





**RESOLUTION AMENDING EMPLOYEE POLICY MANUAL TO  
REPEAL SECTION 6 (EVALUATION) AND AMEND SECTION 26  
(TRAVEL POLICY)**

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1           WHEREAS, Manitowoc County has authorized an Employee Policy Manual to establish  
2 uniform personnel policies and procedures; and

3  
4           WHEREAS, Section 6 (Evaluation) was intended to provide guidelines regarding the  
5 evaluation of employee performance; and

6  
7           WHEREAS, § 26.20 (Vehicle Allowances) was intended to provide guidelines regarding  
8 the provision of a vehicle allowance in lieu of mileage reimbursement for certain employees; and

9  
10          WHEREAS, amendments must be made to the Employee Policy Manual from time-to-time  
11 to keep policies current, reflect current practice, and address new issues and circumstances; and

12  
13          WHEREAS, recent amendments to the Employee Policy Manual address the issue of  
14 employee evaluation which renders Section 6 obsolete; and

15  
16          WHEREAS, no current employee uses § 26.20 for a vehicle allowance in lieu of mileage,  
17 rendering that section obsolete; and

18  
19          WHEREAS, repealing § 26.20 streamlines the process of mileage reimbursement for all  
20 employees to be consistent with Section §26.07 (Mileage Reimbursement);

21  
22          NOW, THEREFORE, BE IT RESOLVED that the Manitowoc County Board of  
23 Supervisors amends the Employee Policy Manual to repeal Section 6 in its entirety; and

24  
25          BE IT FURTHER RESOLVED that Section 26 of the Employee Policy Manual is amended  
26 to remove § 26.20 in its entirety as follows:

27  
28          ~~26.20 Vehicle Allowances~~

29  
30          ~~The positions of Sheriff, Inspector, Highway Commissioner, and Road Superintendent are~~  
31 ~~permitted a vehicle allowance in lieu of mileage reimbursement. Vehicle allowances are~~  
32 ~~paid monthly.~~

33  
34          ~~The positions of Highway Commissioner and Road Superintendent are required to drive~~  
35 ~~four wheel drive vehicles.~~

36 ~~Each person who receives a vehicle allowance must, on or before July 15 of each year,~~  
37 ~~report the number of miles traveled annually, beginning July 1 of the preceding year and~~  
38 ~~ending June 30 of the current year, to his or her standing committee and to the Personnel~~  
39 ~~Committee.~~

40  
41 ~~The vehicle allowance for the position of Inspector will be calculated annually by~~  
42 ~~multiplying the average annual miles reported for the preceding three year period by the~~  
43 ~~IRS rate for the year in which the allowance is to be paid.~~

44  
45 ~~The vehicle allowance for the positions of Highway Commissioner and Road~~  
46 ~~Superintendent will be calculated annually by multiplying the average annual miles~~  
47 ~~reported for the preceding three year period by the IRS rate for the year in which the~~  
48 ~~allowance is to be paid plus 4 cents per mile. The additional four cents is allowed due to~~  
49 ~~the requirement that the Highway Commissioner and Road Superintendent drive four~~  
50 ~~wheel drive vehicles.~~

51  
52 ~~The vehicle allowance for Sheriff must be calculated prior to the first day that candidates~~  
53 ~~for the elected office of Sheriff are able to take out papers for the next term. The vehicle~~  
54 ~~allowance for the first year of the Sheriff's term will be calculated by multiplying the~~  
55 ~~average annual miles reported for the preceding three year period (Base Miles) by the IRS~~  
56 ~~rate in effect at the time the allowance is calculated (Base Rate) plus two cents per mile.~~  
57 ~~The vehicle allowance for the second year of the Sheriff's term will be calculated by~~  
58 ~~multiplying the Base Miles by the Base Rate plus four cents per mile. The vehicle~~  
59 ~~allowance for the third year of the Sheriff's term will be calculated by multiplying the Base~~  
60 ~~Miles by the Base Rate plus six cents per mile. The vehicle allowance for the fourth year~~  
61 ~~of the Sheriff's term will be calculated by multiplying the Base Miles by the Base Rate~~  
62 ~~plus 8 cents per mile. The fourth year vehicle allowance will continue for ensuing terms~~  
63 ~~unless changed by the County Board in accordance with Wisconsin law.~~

Dated this 18th day of December 2018.

Respectfully submitted by the  
Personnel Committee

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

FISCAL IMPACT: None.

FISCAL NOTE: Reviewed and approved by Comptroller. \_\_\_\_\_

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

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





39 7.01 Definitions

40  
41 The definitions in § 14.02 of the Employee Policy Manual shall apply to this Section 7.

42  
43 7.02 Applicability

44  
45 Except for the following employee classifications, this Section 7 of the Employee Policy  
46 Manual is applicable to all regular full-time and regular part-time employees as defined in  
47 § 4.10 of this Employee Policy Manual. This Section 7 does not apply to the following  
48 classifications of employees:

- 49  
50 (1) Department directors appointed by the county executive pursuant to Wis. Stat.  
51 § 59.17(2)(br);  
52  
53 (2) Circuit court commissioners appointed pursuant to Wis. Stat. § 757.68;  
54  
55 (3) Register in probate appointed pursuant to Wis. Stat. § 851.71(1); and  
56  
57 (4) Corporation counsel appointed pursuant to Wis. Stat. § 59.42(1)(b).  
58

59 7.03 Evaluation of Whether Discipline is Appropriate

- 60  
61 (1) Employees may be disciplined for reasons that include, but are not limited to a  
62 violation of state or federal law, the Manitowoc County Code, department work  
63 rules, this Employee Policy Manual, or other Manitowoc County policy or safety  
64 rule.  
65  
66 (2) Department Directors are responsible for ensuring that a fair and objective  
67 investigation into allegations of misconduct is conducted. If disciplinary action is  
68 to be recommended, the department director should be able to answer yes to each  
69 of the following questions:  
70  
71 (a) Could the employee reasonably be expected to know the probable  
72 consequences of his or her conduct?  
73  
74 (b) Is the rule or order that the employee allegedly violated reasonable?  
75  
76 (c) Was a reasonable effort made to investigate whether the employee violated  
77 the rule or order?  
78  
79 (d) Was the employee given an opportunity to respond to the alleged  
80 misconduct?  
81  
82 (e) Did the investigation produce substantial evidence that the employee  
83 violated the rule or order?  
84

85 (f) Has the rule or order been applied reasonably and without discrimination?

86  
87 (g) Does the recommended discipline reasonably relate to either the seriousness  
88 of the offense or the employee's overall record?

89  
90 (3) A department director shall consult with the Personnel Director and Corporation  
91 Counsel before disciplining an employee. If the department director decides that  
92 an employee must be removed from duty immediately, the department director shall  
93 suspend the employee with pay until the matter can be reviewed.

94  
95 (4) If, after consultation between the department director, Personnel Director and  
96 Corporation Counsel, the recommendation for discipline is approved, the  
97 department director shall schedule an appointment with the employee.

98  
99 7.04 Required Notification of Employee

100  
101 The department director shall meet with the employee and advise the employee of the  
102 preliminary decision to discipline the employee and state the reasons for the proposed  
103 discipline. If the employee is a member of a bargaining unit, the employee shall be  
104 allowed union representation in the interview.

105  
106 The employee shall be given a final opportunity to provide any additional information that  
107 he or she would like considered before a final disciplinary decision is made. If, after  
108 listening to the employee's response, the department director believes the basis for  
109 discipline remains valid, the department director may discipline the employee.

110  
111 All disciplinary action shall be reduced to writing. A copy of the disciplinary notice shall  
112 be given to the employee. The original disciplinary notice shall be forwarded to the  
113 Personnel Department for inclusion in the employee's personnel file.

114  
115 Eligible employees shall be advised they have the right to appeal a discipline decision  
116 through the grievance procedure found in Section 14 of this Manitowoc County Policy  
117 Manual.

118  
119 Employees with the power of arrest shall be advised that they have the right to appeal the  
120 discipline to the Manitowoc County Grievance Committee.

121  
122  
123 END OF SECTION

124  
125 and

126  
127 BE IT FURTHER RESOLVED that Section 9 (Termination) of the Manitowoc County  
128 Employee Policy Manual is hereby repealed in its entirety.

Dated this 18th day of December 2018.



Respectfully submitted by the  
Personnel Committee

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Susie Maresh, Chair

FISCAL IMPACT: None.

FISCAL NOTE: Reviewed and approved by Comptroller. \_\_\_\_\_

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

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



**RESOLUTION AMENDING EMPLOYEE POLICY MANUAL TO  
AMEND DISCLAIMER AND ADD § 14.02 (APPLICABILITY)**

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1           WHEREAS, Manitowoc County has authorized an Employee Policy Manual to establish  
2 uniform personnel policies and procedures; and  
3

4           WHEREAS, the Disclaimer contained in the introduction of the Employee Policy Manual  
5 provides the procedure by which the Employee Policy Manual may be amended; and  
6

7           WHEREAS, Section 14 (Employee Grievances) of the Employee Policy Manual provides  
8 Manitowoc County's policy regarding the procedure that must be used when an employee grieves  
9 a disciplinary matter; and  
10

11           WHEREAS, amendments must be made to the Employee Policy Manual from time-to-time  
12 to keep policies current, reflect current practice, and address new issues and circumstances; and  
13

14           WHEREAS, the proposed amendments to the Disclaimer reflects the current practice that  
15 the Personnel Committee uses to amend the Employee Policy Manual, which includes  
16 recommending changes to the County Board of Supervisors which ultimately adopts those changes  
17 as official policy; and  
18

19           WHEREAS, the addition of § 14.02 (Applicability) to the Employee Policy Manual  
20 clarifies which employee classifications have access to the grievance procedure and that the  
21 grievance procedure does not change the at-will status of employees;  
22

23           NOW, THEREFORE, BE IT RESOLVED that the Manitowoc County Board of  
24 Supervisors amends the Disclaimer of the Employee Policy Manual to read as follows:  
25

26           The contents of this policy manual are presented as a matter of information only. The  
27 plans, policies and procedures described are not conditions of employment. Manitowoc  
28 County reserves the rights to modify, revoke, suspend, terminate, or change any or all  
29 such plans, policies, or procedures, in whole or in part, at any time with or without notice.  
30 The language that appears in this booklet is not intended to create, nor is it to be construed  
31 to constitute, a contract between Manitowoc County and any one or all of its employees  
32 or a guaranty of continued employment. Subject only to the grievance process provided  
33 in this policy manual, employment may be terminated at any time, with or without cause.  
34 This document has been reviewed and ~~approved~~recommended by the Personnel  
35 Committee and adopted ~~as County~~ policy by the County Board. Any action of the  
36 County Board that conflicts with this policy manual shall automatically prevail over this  
37 manual. This manual shall be amended, when required, by recommendation of the  
38 Personnel Committee to the County Board in the same manner as adopted.

39 Notwithstanding the above, for the purpose of maintaining this Employee Policy Manual,  
40 the Personnel Director is empowered to correct clerical and typographic errors in this  
41 Employee Policy Manual without the need to amend this Employee Policy Manual  
42 through a formal adoption process and shall report all such corrections to the Personnel  
43 Committee when such corrections have been completed; and  
44

45 BE IT FURTHER RESOLVED THAT the Manitowoc County Board of Supervisors  
46 amends the Manitowoc County Employee Policy Manual to create a new § 14.02 (Applicability)  
47 to read as follows:  
48

49 14.02 Applicability

50  
51 With the exception of those employee classifications listed in Section 14.04 (Limitations),  
52 this Section 14 shall be applicable to regular full-time and regular part-time employees as  
53 defined in Section 4.10 of this Employee Policy Manual. Temporary, seasonal, casual or  
54 any other type of non-benefit eligible employee classification does not have access to this  
55 Section 14.

56  
57 This policy is not a guarantee of employment, a guarantee of any rights or benefits, does  
58 not create or grant covered employees with a property interest in their employment or  
59 tenure rights of any kind, and does not constitute a contract of employment, express or  
60 implied. Manitowoc County's employment relationship with employees eligible to use  
61 this procedure is at-will. The purpose and intent of this grievance procedure is to comply  
62 with the requirements of Wis. Stat. § 66.509 and to provide the procedure by which an  
63 employee may file a grievance.

64  
65 and

66  
67 BE IT FURTHER RESOLVED THAT the Manitowoc County Board of Supervisors  
68 rennumbers the former §§ 14.02 through 14.09 of the Employee Policy Manual to §§ 14.03 through  
69 14.10 respectively.

Dated this 18th day of December 2018.

Respectfully submitted by the  
Personnel Committee

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

FISCAL IMPACT: None.

FISCAL NOTE: Reviewed and approved by Comptroller. \_\_\_\_\_

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

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



**RESOLUTION ACCEPTING COUNTY CONSERVATION AIDS GRANT**

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1           WHEREAS, the Manitowoc County Planning and Zoning Department wishes to complete  
2 upgrades to the park system including the construction of a picnic shelter at the Long Lake boat  
3 launch, repair of the driveway at the Cedar Lake boat launch, and controlling nuisance and invasive  
4 weeds along the Devil’s River State Trail; and  
5

6           WHEREAS, the Manitowoc County Planning and Zoning Department had identified a total  
7 cost of approximately \$20,000.00 for these projects; and  
8

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

13           WHEREAS, the CCA grant program may reimburse fifty percent of the total project cost  
14 for eligible projects; and  
15

16           WHEREAS, the Manitowoc County Board of Supervisors authorized the Planning and  
17 Zoning Director (or his designee) to apply for CCA grants from the WDNR in an amount up to  
18 \$10,000.00 on November 8, 2018; and  
19

20           WHEREAS, the WDNR has now awarded a CCA grant to Manitowoc County in the  
21 amount of \$8,705.00;  
22

23           NOW, THEREFORE, BE IT RESOLVED that the Manitowoc County Board of  
24 Supervisors authorizes the Planning and Zoning Director or his designee to accept the CCA grant  
25 from the WDNR in the amount of \$8,705.00; and  
26

27           BE IT FURTHER RESOLVED that the Planning and Zoning Director or his designee is  
28 authorized to sign documents and take actions necessary to complete the project as authorized in  
29 the County’s grant application to the WDNR, including obtaining any permits that may be  
30 required; and  
31

32           BE IT FURTHER RESOLVED that the Comptroller/Auditor is directed to record such  
33 information in the official books of the County for the year ending December 31, 2019 as may be  
34 required with carryover to 2019 as needed.

Dated this 18th day of December 2018.

Respectfully submitted by the  
Planning and Park Commission

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David Dyzak, Chair

FISCAL IMPACT: Increases State Conservation Aid by \$8,705.00 and an associated expense account by an equal amount.

FISCAL NOTE: Reviewed and approved by Comptroller. \_\_\_\_\_

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**  
(Charles and Denise Deibele)

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 3, 2018; 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 Northeast Quarter (NE $\frac{1}{4}$ ) of the Northwest Quarter  
12 (NW $\frac{1}{4}$ ) of Section 27, Township 17 North, Range 21 East, Town of Schleswig, Manitowoc  
13 County, Wisconsin described as follows:  
14

15           Commencing at the North Quarter Corner of said Section 27; thence S00°-00'-45"W along  
16 the East line of the NW $\frac{1}{4}$  of said Section 27 a distance of 1316.78 feet to the South line  
17 of the NE $\frac{1}{4}$  of the NW $\frac{1}{4}$  of said Section 27; thence N89°-51'-41"W along said South  
18 line 753.00 feet; thence N00°-01'-39"E 437.27 feet to the point of beginning; thence N89°-  
19 51'-41"W 101.88 feet; thence N07°-47'-11"W 376.98 feet to the Centerline of Rockville  
20 Road; thence Northeasterly 146.78 feet along said Centerline and the arc of curve to the  
21 left, having a radius of 944.02 feet, and a chord of which bears N70°-03'-49"E 146.78 feet;  
22 thence S27°-13'-02"E 295.86 feet; thence S41°-06'-04"E 83.97 feet; thence S03°-44'-  
23 16"E 98.07 feet; thence N89°-51'-41"W 181.94 feet to the point of beginning, said parcel  
24 contains approximately 92,204 square feet (2.12 acres) of land and is hereby rezoned from  
25 General Agriculture (GA) District and Large Estate (LE) District to Small Estate (SE)  
26 District.  
27

28           And a parcel of land located in a part of the Northeast Quarter (NE $\frac{1}{4}$ ) of the Northwest  
29 Quarter (NW $\frac{1}{4}$ ) of Section 27, Township 17 North, Range 21 East, Town of Schleswig,  
30 Manitowoc County, Wisconsin described as follows:  
31

32           Commencing at the North Quarter Corner of said Section 27; thence S00°-00'-45"W along  
33 the East line of the NW $\frac{1}{4}$  of said Section 27 a distance of 1316.78 feet to the South line  
34 of the NE $\frac{1}{4}$  of the NW $\frac{1}{4}$  of said Section 27; thence N89°-51'-41"W along said South  
35 line 753.00 feet to the point of beginning; thence continuing N89°-51'-41"W along said  
36 South line 318.66 feet; thence N03°-51'-31"W 778.38 feet to the Centerline of Rockville  
37 Road; thence Northeasterly 221.38 feet along said Centerline and the arc of curve to the  
38 left, having a radius of 944.02 feet, and a chord of which bears N81°-14'-26"E 220.87 feet;  
39 thence S07°-47'-11"E 376.98 feet; thence S89°-51'-41"E 101.88 feet; thence S00°-01'-

40 39”W 437.27 feet to the point of beginning, said parcel containing approximately 228,311  
41 square feet (5.24 acres) of land and is hereby rezoned from Large Estate (LE) District to  
42 General Agriculture (GA) District.

Dated this 18th day of December 2018.

Respectfully submitted by the  
Planning and Park Commission

\_\_\_\_\_  
David Dyzak, Chair

FISCAL IMPACT: None.

FISCAL NOTE: Reviewed and approved by Comptroller. \_\_\_\_\_

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

COUNTERSIGNED: \_\_\_\_\_  
James Brey, County Board Chair Date

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







**ORDINANCE AMENDING ZONING MAP**  
(James, Ann, and Theodor Schultz)

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 3, 2018; 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 Southwest Quarter (SW<sup>1</sup>/<sub>4</sub>) of the Northeast Quarter  
12 (NE<sup>1</sup>/<sub>4</sub>) of Section 17, Township 17 North, Range 22 East, Town of Meeme, Manitowoc County,  
13 Wisconsin described as follows:  
14

15           Commencing at the North<sup>1</sup>/<sub>4</sub> corner of said Section 17; thence S87°-49'-44"E along the  
16 North line of the NE<sup>1</sup>/<sub>4</sub> of said Section 17, a distance of 1365.05 feet to the East line of  
17 the West half (W<sup>1</sup>/<sub>2</sub>) of said NE<sup>1</sup>/<sub>4</sub>; thence S00°-00'-16"W along said East line 1510.41  
18 feet to the point of beginning; thence continuing S00°-00'-16"W along said East line  
19 837.26 feet to the Northeast Corner of Lot 1 of Certified Survey Map recorded in Volume  
20 31 of Certified Survey Maps, on Page 287; thence N87°-56'-58"W 897.35 feet to the  
21 Northwest Corner of Lot 1 said Certified Survey Map and the East line of the C.T.H. "M"  
22 right of way; thence Northerly 457.63 feet along said East line and the arc of curve to the  
23 right, having a radius of 1869.85 feet, and chord of which bears N21°-07'-02"W 456.49  
24 feet; thence N75°-53'-39"E along said East line 5.00 feet; thence Northerly 369.41 feet  
25 along said East line and the arc of curve to the right, having a radius of 1864.85 feet, and  
26 chord of which bears N08°-25'-52"W 368.81 feet; thence N02°-45'-22"W along said East  
27 line 53.19 feet; thence S87°-56'-58"E 1113.80 feet to the point of beginning, said parcel  
28 containing approximately 20.00 acres of land more or less and is hereby rezoned from  
29 Exclusive Agriculture (EA) District to General Agriculture (GA) District.

Dated this 18th day of December 2018.

Respectfully submitted by the  
Planning and Park Commission

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David Dyzak, Chair

FISCAL IMPACT: None.

FISCAL NOTE: Reviewed and approved by Comptroller. \_\_\_\_\_

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

COUNTERSIGNED: \_\_\_\_\_  
James Brey, County Board Chair Date

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





**RESOLUTION SUPPORTING A FOURTH CIRCUIT COURT JUDGE  
FOR MANITOWOC COUNTY**

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1           WHEREAS, the Director of State Courts of the Wisconsin Supreme Court conducted a  
2 workload study in 2017, which indicates that the Manitowoc County Circuit Court caseload has a  
3 current need of 5.17 judicial officials; and  
4

5           WHEREAS, Manitowoc County is currently authorized for three (3) circuit court judges,  
6 and 1.25 court commissioners; and  
7

8           WHEREAS, according to the 2017 workload study, every other county in the state that has  
9 a judicial caseload equal to or greater than Manitowoc County has at least four (4) circuit court  
10 judges; and  
11

12           WHEREAS, Manitowoc County's need for an additional circuit court judge has been  
13 identified as among the highest in the state; and  
14

15           WHEREAS, an additional circuit court judge is in the best interests of the citizens of  
16 Manitowoc County in order to provide an effective and efficient judiciary;  
17

18           NOW, THEREFORE BE IT RESOLVED that the Manitowoc County Board of  
19 Supervisors hereby requests the Office of the Director of State Courts to request the Wisconsin  
20 State Legislature to allocate a fourth circuit court judgeship for Manitowoc County; and  
21

22           BE IT FURTHER RESOLVED that Manitowoc County will support both the space and  
23 personnel requirements of a fourth circuit court judge, including the construction of a new  
24 courtroom, chambers, and jury facilities, pursuant to SCR Ch. 68, to accommodate the addition of  
25 a fourth circuit court branch.

Dated this 18th day of December 2018.

Respectfully submitted by the  
Public Safety Committee

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Randy Vogel, Chair

**FISCAL IMPACT:** Passing this resolution shows the County Board supports and encourages the State to approve creating a fourth Circuit Court in Manitowoc County. If the State approves a fourth Circuit Court, the County would be responsible for funding a Court Clerk and Judicial Assistant in the Clerk of





**RESOLUTION APPROVING SALE OF 146.36 ACRES OF COUNTY  
PROPERTY TO BRENT SINKULA FOR THE SUM OF \$760,730.00**

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1           WHEREAS, Manitowoc County owns two parcels of land comprised of 146.36 acres of  
2 tillable farmland in the Town of Two Rivers, described as Lots 1 and 2 of a Certified Survey Map  
3 recorded in the office of the Register of Deeds for Manitowoc County, Wisconsin, on April 24,  
4 2018 in Volume 33 of Certified Survey Maps at Page 165, as Document No. 1193201 and  
5 identified as Tax Parcel Nos. 018-114-011-000.00 and 018-114-012-001.00 (the "Property"); and  
6

7           WHEREAS, the Property was purchased by Manitowoc County in 1983 for the sum of  
8 \$264,600.00; and  
9

10           WHEREAS, the Property was purchased for the purpose of developing a County-owned  
11 solid waste landfill; and  
12

13           WHEREAS, the County did not develop a solid waste landfill on the Property; and  
14

15           WHEREAS, the Property has been leased as farmland since 1983; and  
16

17           WHEREAS, there is no longer any need for Manitowoc County to continue ownership of  
18 the Property; and  
19

20           WHEREAS, the Public Works Committee of the County Board has been actively  
21 marketing the Property for sale; and  
22

23           WHEREAS, the Public Works Committee has received a fair market value offer of  
24 \$760,730.00 from Brent Sinkula to purchase the Property; which equates to \$5,603.00 an acre for  
25 the entire 146.36 acres; and  
26

27           WHEREAS, the Public Works Committee has reviewed and carefully considered the offer  
28 to purchase and is recommending the sale of the Property to Brent Sinkula for the sum of  
29 \$760,730.00;  
30

31           NOW, THEREFORE, BE IT RESOLVED that the County Board authorizes the sale of the  
32 property described as Lots 1 and 2 of a Certified Survey Map recorded in the office of the Register  
33 of Deeds for Manitowoc County, Wisconsin, on April 24, 2018 in Volume 33 of Certified Survey  
34 Maps at Page 165, as Document No. 1193201 and identified as Tax Parcel Nos. 018-114-011-  
35 000.00 and 018-114-012-001.00 to Brent Sinkula for the amount of \$760,730.00; and  
36

37 BE IT FURTHER RESOLVED that the Comptroller is to deposit the proceeds of the sale  
38 into the Economic Development Capital Projects Fund for the year ending in which the sale takes  
39 place.

Dated this 18th day of December 2018.

Respectfully submitted by the  
Public Works

\_\_\_\_\_  
Rick Gerroll, Chair

FISCAL IMPACT: Increases the amount available in the County's Economic Development  
Capital Projects Fund by \$760,730.

FISCAL NOTE: Reviewed and approved by Comptroller. \_\_\_\_\_

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

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



**RESOLUTION APPOINTING JESSICA BACKUS TO FILL THE UNEXPIRED TERM OF THE CURRENT COUNTY CLERK**

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1           WHEREAS, Lois Kiel is the current Manitowoc County Clerk with her term beginning  
2 January 2, 2016 and ending January 3, 2021; and

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4           WHEREAS, Ms. Kiel has tendered her resignation as Manitowoc County Clerk effective  
5 January 25, 2019; and

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7           WHEREAS, Jessica Backus is currently the Deputy County Clerk and has diligently served  
8 in that capacity since January 11, 2016; and

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10          WHEREAS, pursuant to Wis. Stat. § 17.21(3), the Manitowoc County Board of  
11 Supervisors may appoint a County Clerk when a vacancy occurs during an existing clerk’s term;  
12 and

13  
14          WHEREAS, after thorough review and careful consideration, I am recommending the  
15 appointment of Jessica Backus to fulfill the remaining unexpired term of the current county clerk  
16 effective at 12:00 a.m., January 26, 2019;

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18          NOW THEREFORE BE IT RESOLVED that the Board of Supervisors of the County of  
19 Manitowoc hereby appoints Jessica Backus as the Manitowoc County Clerk effective at 12:00  
20 a.m., January 26, 2019; and

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22          BE IT FURTHER RESOLVED that Ms. Backus shall serve out the entirety of the  
23 remaining unexpired term of the current county clerk, which ends January 3, 2021.

Dated this 18th day of December 2018.

Respectfully submitted by

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Jim Brey, Chair, Manitowoc County Board  
of Supervisors

FISCAL IMPACT:   None.

FISCAL NOTE:     Reviewed and approved by Comptroller. \_\_\_\_\_

LEGAL NOTE:     The authority to appoint a county clerk when a vacancy occurs during an  
existing term lies exclusively with the County Board pursuant to Wis. Stat.  
§ 17.21(3); therefore, such action is not subject to approval or veto by the  
County Executive. Reviewed and approved as to form by Corporation  
Counsel. \_\_\_\_\_

