

PLANNING AND ZONING DEPARTMENT FEE SCHEDULE

Effective January 1, 2027

PRIVATE ONSITE WASTEWATER TREATMENT (POWTS) APPROVALS	
Holding Tank - 5,000 gpd or less	$ 151
Holding Tank - 5,001 – 10,000 gpd	$ 185
Holding Tank - 10,001+ gpd	$ 233
In-Ground Non-Pressurized System – Residential	$ 220
In-Ground Non-Pressurized System - Nonresidential - 1,000 gpd or less	$ 290
In-Ground Non-Pressurized System - Nonresidential - 1,001 – 2,000 gpd	$ 355
In-Ground Non-Pressurized System - Nonresidential - 2,001 - 5,000 gpd	$ 425
Maintenance Program - Per Year	$ 15
Pressurized System - 1,000 gpd or less	$ 290
Pressurized System - 1,001 – 2,000 gpd	$ 355
Pressurized System - 2,001 - 5,000 gpd	$ 425
Revision - Previously Approved Plan	$ 157

NONMETALLIC MINING	
Active Acreage - Per Acre/Per Year	$ 75
Mining Plan Review	$ 300
Mining Plan Modification Review	$ 300

SANITARY PERMITS	
Alternate, Experimental, or Other System	$ 685
Holding Tank	$ 685
In-Ground Non-Pressurized System	$ 562
Large Scale System	$ 828
On-site Soil Evaluation	$ 94
On-site System Evaluation	$ 94
Pressurized System	$ 685
Reconnection	$ 220
Renewal	$ 139
Soil Test Review	$ 40
Wisconsin Fund Application	$ 100

APPENDIX A

PLANNING AND ZONING DEPARTMENT FEE SCHEDULE

Effective January 1, 2027

ZONING PERMITS	
Accessory Structure (New Construction or Modification)	$ 128
Board of Adjustment – Appeal	$ 587
Board of Adjustment - Interpretation Request	$ 587
Board of Adjustment - Variance Request	$ 587
Certified Survey Map – Appeal	$ 199
Certified Survey Map - Review (First Lot)	$ 170
Certified Survey Map - Review (For Each Additional Lot)	$ 64
Certified Survey Map - Variance Request	$ 199
Conditional Use Permit	$ 587
Development Plan Review (First Lot)	$ 453
Development Plan Review (For Each Additional Lot)	$ 59
Filling and Grading Permit	$ 185
Impervious Surface Calculation Review	$ 185
Industrial Site Plan Review	$ 158
Principal Structure (New Construction or Modification)	$ 250
Shoreland Mitigation Plan Review	$ 350
Subdivision Plat Review (First Lot)	$ 482
Subdivision Plat Review (For Each Additional Lot)	$ 54
Telecommunication – Tower	$3,000
Telecommunication - Antenna Co-location	$ 128
Wind Energy System - Large (Application)	$2,500
Wind Energy System - Large (For Each Tower on Application)	$1,000
Wind Energy System – Small	$ 350
Zoning Amendment - Petition	$ 587

No. 2026/2028-53

RESOLUTION AUTHORIZING COUNTY CONSERVATION AIDS GRANT APPLICATION

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

WHEREAS, the Manitowoc County Planning and Zoning Department plans to continue the control of invasive species and other encroaching vegetation along the Devils River State Trail; and

WHEREAS, the Manitowoc County Planning and Zoning Department has identified a total cost of $8,400.00 for this project; and

WHEREAS, the Wisconsin Department of Natural Resources (WDNR) has grant funding available through the County Conservation Aids (CCA) program specifically for the installation and maintenance of fish and game projects under Wis. Stat. § 23.09(12); and

WHEREAS, the CCA grant program may reimburse fifty percent of the total project cost for eligible projects; and

WHEREAS, the Planning and Park Commission held a public hearing on September 28, 2026, to consider the grant application and recommends the Planning and Zoning Department pursue the available grants under the CCA program;

NOW, THEREFORE, BE IT RESOLVED that the county board of supervisors of the county of Manitowoc authorizes the Planning and Zoning Director or his designee to apply for and accept CCA grants from the WDNR in the total amount of up to $4,200; and

BE IT FURTHER RESOLVED that the Planning and Zoning Director or his designee is authorized to sign documents and take such other actions as necessary to accept the grant, direct, and complete the project as authorized in the County's grant application to the WDNR, including obtaining any permits that may be required; and

BE IT FURTHER RESOLVED that revenues and expenses in the Planning and Park budget are amended by the amount of any grant award approved by the State of Wisconsin, and the Finance Director is directed to record such information in the official books of the County for the year ending December 31, 2026, with carryover to 2027 as may be required.

Dated this 26th day of October 2026.

Respectfully submitted by the Planning and Park Commission.

FISCAL IMPACT: Increases State Conservation Aid by the amount of any grant award up to $4,200 and an associated expense account by an equal amount.

APPROVED: Tyler Martell, County Executive.

No. 2026/2028-54

RESOLUTION AUTHORIZING REALLOCATION OF SHERIFF'S DEPARTMENT/JAIL 1.0 FULL-TIME EQUIVALENT POSITION
(Jail Nurse to Licensed Practical Nurse)

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

WHEREAS, the Manitowoc County Sheriff's Office provides medical care to inmates housed in the County Jail; and

WHEREAS, nursing services are necessary to fulfill this responsibility; and

WHEREAS, one 1.0 Full-Time Equivalent (FTE) Jail Nurse position is currently vacant; and

WHEREAS, in light of the current recruitment challenges in hiring a registered nurse for the Jail Nurse position, the department is recommending that the one 1.0 FTE vacant Jail Nurse position be "reclassified" as a Licensed Practical Nurse (LPN) position; and

WHEREAS, a Licensed Practical Nurse position is anticipated to attract a broader pool of qualified applicants and improve recruitment efforts to fill the vacant position; and

WHEREAS, conversion of one 1.0 FTE Jail Nurse position to a 1.0 FTE Licensed Practical Nurse position will change the position classification from a salaried pay grade of C45 to a hourly pay grade of B25; and

WHEREAS, after careful review and consideration, the Personnel Committee recommends amending the "Full-Time Equivalent Report (FTE) by Department" included in the Manitowoc County, Wisconsin, 2026 Adopted Annual Budget by eliminating one 1.0 FTE Jail Nurse position and creating one 1.0 FTE Licensed Practical Nurse position;

NOW, THEREFORE, BE IT RESOLVED that the county board of supervisors of the county of Manitowoc authorizes amending the "Full Time Equivalent Report (FTE) by Department" included in the Manitowoc, County, WI 2026 Adopted Annual Budget to reallocate the FTEs in the Jail by removing one 1.0 FTE Jail Nurse and adding a 1.0 FTE Licensed Practical Nurse; and

BE IT FURTHER RESOLVED that the 2026 Full-Time Equivalent Report (FTE) by Department included in the 2026 Adopted Annual Budget Book is amended accordingly and that the Finance Director is directed to record such information in the official books of the County for the year ending December 31, 2026 as may be required.

Dated this 26th day of October 2026.

Respectfully submitted by the Personnel Committee.

FISCAL IMPACT: The pay grade for the position will change from a salaried pay grade of C45 to a hourly pay grade of B25, resulting in an annual tax levy decrease of $10,572 when considering wages only.

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: Tyler Martell, County Executive.

No. 2026/2028-55

RESOLUTION AMENDING EMPLOYEE POLICY MANUAL S. 12.09
(Sick Leave)

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

WHEREAS, Manitowoc County has authorized an Employee Policy Manual ("Employee Policy Manual") to establish uniform personnel policies and procedures; and

WHEREAS, amendments must be made to the Employee Policy Manual from time-to-time to keep policies current, reflect operational needs and administrative practices, and address new issues and circumstances; and

WHEREAS, Section 12.09 (Sick Leave) establishes sick leave benefits and usage guidelines for employees; and

WHEREAS, certain non-represented employees have accumulated sick leave balances earned prior to January 1, 2013, and/or while covered by a collective bargaining agreement (collectively "Old Sick Leave"); and

WHEREAS, a portion of eligible Old Sick Leave balances may be payable to employees upon retirement, creating a potential financial liability for the County; and

WHEREAS, the County has a fiscal interest in reducing accumulated Old Sick Leave balances while maintaining equitable access to current sick leave benefits; and

WHEREAS, the current policy requires employees with Old Sick Leave balances to exhaust those balances before using annual sick leave credited under the current benefit structure; and

WHEREAS, employees with Old Sick Leave are the only non-represented employees not able to access the new sick leave benefit; and

WHEREAS, the proposed amendment would permit employees to use annual sick leave credited on or after January 1, 2027, without first exhausting Old Sick Leave, while requiring the annual use of a specified amount of Old Sick Leave before accessing leave from the Family Medical Leave Bank; and;

WHEREAS, after careful consideration and review, the Personnel Committee recommends approval of the following amendment to the Manitowoc County Employee Policy Manual;

NOW, THEREFORE, BE IT RESOLVED that the county board of supervisors of the county of Manitowoc amends Section 12.09 (Sick Leave) of the Manitowoc County Employee Policy Manual Section 12 (Paid and Unpaid Leave) as follows:

12.09 Sick Leave

(1) ~~A probationary employee hired prior to January 1, 2013 will earn sick leave up until December 31, 2012, and the accumulated sick leave will be credited to the employee's accumulated sick leave bank upon completion of his or her probationary period.~~ An employee hired after January 1, 2013 will be credited with a prorated amount of annual sick leave based on his or her date of hire.

~~(3)~~(2) A probationary employee may use annual sick leave after he or she has been employed for at least 90 days.

~~(4)~~(3) An employee who transfers from one department to another will retain his or her accumulated sick leave and annual sick leave balances.

~~(5)~~(4) ~~Accumulated~~ Employees with accumulated sick leave earned prior to January 1, 2013, and sick leave earned while the employee was covered under a union contract (collectively "Old Sick Leave") ~~must be exhausted before using any annual sick leave credited on or after January 1, 2013.will be entitled to~~ may use annual sick leave credited on or after January 1, 2027 ("New Sick Leave") without first using Old Sick Leave.

~~(6)~~ Annual sick leave that is not used during the calendar year in which it is credited to an employee will be transferred to a family medical leave bank for the employee. An employee's family medical leave bank is capped at 200 hours for positions required to be staffed at all times and positions with 2080 budgeted hours and 187.50 hours for all other positions. Employees with Old Sick Leave must use ten (10) days of Old Sick Leave during each calendar year before using leave from the Family Medical Leave Bank.

~~(7)~~(5) Annual sick leave and banked family medical leave are not subject to any payout.

~~(8)~~(6) An employee may use banked family medical leave for absences for which the employee is eligible for leave under the Federal and Wisconsin Family and Medical Leave Acts.

Dated this 26th day of October 2026.

Respectfully submitted by the Personnel Committee.

FISCAL IMPACT: Indeterminate.

APPROVED: Tyler Martell, County Executive.

No. 2026/2028-56

RESOLUTION AUTHORIZING WORKER'S COMPENSATION SELF-INSURANCE PROGRAM

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

WHEREAS, the Wisconsin Department of Workforce Development (DWD) requires all political subdivisions to pass a resolution authorizing participation in the Worker's Compensation Self- Insurance Program every three years; and

WHEREAS, Manitowoc County established self-insured status for worker's compensation on November 16, 2010, but DWD requires that the three-year cycle for all political subdivisions is to begin on January 1, 2012; and

WHEREAS, this resolution fulfills DWD's resolution requirement and no further action will be required until January 1, 2030;

NOW, THEREFORE, BE IT RESOLVED that the county board of supervisors of the county of Manitowoc authorizes the continuance of participation in the Worker's Compensation Self- Insurance Program; and

BE IT FURTHER RESOLVED that the County Clerk is directed to send a certified copy of this resolution to the Wisconsin Department of Workforce Development, Worker's Compensation Division.

Dated this 26th day of October 2026.

Respectfully submitted by the Personnel Committee.

FISCAL IMPACT: None.

APPROVED: Tyler Martell, County Executive.