

# OFFICIAL PROCEEDINGS OF THE BOARD OF SUPERVISORS JEFFERSON COUNTY WISCONSIN

2023-2024



Steve Nass  
County Board Chairman

Benjamin Wehmeier  
County Administrator

Audrey McGraw  
County Clerk

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## JEFFERSON COUNTY BOARD MINUTES

TUESDAY, April 18, 2023, 4:00 P.M.

Chair Steven Nass presiding.

County Clerk Audrey McGraw called the roll, all members being present in person except Turville-Heitz and Roberts, who were present via Zoom.

Supervisors Herbst, Morris, Johns, Lund, Backlund, Fitzgerald were absent. Fitzgerald, Backlund, and Lund, having given prior notice, were excused. Lund planned on being late to the meeting.

District 1 .....	Richard C. Jones	District 2 .....	Cassie B. Richardson
District 3 .....	Robert Preuss	District 4 .....	Karl Zarling
District 5 .....	James B. Braughler	District 6 .....	Dan Herbst
District 7 .....	Dwayne C. Morris	District 8 .....	Michael Wineke
District 9 .....	Bruce Degner	District 10 .....	Mark Groose
District 11 .....	Jeff Johns	District 12 .....	Jeff Smith
District 13 .....	Anita Martin	District 14 .....	Kirk Lund
District 15 .....	Steven J. Nass	District 16 .....	Meg Turville-Heitz
District 17 .....	Russell Kutz	District 18 .....	Brandon White
District 19 .....	Dave Drayna	District 20 .....	Curtis Backlund
District 21 .....	John C. Kannard	District 22 .....	Blane Poulson
District 23 .....	George Jaeckel	District 24 .....	Roger Lindl
District 25 .....	Matthew Foelker	District 26 .....	Joan Fitzgerald
District 27 .....	Joan Callan	District 28 .....	Anthony Gulig
District 29 .....	Mary K. Roberts	District 30 .....	Walt Christensen

Zarling led the Pledge of Allegiance. A moment of silence was observed.

Wehmeier certified compliance with the Open Meetings Law.

Approval of the Agenda. Nass moved to move all budget amendments and other resolutions and ordinances be brought before the board first. Seconded by Braughler and passed.

### Communications:

#### County Clerk McGraw presented the following communications:

1. Notice of Public Hearing from the Jefferson County Planning and Zoning Committee for a hearing to be held on April 20, 2023, at 7:00 p.m.
2. Annual Report: Traffic Safety Commission provided by Supervisor Anita Martin.
3. Annual Report: Wisconsin Counties Utility Tax Association (WCUTA) provided by Supervisor Anita Martin.
4. Treasurer's Report.

### GENERAL FINANCIAL CONDITION JEFFERSON COUNTY, WISCONSIN

April 01, 2023

Available Cash on Hand		
March 1, 2023	\$ (356,415.57)	
March Receipts	<u>\$ 16,125,071.50</u>	
Total Cash		\$ 15,768,655.93
Disbursements		
General – March 2023	\$ 13,112,380.56	

Payroll – March 2023	\$ 1,775,707.82	
Total Disbursements		\$ 14,888,088.38
		<b>\$ 880,567.55</b>
Cash on Hand (in bank) April 1, 2023	\$ 1,422,373.50	
Less Outstanding Checks	\$ 541,805.95	
Total Available Cash		<b>\$ 880,567.55</b>
Local Government Investment Pool – General		\$ 38,318,209.93
DANA Investments		\$ 38,040,961.43
EHLERS Investments		\$ 24,933,531.89
Local Government Investment Pool - Clerk of Courts		\$ 30,051.03
Local Government Investment Pool - Farmland Preservation		\$ 185,058.00
Local Government Investment Pool - Parks/Liddle		\$ 88,966.21
Local Government Investment Pool - County Bond		<u>\$ 552,046.02</u>
		\$102,148,824.51
2023 Interest - Super N.O.W. Acct.		\$ 138.87
2023 Interest - L.G.I.P. - General Funds		\$ 368,149.48
2023 Interest - EHLERS 2022A		\$ 90,976.74
2023 Interest - DANA Investments		\$ 257,780.87
2023 Interest - L.G.I.P. - Parks/Carol Liddle Fund		\$ 974.01
2023 Interest - L.G.I.P. - Farmland Preservation		\$ 2,026.02
2023 Interest - L.G.I.P. - Clerk of Courts		\$ 329.00
2023 Interest - L.G.I.P. - County Bond		<u>\$ 35,148.85</u>
Total 2023 Interest		\$ 755,523.84

**JOHN E. JENSEN, JEFFERSON COUNTY TREASURER**

**Public Comment:** None

**Resolutions and Ordinances:**

**Wehmeier introduced Proclamation 2023-01**, Proclaiming May 15-21, 2023, as National Police Week in Jefferson County

**Kannard moved for the adoption of Proclamation 2023-01**, Seconded by Poulson and passed.

**Wineke, Executive Committee Chair, introduced Resolution No. 2023-01. Reclassifying a full-time Project and Relations Analyst position to a full-time Assistant to County Administrator position in the Administration Department**

Executive Summary

The Administration Department has budgeted for a full-time Project and Relations Analyst position, which is currently vacant. Since the position was created, Jefferson County updated its Comprehensive Plan to align with its strategic plan, focusing on both long-term and short-term goals as well as priority action steps. These goals include:

- Promote growth in and services by continuing the County's positive fiscal history
- Create an economic environment resulting in strong income levels and above state average educational goals which will attract and retain residents ensuring safety, public service, and well-being for all residents of Jefferson County
- Foster an educational atmosphere that benefits both our youngest and oldest residents



- Establish a cohesive, efficient, and cost-effective program for protective and public services throughout the County
- Initiate an ongoing marketing plan to inform and attract a qualified workforce, tourists and new business
- Coordinate a system where smart growth and natural resources complement each other
- Institute a transportation plan of conventional and non-conventional means to connect resources and residents
- Develop broadband expansion plans to improve the quality and coverage of digital data throughout the county
- Devise an infrastructure plan to improve our county road system and buildings
- Maintain the key agricultural economic drivers while keeping up with advancing related technology

The County Administrator is recommending reclassifying the current Project and Relations Analyst position to also include duties such as assisting the County Administrator in accomplishing the goals set forth in the current strategic plan and the updated Comprehensive Plan. These include assisting in the formulation of strategic, operational, and organizational planning, supervising functions and duties as assigned by the County Administrator, and assisting the County Administrator in the development, implementation, and monitoring of policies and procedures. The request is to reclassify the full-time Project and Relations Analyst position to include the aforementioned duties and retitle the position as Assistant to the County Administrator. A description of this resolution was considered by the Executive Committee on March 29, 2023, and by the Finance Committee on April 12, 2023. The Executive and Finance Committees recommended forwarding this resolution to the County Board to reclassify one full-time, exempt, Project and Relations Analyst position to one full-time, exempt, Assistant to County Administrator position in the Administration Department.

WHEREAS, the above Executive Summary is incorporated into this resolution, and

WHEREAS, the County Administrator is requesting a re-evaluation of duties in reclassifying the Project and Relations Analyst position to add to the position in the Administration Department the duties of assisting the County Administrator in the formulation of strategic, operational and organizational planning, supervising functions and duties as assigned by the County Administrator and assisting the County Administrator in the development, implementation, and monitoring of policies and procedures, and

WHEREAS, the scope and responsibilities of the position have changed due to additional duties which have been added to better assist the County Administrator and the overall operations of the county, and

WHEREAS, a new job description has been created and evaluated to be classified as an exempt position under Jefferson County's Personnel Ordinance, Section HR0360(A)(3) at grade 13, and

WHEREAS, the Jefferson County Executive Committee has reviewed the County Administrator's request and deems this to be in the best interest of the County.

NOW, THEREFORE, BE IT RESOLVED that one full-time, exempt Project and Relations Analyst position in the Administration Department is hereby reclassified to one full-time Assistant to County Administrator position (exempt) at Grade 13, and the 2023 County Budget setting forth positions in the

Administration Department is hereby amended to reflect the reclassification of the position to become effective upon passage of this resolution.

*Fiscal Note: The reclassification of the full-time Project and Relations Analyst position to a full-time Assistant to County Administrator position in the Administration Department has a potential annual cost of \$5,941 in 2024. There is an approximate savings in 2023 of \$27,611 (assuming a hire date of May 1, 2023). Therefore, no new tax levy is required for this position. This is a budget amendment. County Board approval requires a two-thirds vote of the entire membership of the County Board (20 votes of the 30-member County Board).*

**Wineke moved for the adoption of Resolution No. 2023-01.** Seconded by Braughler and passed. Ayes 24 (Jones, Richardson, Preuss, Zarling, Braughler, Wineke, Degner, Groose, Smith, Martin, Nass, Turville-Heitz, Kutz, White, Drayna, Kannard, Poulson, Jaeckel, Lindl, Foelker, Callan, Gulig, Roberts, Christensen), Noes 0, Abstain 0, Absent 6 (Herbst, Morris, Johns, Lund, Backlund, Fitzgerald), Vacant 0.

**Lund present via zoom at 4:17 p.m.**

**Poulson, Fair Park Committee Chair, introduced Resolution No. 2023-02. Increasing funding for temporary Fair Park staff during Fair Week and amending the Fair Park 2023 budget**

#### Executive Summary

Jefferson County on an annual basis hosts the Jefferson County Fair to celebrate agriculture and provide a community entertainment event. This event routinely sees attendance from between 35,000 and 40,000 people over a five-day period. There are a variety of events including food and other vendors, grandstand entertainment, daily shows, Fairest of the Fair contest, and for this year, open air painting known as *Plein Air* to recognize this year's Fair theme as the Year of the Arts. Key traditional events of the Fair are the competitive exhibits in over thirty departments from agriculture events to home economics, with a key focus on the junior class which highlights efforts of our youth in working on these projects, with the culminating event being the Animal Auction & Youth Celebration.

To support Jefferson County Fair week operations, the County hires temporary employees as event staff or other staff paid on a per diem basis, as well as unpaid volunteers. The Fair Park Director and Events & Operations Manager continue to look at the best way to staff the County Fair in a changing labor market and to address the transition of 4-H from supporting Fair operations to primarily performing an educational role at the Fair, with County staff taking over the duties formerly performed by the 4-H program. As such, the Fair Park Director is requesting the creation of Coordinator positions to assist in providing logistical and operational support to Fair staff and volunteers with the competitive exhibits. Due to the nature of these roles, they are designated as temporary Fair week staff.

Temporary Fair week staff duties include office support, maintenance, staff vendor support, and Fair finances. This resolution authorizes hiring up to an additional 6 Fair week Coordinators and amending the 2023 budget to fund these positions at a cost of up to \$15,000 as a onetime expenditure.

It is anticipated that the Fair week Coordinators will work 12 hours for each day of the Fair plus an additional 60 hours for Fair preparation totaling 120 hours per Coordinator position, paid at \$15.00 per hour.

The Finance Committee considered this resolution at its meeting on April 12, 2023, and the Fair Park Committee considered this resolution at its meeting on April 13, 2023. Both committees recommended forwarding to the County Board for approval.

WHEREAS, the Executive Summary is incorporated into this resolution, and

WHEREAS, the County hosts the annual County Fair to showcase agricultural and youth projects and provide an opportunity for community gathering, and

WHEREAS, the execution of the various competitive exhibits requires support to ensure they are conducted efficiently and safely, and

WHEREAS, Fair Management is recommending to create six Coordinator roles as part of its authorized Fair week staff.

NOW, THEREFORE, BE IT RESOLVED that the Fair Park Budget is hereby amended to increase the Classification of Authorized Positions for Fair week staff by up to six and authorize a Fair Park budget increase of \$15,000, with budgeted funds coming from the County's general contingency line.

BE IT FURTHER RESOLVED, that any further appropriations for this purpose will be determined following review of 2023 Fair Park operations and expenditures by the Finance Committee and County Board.

*Fiscal Note: The cost of this resolution will not exceed \$15,000. The County will transfer \$15,000 from its general contingency line to fund this action. As a budget amendment, this resolution requires twenty 20 out of 30 affirmative votes from the total membership of the County Board for passage.*

**Poulson moved for the adoption of Resolution No. 2023-02.** Seconded by Jaeckel and passed. Ayes 25 (Jones, Richardson, Preuss, Zarling, Braughler, Wineke, Degner, Goose, Smith, Martin, Lund, Nass, Turville-Heitz, Kutz, White, Drayna, Kannard, Poulson, Jaeckel, Lindl, Foelker, Callan, Gulig, Roberts, Christensen), Noes 0, Abstain 0, Absent 5 (Herbst, Morris, Johns, Backlund, Fitzgerald), Vacant 0.

**Jaeckel, Highway Committee Chair, introduced Resolution No. 2023-03. Approving 2023 Local Road Improvement Program asphalt bids**

#### Executive Summary

The Jefferson County Highway Department obtains funding through the Wisconsin Department of Transportation (WisDOT) Local Road Improvement Program (LRIP) for select projects. For 2023, Jefferson County bid four projects that includes funding from WisDOT in the LRIP Program for asphalt material purchase: Jefferson County (CTH Q, STH 89 – CTH B), Jefferson County (CTH Q, CTH A – STH 19), Town of Waterloo/City of Waterloo (Waterloo Road (Dane County – CTH O), and the Town of Lake Mills (Mud Lake Rd and Korth Highlands Rd). This resolution awards the asphalt bid for the 2023 Local Road Improvement Program (LRIP) projects for Jefferson County on County Highway Q (CHIP\_D), Town & Village of Waterloo (Waterloo Road, TRID-MSID) and Town of Lake Mills, Mud Lake Rd (CTH G to Conservation Rd, TRIP) and Korth Highlands Rd (Helena St – Indian Trail, TRIP) to Payne & Dolan, Incorporated.

WHEREAS, the Executive Summary is incorporated into this resolution, and

WHEREAS, the Jefferson County Highway Department was authorized to receive bids on pre-mixed asphalt products needed in 2023, and

WHEREAS, such bids were received and opened on March 16, 2023, with the following results:

#### Bid Prices (PG58-28 Asphalt)

<u>Company</u>	<u>5 LT</u>	<u>4 LT</u>	<u>3 LT</u>
<b>Payne &amp; Dolan, Inc.</b>	\$52.75 per ton	\$44.00 per ton	\$42.50 per ton
<i>**Lowest combined asphalt bid including haul cost for all projects.</i>			
<b>Wolf Paving</b>	\$56.00 per ton	\$54.15 per ton	\$48.75 per ton

<b>Rock Road</b>	\$50.10 per ton	\$46.85 per ton	\$43.85 per ton
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WHEREAS, Payne & Dolan is the lowest responsible bidder to provide asphalt for the projects based on asphalt price and haul costs for all four projects: CTH Q (Jefferson County, STH 89 – CTH B and CTH A – STH 19), Waterloo Road (Village of Waterloo/Town of Waterloo), and Korth Highlands Road, Mud Lake Road (Town of Lake Mills),

NOW, THEREFORE, BE IT RESOLVED the asphalt bids for the Local Road Improvement Program (LRIP) projects for Jefferson County, Village of Waterloo/Town of Waterloo, and the Town of Lake Mills, be awarded to Payne & Dolan, Incorporated.

*Fiscal Note: The Wisconsin Department of Transportation requires asphalt purchase projects through the Local Road Improvement Program (LRIP) be awarded to a paving contractor. The funds for asphalt purchases will come from the WisDOT Local Road Improvement Program.*

**Jaeckel moved for the adoption of Resolution No. 2023-03.** Seconded by Lindl and passed.

**Jaeckel, Highway Committee Chair, introduced Resolution No. 2023-04. Approving 2023 seal coat oil vendor bids**

Executive Summary

On March 16, 2023, the Highway Department received bids from area vendors for seal coat emulsions. The contractor provides the emulsions and transportation to the county job sites. Vendors selected by the County will be determined by the location of the project and the plant location to obtain the best price for each project. This resolution authorizes the Jefferson County Highway Department to purchase emulsion products from the vendors listed below at the stated bid prices.

WHEREAS, the Executive Summary is incorporated into this resolution, and

WHEREAS, the Jefferson County Highway Department is authorized to receive bids on bituminous asphalt products needed in 2023, and

WHEREAS, such bids were received and opened on March 16, 2023, with the following results:

<u>Company</u>	<u>Type of Asphalt (emulsion)</u>	<u>Bid Price</u>
Henry G. Meigs, Inc.	CRS-2 (Applied)	\$2.8100 per gallon
	CRS-2 (Product)	\$2.4500 per gallon
	CRS-2P (Applied)	\$3.1100 per gallon
	CRS-2P (Product)	\$2.7500 per gallon
	HFRS-2 (Applied)	\$2.8100 per gallon
	HFRS-2 (Product)	\$2.4500 per gallon
	HFRS-2P (Applied)	\$3.1100 per gallon
	HFRS-2P (Product)	\$2.7500 per gallon
	CSS-1 (FOB Ship Pt.)	\$2.2400 per gallon
	CRS-2PD (Applied)	\$2.3400 per gallon
	CRS-2PD (Product)	\$1.9800 per gallon
Flint Hills/Fahrner Asphalt	CRS-2 (Applied)	\$2.7100 per gallon
	CRS-2 (Product)	\$2.3000 per gallon
	HFRS-2 (Applied)	\$2.8100 per gallon
	HFRS-2 (Product)	\$2.4000 per gallon
	HFRS-2P (Applied)	\$3.1100 per gallon
	HFRS-2P (Product)	\$2.7000 per gallon

CRS-2P (Applied)	\$3.0100 per gallon
CRS-2P (Product)	\$2.6000 per gallon
CSS-1 (FOB Ship Pt.)	\$2.3000 per gallon
CRS-2PD (Applied)	\$3.0111 per gallon
CRS-2PD (Product)	\$2.6000 per gallon

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Highway Department is authorized to purchase emulsion products from the vendors listed at the stated bid prices in 2023.

*Fiscal Note: The funds to come from the Highway Maintenance Account 53311 and the Highway Construction Account 53312.*

**Jaeckel moved for the adoption of Resolution No. 2023-04.** Seconded by Poulson and passed.

**Jaeckel, Highway Committee Chair, introduced Resolution No. 2023-05. Approving 2023 pre-mixed hot mix asphalt vendor quotes**

Executive Summary

On March 16, 2023, the Highway Department received quotes from all area vendors for pre-mixed asphalt. The Highway Department purchases the asphalt from the vendors and delivers the material to the job site for placement by County crews. The vendor selected by the County will be determined by the location of the project and the plant location to obtain the best price for each project. This resolution authorizes the Jefferson County Highway Department to purchase pre-mixed asphaltic concrete products at the prices listed below from any of the asphalt vendors in 2023.

WHEREAS, the Executive Summary is incorporated into this resolution, and

WHEREAS, the Jefferson County Highway Department is authorized to receive quotes on pre-mixed asphalt products needed in 2023, and

WHEREAS, such quotes were received and opened on March 16, 2023, with the following results:

<u>Company</u>	<u>Price (per ton)</u>	<u>Location</u>
Wolf Paving	\$56.00, \$54.15, \$48.75 PG58-28	Delafield. SP
Payne & Dolan	\$47.50, \$45.75, \$40.25 PG58-28	LaGrange
Payne & Dolan	\$52.75, \$44.00. \$42.50 PG58-28	Waterloo
Rock Road	\$50.10, \$46.85, \$43.85, PG58-28	Ft Atkinson

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Highway Department is authorized to purchase pre-mixed asphalt products at the listed prices from any of the asphalt vendors in 2023.

*Fiscal Note: The Highway Department will determine the best price for each project (asphalt price plus trucking) when selecting a plant location. The department will also consider plant schedule, availability, and production rates. Funds have been allocated in 2023 Highway Maintenance Account No. 53311 and Highway Construction Account No. 53312.*

**Jaeckel moved for the adoption of Resolution No. 2023-05.** Seconded by Poulson and passed.

**Jaeckel, Highway Committee Chair, introduced Resolution No. 2023-06. Approving 2023 asphalt pulverizing and milling quotes**

Executive Summary

On March 16, 2023, the Highway Department received quotes from area vendors for asphalt pulverizing and milling. The Highway Department schedules all projects to work on-site with the selected vendor.

This resolution authorizes the Jefferson County Highway Department to accept the seasonal quotes for 2023 from all vendors listed below utilizing the lowest priced vendor, unless the vendor cannot meet the project schedule of the department, in which case the next lowest priced vendor shall be used.

WHEREAS, the Executive Summary is incorporated into this resolution, and

WHEREAS, the Jefferson County Highway Department is authorized to receive quotes on full depth pulverizing and milling needed in 2023, and

WHEREAS, such quotes were received and opened on March 16, 2023, with the following results:

<b><u>Company</u></b>	<b><u>Full Depth Pulverizing</u></b>
Payne & Dolan	\$0.3500 per sq. yd. (County) \$0.4900 per sq. yd. (Town)
Kartechner Brothers	\$0.3800 per sq. yd. (County) \$0.4300 per sq. yd. (Town)
Tri-County Paving	\$0.4800 per sq. yd. (County) \$0.3400 per sq. yd. (Town)
WK Construction	\$0.6900 per sq. yd. (County) \$0.5800 per sq. yd. (Town)
<b><u>Company</u></b>	<b><u>Milling</u></b>
Tri-County Paving	\$2.0800 per sq. yd. @ 1 inch depth \$2.0800 per sq. yd. @ 2 inch depth \$2.9100 per sq. yd. @ 3 inch depth \$2.9100 per sq. yd. @ 4 inch depth
Asphalt Contractors	\$0.5500 per sq. yd. @ 1 inch depth \$0.6000 per sq. yd. @ 2 inch depth \$0.6800 per sq. yd. @ 3 inch depth \$0.7500 per sq. yd. @ 4 inch depth
Payne & Dolan	\$1.6500 per sq. yd. @ 1 inch depth \$1.6500 per sq. yd. @ 2 inch depth \$1.6500 per sq. yd. @ 3 inch depth \$1.6500 per sq. yd. @ 4 inch depth
WK Construction	\$3.6900 per sq. yd. @ 1 inch depth \$3.7300 per sq. yd. @ 2 inch depth \$4.9400 per sq. yd. @ 3 inch depth \$5.1200 per sq. yd. @ 4 inch depth
Kartechner Brothers	\$1.5000 per sq. yd. @ 1 inch depth \$1.5500 per sq. yd. @ 2 inch depth \$1.8000 per sq. yd. @ 3 inch depth \$1.9000 per sq. yd. @ 4 inch depth

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Highway Department is authorized to accept the seasonal quotes for 2023 from all vendors utilizing the vendor that provides the best value for the county based on unit price and production unless the vendor cannot meet the project schedule of the department, in which case the next lowest priced vendor shall be used based on unit price and production.

*Fiscal Note: Funds have been allocated in 2023 Highway Maintenance Account No. 53311 and Highway Construction Account No. 53312.*

**Jaeckel moved for the adoption of Resolution No. 2023-06.** Seconded by Poulson and passed.

**Foelker, Land and Water Conservation Committee Chair, introduced Resolution No. 2023-07. Entering into an Intergovernmental Agreement with the City of Watertown for Water Quality Trading Technical Services**

Executive Summary

Water quality trading is an approach that is used in Wisconsin as a means for municipalities and industries to be compliant with water quality-based permit limits regulated by the Wisconsin Department of Natural Resources. Trading enables a municipality or industry facing high pollutant reduction costs to compensate another party to implement less costly pollutant reductions. The trade results in overall water quality benefits and the pollutant reductions are typically more than what is required. The City of Watertown has committed to water quality trading to fulfill its phosphorus and total suspended solids (sediment) compliance obligations for the City's Department of Natural Resources' stormwater permit. The City will implement stormwater management practices that will achieve a portion of the required phosphorus and sediment reductions. To meet the permit obligations, additional reductions will be needed in agricultural areas within two watersheds in Jefferson County.

The Jefferson County Land and Water Conservation Department routinely works with agricultural producers on implementing conservation practices that reduce phosphorus and sediment delivery to waterways. As such, the Land and Water Conservation Department can provide its planning and technical expertise to identify and implement practices that will benefit both agricultural landowners and the City of Watertown.

This resolution includes the adoption of the Intergovernmental Agreement and a budget amendment to the 2023 Land and Water Conservation Department budget. The Intergovernmental Agreement covers roles and responsibilities of both the County and the City for the water quality trading program. It also details that the City will compensate the County for the work performed based on time and material costs for implementing the program.

The Land and Water Conservation Committee, the Executive Committee, and the Finance Committee considered this resolution and the draft Intergovernmental Agreement at their meetings on March 15, 2023, March 29, 2023, and April 12, 2023, respectively, and recommended forwarding to the County Board for approval.

WHEREAS, the Executive Summary is incorporated into this resolution, and

WHEREAS, the City of Watertown and the Jefferson County Land and Water Conservation Department drafted an Intergovernmental Agreement to detail work on a water quality trading program for the City's stormwater permit with the Department of Natural Resources, and

WHEREAS, the Jefferson County Land and Water Conservation Department will provide conservation practice implementation work and charge the City of Watertown for time and materials during the term of the contract and any extensions, and

WHEREAS, the Jefferson County Land and Water Conservation Department 2023 Budget needs to be amended to account for \$12,000 of income and expenditures related to this project. NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors hereby authorizes the County Administrator to enter into an Intergovernmental Agreement with the City of Watertown for water quality trading technical services.

BE IT FURTHER RESOLVED, that the Jefferson County Board of Supervisors hereby approves the amendment of the 2023 Land and Water Conservation Department budget to include \$12,000 for the implementation of the water quality trading program.

*Fiscal Note: This is a budget amendment that increases revenue by \$12,000 and will offset existing staff time and expenses. County Board approval requires a two-thirds vote of the entire membership of the County Board (20 members of the 30-member County Board must vote in favor of the budget amendment).*

**Foelker moved for the adoption of Resolution No. 2023-07.** Seconded by Richardson and passed. Ayes 25 (Jones, Richardson, Preuss, Zarling, Braugher, Wineke, Degner, Goose, Smith, Martin, Lund, Nass, Turville-Heitz, Kutz, White, Drayna, Kannard, Poulson, Jaeckel, Lindl, Foelker, Callan, Gulig, Roberts, Christensen), Noes 0, Abstain 0, Absent 5 (Herbst, Morris, Johns, Backlund, Fitzgerald), Vacant 0.

**Jaeckel, Planning and Zoning Committee Chair, introduced the following report:**

REPORT TO THE HONORABLE MEMBERS OF THE JEFFERSON COUNTY BOARD OF SUPERVISORS by the Jefferson County Planning and Zoning Committee recommending approval of petitions to amend the official zoning map of Jefferson County.

**Jaeckel, Planning and Zoning Committee Chair, introduced Ordinance No. 2023-01. Amending Official Zoning Map**

WHEREAS, the Jefferson County Board of Supervisors has heretofore been petitioned to amend the official zoning map of Jefferson County, and

WHEREAS, Petition R4458A-23 was referred to the Jefferson County Planning and Zoning Committee for public hearing on March 16, 2023, and

WHEREAS, the proposed amendment has been given due consideration by the Board of Supervisors in open session,

NOW, THEREFORE, BE IT ORDAINED that the Jefferson County Board of Supervisors does amend the official zoning map of Jefferson County as follows:

**FROM A-1, EXCLUSIVE AG TO A-3, AGRICULTURAL/RURAL RESIDENTIAL**

Create a 1.38-ac building site from part of PINs 016-0514-3134-000 (38 ac) and 016-0514-3133-000 (33.76 ac) near **W7170 County Line Rd**, Town of Koshkonong. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Rezoning is conditioned upon road access approval by the Town, receipt by Zoning of a suitable soil test and approval and recording of a final certified survey map for the lot. A shared driveway split by the new common lot line would be acceptable. R4458A-23 – Austin Naber/Charles & Cathy Naber Property.

The above zoning amendment shall be null and void and have no effect one year from the date of County Board approval unless all applicable conditions have been completed.

**Jaeckel moved for the adoption of Ordinance No. 2023-01.** Seconded by Poulson and passed.

Kannard abstained from voting due to potential conflict of interest.

**Appointments by County Administrator:**

**By virtue of the authority vested in me under Section 59.18(2)(b) of the Wisconsin Statutes, I respectfully request confirmation of the appointment.**

Bill Kern as Highway Commissioner for a two-year term ending May 31, 2025.

**Jaeckel moved to confirm the above appointment.** Seconded by Braugher and passed.



**Christensen, Parks Committee Chair, introduced Resolution No. 2023-08. Authorizing a grant application to the Wisconsin Department of Natural Resources Knowles Nelson Stewardship Grant Program, the Federal Recreational Trails Program, and the Land & Water Conservation Fund and Amending the 2023 Budget for the Parks Department to purchase and install a suspended platform fishing pier and kayak launch at Burnt Village County Park**

The Jefferson County Parks Department is seeking grant funds to purchase and install a Suspended Platform Fishing Pier and Kayak Launch at Burnt Village County Park which will be constructed to meet the standards required by the Americans with Disabilities Act. This resolution authorizes Jefferson County Parks to seek funding for this project through the Wisconsin Department of Natural Resources Knowles Nelson Stewardship Grant Program. The Parks Committee considered this resolution at its meeting on April 6, 2023, and recommended forwarding to the County Board for approval.

WHEREAS, the segment of the Bark River from Burnt Village to Fort Atkinson is one of the most popular paddling and fishing locations in the county, and

WHEREAS, Jefferson County is interested in further developing its Burnt Village County Park for public recreation purposes by installing an Americans with Disabilities compliant Suspended Platform Fishing Pier and Kayak Launch, and

WHEREAS, grant funding is required to carry out the project, and

WHEREAS, the Parks Committee recommended applying for grant assistance to supplement the \$15,000 budgeted for these projects which have a total estimated cost of \$30,000, and

WHEREAS, the 2023 Parks Department budget includes the matching funds for the grant, but does not include the grant funds applied for or related expenditures, and

WHEREAS, this resolution is intended to satisfy the grant application requirement establishing that Jefferson County supports this project.

NOW, THEREFORE, BE IT RESOLVED that the Parks Department is authorized to seek funding from the Wisconsin Department of Natural Resources Knowles Nelson Stewardship Grant Program, the Federal Recreational Trail Program, and the Land & Water Conservation Fund for the purchase and installation of a suspended Platform Fishing Pier and Kayak Launch at Burnt Village County Park which will be constructed to meet the standards required by the Americans with Disabilities Act, and if grant funding is awarded, the County Administrator is authorized to accept said grant funds, sign the grant contracts, submit reimbursement claims along with necessary supporting documentation within six months of project completion date, and perform all other duties necessary to comply with and fulfill the grant provisions.

*Fiscal Note: \$15,000.00 is included in the 2023 Parks Department budget for the project. Total estimated cost for the project would be \$30,000.00 with a 50% matching grant from Wisconsin DNR. This resolution increases the Parks Department budgeted revenue and expenditures by \$15,000 for acceptance of the Stewardship Grant and authorizes the Finance Director to make the necessary budget adjustments to enact this resolution. As a budget amendment, County board approval requires a two-thirds vote of the entire membership of the County Board (20 members of the 30-member County Board must vote in favor of the budget amendment).*

**Christensen moved for the adoption of Resolution No. 2023-08.** Seconded by Gulig and passed. Ayes 24 (Jones, Richardson, Preuss, Zarling, Braughler, Wineke, Degner, Smith, Martin, Lund, Nass, Turville-Heitz, Kutz, White, Drayna, Kannard, Poulson, Jaeckel, Lindl, Foelker, Callan, Gulig, Roberts, Christensen), Noes 1 (Groose), Abstain 0, Absent 5 (Herbst, Morris, Johns, Backlund, Fitzgerald), Vacant 0.

**Christensen, Parks Committee Chair, introduced Resolution No. 2023-09. Authorizing a grant application to the Wisconsin Department of Natural Resources Knowles Nelson Stewardship Grant Program, the**

## **Federal Recreational Trails Program, and the Land & Water Conservation Fund to complete phase III of the Interurban Trail**

### Executive Summary

The Jefferson County Parks Department is seeking grant funds to complete a recreation trail for hiking, biking and cross-country skiing on the right-of-way owned by We Energies and known as the Interurban Trail. The proposed trail is 10.96 miles in length and is located between the City of Watertown and the City of Oconomowoc. This off-road paved trail connection will be built on the former Interurban Rail Line and is located primarily in Jefferson County, 10 miles, and a portion in Waukesha County, 1 mile. This resolution authorizes the Jefferson County Parks Department to seek additional funding for this project to complete phase III of the Interurban Trail through the Wisconsin Department of Natural Resources Knowles Nelson Stewardship Grant Program. The Parks Committee considered this resolution at its meeting on April 6, 2023, and recommended forwarding to the County Board for approval.

WHEREAS, the Executive Summary is incorporated into this resolution,

WHEREAS, the Parks Committee has expended significant time and effort towards establishing a multi-use trail from Watertown to Oconomowoc, and

WHEREAS, phase I and phase II of the Interurban Trail are complete and open to the public, and

WHEREAS, construction on Phase III of the Interurban trail is scheduled to commence in May of 2025, with a planned completion date of June of 2026, and

WHEREAS, Waukesha County and the City of Oconomowoc have begun planning, budgeting, and grant writing for the final off-road and on-road portions of this trail which will directly connect with the Lake Country trail in Oconomowoc, and

WHEREAS, the Parks Committee recommends seeking grant funds from the Wisconsin Department of Natural Resources Knowles Nelson Stewardship Grant Program, the Federal Recreational Trails Program, and the Land & Water Conservation Fund to fund up to 50% of project design/engineering/construction of Phase III which is scheduled to begin in 2025, and

WHEREAS, the Parks Committee recommends completion of these multi-purpose trails as part of the County's Bikeway/Pedestrian way Plan, the Jefferson County Comprehensive Plan, and the Glacial Heritage Area Plan, and

WHEREAS, this resolution is intended to satisfy the grant application requirement establishing that Jefferson County supports this project.

NOW, THEREFORE, BE IT RESOLVED that the Parks Department is authorized to seek funding from the Wisconsin Department of Natural Resources Knowles Nelson Stewardship Grant Program, the Federal Recreational Trail Program, and the Land & Water Conservation Fund for this multi-use recreational trail from Watertown to Oconomowoc, and if grant funding is awarded, the County Administrator is authorized to accept said grant funds, sign the grant contracts, submit reimbursement claims along with necessary supporting documentation within six months of the project completion date, and perform all other duties necessary to comply with and fulfill the grant provisions.

*Fiscal Note: This grant could provide up to \$249,999.00 towards the construction of structures and the trail on Phase III of the Jefferson Interurban Trail Project. At this time, it is not anticipated that these funds will be expended in 2023, therefore no budget amendment is necessary. If the County is awarded this grant, the funds will be budgeted in 2024 or beyond.*

**Christensen moved for the adoption of Resolution No. 2023-09.** Seconded by Callan and passed.

**Wineke, Executive Committee Chair, introduced Ordinance No. 2023-02. Amending the Board of Supervisors Rules of Order 2022-2024 governing the procedure for election of County Board Chair, Vice Chair, and Second Vice Chair at the Organizational Meeting**

Executive Summary

The Jefferson County Board of Supervisors Rules of Order establish rules and procedures by which proceedings of the County Board of Supervisors, statutory boards, commissions, standing committees and other bodies are governed. The Jefferson County Executive Committee has reviewed section 3.02 of the Board Rules and recommends amending the Board Rule procedure for electing the County Board Chair, Vice Chair, and Second Vice Chair at the organizational meeting. This proposed amendment establishes a more detailed procedure for distributing and collecting ballots, announcing votes, and retaining ballots. Section 3.09 of the County Board Rules requires that this amendment be introduced at one session of the Board and laid over until the next session before action is taken unless the Board waives laying over by unanimous vote. Amending the Board Rules requires a two-thirds vote of County Board members attending the Board meeting when such action is taken. The Executive Committee considered this resolution at its meeting on March 29, 2023, and recommended forwarding to the County Board for adoption.

THE COUNTY BOARD OF SUPERVISORS OF JEFFERSON COUNTY DOES HEREBY ORDAIN AS FOLLOWS:

Section 1. Section 3.02 ORGANIZATION of the Board of Supervisors Rules of Order 2022-2024 governing the election of officers at the County Board Organizational meeting is hereby amended as follows:

**3.02 ORGANIZATION.**

1. The Board shall, as provided by s. 59.11, Wis. Stats., organize at the April meeting in even-numbered years by electing a Chair, a First Vice Chair and a Second Vice Chair by secret ballot. The Clerk shall preside until the Chair has been elected. Nominations shall be made by written ballot. In the event more than two persons are nominated for a position, a primary ballot shall be prepared. Prior to the primary election, or the final election if no primary is required, each nominee shall be provided up to three minutes to address the Board. A person receiving a majority of votes of the entire membership of the County Board on the primary ballot shall be declared elected.

Otherwise, the two persons receiving the greatest number of votes for a position on the primary ballot shall be placed on the final ballot. In the event two persons receive the second greatest number of votes, those two persons shall be the subject of a vote for the second position on the final ballot. The Clerk shall prepare a final ballot for the position. The person receiving the most votes shall be elected to the position. Persons elected in accordance with this paragraph may be removed by the Board by majority vote.

All ballots shall be distributed and collected by the County Clerk or Deputy County Clerks. The number of votes cast for Chair, First Vice Chair, and Second Vice Chair candidates at the primary and final elections shall be counted and announced to the entire County Board by the County Clerk or Deputy County Clerk. The names of all nominees, and the number of votes for all primary and final candidates, shall be recorded in the minutes. The ballots for all nominees, primary candidates, and final candidates shall be retained by the County Clerk until the next County Board meeting following the organizational meeting.

Section 2. This ordinance shall be effective after passage and publication as provided by law.

NOTE: Section 3.09 of the County Board rules provides that amendments to the rules shall be made by 2/3 vote. Proposed amendments shall be introduced at one session of the Board and laid over until the next session before action is taken, unless the Board waives laying it over by unanimous vote.

*Fiscal Note: The amendment of this Ordinance has no fiscal impact.*

**Nass moved to have a unanimous consent to vote tonight on this ordinance amendment and this passed unanimously.**

**Wineke moved for the adoption of Ordinance No. 2023-02.** Seconded by Poulson and passed. Ayes 19 (Jones, Richardson, Preuss, Zarling, Goose, Smith, Martin, Lund, Nass, Turville-Heitz, Kutz, White, Drayna, Lindl, Foelker, Callan, Gulig, Roberts, Christensen), Noes 6 (Braugher, Wineke, Degner, Kannard, Poulson, Jaeckel), Abstain 0, Absent 5 (Herbst, Morris, Johns, Backlund, Fitzgerald), Vacant 0.

**Wineke, Executive Committee Chair, introduced Resolution No. 2023-10. Authorizing a contract with SBrand Strategies to Update the Jefferson County Strategic Plan and amending the 2023 budget for the Administration Department**

#### Executive Summary

Jefferson County has a strong history of planning to implement the long-term vision and needs of the county. This has included the recent finished comprehensive plan approved in 2021 and the strategic plan approved in 2017 and amended in 2019.

It was identified with the completion of the comprehensive plan that the strategic plan would need to be updated based on the goals that had been completed in the previous strategic plan and to also serve as an implementation and prioritization tool to help move the comprehensive plan forward. The county had identified funds in previous budgets to hire a consultant to facilitate and develop an updated strategic plan consistent with the county comprehensive plan. These funds were included in the recently approved budget carryover for 2023 as a part of another contingency.

On March 2, 2023, the County Administrator issued a Request for Proposals seeking consulting services to help facilitate the strategic planning process. A total of four responses were submitted to the Administrator's Office and all four consultants were interviewed. Upon completion of the interviews, the Executive Committee was provided information related to the proposals including costs, facilitation process, approach to use of existing plans, interview personality, and the approach to outreach and engagement with various stakeholders. After discussing the various attributes of each consultant, while placing a priority on outreach and engagement, the Executive Committee recommended contracting with SBrand Strategies at a price not to exceed \$67,750.

The scope of work will include

- a) Project kick off
- b) Research and review of all existing plans to incorporate the value of the previous planning process, specifically the comprehensive plan
- c) Review of demographic and statistical data
- d) Interviews
- e) Focus group meetings
- f) Implementation Planning
- g) Strategic Plan drafting

The schedule has been developed to coincide with preparation for the upcoming Fiscal Year 2024 budget with the goal to have a draft planned for the County Board to review at its August County Board meeting.

The Executive Committee considered this resolution at its meeting on March 29, 2023, and recommended forwarding to the County Board to contract with SBrand Strategies to update the Jefferson County Strategic Plan at a cost not to exceed \$67,750, by a vote of 5-0.

WHEREAS, the Executive Summary is incorporated into this resolution, and

WHEREAS, the County had identified the need to update its strategic plan and has reserved sufficient funding toward the project, and

WHEREAS, the County developed a time frame and specific goals and timelines that were considered in the development of an RFP for services, and

WHEREAS, the County received four proposals and all prospective consultants were interviewed, and

WHEREAS, Jefferson County considered a variety of factors to determine the appropriate consultant to meet the desired outcomes of this process.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Administrator is authorized to execute a contract with SBrand Solutions at a price not to exceed \$67,750 to update the Jefferson County strategic plan.

*Fiscal Note: On March 8, 2023, the Board of Supervisors approved \$100,000 in other contingency for organizational projects. This action requires a transfer of \$67,750 from other contingency to the Administration Department's budget.*

**Wineke moved for the adoption of Resolution No. 2023-10.** Seconded by Poulson and passed. Ayes 25 (Jones, Richardson, Preuss, Zarling, Braughler, Wineke, Degner, Groose, Smith, Martin, Lund, Nass, Turville-Heitz, Kutz, White, Drayna, Kannard, Poulson, Jaeckel, Lindl, Foelker, Callan, Gulig, Roberts, Christensen), Noes 0, Abstain 0, Absent 5 (Herbst, Morris, Johns, Backlund, Fitzgerald), Vacant 0.

**Jones, Finance Committee Chair, introduced Resolution No. 2023-11. Waiving right of first Refusal to purchase a residential parcel of property located at 683 North Watertown Avenue, Jefferson, Wisconsin**

Executive Summary

On September 28, 1998, Jefferson County was granted a right of first refusal to purchase a parcel of real property located at 683 North Watertown Avenue in the City of Jefferson. This property is currently a single-family home on a .43 acre lot which is located directly adjacent to the former county highway facility on the northeast corner. Following completion of the current Jefferson County highway facility, the former highway facility was listed for sale. In its desire to increase the development potential of the former highway facility, the city of Jefferson made a formal offer to purchase the residential property located at 683 North Watertown Avenue on March 21, 2023, from the current owners, subject to Jefferson County waiving its right to purchase.

As part of the on-going process for redevelopment of the former highway facility, Jefferson County has continued to work with the city of Jefferson on the best vision to redevelop this area. Because there is no longer a need by Jefferson County to acquire this property for expansion of its highway facility, there is no reason for Jefferson County to exercise its right of first refusal and purchase this property. To assist with the marketability of the former highway facility following submission of a letter of intent to purchase by a potential developer, County staff are recommending that the deed restriction be waived so that the city can purchase this residential property and continue its efforts related to the vision and future of the former Jefferson County highway facility.

The Finance Committee considered this resolution on April 12, 2023, and recommended forwarding to the county board for approval by a vote of 5-0.

WHEREAS, the Executive Summary is incorporated into this resolution, and

WHEREAS, the County has entered into a Letter of Intent towards the purchase of the former highway facility in Jefferson, with the intention and plan to redevelop said site, and

WHEREAS, the County has worked collaboratively with the City of Jefferson and the developer towards a project that meets the vision and planning of the city and provides an impact to the region, and

WHEREAS, the City of Jefferson has entered into an offer to purchase for 683 N. Watertown Road, Jefferson, WI from the current property owner, and

WHEREAS, Jefferson County has a deed restriction recorded for a right of first refusal on said property, and,

WHEREAS, Jefferson County no longer has a need to exercise the right of first refusal because highway operations are no longer conducted at this location, and

WHEREAS, Jefferson County waiving its right of first refusal will assist with the redevelopment of the former highway facility.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Clerk and County Administrator are authorized to execute any required documents as determined by the Corporation Counsel for purposes of waiving its Right of First Refusal to purchase real property located at 683 North Watertown Road in Jefferson, Wisconsin.

*Fiscal Note: Waiving Jefferson County's right of first refusal will have no fiscal impact.*

**Jones moved for the adoption of Resolution No. 2023-11.** Seconded by Christensen and passed.

White abstained from voting due to potential conflict of interest.

**Appointments by County Board Chair:**

By virtue of the authority vested in me under Section 59.54(8) I hereby request confirmation of the following appointments:

Travis Teesch, Emergency Response Agency/Fire to the Local Emergency Planning Committee (LEPC) for an indeterminate term.

**Nass moved to confirm the above appointment.** Seconded by Degner and passed.

**Public Comment: (General) – None**

**Announcements:**

Supplemental information presented at the April 18, 2023, Jefferson County Board meeting will be available at the County Clerk's office upon request during regular Courthouse hours or on the County's website at [www.jeffersoncountywi.gov](http://www.jeffersoncountywi.gov).

**There being no further business, Jaeckel moved that the Board adjourn.** Seconded by Poulson and passed at 4:56 p.m.

## JEFFERSON COUNTY BOARD MINUTES

TUESDAY, May 09, 2023, 7:00 P.M.

Chair Steven Nass presiding.

County Clerk Audrey McGraw called the roll, all members being present in person except Lund and Turville-Heitz, who were present via Zoom.

Supervisor Roberts was absent.

District 1 .....	Richard C. Jones	District 2 .....	Cassie B. Richardson
District 3 .....	Robert Preuss	District 4 .....	Karl Zarling
District 5 .....	James B. Braughler	District 6 .....	Dan Herbst
District 7 .....	Dwayne C. Morris	District 8 .....	Michael Wineke
District 9 .....	Bruce Degner	District 10 .....	Mark Groose
District 11 .....	Jeff Johns	District 12 .....	Jeff Smith
District 13 .....	Anita Martin	District 14 .....	Kirk Lund
District 15 .....	Steven J. Nass	District 16 .....	Meg Turville-Heitz
District 17 .....	Russell Kutz	District 18 .....	Brandon White
District 19 .....	Dave Drayna	District 20 .....	Curtis Backlund
District 21 .....	John C. Kannard	District 22 .....	Blane Poulson
District 23 .....	George Jaeckel	District 24 .....	Roger Lindl
District 25 .....	Matthew Foelker	District 26 .....	Joan Fitzgerald
District 27 .....	Joan Callan	District 28 .....	Anthony Gulig
District 29 .....	Mary K. Roberts	District 30 .....	Walt Christensen

Smith led the Pledge of Allegiance. A moment of silence was observed.

Wehmeier certified compliance with the Open Meetings Law.

Approval of the Agenda. Johns moved to accept as drafted. Seconded by Poulson and passed.

Wineke, Executive Committee Chair, moved to approve the County Board minutes from April 18, 2023. Seconded by Jaeckel and passed.

### Communications:

#### County Clerk McGraw presented the following communications:

5. Notice of Public Hearing from the Jefferson County Planning and Zoning Committee for a hearing to be held on May 25, 2023, at 7:00 p.m.
6. Treasurer's Report.

### GENERAL FINANCIAL CONDITION JEFFERSON COUNTY, WISCONSIN

May 01, 2023

Available Cash on Hand		
April 1, 2023	\$	880,567.55
April Receipts	\$	<u>14,725,491.07</u>
Total Cash		\$ 15,606,058.62
Disbursements		
General – April 2023	\$	11,764,743.23
Payroll – April 2023	\$	<u>1,801,406.47</u>
Total Disbursements		<u>\$ 13,566,149.70</u>

		<b>\$ 2,039,908.92</b>
Cash on Hand (in bank) May 1, 2023	\$ 3,089,569.25	
Less Outstanding Checks	\$ 1,049,660.33	
Total Available Cash		<b>\$ 2,038,908.92</b>
Local Government Investment Pool – General		\$ 33,110,526.09
DANA Investments		\$ 38,125,791.61
EHLERS Investments		\$ 19,961,785.06
Local Government Investment Pool - Clerk of Courts		\$ 30,169.55
Local Government Investment Pool - Farmland Preservation		\$ 185,787.86
Local Government Investment Pool - Parks/Liddle		\$ 89,317.09
Local Government Investment Pool - County Bond		<u>\$ 554,223.27</u>
		\$ 92,057,600.53
2023 Interest - Super N.O.W. Acct.		\$ 185.87
2023 Interest - L.G.I.P. - General Funds		\$ 508,757.03
2023 Interest - EHLERS 2022A		\$ 105,498.44
2023 Interest - DANA Investments		\$ 327,996.39
2023 Interest - L.G.I.P. - Parks/Carol Liddle Fund		\$ 1,324.89
2023 Interest - L.G.I.P. - Farmland Preservation		\$ 2,755.88
2023 Interest - L.G.I.P. - Clerk of Courts		\$ 447.52
2023 Interest - L.G.I.P. - County Bond		<u>\$ 37,326.10</u>
Total 2023 Interest		\$ 984,292.12

**JOHN E. JENSEN, JEFFERSON COUNTY TREASURER**

**Public Comment:**

One member of the public spoke.

Roberts present via Zoom at 7:19 p.m.

**Annual Reports:**

Economic Development Consortium, Deborah Reinbold; Land and Water Conservation Director, Patricia Cicero; Register of Deeds, Staci Hoffman; and Jefferson County Area Tourism Council Marketing Director, Holly Tierney. The annual reports were received, placed on file, but not printed in the minutes pursuant to Board Rule 3.03(13).

**Resolutions and Ordinances:**

**Backlund, Buildings and Grounds Committee Chair, introduced Resolution No. 2023-12. Entering into a contract with Wisconsin Terrazzo & Tile for Terrazzo Restoration in the County Courthouse**

Executive Summary

The Jefferson County Courthouse main hallway and stairs were built utilizing a terrazzo material. Terrazzo is made from a blend of recycled materials and natural aggregates like quartz, granite, and marble to produce an attractive look with an extremely durable surface and is one of the most eco-friendly flooring options. Replacing the existing terrazzo with like material as part of the courthouse restoration project would be cost prohibitive. Due to the durability of terrazzo, the budget for the courthouse project included an allowance for restoration services for infilling, patching, and installing of new terrazzo as needed, along with polishing of the entire floor to preserve this material for the long term. Due to the nature of the work and the lost art of terrazzo restoration, there are limited contractors to provide this service.



Two companies specializing in terrazzo restoration reviewed this project, one from Rockford, IL and one from La Crosse, WI. Both companies conducted an on-site inspection and scope of review and based their bids on utilizing a 3M Scotch guard finishing system to limit long term maintenance costs. Each company determined the best means and methods to provide the restoration services to achieve the desired outcomes. In addition, the quotes were based on performing the work in coordination with the various construction phases of the project. Total costs were within \$1,400 of each other with Wisconsin Terrazzo & Tile at \$297,650 and Rockford Central Tile at \$296,220, with both bids including the cost of a performance bond.

It is recommended that the contract be awarded to Wisconsin Terrazzo & Tile based on their means and methods for restoration services including greater patching of floor cracks versus epoxy infill, and complete replacement of the terrazzo base versus patching which will lead to a better end product for this long-term investment. \$210,000 was allocated for this work in the courthouse project budget. The additional funding to complete this project will be allocated from project contingency.

The Building and Grounds Committee considered this resolution at its meeting on May 2, 2023, and recommended entering into a contract with Wisconsin Terrazzo & Tile for terrazzo restoration at the County Courthouse at a cost of \$297,650 by a vote of 5-0.

WHEREAS, the Executive Summary is incorporated into this resolution, and

WHEREAS, the County had identified terrazzo floor restoration to be within the scope of the courthouse project, and

WHEREAS, the County and Maas Brothers identified two service providers within the region with the capability to perform required terrazzo restoration, and

WHEREAS, both service providers conducted onsite evaluations of the required work and determined the means and methods to facilitate the desired outcomes of restoration and limited long term maintenance costs, and

WHEREAS, it was determined that Wisconsin Terrazzo & Tile's means and methods will lead to a better product.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Administrator is hereby authorized to enter into a contract with Wisconsin Terrazzo & Tile for terrazzo restoration services in the Courthouse at a cost not to exceed \$297,650.

*Fiscal Note: There is \$210,000 within the project allowance for terrazzo restoration. The additional funds of \$87,650 will come from project contingency.*

**Backlund moved for the adoption of Resolution No. 2023-12.** Seconded by Lindl and passed.

**Wineke, Executive Committee Chair, introduced Resolution No. 2023-13.**

**Appointment of Kelly Stade as County Treasurer to fill an unexpired term.**

#### Executive Summary

John Jensen has served Jefferson County as County Treasurer for over thirty-six years. County Treasurer Jensen has provided notice, as required by law, to the County Sheriff Paul Milbrath along with notice to County Board Chair Steve Nass, and County Administrator Benjamin Wehmeier, that he intends to retire effective June 30, 2023, which is 18 months before the end of his elected term. The Constitutional office of County Treasurer serves a vital role for county government and cannot be vacant for 18 months. Wisconsin State law outlines the process on how to fill the unexpired term of County Treasurer:

*Wis. Stat. § 17.21(3) County clerk, treasurer, and surveyor. In the office of county clerk, treasurer, or surveyor, by appointment by the county board for the residue of the unexpired term unless a special election is ordered by the county board, in which case the person appointed shall serve until his or her successor is elected and qualified. The county board may, if a vacancy occurs before June 1 in the year preceding expiration of the term of office, order a special election to fill the vacancy. If the county board orders a special election during the period beginning on June 1 and ending on November 30 of any year, the special election shall be held concurrently with the succeeding spring election. If the county board orders a special election during the period beginning on December 1 and ending on May 31 of the succeeding year, the special election shall be held on the Tuesday after the first Monday in November following the date of the order. A person so elected shall serve for the residue of the unexpired term.*

The Executive Committee considered the options provided under Wisconsin law to fill this unexpired term and ultimately concluded that the County Board should make an appointment to fill the remaining term and to endorse the appointment of Kelly Stade to this role, who currently serves as the Chief Deputy Treasurer in this office.

Factors considered by the Executive Committee in making this recommendation include the following: 1) the earliest an election could be held would be in the spring election of 2024. If this were the desired option, the County Board would still need to appoint an interim County Treasurer. As such, the committee thought it best from an operational continuity perspective to make an appointment to serve the remainder of the term; 2) County Treasurer Jensen made the recommendation to appoint Kelly Stade to complete his term; 3) Ms. Stade has served in this office for nearly 23 years, serving as Chief Deputy since 2007, thereby making her the best qualified candidate to understand the full function of the office; and 4) Ms. Stade has demonstrated her leadership skills by participating in leadership training offered by the county which includes graduating from the Local Government Leadership Academy.

The Executive Committee, at its April 26, 2023, meeting, recommended 5-0 to appoint Kelly Stade to fill the unexpired term of County Treasurer based on her experience serving the Jefferson County Treasurer's Office for nearly 23 years.

WHEREAS, the Executive Summary is incorporated into this resolution, and

WHEREAS, County Treasurer John Jensen has provided formal notice of his retirement effective June 30, 2023, causing a vacancy in the office of County Treasurer, and

WHEREAS, the County Board of Supervisors is the appointing authority per state statute § 17.21(3), and

WHEREAS, the County Board considered ordering a special election to fill this role and determined that it is in the best interest of Jefferson County to fill the unexpired term for this office through the appointment process versus holding a special election, and

WHEREAS, County Treasurer John Jensen has recommended his Chief Deputy Kelly Stade to serve the remainder of his unexpired term.

NOW, THEREFORE, BE IT RESOLVED that due to the retirement of County Treasurer John Jensen effective June 30, 2023, the Jefferson County Board of Supervisors hereby appoints Kelly Stade to fill the unexpired term of County Treasurer effective July 1, 2023.

*Fiscal Note: This resolution has no fiscal impact*

**Wineke moved for the adoption of Resolution No. 2023-13.** Seconded by Poulson and passed.

**Morris, Law Enforcement & Emergency Management Committee Chair, introduced Ordinance No. 2023-03.**

**Amending the Jefferson County Boating Ordinance**

This Ordinance amendment authorizes two additional buoys to be placed in the waters of the Rock River designating a Slow-No-Wake area at the coordinates listed in SECTION 7.

**SECTION 7. DESIGNATED SLOW-NO-WAKE AREAS.** No person shall operate a boat and/or watercraft faster than Slow-No-Wake speed in the waters of the Rock River between the following coordinates at any time:

- latitude 42.893815°N, longitude -88.905639°W and latitude 42.895962°N, longitude -88.903109°W
- latitude 42.894193°N, longitude -88.905856°W and latitude 42.896203°N, longitude -88.903582°W

**SECTION 12. EFFECTIVE DATE.** This ordinance amendment shall take effect and be in force from and after its passage and publication as required by Wisconsin law.

*Fiscal Note: This Ordinance has no fiscal impact.*

**Morris moved for the adoption of Ordinance No. 2023-03.** Seconded by Johns and passed.

**Christensen, Parks Committee Chair, introduced Resolution No. 2023-14.**

**Authorizing a grant application to the Wisconsin Department of Natural Resources Recreation Boating Facilities grant program**

The Jefferson County Parks Department is seeking grant funds to purchase and install a Suspended Platform Fishing Pier and Kayak Launch at Burnt Village County Park which will be constructed to meet the standards required by the Americans with Disabilities Act. This resolution authorizes Jefferson County Parks to seek funding for this project through the Wisconsin Department of Natural Resources Recreation Boating Facilities grant program. The Parks Committee considered this resolution at its meeting on May 4<sup>th</sup>, 2023, and recommended forwarding to the County Board for approval.

WHEREAS, the Jefferson County Parks Department is interested in obtaining a cost-share grant from the Wisconsin Department of Natural Resources for the purpose of installing a canoe/kayak launch improvement at Burnt Village County Park, and

WHEREAS, the designed launch will provide for ADA accessibility and allow recreational access to the Bark River for a greater segment of users, and

WHEREAS, the Parks Committee recommended applying for grant assistance to supplement the \$15,000 budgeted for these projects which have a total estimated cost of \$30,000, and

WHEREAS, this resolution is intended to satisfy the grant application requirement establishing that Jefferson County supports this project.

NOW, THEREFORE, BE IT RESOLVED that the Parks Department is authorized to seek funding from the Wisconsin Department of Natural Resources Recreation Boating Facilities grant program for the purchase and installation of a floating Kayak Launch at Burnt Village County Park which will be constructed to meet the standards required by the Americans with Disabilities Act, and if grant funding is awarded, the County Administrator is authorized to accept said grant funds, sign the grant contracts, submit reimbursement claims along with necessary supporting documentation within six months of project completion date, and perform all other duties necessary to comply with and fulfill the grant provisions.

BE IT FURTHER RESOLVED that Jefferson County shall comply with all local, state, and federal rules, regulations, and ordinances relating to this project and the cost-share Agreement/Contract.

*Fiscal Note: \$15,000.00 is included in the 2023 Parks Department budget for the project. Total estimated cost for the project would be \$30,000.00 with a 50% matching grant from Wisconsin DNR. This resolution increases the Parks Department budgeted revenue and expenditures by \$15,000.00 for acceptance of the Recreation Boating Facilities grant and authorizes the Finance Director to make the necessary budget adjustments to enact this resolution. As a budget amendment, County Board approval requires a two-thirds vote of the entire membership of the County Board (20 members of the 30-member County Board must vote in favor of the budget amendment).*

**Christensen moved for the adoption of Resolution No. 2023-14.** Seconded by Gulig and passed.

Ayes 30 (Jones, Richardson, Preuss, Zarling, Braughler, Herbst, Morris, Wineke, Degner, Goose, Johns, Smith, Martin, Lund, Nass, Turville-Heitz, Kutz, White, Drayna, Backlund, Kannard, Poulson, Jaeckel, Lindl, Foelker, Fitzgerald, Callan, Gulig, Roberts, Christensen), Noes 0, Abstain 0, Absent 0, Vacant 0.

**Jaeckel, Planning and Zoning Committee Chair, introduced the following report:**

REPORT TO THE HONORABLE MEMBERS OF THE JEFFERSON COUNTY BOARD OF SUPERVISORS by the Jefferson County Planning and Zoning Committee recommending approval of petitions to amend the official zoning map of Jefferson County.

**Jaeckel, Planning and Zoning Committee Chair, introduced Ordinance No. 2023-04.**

#### **Amending Official Zoning Map**

WHEREAS, the Jefferson County Board of Supervisors has heretofore been petitioned to amend the official zoning map of Jefferson County, and

WHEREAS, Petitions R4459A-23 was referred to the Jefferson County Planning and Zoning Committee for public hearing on March 16, 2023 and Petitions R4460A-23, R4461A-23, R4462A-23 and R4463A-23 were referred for public hearing on April 20, 2023, and

WHEREAS, the proposed amendments have been given due consideration by the Board of Supervisors in open session,

NOW, THEREFORE, BE IT ORDAINED that the Jefferson County Board of Supervisors does amend the official zoning map of Jefferson County as follows:

#### **FROM R-2, RESIDENTIAL TO A-3, AGRICULTURAL/RURAL RESIDENTIAL**

Rezoned all of PIN 010-0615-3123-002 (4.743 ac) at **W4842 State Road 106**, Town of Hebron. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. R4460A-23 & CU2081-23 – Jeffrey & Debra Boos

#### **FROM A-1, EXCLUSIVE AG TO A-3, AGRICULTURAL/RURAL RESIDENTIAL**

Create a 1-ac building site from part of PIN 022-0613-1833-001 (35.98 ac) on **Rucks Rd**, Town of Oakland. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. The rezoning utilizes the last available A-3 zone for the property; therefore, it is conditioned upon recording of an affidavit acknowledging that fact. It is further conditioned upon road access approval, receipt by Zoning of a suitable soil test and approval and recording of a final certified survey map for the lot. R4459A-23 – Felix & Bonnie Jarczyk

Create a 2.161-ac building site at the west end of **Spruce Drive** from PIN 008-0715-0612-000 (44.16 ac), Town of Farmington. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

The rezoning utilizes the last A-3 lot for the property; therefore, rezoning is conditioned upon recording of an affidavit acknowledging that fact. It is further conditioned upon road access approval, receipt by Zoning of a suitable soil test, approval and recording of a final certified survey map including extraterritorial plat review if necessary, and for road dedication, with the plan for road construction agreed upon by the Towns of Farming and Watertown and the property owner. R4461A-23 – Mike Walter/Michael R & Sarah S Walter Trust Property

Rezone PIN 010-0615-2213-000 (1.722 ac) at **N3573 Haas Road**, Town of Hebron to combine it with the adjoining existing A-3 zone at N3577 Haas Road. This is in accordance with Sec, 11.04(f)8 of the Jefferson County Zoning Ordinance. The rezoning utilizes the last A-3 lot for the property; therefore, rezoning is conditioned upon recording of an affidavit acknowledging that fact. It is further conditioned upon approval and recording of a final certified survey map for the lot. R4462A-23 – Gerald & Pamela Drewek

Create a 4-ac lot around the home at **N4753 Paradise Road**, Town of Jefferson from part of PIN 014-0615-0413-000 (38.55 ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Rezoning is conditioned upon approval and recording of a final certified survey map for the lot. R4463A-23 – Nathan & Leah Holland

**Jaeckel moved for the adoption of Ordinance No. 2023-04.** Seconded by Morris and passed.

**Public Comment: (General) – None**

**Announcements:**

Supplemental information presented at the May 09, 2023, Jefferson County Board meeting will be available at the County Clerk's office upon request during regular Courthouse hours or on the County's website at [www.jeffersoncountywi.gov](http://www.jeffersoncountywi.gov). **There being no further business, Jaeckel moved that the Board adjourn.** Seconded by Kannard and passed at 8:03 p.m.

## JEFFERSON COUNTY BOARD MINUTES

TUESDAY, June 13, 2023, 7:00 P.M.

Chair Steven Nass presiding.

County Clerk Audrey McGraw called the roll, all members being present in person except Richardson, who was present via Zoom.

Supervisors Morris, Gulig, and Roberts were absent. Morris and Gulig, having given prior notification, were excused.

District 1 .....	Richard C. Jones	District 2 .....	Cassie B. Richardson
District 3 .....	Robert Preuss	District 4 .....	Karl Zarling
District 5 .....	James B. Braughler	District 6 .....	Dan Herbst
District 7 .....	Dwayne C. Morris	District 8 .....	Michael Wineke
District 9 .....	Bruce Degner	District 10 .....	Mark Groose
District 11 .....	Jeff Johns	District 12 .....	Jeff Smith
District 13 .....	Anita Martin	District 14 .....	Kirk Lund
District 15 .....	Steven J. Nass	District 16 .....	Meg Turville-Heitz
District 17 .....	Russell Kutz	District 18 .....	Brandon White
District 19 .....	Dave Drayna	District 20 .....	Curtis Backlund
District 21 .....	John C. Kannard	District 22 .....	Blane Poulson
District 23 .....	George Jaeckel	District 24 .....	Roger Lindl
District 25 .....	Matthew Foelker	District 26 .....	Joan Fitzgerald
District 27 .....	Joan Callan	District 28 .....	Anthony Gulig
District 29 .....	Mary K. Roberts	District 30 .....	Walt Christensen

Kannard led the Pledge of Allegiance. A moment of silence was observed.

Wehmeier certified compliance with the Open Meetings Law.

Approval of the Agenda. Backlund moved to accept as drafted. Seconded by Johns and passed.

Wineke, Executive Committee Chair, moved to approve the County Board minutes from May 09, 2023. Seconded by Johns and passed.

### Communications:

#### County Clerk McGraw presented the following communications:

7. Notice of Public Hearing from the Jefferson County Planning and Zoning Committee for a hearing to be held on June 15, 2023, at 7:00 p.m.
8. Retirement Recognitions
9. Treasurer's Report.

### GENERAL FINANCIAL CONDITION JEFFERSON COUNTY, WISCONSIN

June 01, 2023

Available Cash on Hand		
May 1, 2023	\$	2,039,908.92
May Receipts	\$	<u>9,872,333.68</u>
Total Cash		\$ 11,912,242.60
Disbursements		
General – May 2023	\$	7,489,898.61

Payroll – May 2023	<u>\$ 1,750,765.25</u>	
Total Disbursements		<u>\$9,240,663.86</u>
		<b>\$ 2,671,578.74</b>
Cash on Hand (in bank) June 1, 2023	\$ 3,433,998.21	
Less Outstanding Checks	\$ 762,419.47	
Total Available Cash		<b>\$ 2,671,578.74</b>
Local Government Investment Pool – General		\$ 34,815,366.15
DANA Investments		\$ 35,393,605.56
EHLERS Investments		\$ 16,579,863.02
Local Government Investment Pool - Clerk of Courts		\$ 30,297,97.00
Local Government Investment Pool - Farmland Preservation		\$ 186,578.71
Local Government Investment Pool - Parks/Liddle		\$ 89,697,29.00
Local Government Investment Pool - County Bond		<u>\$ 556,582.45</u>
		\$ 87,651,991.15
2023 Interest - Super N.O.W. Acct.		\$ 297,97.00
2023 Interest - L.G.I.P. - General Funds		\$ 652,925.45
2023 Interest - EHLERS 2022A		\$ 132,365.65
2023 Interest - DANA Investments		\$ 410,010.77
2023 Interest - L.G.I.P. - Parks/Carol Liddle Fund		\$ 1,705.09
2023 Interest - L.G.I.P. - Farmland Preservation		\$ 3,546.73
2023 Interest - L.G.I.P. - Clerk of Courts		\$ 575.94
2023 Interest - L.G.I.P. - County Bond		<u>\$ 39,685.28</u>
Total 2023 Interest		\$ 1,241,112.88

**JOHN E. JENSEN, JEFFERSON COUNTY TREASURER**

Roberts present via Zoom at 7:06 p.m.

**Public Comment: None**

**Special Order of Business:**

Presentation by Jake Lenell of CliftonLarsonAllen on the 2022 Audit Report.

**Annual Reports:**

Corporation Counsel, J. Blair Ward; Finance Director, Marc DeVries; Human Services Director, Brent Ruehlow; and UW Extension Area Director, Chrissy Wen. The annual reports were received, placed on file, but not printed in the minutes pursuant to Board Rule 3.03(13).

**Resolutions and Ordinances:**

**Weineke, Executive Committee Chair, introduced Ordinance No. 2023-05.**

**Amending the Jefferson County Board Supervisors Rules of Order 2022-2024, section 3.07, Rules of County Board Standing Committees, to require that all requests for payment of per diems and expenses be submitted within 30 days.**

Executive Summary

The Jefferson County Board of Supervisors Rules of Order establish rules and procedures by which proceedings of the County Board of Supervisors, statutory boards, commissions, standing committees and other bodies are governed. The Jefferson County Executive Committee has reviewed section 3.07 of the Board Rules and recommends amending the Board Rule procedure to require that all requests for

payment of per diems and expenses be submitted within 30 days of incurring the expense. Amending the Board Rules requires a two-thirds vote of County Board members attending the Board meeting when such action is taken. The Executive Committee considered this Ordinance at its meeting on May 31, 2023, and recommended forwarding to the County Board for adoption.

THE COUNTY BOARD OF SUPERVISORS OF JEFFERSON COUNTY DOES HEREBY ORDAIN AS FOLLOWS:

Section 1. Section 3.07 RULES OF COUNTY BOARD STANDING COMMITTEES of the Board of Supervisors Rules of Order 2022-2024 governing payment of per diems and expenses is hereby amended as follows:

### 3.07 RULES OF COUNTY BOARD STANDING COMMITTEES

7. Except as provided herein, the members of all County Board standing committees, or members of other bodies as authorized, may receive a per diem, meeting fees, mileage, and reimbursed expenses as authorized by the County Board Rules. This shall include members of groups created under Chapter 46 of the Wisconsin Statutes and county representatives on lake district boards, consortiums, committees, boards, commissions or other bodies where appointments are made by the County Administrator, County Board Chair or County Board pursuant to law or intergovernmental agreements. Members of the Traffic Safety Commission who are receiving pay from a governmental entity during such meeting shall not be entitled to a meeting fee or mileage for such Traffic Safety Commission meeting. [Am. 03/09/04, Ord. 2003-40; 06/08/04, Ord. 2004-08; 04/15/08, Ord. 2008-03; 03/09/10, Ord. 2009- 24; Ord. No. 2015-01, 04/21/2015; Ord. No. 2016-20, 02/14/17; Ord. No. 2018-01, 04/17/2018; Ord. No. 2020- 13, 12/08/2020]

Requests for payment of all per diems, meeting fees, mileage, and authorized expenses must be submitted to the County Clerk within 30 days of the meeting or event for which the payment is authorized by submitting payment requests to the Jefferson County Clerk's Office, unless otherwise approved in writing by the County Board Chair. For example, a member may not receive payment for a meeting attended in March if the request for payment is submitted during the month of May. All requests for payment under this section must be submitted using a reimbursement form or other method as directed by the Jefferson County Finance Director. All payments shall be paid by direct deposit unless doing so will create a hardship on the payee as determined by the Jefferson County Finance Director.

Section 2. This ordinance shall be effective after passage and publication as provided by law.

NOTE: Section 3.09 of the County Board rules provides that amendments to the rules shall be made by 2/3 vote. Proposed amendments shall be introduced at one session of the Board and laid over until the next session before action is taken unless the Board waives laying it over by unanimous vote.

*Fiscal Note: The enactment of this Ordinance has no fiscal impact.*

**Kannard moved to have a unanimous consent to vote tonight on this ordinance amendment.** Seconded by Smith and passed by unanimous vote. Ayes 28 (Jones, Richardson, Preuss, Zarling, Braughler, Herbst, Wineke, Degner, Groose, Johns, Smith, Martin, Lund, Nass, Turville-Heitz, Kutz, White, Drayna, Backlund, Kannard, Poulson, Jaeckel, Lindl, Foelker, Fitzgerald, Callan, Roberts, Christensen), Noes 0, Abstain 0, Absent 2 (Morris and Gulig), Vacant 0.

**Weineke moved for the adoption of Ordinance No. 2023-05.** Seconded by Poulson and passed.

Ayes 27 (Jones, Richardson, Zarling, Braughler, Herbst, Wineke, Degner, Groose, Johns, Smith, Martin, Lund, Nass, Turville-Heitz, Kutz, White, Drayna, Backlund, Kannard, Poulson, Jaeckel, Lindl, Foelker, Fitzgerald, Callan, Roberts, Christensen), Noes 1 (Preuss), Abstain 0, Absent 2 (Morris and Gulig), Vacant 0.



**Braugher, Human Resources Committee Chair, introduced Ordinance No. 2023-06. Amending the Civil Service Ordinance for full-time and part-time Deputy Sheriffs, Detectives, Sergeants, Captains and Chief Deputy**

Full Ordinance on file with the County Clerk and available on the Jefferson County website at [www.jeffersoncountymi.gov](http://www.jeffersoncountymi.gov).

**Braugher moved for the adoption of Ordinance No. 2023-06.** Seconded by Zarling and passed.

**Jaekel, Planning and Zoning Committee Chair, introduced the following report:**

REPORT TO THE HONORABLE MEMBERS OF THE JEFFERSON COUNTY BOARD OF SUPERVISORS by the Jefferson County Planning and Zoning Committee recommending approval of petitions to amend the official zoning map of Jefferson County.

**Jaekel, Planning and Zoning Committee Chair, introduced Ordinance No. 2023-07.**

**Amending Official Zoning Map**

WHEREAS, the Jefferson County Board of Supervisors has heretofore been petitioned to amend the official zoning map of Jefferson County, and

WHEREAS, Petitions R4464A-23, R4465A-23, R4466A-23, R4467A-23, R4468A-23 and R4470A-23 were referred to the Jefferson County Planning and Zoning Committee for public hearing on May 25, 2023, and

WHEREAS, the proposed amendments have been given due consideration by the Board of Supervisors in open session,

NOW, THEREFORE, BE IT ORDAINED that the Jefferson County Board of Supervisors does amend the official zoning map of Jefferson County as follows.

**FROM A-T, AGRICULTURAL TRANSITION TO A-3, AGRICULTURAL/RURAL RESIDENTIAL**

Create a 2.711-ac building site on **Riverdale Ln** from part of PIN 032-0815-1814-000 (21.675 ac) in the Town of Watertown. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. The rezoning utilizes the last available A-3 zone for the property; therefore, rezoning is conditioned upon recording of an affidavit acknowledging that fact. It is further conditioned upon road access approval, receipt by Zoning of a suitable soil test, and approval and recording of a final certified survey map for the lot, including extraterritorial plat review if necessary. R4464A-23 – Lee Allen Rickerman

**FROM A-T, AGRICULTURAL TRANSITION TO A-3, AGRICULTURAL/RURAL RESIDENTIAL AND N, NATURAL RESOURCE**

Create a new 1.7-ac building site to be zoned A-3, 41.6-ac Natural Resource zone, 3.7-ac lot around the existing home & buildings at **W4451 River Rd** and a 3.9-ac Natural Resource zone. These are proposed to be created from PINs 032-0815-1721-001 (48.48.9 ac) and 032-0815-1722-000 (42.6 ac), Town of Watertown. This is in accordance with Sec. 11.04(f)8 and 11.04(f)11 of the Jefferson County Zoning Ordinance. This utilizes the last available A-3 zone for the property; therefore, rezoning is conditioned upon recording of an affidavit acknowledging that fact. It is further conditioned upon road access approval, receipt by Zoning of a suitable soil test, and approval and recording of a final certified survey map, including extraterritorial plat review if necessary. R4465A-23 – Stephanie Bratz/Karen Kerr Property

**FROM A-1, EXCLUSIVE AGRICULTURAL TO A-3, AGRICULTURAL/RURAL RESIDENTIAL**

Create both a 1-ac building site and a 1-ac lot around the home & buildings at **W3878 Ranch Rd**, Town of Farmington from part of PIN 008-0715-0443-000 (40 ac). This is in accordance with Sec. 11.04(f)8 of the

Jefferson County Zoning Ordinance. Rezoning is conditioned upon road access approval and receipt of a suitable soil test for the vacant lot; and approval and recording of a final certified survey map for both lots, including extraterritorial plat review if necessary. R4466A-23 – Steven Schluter/Schluter Trust Property

Create a 2.27-ac building site from part of PIN 008-0715-1532-001 (20 ac) near **N6132 Coffee Rd** in the Town of Farmington. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. This utilizes the last available A-3 zone for the property; therefore, rezoning is conditioned upon recording of an affidavit acknowledging that fact. It is further conditioned upon road access approval, receipt of a suitable soil test, and approval and recording of a final certified survey map for the lot. R4467A-23 – Christy Strobel/CDS Investments LLC

Create a 3.07-ac lot around two existing homes at **W9252 and W9258 County Road B**, Town of Lake Mills, on PINs 018-0713-0833-000 (7.768 ac) and 018-0713-0832-001 (15.867 ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. This utilizes the last available A-3 zone for the lot; therefore, rezoning is conditioned upon recording of an affidavit recording that fact. It is further conditioned upon approval and recording of a final certified survey map for the lot. R4468A-23 – Daniel Raatz

Create a 5-ac lot around the home and buildings at **W8890 West Rd** in the Town of Watertown from part of PIN 032-0814-1512-000 (39.223 ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Three acres is allowed as a farm consolidation lot, and the additional land will utilize one additional split. Rezoning is conditioned upon approval and recording of a final certified survey map for the lot. R4470A-23 – Helen Weihert

Rezoning on the above petitions shall be null & void & of no effect one year from the date of County Board approval unless all applicable conditions have been completed by that date.

**Jaeckel moved for the adoption of Ordinance No. 2023-07.** Seconded by Poulson and passed.

Kannard abstained from voting due to potential conflict of interest.

**Johns, Solid Waste Committee Chair, introduced Resolution No. 2023-15.**

**Supporting the Jefferson County Clean Sweep, E-Waste Recycling, Tire Recycling, and Drug Take Back Program**

#### **Executive Summary**

For many years, the Clean Sweep program has successfully provided the citizens of Jefferson County an annual opportunity to dispose of unwanted hazardous household and agricultural wastes, as well as unwanted prescription drugs, in a convenient and affordable manner. Without the Clean Sweep program, residents of Jefferson County would have limited means to properly dispose of these items. Providing these services keeps hazardous waste out of the landfills and wastewater treatment facilities, helping to protect the local environment and groundwater from potentially harmful materials. The Jefferson County Planning and Zoning Department holds multiple annual events in Jefferson County to collect hazardous household and agricultural waste, electronics (e-waste), appliances, and tires. The Clean Sweep program also helps to provide assistance to the Jefferson County Sheriff's Office and local police departments for implementing a Drug Take Back program across Jefferson County where over 21,000 pounds of unwanted prescription drugs have been collected since 2008. One of the many factors that promotes successful events is the grant funding opportunities through the Wisconsin Department of Agriculture, Trade and Consumer Protection and Wisconsin Department of Natural Resources. This resolution shows support of grant funding opportunities and the Jefferson County collection programs.

The Solid Waste Committee considered this resolution at its May 10, 2023, meeting and recommended forwarding to the County Board of Supervisors to show support of the Jefferson County Clean Sweep, E-Waste Recycling, Tire Recycling, and Drug Take Back Programs.

WHEREAS, the Executive Summary is incorporated in this resolution, and

WHEREAS, the Jefferson County Solid Waste program hosts Clean Sweep events open to all Jefferson County residents to collect and safely dispose of unwanted agricultural and household hazardous wastes and unwanted prescription drugs, and

WHEREAS, the Jefferson County Solid Waste program provides assistance to local police departments throughout the year in the collection of unwanted prescription drugs.

NOW, THEREFORE, BE IT RESOLVED, that the Jefferson County Board of Supervisors hereby shows its support for the Jefferson County Clean Sweep, E-Waste Recycling, Tire Recycling, and Drug Take Back program and the related grant funding opportunities to support this program.

*Fiscal Note: Adoption of this Resolution will have no fiscal impact.*

**Johns moved for the adoption of Resolution No. 2023-15.** Seconded by Poulson and passed.

**Appointment by County Board Chair:**

By virtue of the authority vested in me under Section 59.54(8) I hereby request confirmation of the following appointment:

Mike Stephens, Emergency Response Coordinator to the Local Emergency Planning Committee (LEPC) for an indeterminate term.

**Nass moved to confirm the above appointment.** Seconded by Jaeckel and passed.

**Appointment by County Administrator:**

**By virtue of the authority vested in me under Section 59.18(2)(c) of the Wisconsin Statutes, I respectfully request confirmation of the appointment as listed in the agenda.**

Dale Weis to the Zoning Board of Adjustment for a 3-year term ending July 1, 2026.

**Jaeckel moved to confirm the above appointment.** Seconded by Braughler and passed.

**Appointment by Human Services Board:**

**Jones, Human Services Board Chair, introduced the following appointments:**

By virtue of the authority vested in the Human Services Board under Section 3.06(1)(g) of the County Board Rules, the Human Services Board hereby requests County Board's confirmation of the following appointments as listed in the agenda.

LaRae Schultz to the Aging and Disability Resource Center Advisory Committee (ADRC) for a three-year term ending July 1, 2026.

Bonnie Bull to the Nutrition Project Council for a three-year term ending July 1, 2026.

**Jones moved to confirm the above appointments.** Seconded by Herbst and passed.

**Public Comment: (General) – None**

**Announcements:**

Supplemental information presented at the June 13, 2023, Jefferson County Board meeting will be available at the County Clerk's office upon request during regular Courthouse hours or on the County's website at [www.jeffersoncountywi.gov](http://www.jeffersoncountywi.gov).

**There being no further business, Jaeckel moved that the Board adjourn.** Seconded by Johns and passed at 8:37 p.m.

## JEFFERSON COUNTY BOARD MINUTES

TUESDAY, July 11, 2023, 7:00 P.M.

Chair Steven Nass presiding.

County Clerk Audrey McGraw called the roll, all members being present in person except Roberts, Turville-Heitz, and Christensen, who were present via Zoom.

Supervisor Lindl was absent.

District 1 .....	Richard C. Jones	District 2 .....	Cassie B. Richardson
District 3 .....	Robert Preuss	District 4 .....	Karl Zarling
District 5 .....	James B. Braughler	District 6 .....	Dan Herbst
District 7 .....	Dwayne C. Morris	District 8 .....	Michael Wineke
District 9 .....	Bruce Degner	District 10 .....	Mark Groose
District 11 .....	Jeff Johns	District 12 .....	Jeff Smith
District 13 .....	Anita Martin	District 14 .....	Kirk Lund
District 15 .....	Steven J. Nass	District 16 .....	Meg Turville-Heitz
District 17 .....	Russell Kutz	District 18 .....	Brandon White
District 19 .....	Dave Drayna	District 20 .....	Curtis Backlund
District 21 .....	John C. Kannard	District 22 .....	Blane Poulson
District 23 .....	George Jaeckel	District 24 .....	Roger Lindl
District 25 .....	Matthew Foelker	District 26 .....	Joan Fitzgerald
District 27 .....	Joan Callan	District 28 .....	Anthony Gulig
District 29 .....	Mary K. Roberts	District 30 .....	Walt Christensen

Jaeckel led the Pledge of Allegiance. A moment of silence was observed.

Wehmeier certified compliance with the Open Meetings Law.

Approval of the Agenda. Backlund moved to accept as drafted. Seconded by Poulson and passed.

Wineke, Executive Committee Chair, moved to approve the County Board minutes from June 13, 2023. Seconded by Gulig and passed.

### Communications:

#### County Clerk McGraw presented the following communications:

10. Notice of Public Hearing from the Jefferson County Planning and Zoning Committee for a hearing to be held on July 20, 2023, at 7:00 p.m.
11. Retirement Recognitions.

**Kelly Stade, County Treasurer, introduced Resolution No. 2023-16. Recognizing the Retirement of former Treasurer, John Jensen.**

**Morris moved for the adoption of Resolution No. 2023-16.** Seconded by Johns and passed.

12. Treasurer's Report.

### GENERAL FINANCIAL CONDITION JEFFERSON COUNTY, WISCONSIN

July 01, 2023

Available Cash on Hand

June 1, 2023	\$ 2,671,578.74
June Receipts	<u>\$ 6,714,923.46</u>

Total Cash		\$ 9,386,502.20
Disbursements		
General – June 2023	\$ 6,514,912.45	
Payroll – June 2023	<u>\$ 2,755,920.05</u>	
Total Disbursements		<u>\$ 9,270,832.50</u>
		<b>\$ 115,669.70</b>
Cash on Hand (in bank) June 1, 2023	\$ 1,384,324.52	
Less Outstanding Checks	\$ 1,268,654.82	
Total Available Cash		<b>\$ 115,669.70</b>
Local Government Investment Pool – General		\$ 38,348,942.81
DANA Investments		\$ 35,415,580.82
EHLERS Investments		\$ 14,413,143.71
Local Government Investment Pool - Clerk of Courts		\$ 30,424.65
Local Government Investment Pool - Farmland Preservation		\$ 187,358.85
Local Government Investment Pool - Parks/Liddle		\$ 90,072.34
Local Government Investment Pool - County Bond		<u>\$ 558,909.68</u>
	\$ 89,044,432.86	
2023 Interest - Super N.O.W. Acct.		\$ 297,97.00
2023 Interest - L.G.I.P. - General Funds		\$ 801,280.60
2023 Interest - EHLERS 2022A		\$ 182,892.92
2023 Interest - DANA Investments		\$ 509,781.77
2023 Interest - L.G.I.P. - Parks/Carol Liddle Fund		\$ 2,080.14
2023 Interest - L.G.I.P. - Farmland Preservation		\$ 4,326.87
2023 Interest - L.G.I.P. - Clerk of Courts		\$ 702.62
2023 Interest - L.G.I.P. - County Bond		<u>\$ 42,012.51</u>
Total 2023 Interest		\$ 1,543,375.40

**KELLY M. STADE, JEFFERSON COUNTY TREASURER**

**Public Comment: None**

**Special Order of Business:**

1. Jefferson County Fairest of the Fair, Danielle Chwala.
2. Proclamation 2023-02 Congratulating the Cambridge High School Boys Golf Team on their Division 3 State Golf Championship. **Nass moved for adoption of the Proclamation 2023-02.** Seconded by Morris and passed.
3. Proclamation 2023-03 Congratulating the Lakeside High School Boys Track Team on their Division 2 State Track Championship. **Nass moved for adoption of the Proclamation 2023-03.** Seconded by Johns and passed.

**Annual Reports:**

Circuit Court, Presiding Judge William F. Hue; Child Support Director, Stacey Jensen; and Treasurer, Kelly Stade. Sheriff's report will be given at the August County Board meeting. The annual reports were received, placed on file, but not printed in the minutes pursuant to Board Rule 3.03(13).

**Resolutions and Ordinances:**

**Backlund, Building and Grounds Committee Chair, introduced Resolution No. 2023-17.**

**Entering into a contract with Pioneer Roofing, LLC. for roofing project at the Courthouse**

## Executive Summary

Prior to commencement of the Jefferson County Courthouse project, existing sections of the Courthouse were inspected to determine if they required repair or upgrading instead of full reconstruction. The inspection determined that the existing roof system did not need to be reconstructed due to previous roof repairs and replacement as needed. Because of this, the amount allocated as part of the Courthouse project for existing roof repairs and upgrading was minimal. When coordinating the existing roof systems with the new roof systems on the Courthouse additions along with preparing to replace the new air handling units, several areas of concern were identified by the current roofing contractor SRS and Maas Brothers. The areas of concern were the north wing and the central corridor of the Courthouse (the original component of the courthouse).

To address these concerns, the County requested an estimate from the current roofing contractor, which was approximately \$500,000, to upgrade the existing north wing and central corridor roof systems to similar specifications as the new additions. These concerns were reviewed with the Building and Grounds Committee which determined that there should be a full analysis of the roofing systems. The county engaged Interstate Roof Systems Consultants, Inc. to conduct the analysis of the approximately 15 sections of existing roof systems. The analysis determined that a full roof replacement of the north wing and center corridor was required, with the remaining roof sections subject to a detailed preventive maintenance and capital replacement schedule. Although parts of the north wing and center corridor roof had some life remaining, the analysis determined that these would need to be replaced in a few years. Also, sections of the existing roof had been compromised from oil overflows from rooftop air handling units in need of repair, limited insulation, previous patching, and the presence of asbestos in parts of the roofing system.

Interstate Roof Systems Consultants completed a bid specification that was published and held a pre-bid walk-through for interested vendors. The bid specification included removal of all layers of the old roofing systems down to the existing concrete decking, installation of a fully adhered 60-millimeter EPDM rubber roof system, and insulation with an insulating value of R-30. In addition, alternatives were requested to include a 60-millimeter ballasted EPDM rubber roof system in lieu of a fully adhered system.

The County has reserved \$250,000 from the FY 2022 and 2023 Carryover Budget and reallocated \$250,000 of ARPA funds towards this project. The remainder will come from project contingency. This is being bid as a separate project. Only one bid was received from Pioneer Roofing of Johnson Creek for \$703, 221. No alternative bid was received.

The Building and Grounds Committee considered this resolution at its meeting on July 7, 2023, and recommended forwarding to the County Board by a vote of 4-0 to enter into a contract with Pioneer Roofing for roofing installation as part of the Courthouse project for a total cost of \$703,221.

WHEREAS, the Executive Summary is incorporated into this resolution, and

WHEREAS, the County had identified through a full roof analysis that certain sections of the courthouse are or will need full roof replacement as part of the Courthouse project, and

WHEREAS, the County and Maas Brothers worked with Interstate Roof Systems Consultants, Inc to develop bid specifications and alternatives, and

WHEREAS, a bid solicitation was published and a pre-bid walk through was conducted for interested vendors, and

WHEREAS, the bids were opened on July 7, 2023, with the bid results shown below:

**Pioneer Roofing, LLC for \$703,141**

NOW, THEREFORE, BE IT RESOLVED the Jefferson County Administrator is authorized to enter into a contract with Pioneer Roofing for roofing installation as part of the Courthouse project for a total cost of \$703,221.

*Fiscal Note: There is \$250,000 from 2022 to 2023 carryover budget and the allocation of \$250,000 of American Rescue Plan Act, the additional funds will be utilizing project contingency.*

**Backlund moved for the adoption of Resolution No. 2023-17.** Seconded by Poulson and passed.

**Backlund, Building and Grounds Committee Chair, introduced Resolution No. 2023-18.**

**Entering into a contract with M&M Office Interiors for procurement of furniture through a State of Wisconsin cooperative purchasing contract**

#### Executive Summary

In preparation for County operations returning to the courthouse, staff began to review the need for furniture and how it integrated with the new office layouts as well as evaluating the condition of existing furniture. The County engaged with M&M Office Interiors last fall through a State cooperative purchasing contract to assist with the process of furniture design and analysis. Through this process, it was determined in many cases that utilization of existing furniture would be a limited option not only due to its age and condition but because many pieces had been custom-made and installed for specific locations which will no longer be available following completion of the Courthouse project.

In the development of a furniture package, M&M Office Interiors was required to include the option of a long-term warranty, the ability of the County to have flexibility of furniture systems for future configuration needs, and ergonomic alignment of furniture with the interior design of the project to accommodate office locations needing customization due to their location.

The Building and Grounds Committee reviewed the furniture design and procurement process in March. A presentation was made to the committee on the status of the design efforts and the recommended product lines with warranty information and pricing. During this meeting, it was advised that M&M Office Interiors has been able to lock in pricing at the 2021 State contract rate or better and would be locked in for the duration of the Courthouse project. The Committee was informed that the 2021 State contract rate was a significant savings from the 2023 State contract rate which could be up to 20% higher. Although no specific action took place, the guidance from the Building and Grounds Committee was to continue to work with M&M Office Interiors.

The Jefferson County Purchasing Ordinance authorizes the utilization of state bids and cooperative purchasing contracts because they have gone through a bidding process and procurement/contracting process with the State of Wisconsin to secure the best pricing.

The following Departments are included in this Phase 1 furniture procurement: Administration, Human Resources, Finance, Corporation Counsel, County Clerk, County Board Room, County Board Chair, majority of conference/meeting room spaces, Child Support, a portion of the District Attorney's Office, County Treasurer, Register of Deeds, Land Information, Zoning, Land and Water, Parks, Clerk of Courts, Register in Probate, Family Courts, CJCC/Treatment Courts, Medical Examiner, two new hearing rooms, Court Commissioner Offices, break rooms, Patrol Division, Dispatch Center and Emergency Management/Emergency Operations Center.

At the time of the Building and Grounds Committee meeting in March, the estimated cost was approximately \$1,343,070. The revised number in the latest proposal is \$1,267,506.



The Building and Grounds Committee considered this resolution on July 7, 2023, and recommended forwarding to the County Board by a vote of 4-0 to authorize the Jefferson County Administrator to enter into a contract with M&M Office Interiors for procurement of furniture at a total cost of \$1,267,506.

WHEREAS, the Executive Summary is incorporated into this resolution, and

WHEREAS, the County has worked with M&M Office Interiors through a State cooperative purchasing contract to develop specifications and plans for new furniture systems for the Courthouse and Sheriff's Office, and

WHEREAS, the recommendations for furniture procurement took into consideration life cycle and warranty of the product, flexibility for future office configuration, ergonomics, and coordination of interior design, and

WHEREAS, the pricing has been locked in at the 2021 State cooperative purchasing contract rate or better, and

WHEREAS, the Jefferson County Purchasing Ordinance authorizes the utilization of State cooperative purchasing contracts.

NOW, THEREFORE, BE IT RESOLVED, that the Jefferson County Administrator is authorized to enter into a contract with M&M Office Interiors for procurement of furniture at a price not to exceed \$1,280,000.

*Fiscal Note: \$1 million was allocated towards the purchase of furniture in the original project budget. On March 13, 2023, the Board authorized an additional \$850,000 for furniture from General Fund working capital. This resolution would utilize \$280,000 from that amount, leaving \$570,000 for Phase 2 of the project.*

**Backlund moved for the adoption of Resolution No. 2023-18.** Seconded by Poulson and passed.

**Zarling, Economic Development Consortium, introduced Resolution No. 2023-19. Authorizing the Jefferson County Administrator to apply to the United States Department of Housing and Urban Development for Jefferson County to serve as a housing counseling agency**

#### Executive Summary

Jefferson County, like communities across the state and country, is experiencing a shortage of housing of all types. Numerous market studies have been conducted over the last few years pointing to a lack of affordable and available housing in the country. Jefferson County is actively engaged in conversations with municipal and community leaders, employers, and other stakeholders to explore innovative solutions and develop a multi-pronged approach.

In the rental market, Jefferson County continues to experience the rippling effect of COVID-19 with increased housing instability as evictions rise and housing stock remains inadequate. Individuals with low credit scores and/or evictions face additional barriers to securing housing.

Jefferson County is developing an ecosystem that supports a robust local economy and thriving communities. Part of that ecosystem is addressing housing affordability and availability, buoyed by a belief that if you work in Greater Jefferson County, you should be able to afford to live here too. Jefferson County is partnering with other organizations in this effort. For example, Jefferson County collaborated with Thrive Economic Development and the Greater Watertown Community Health Foundation to host the May 18<sup>th</sup> Greater Jefferson County Housing Summit, bringing together community leaders, employers and other stakeholders to identify innovative approaches and solutions to address housing affordability and

availability. In addition, the Jefferson County 2023 budget provides for additional counseling resources to increase access to housing programs.

To be most impactful in delivering housing counseling services, Jefferson County is seeking approval from the U.S. Department of Housing and Urban Development (HUD) to become a housing counseling agency. As of August 1, 2021, such approval is required for HUD programs with services provided by a HUD-certified counselor. Previously, the Jefferson County Economic Development Consortium provided counseling services required for income-eligible home buyers and homeowners taking part in down payment assistance programs and housing rehabilitation loan programs to help restore dilapidated housing stock.

HUD approval for Jefferson County to serve as a housing counseling agency will allow Jefferson County to achieve greater visibility and access to clients through the HUD website and toll-free number; receive training, technical assistance and capacity building through HUD's Office of Housing Counseling and other partners; apply for training scholarships from HUD's National Training Partners; and qualify to receive funding under a range of HUD-funded housing and community development programs.

This resolution builds on Jefferson County's commitment to housing and counseling services by seeking authorization to apply to become a HUD-approved housing counseling agency. Upon HUD approval, Jefferson County will offer housing-related group workshops and one-on-one counseling to residents of the Greater Jefferson County area. These learning opportunities and counseling sessions will help participants navigate the homebuying process, address mortgage delinquency, and work through landlord and tenant issues, including eviction prevention. The Jefferson County Finance Committee considered this resolution on July 5, 2023, and recommended forwarding to the County Board for approval.

WHEREAS, the Executive Summary is incorporated into this resolution, and

WHEREAS, Jefferson County has a projected shortage of 3,500 market-rate housing units by 2028 with a rental vacancy rate of less than two percent, and

WHEREAS, Jefferson County has identified housing and economic development as strategic objectives with the goal of prosperous communities, and

WHEREAS, Jefferson County has prioritized building an ecosystem that supports a thriving economy which includes a housing focus strengthened by the economic development organizations within the County charting a new strategic direction with housing development initiatives, and

WHEREAS, Jefferson County has demonstrated its commitment to housing support with the 2023 budget providing for additional counseling efforts to access housing programs, and

WHEREAS, HUD approval of Jefferson County as a housing counseling agency would drive forward expansion of housing support counseling services with future grant funding opportunities, and

WHEREAS, Jefferson County has authority to authorize the provision of housing counseling services pursuant to s. 59.03, Wis. Stats.

NOW, THEREFORE, BE IT RESOLVED, that the Jefferson County Administrator is authorized to submit, on behalf of Jefferson County an application for approval by the United States Department of Housing and Urban Development as a housing counseling agency.

BE IT FURTHER RESOLVED, that this resolution approves Jefferson County providing one-on-one counseling to assist with pre-purchase/homebuying; home maintenance and financial management for homeowners; and resolving or preventing mortgage delinquency or default if its application is approved.

BE IT FUTHER RESOVED, that this resolution approves Jefferson County providing pre-purchase homebuyer education workshops and financial literacy workshops, including home affordability, budgeting and understanding use of credit if its application is approved.

*Fiscal note: Passage of this resolution has no immediate fiscal impact. Future fiscal impacts will be determined through the annual budget process.*

**Zarling moved for the adoption of Resolution No. 2023-19.** Seconded by Braughler and passed.

**Jones, Finance Committee Chair, introduced Resolution No. 2023-20. Accepting a \$9,000 Capacity Building Grant from the Greater Watertown Community Health Foundation and amending the 2023 Health Department budget**

#### Executive Summary

The Greater Watertown Community Health Foundation offers Capacity Building Grants to fund leadership development and provide technical assistance to help local organizations further their mission. Jefferson County was awarded \$9,000 to provide an opportunity for leadership with the Jefferson County Health Department to be certified on Results Based Accountability which is a simple approach to effectively measure and report on program-level performance. It offers a framework to describe how programs work together in order to contribute to community-wide results at the population level and integrate this practice into the core operations. This implementation will ensure that the Jefferson County Health Department is providing services in alignment with the Wisconsin State Health Improvement Plan, the Dodge Jefferson Healthier Community Partnership Community Health Improvement Plan, and the Jefferson County Strategic Plan. Alignment of these plans will assure the department is driven by state and local needs and that the Jefferson County Health Department has organizational goals and objectives to address the public health needs of the community. In addition, the \$9,000 will allow the Department to purchase the Clear Impact software program to track performance indicators. On June 13, 2023, the Finance Committee considered this resolution and recommended forwarding to the Jefferson County Board of Supervisors to accept \$9,000 in grant funding from the Greater Watertown Community Health Foundation.

WHEREAS, the above Executive Summary is incorporated into this resolution, and

WHEREAS, grant funding is available to the Jefferson County Health Department from the Greater Watertown Community Health Foundation to fund leadership development and provide technical assistance, and

WHEREAS, the integration of Results Based Accountability will ensure provided services are driven by state and local needs, and

WHEREAS, the purchase of the Clear Impact Software will allow for the intentional sharing and monitoring of performance indicators with stakeholders and the community.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors hereby accepts grant funding from the Greater Watertown Community Health Foundation in the amount of \$9,000 to fund the staff certification of Results Based Accountability and the purchase of Clear Impact software to track performance indicators.

*Fiscal Note: This resolution will increase the Jefferson County Health Department Budget revenue and expenditures by \$9,000 through a Capacity Building Grant from the Greater Watertown Community Health Foundation. As a budget amendment, this resolution requires twenty 20 out of 30 affirmative votes from the total membership of the County Board for passage.*

**Jones moved for the adoption of Resolution No. 2023-20.** Seconded by Jaeckel and passed. Ayes 29 (Jones, Richardson, Preuss, Zarling, Braugher, Herbst, Morris, Wineke, Degner, Groose, Johns, Smith, Martin, Lund, Nass, Turville-Heitz, Kutz, White, Drayna, Backlund, Kannard, Poulson, Jaeckel, Foelker, Fitzgerald, Callan, Gulig, Roberts, Christensen), Noes 0, Abstain 0, Absent 1 (Lindl), Vacant 0.

**Jones, Finance Committee Chair, introduced Resolution No. 2023-21. Authorizing the purchase of a perpetual agricultural conservation easement and amending the 2023 budget for the Land and Water Conservation Department**

Executive Summary

The Jefferson County Comprehensive Plan seeks to preserve and enhance the county's rural character including farmland. One way to accomplish this goal is to purchase conservation easements that protect agricultural land from development using grant funds from the Natural Resources Conservation Service and Jefferson County funds restricted for this use. The Natural Resources Conservation Service has approved grant funding for the purchase of an easement described below consisting of 92.3 acres, with the remaining amount contributed by the landowner and Jefferson County.

This resolution authorizes the Land and Water Conservation Department to enter into a contract to purchase a perpetual agricultural conservation easement from the Daniel O. Cummings Trust in the amount of \$228,750 consisting of 92.3 acres and payment of title insurance and closing costs in the amount of \$2,113.

The Land and Water Conservation Committee and the Finance Committee considered this resolution at their meetings on June 21, 2023, and July 5, 2023, respectively, and recommended forwarding to the County Board for approval.

WHEREAS, the Executive Summary is incorporated into this resolution, and

WHEREAS, Jefferson County has a goal to preserve and enhance the county's rural character by purchasing conservation easements that will protect agricultural land from development, and

WHEREAS, Daniel O. Cummings Trust has applied for a conservation easement on land in the Town of Waterloo, Jefferson County consisting of 92.3 acres, and

WHEREAS, the total appraisal for the land is \$305,000 and the Natural Resources Conservation Service has approved grant funding in the amount of \$152,500, and

WHEREAS, the landowner has agreed to accept \$76,250 less than the appraised value of the conservation easement resulting in a twenty-five percent reduction in total cost, and

WHEREAS, Jefferson County's contribution toward the conservation easement will be \$76,250 plus title insurance and closing costs in the amount of \$2,113, for a total cost of \$78,363.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors hereby authorizes the Land and Water Conservation Department to enter into a contract to purchase an agricultural conservation easement from Daniel O. Cummings Trust in the amount of \$228,750 consisting of 92.3 acres and payment of title insurance and closing costs in the amount of \$2,113.

*Fiscal Note: The total cost of the proposed conservation easement is \$230,863 of which \$120,000 is already contained in the Land and Water Conservation Department 2023 budget. The remainder of this cost will be covered by an amendment to the Land and Water Conservation Department's 2023 budget that increases federal revenue by \$72,500, increases the use of Capitol Reserve funds by \$38,363, and increases expenditures by \$110,863. Jefferson County's share of the purchase price is \$76,250 in addition to title insurance and closing costs in the amount of \$2,113 for a total cost of \$78,363, all of which is*

*proposed to be paid for with funds reserved for the farmland preservation program. Total capital reserve funds remaining for the farmland preservation program after this resolution would be \$52,990.19. County Board approval requires a two-thirds vote of the entire membership of the County Board (20 members of the 30 member County Board must vote in favor of the budget amendment).*

**Jones moved for the adoption of Resolution No. 2023-21.** Seconded by Guilg and passed.

Ayes 28 (Jones, Richardson, Preuss, Zarling, Braughler, Herbst, Wineke, Degner, Groose, Johns, Smith, Martin, Lund, Nass, Turville-Heitz, Kutz, White, Drayna, Backlund, Kannard, Poulson, Jaeckel, Foelker, Fitzgerald, Callan, Gulig, Roberts, Christensen), Noes 1 (Morris), Abstain 0, Absent 1 (Lindl), Vacant 0.

**Jones, Finance Committee Chair, introduced Resolution No. 2023-22. Entering into a 5-year lease agreement with Mitel Communications, Inc. for replacement of the County's telephone system**

#### Executive Summary

Jefferson County purchased its current telephone system in 2003. The telephone system and technical support are currently provided by Cisco Systems. Recently, Cisco Systems informed the County that its current phones will not be supported in the next system upgrade which will take place in 2025. The telephone system and technical support are critical to ensure that Jefferson County is able to continue operations and serve the public.

The Management Information Systems department has evaluated the following options for the current Cisco telephone system:

1. Cisco On-Premises (current provider) – total \$485,003 (3-year license)
2. Cisco Webex - \$688,973 (3-year license)
3. RingCentral - \$788,939 (5-year license)
4. Teams for Phones - \$715,774 (5-year license)
5. Mitel - \$601,460 less discount of \$202,865 – total \$398,595 (5-year license)

The phone system replacement was not included in the 2023 County budget, and because of this, evaluating financing options was required along with evaluating the different telephone system options. Mitel has offered to provide financing for the new system over a 5-year period at 8% interest. Under this proposal, Jefferson County would be responsible for payments in 2023 of \$48,192, which will be paid by the MIS Department's budget. Beyond 2023, Administration and Finance will seek opportunities in the 2024 budget process to satisfy the full principal balance of the license as early as January of 2024. A penalty of two months interest will apply for early payment of the license which is estimated to be less than \$5,000 at the beginning of 2024 but will save the County \$63,474 of interest over the 5-year license term.

The Finance Committee and the Building and Grounds Committee, considered this resolution at their meetings on June 13 and July 7, 2023, respectively, and by a vote of 5-0 from the Finance Committee and a vote of 4-0 from the Building and Grounds Committee, recommended entering into a 5-year license agreement with Mitel for replacement of the County's current phone system at a total cost of \$400,000 to be financed through a license agreement over a 5-year period, and that the County Administrator and Finance Director seek opportunities to satisfy the license obligation in full in 2024, thereby avoiding all future interest cost.

WHEREAS, the Executive Summary is incorporated into this resolution, and

WHEREAS, the County has been notified by its current phone provider that technical support will discontinue for its current telephone system within the next two years, and

WHEREAS, the County has identified five options with the capability to perform the required telephone replacement and support, and

WHEREAS, providers conducted onsite evaluations of the required work and determined the means and methods to facilitate the desired outcomes, and

WHEREAS, it was determined that Mitel's means and methods will lead to the best product at the lowest cost.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Administrator is hereby authorized to enter into a 5-year license agreement with Mitel for telephone system replacement, technical support, and licensing at a cost not to exceed \$400,000.

*Fiscal Note: Budgeted funds are available in the Management Information Systems department budget for 2023 due to one position going from full-time to part-time early in the year. This transition will fund the payments due for 2023 of \$48,192. Administration and Finance will work together to seek opportunities to pay the remaining license balance of \$357,482 in early January of 2024, which will save \$63,474 of interest cost over the 5-year license term.*

**Jones moved for the adoption of Resolution No. 2023-22.** Seconded by Backlund and passed.

**Jones, Finance Committee Chair, introduced Resolution No. 2023-23. Denying claim by Frontier Communications for damage to local copper exchange loop**

Executive Summary

A claim has been made against Jefferson County for damages. The claim has been reviewed by the County's insurance carrier, WMMIC, and was recommended for disallowance based on the finding that the County has no liability for this claim and is not legally responsible for the alleged damages. This resolution formally denies the claim filed against Jefferson County and directs the Corporation Counsel to give the claimant notice of disallowance. The Finance Committee considered this resolution on June 13, 2023, and recommended forwarding to the County Board for approval.

WHEREAS, the Executive Summary is incorporated into this resolution, and

WHEREAS, the following claim was filed against Jefferson County as follows:

<u>Claimant</u>	<u>Date of Loss</u>	<u>Claim Filed</u>	<u>Description</u>	<u>Alleged Damages</u>
Frontier Communications	7/14/22	6/12/23	Frontier alleges damages to a local copper exchange loop by the Jefferson County Highway Department during mowing operations on property located at 8066 County Rd Q, Milford WI.	\$1,088.66

WHEREAS, said damages are alleged to be the result of negligence of Jefferson County, its agents, officials, officers or employees, and

WHEREAS, Jefferson County's insurance carrier, Wisconsin Municipal Mutual Insurance Company, recommends disallowance of the claim on the basis that the County is not legally responsible for the alleged damages.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors hereby disallows said claim and directs the Corporation Counsel to give the claimant notice of disallowance.

*Fiscal Note: This matter has been referred to Wisconsin Municipal Mutual Insurance Company (WMMIC) and will be resolved in accordance with the terms of the County's policy.*

**Jones moved for the adoption of Resolution No. 2023-23.** Seconded by Johns and passed.

**Jones, Finance Committee Chair, introduced Resolution No. 2023-24. Denying claim for personal injury by Tyler R. Jessup**

Executive Summary

A claim has been made against Jefferson County by Tyler R. Jessup for personal injury following a motor vehicle accident on December 28, 2021, involving his vehicle and a Jefferson County plow truck. The claimant is seeking \$250,000, of which \$73,597 is for medical expenses. This claim has been reviewed by the County's insurance carrier, WMMIC, and was recommended for disallowance based on the finding that the County has no liability for this claim and is not legally responsible for the alleged damages. The County's insurance carrier has assigned legal counsel to represent Jefferson County's interests in this matter. If claimant is able to provide sufficient evidence to prove that Jefferson County is legally responsible for any or all of his claims, this matter will be reconsidered by the County's insurance carrier and the Jefferson County Finance Committee. This resolution formally denies the claim filed against Jefferson County and directs the Corporation Counsel to give the claimant notice of disallowance. The Finance Committee considered this resolution on July 5, 2023, and recommended forwarding to the County Board for approval.

WHEREAS, the Executive Summary is incorporated into this resolution, and

WHEREAS, the following claim was filed against Jefferson County as follows:

<u>Claimant</u>	<u>Date of Loss</u>	<u>Claim Filed</u>	<u>Description</u>	<u>Alleged Damages</u>
Tyler R. Jessup	12/28/21	03/30/23	Mr. Jessup alleges injury to his person resulting from an accident on I-94. Mr. Jessup alleges that he was traveling east on I-94 when a Jefferson County plow truck pulled out of the traffic median Giving the claimant insufficient time to slow his vehicle or avoid the truck, and as a result, the two vehicles struck each other.	\$250,00

WHEREAS, said damages are alleged to be the result of negligence of Jefferson County, its agents, officials, officers or employees, and

WHEREAS, Jefferson County's insurance carrier, Wisconsin Municipal Mutual Insurance Company, recommends disallowance of the claim on the basis that the County is not legally responsible for the alleged damages.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors hereby disallows said claim and directs the Corporation Counsel to give the claimant notice of disallowance.

*Fiscal Note: This matter has been referred to Wisconsin Municipal Mutual Insurance Company (WMMIC) and will be resolved in accordance with the terms of the County's policy.*

**Jones moved for the adoption of Resolution No. 2023-24.** Seconded by Drayna and passed.

**Jaeckel, Planning and Zoning Committee Chair, introduced the following report:**

REPORT TO THE HONORABLE MEMBERS OF THE JEFFERSON COUNTY BOARD OF SUPERVISORS by the Jefferson County Planning and Zoning Committee recommending approval of petitions to amend the official zoning map of Jefferson County.

**Jaeckel, Planning and Zoning Committee Chair, introduced Ordinance No. 2023-08.**

### **Amending Official Zoning Map**

WHEREAS, the Jefferson County Board of Supervisors has heretofore been petitioned to amend the official zoning map of Jefferson County, and

WHEREAS, Petitions R4472A-23, R4473A-23, R4474A-23, R4475A-23, R4476A-23, R4477A-23, R4478A-23 and R4479A-23 were referred to the Jefferson County Planning and Zoning Committee for public hearing on June 15, 2023, and

WHEREAS, the proposed amendments have been given due consideration by the Board of Supervisors in open session.

NOW, THEREFORE, BE IT ORDAINED that the Jefferson County Board of Supervisors does amend the official zoning map of Jefferson County as follows.

#### **FROM A-1, EXCLUSIVE AGRICULTURAL TO A-2, AGRICULTURAL AND RURAL BUSINESS**

Create a 2.6-ac lot from part of PINs 026-0616-2013-000 (35.91 ac) owned by Mesmer **near W1844 Bente Rd**, Town of Sullivan. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance. Rezoning is conditioned upon road access approval, approval and recording of a final certified survey map for the lot, and a suitable soil test if necessary. R4472A-23 – Stock Family Farm/Joseph & Justine Church/James & Steven Mesmer Properties

#### **FROM A-T, AGRICULTURAL TRANSITION AND A-1, EXCLUSIVE AGRICULTURAL TO A-3, AGRICULTURAL/RURAL RESIDENTIAL**

Rezone parts of PINs 014-0614-1431-000 (51.015 ac) zoned A-T and 014-0614-1434-000 (51.381 ac) zoned A-1 to create a 2-ac building site **near N3865 County Rd K** in the Town of Jefferson. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Rezoning is conditioned upon road access approval, receipt by Zoning of a suitable soil test, and approval and recording of the final certified survey map, including extraterritorial plat review if necessary. R4473A-23 – Ryan Koehler/Timothy & Debra Koehler Property

#### **FROM A-1 TO A-3, AGRICULTURAL/RURAL RESIDENTIAL**

Rezone 4-ac of PIN 010-0615-2741-000 (20.744 ac) to add it to the existing A-3 zoned property at **N3080 Haas Road**, Town of Hebron. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance as a consolidation of parcels of record. It will utilize the last available A-3 zones for multiple properties; therefore, rezoning is conditioned upon recording of an affidavit acknowledging that fact. It will also be conditioned upon a final certified survey map for the lot, and suitable soil tests if needed. R4474A-23 – Dan Higgs/ABC Acres Property

Rezone all of PIN 010-0515-1212-001 (1.243 ac) owned by Foelker and 2 acres of PIN 010-0515-1212-000 (38.767 ac) owned by ABC Acres to create an approximately 3.2-ac lot at **N2018 Frommader Rd**, Town of Hebron. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. This utilizes the last available A-3 zone for the property; therefore, rezoning is conditioned upon recording of an affidavit acknowledging that fact. It is further conditioned upon approval and recording of a final certified survey map for the lot, and suitable soil tests if needed. R4475A-23 – Dan Higgs/Thomas & Rene Foelker and ABC Acres, Owners



Rezone 2 ac of PIN 016-0614-3632-001 (8.5 ac) for a new building site near **W5250 State Rd 106** in the Town of Koshkonong. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ord. This utilizes the last available A-3 lot for the property; therefore, rezoning is conditioned upon recording of an affidavit acknowledging that fact. Approval is also conditioned upon road access approval, receipt by Zoning of a suitable soil test, and approval and recording of a final certified survey map, including extraterritorial plat review if necessary. No development may occur on natural slopes exceeding 20%. R4476A-23 – George Golich

#### **FROM A-1, AGRICULTURAL TO N, NATURAL RESOURCES**

Rezone approximately 9.6 ac of PIN 010-0615-3512-000 (40 ac). The site is on the Bark River **near Hess Ln**, Town of Hebron. This is in accordance with Sec. 11.04(f)12 of the Jefferson County Zoning Ordinance. This approval is conditioned upon filing of a plat of survey. R4477A-23 – Loren Lindl

#### **FROM A-3 AGRICULTURAL AND RURAL RESIDENTIAL, TO A-2 AGRICULTURAL AND RURAL BUSINESS**

Rezone approximately 2.2 ac of PIN 016-0514-2924-000 (13.648 ac) at **W6770 Pond Rd**, Town of Koshkonong. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance. Approval is conditioned upon approval and recording of a final certified survey map for the lot, including extraterritorial plat review if necessary. R4478A-23 – Samuel & Allison Kemp/Nieman Trust, Owner:

Rezone approximately 0.7 ac of PIN 026-0616-2424-001 (19.628 ac) to add it to an adjoining A-2 lot **at W315 Herr Rd** in the Town of Sullivan. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance. Rezoning is conditioned upon approval and recording of a final certified survey map for the enlarged lot. The lot will need a new fire number. R4479A-23 – John & Marcia Herr Trust

**Jaeckel moved for the adoption of Ordinance No. 2023-08.** Seconded by Richardson and passed.

Kannard, White, and Foelker abstained from voting due to potential conflict of interest.

#### **Appointment by Human Services Board:**

**Jones, Human Services Board Chair, introduced the following appointments:**

By virtue of the authority vested in the Human Services Board under Section 3.06(1)(g) of the County Board Rules, the Human Services Board hereby requests County Board's confirmation of the following appointment as listed in the agenda.

Mary Weber to the Aging and Disability Resource Center Advisory Committee (ADRC) for a three-year term ending July 1, 2026.

**Jones moved to confirm the above appointment.** Seconded by Wineke and passed.

**Public Comment: (General) – None**

#### **Announcements:**

Supplemental information presented at the July 11, 2023, Jefferson County Board meeting will be available at the County Clerk's office upon request during regular Courthouse hours or on the County's website at [www.jeffersoncountywi.gov](http://www.jeffersoncountywi.gov).

**There being no further business, Gulig moved that the Board adjourn.** Seconded by Jaeckel and passed at 8:15 p.m.

## JEFFERSON COUNTY BOARD MINUTES

TUESDAY, August 08, 2023, 7:00 P.M.

Chair Steven Nass presiding.

County Clerk Audrey McGraw called the roll, all members being present in person except Supervisors Morris and Roberts. Supervisor Morris, having given notice, was excused.

District 1 .....	Richard C. Jones	District 2 .....	Cassie B. Richardson
District 3 .....	Robert Preuss	District 4 .....	Karl Zarling
District 5 .....	James B. Braughler	District 6 .....	Dan Herbst
District 7 .....	Dwayne C. Morris	District 8 .....	Michael Wineke
District 9 .....	Bruce Degner	District 10 .....	Mark Goose
District 11 .....	Jeff Johns	District 12 .....	Jeff Smith
District 13 .....	Anita Martin	District 14 .....	Kirk Lund
District 15 .....	Steven J. Nass	District 16 .....	Meg Turville-Heitz
District 17 .....	Russell Kutz	District 18 .....	Brandon White
District 19 .....	Dave Drayna	District 20 .....	Curtis Backlund
District 21 .....	John C. Kannard	District 22 .....	Blane Poulson
District 23 .....	George Jaeckel	District 24 .....	Roger Lindl
District 25 .....	Matthew Foelker	District 26 .....	Joan Fitzgerald
District 27 .....	Joan Callan	District 28 .....	Anthony Gulig
District 29 .....	Mary K. Roberts	District 30 .....	Walt Christensen

Smith led the Pledge of Allegiance. A moment of silence was observed.

Wehmeier certified compliance with the Open Meetings Law.

Approval of the Agenda. Gulig moved to accept as drafted. Seconded by Backlund and passed.

Wineke, Executive Committee Chair, moved to approve the County Board minutes from July 11, 2023. Seconded by Poulson and passed.

### Communications:

County Clerk McGraw presented the following communications:

13. Notice of Public Hearing from the Jefferson County Planning and Zoning Committee for a hearing to be held on August 17, 2023, at 7:00 p.m.
14. Annual Report – Marsh Country Health Alliance given by Supervisor Kutz
15. Treasurer's Report.

### GENERAL FINANCIAL CONDITION JEFFERSON COUNTY, WISCONSIN

August 01, 2023

Available Cash on Hand		
July 1, 2023	\$	115,669.70
July Receipts	\$	<u>18,959,229.39</u>
Total Cash		\$ 19,074,899.09
Disbursements		
General – July 2023	\$	9,420,305.25
Payroll – July 2023	\$	<u>1,894,090.70</u>
Total Disbursements		<u>\$ 11,314,395.95</u>
		<b>\$ 7,760,503.14</b>

Cash on Hand (in bank) July 1, 2023	\$ 8,902,620.54	
Less Outstanding Checks	\$ 1,142,117.40	
Total Available Cash		<b>\$ 7,760,503.14</b>
Local Government Investment Pool – General		\$ 53,333,883.79
DANA Investments		\$ 35,506,176.42
EHLERS Investments		\$ 12,911,900.01
Local Government Investment Pool - Clerk of Courts		\$ 30,557,78.00
Local Government Investment Pool - Farmland Preservation		\$ 188,178.69
Local Government Investment Pool - Parks/Liddle		\$ 90,466.47
Local Government Investment Pool - County Bond		<u>\$ 561,355.33</u>
		\$102,622,518.49
2023 Interest - Super N.O.W. Acct.		\$ 383,84.00
2023 Interest - L.G.I.P. - General Funds		\$ 983,876.50
2023 Interest - EHLERS 2022A		\$ 186,185.74
2023 Interest - DANA Investments		\$ 578,461.34
2023 Interest - L.G.I.P. - Parks/Carol Liddle Fund		\$ 2,474.27
2023 Interest - L.G.I.P. - Farmland Preservation		\$ 5,146.71
2023 Interest - L.G.I.P. - Clerk of Courts		\$ 835.75
2023 Interest - L.G.I.P. - County Bond		<u>\$ 44,458.16</u>
Total 2023 Interest		\$ 1,801,822.31

**KELLY M. STADE, JEFFERSON COUNTY TREASURER**

**Special Order of Business:**

4. Resolution 2023-25 Recognizing the Life-Saving Efforts of: Sergeant Amy Heggie, Sergeant Heather Novotny, Sergeant Adam Altreuter, Deputy Scott Yambor, and Deputy Michael Priebusch.  
**Degner moved for adoption of Resolution 2023-25.** Seconded by Backlund and passed.

**Public Comment: None**

**Annual Reports:**

Library Services, Library Board Representative Eric Robinson; Literacy Council Director, Pamela Waters; Health Department Director, Elizabeth Chilsen; County Clerk, Audrey McGraw; and Sheriff's office, Sheriff Paul Milbrath. The annual reports were received, placed on file, but not printed in the minutes pursuant to Board Rule 3.03(13).

**Resolutions and Ordinances:**

**Christensen, Parks Committee Chair, introduced Resolution No. 2023-26. Amending the Jefferson County Parks Ordinance**

SECTION 8.13. PARK AND TRAIL HOURS.

**Christensen moved to send Resolution No. 2023-26 back to the Parks Committee for further review.** Seconded by Gulig and passed.

**Jaekel, Planning and Zoning Committee Chair, introduced the following report:**

REPORT TO THE HONORABLE MEMBERS OF THE JEFFERSON COUNTY BOARD OF SUPERVISORS by the Jefferson County Planning and Zoning Committee recommending approval of petitions to amend the official zoning map of Jefferson County.

**Jaeckel, Planning and Zoning Committee Chair, introduced Ordinance No. 2023-09.**

**Amending Official Zoning Map**

WHEREAS, the Jefferson County Board of Supervisors has heretofore been petitioned to amend the official zoning map of Jefferson County, and

WHEREAS, Petitions R4480A-23, R4481A-23, R4482A-23, R4483A-23, R4484A-23, R4485A-23, and R4487A-23 were referred to the Jefferson County Planning and Zoning Committee for public hearing on July 20, 2023, and

WHEREAS, the proposed amendments have been given due consideration by the Jefferson County Board of Supervisors in open session.

NOW, THEREFORE, BE IT ORDAINED that the Jefferson County Board of Supervisors does amend the official zoning map of Jefferson County as follows:

**FROM A-1, EXCLUSIVE AGRICULTURAL TO A-3, AGRICULTURAL/RURAL RESIDENTIAL**

Rezone part of PIN 014-0615-1521-000 (40.00 ac) to create a 3-ac building site on the corner of Wolf Rd and S Helenville Rd, Town of Jefferson. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Rezoning is conditioned upon road access approval, receipt by Zoning of a suitable soil test, and approval and recording of a final certified survey map for the lot. R4480A-23 – Jenny DeBlare/Kimberly M & Mardell E Emslie Trust

Rezone part of PIN 020-0814-2414-000 (26.820 ac) to create two, 1-ac building sites on Hilltop Rd, Town of Milford. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. The proposal utilizes the last available A-3 zone for the property; therefore, rezoning is conditioned upon recording of an affidavit acknowledging that fact. It is further conditioned upon road access approval, receipt by Zoning of a suitable soil test, and approval and recording of a final certified map for the lots. Any buildings will also have to meet a minimum 75-foot setback to wetlands. R4481A-23 – Walter Trust (Sarah Walter)/Roland F & Lois V Zabel (LE)

Rezone part of PIN 032-0815-0134-000 (40.00 ac) to create a 1.14-ac farm consolidation lot around the home at W2762 Gopher Hill Rd, and two, 1-ac vacant lots nearby in the Town of Watertown. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. The proposal utilizes the last available A-3 zone for the property; therefore, rezoning is conditioned upon recording of an affidavit acknowledging that fact. It is further conditioned upon road access approval and suitable soil tests for the vacant lots, and for approval and recording of a final certified survey map for the lots, including extraterritorial plat review if necessary. R4482A-23 – Glenn W Griebenow Trust

Rezone part of PIN 028-0513-1932-000 (50.106 ac) to create a 1-ac building site off Olson Rd in the Town of Sumner. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. The proposal will utilize the last available A-3 zone for the parcel; therefore, rezoning is conditioned upon recording of an affidavit acknowledging that fact. It is further conditioned upon road access approval, receipt by Zoning of a suitable soil test, and approval and recording of a final certified survey map for the lot, including extraterritorial plat review if necessary. R4483A-23 – Cullen Schmeling/Dane County Growers

**FROM A-T, AGRICULTURAL TRANSITION AND A-1, EXCLUSIVE AGRICULTURAL TO N, NATURAL RESOURCE**

Rezone part of PINs 028-0513-1932-000 (50.106 ac) zoned A-1 and 028-0513-1933-000 (43.694 ac) zoned A-T to create an approximate 14-ac Natural Resource lot off Olson Rd in the Town of Sumner. This is in

accordance with Sec. 11.04(f)12 of the Jefferson County Zoning Ordinance. Rezoning is conditioned upon road access approval, and receipt by Zoning of a final certified survey for the lot, including extraterritorial plat review if necessary. R4484A-23 – Cullen Schmeling/Dane County Growers

**FROM A-3, AGRICULTURAL/RURAL RESIDENTIAL TO R-2, RESIDENTIAL-UNSEWERED**

Rezone part of PIN 024-0516-3421-000 (9.902 ac) to create a 4-ac lot at W1275 South Shore Dr in the Town of Palmyra. This is in accordance with Sec. 11.04(f)2 of the Jefferson County Zoning Ordinance. Rezoning is conditioned upon approval by the Board of Adjustment of a road frontage variance. It is further conditioned upon road access approval, receipt by Zoning of a suitable soil test, and approval and recording of a final certified survey map, including extraterritorial plat review if necessary. R4485A-23 – Penny A Cerchio

**FROM A-T, AGRICULTURAL TRANSITION TO A-3, AGRICULTURAL/RURAL RESIDENTIAL**

Rezone part of PIN 014-0614-1242-000 (39.537 ac) to create an approximate 2.6-acre lot around the existing barn at N4283 County Road Y in the Town of Jefferson. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance. Rezoning is conditioned upon road access approval, receipt by Zoning of a suitable soil test, and approval and recording of a final certified survey map, including extraterritorial plat review if necessary. R4487A-23 K&V Farms LLC

**Jaeckel moved for the adoption of Ordinance No. 2023-09.** Seconded by Poulson and passed.

Kannard abstained from voting due to a potential conflict of interest.

**Jaeckel, Planning and Zoning Committee Chair, introduced Ordinance No. 2023-10.**

**Amending Section 11.10, Shoreland Provisions, of the Jefferson County Zoning Ordinance**

Section 11.10 of the Jefferson County Zoning Ordinance is amended as listed in the ordinance. Due to the length of this Ordinance, it has not been reprinted in the minutes but is available on the Jefferson County website for viewing.

**Jaeckel moved for the adoption of Ordinance No. 2023-10.** Seconded by Poulson and passed.

**Appointments by County Administrator:**

**By virtue of the authority vested in me under Section 59.18(2)(b) of the Wisconsin Statutes, I respectfully request confirmation of the appointment.**

Danielle Thompson as the Corporation Counsel for an indeterminate term.

**Christensen moved to confirm the above appointment.** Seconded by Backlund and passed.

**Public Comment: (General) – One person from the community spoke re: Jefferson County Fair.**

**Announcements:**

**CLOSED SESSION:**

**Wineke moved that the Board convene in closed session** pursuant to section 19.85 (1)(e) Wis. Stats. for deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, for the purpose of discussion on selling County owned farmland. Seconded by Braughler and passed. Ayes 28 (Jones, Richardson, Preuss, Zarling, Braughler, Herbst, Wineke, Degner, Goose, Johns, Smith, Martin, Lund, Nass, Turville-Heitz, Kutz, White, Drayna, Backlund, Kannard, Poulson, Jaeckel, Lindl, Foelker, Fitzgerald, Callan, Gulig, Christensen), Noes 0, Abstain 0, Absent 2 (Morris and Roberts), Vacant 0.

**Poulson moved that the Board reconvene in open session.** Seconded by Johns and passed.

Supplemental information presented at the August 08, 2023, Jefferson County Board meeting will be available at the County Clerk's office upon request during regular Courthouse hours or on the County's website at [www.jeffersoncountywi.gov](http://www.jeffersoncountywi.gov).

**There being no further business, Gulig moved that the Board adjourn.** Seconded by Jaeckel and passed at 8:41 p.m.

**JEFFERSON COUNTY BOARD MINUTES**  
**TUESDAY, September 12, 2023, 7:00 P.M.**

Chair Steven Nass presiding.

County Clerk Audrey McGraw called the roll, all members being present in person except Supervisors Richardson, Herbst, and Roberts, who were present via Zoom.

District 1 ..... Richard C. Jones	District 2 ..... Cassie B. Richardson
District 3 ..... Robert Preuss	District 4 ..... Karl Zarling
District 5 ..... James B. Braugher	District 6 ..... Dan Herbst
District 7 ..... Dwayne C. Morris	District 8 ..... Michael Wineke
District 9 ..... Bruce Degner	District 10 ..... Mark Groose
District 11 ..... Jeff Johns	District 12 ..... Jeff Smith
District 13 ..... Anita Martin	District 14 ..... Kirk Lund
District 15 ..... Steven J. Nass	District 16 ..... Meg Turville-Heitz
District 17 ..... Russell Kutz	District 18 ..... Brandon White
District 19 ..... Dave Drayna	District 20 ..... Curtis Backlund
District 21 ..... John C. Kannard	District 22 ..... Blane Poulson
District 23 ..... George Jaeckel	District 24 ..... Roger Lindl
District 25 ..... Matthew Foelker	District 26 ..... Joan Fitzgerald
District 27 ..... Joan Callan	District 28 ..... Anthony Gulig
District 29 ..... Mary K. Roberts	District 30 ..... Walt Christensen

Poulson led the Pledge of Allegiance. A moment of silence was observed.

Wehmeier certified compliance with the Open Meetings Law.

Approval of the Agenda. Jaeckel moved to accept as drafted. Seconded by backlund and passed.

Wineke, Executive Committee Chair, moved to approve the County Board minutes from August 08, 2023. Seconded by Poulson and passed.

**Communications:**

**County Clerk McGraw presented the following communications:**

16. Notice of Public Hearing from the Jefferson County Planning and Zoning Committee for a hearing to be held on September 21, 2023, at 7:00 p.m.
17. Treasurer's Report.

**GENERAL FINANCIAL CONDITION JEFFERSON COUNTY, WISCONSIN**

**September 01, 2023**

Available Cash on Hand		
August 1, 2023	\$ 7,760,503.14	
August Receipts	<u>\$ 41,732,798.56</u>	
Total Cash		\$ 49,493,301.70
Disbursements		
General – August 2023	\$ 48,007,245.59	
Payroll – August 2023	<u>\$ 1,847,975.10</u>	
Total Disbursements		<u>\$ 49,855,220.69</u>
		<b>\$ (361,918.99)</b>
Cash on Hand (in bank) August 1, 2023	\$ 805,835.44	

Less Outstanding Checks	\$ 1,167,754.43	
Total Available Cash		\$ (361,918.99)
Local Government Investment Pool – General		\$ 30,213,099.95
DANA Investments		\$ 35,664,228.19
EHLERS Investments		\$ 11,914,170.58
Local Government Investment Pool - Clerk of Courts		\$ 30,695.66
Local Government Investment Pool - Farmland Preservation		\$ 189,027.76
Local Government Investment Pool - Parks/Liddle		\$ 90,874.66
Local Government Investment Pool - County Bond		\$ 563,888.20
		\$ 78,65,985.00
2023 Interest - Super N.O.W. Acct.		\$ 516.10
2023 Interest - L.G.I.P. - General Funds		\$ 1,195,648.00
2023 Interest - EHLERS 2022A		\$ 201,480.42
2023 Interest - DANA Investments		\$ 666,433.70
2023 Interest - L.G.I.P. - Parks/Carol Liddle Fund		\$ 2,882.46
2023 Interest - L.G.I.P. - Farmland Preservation		\$ 5,995.78
2023 Interest - L.G.I.P. - Clerk of Courts		\$ 973.63
2023 Interest - L.G.I.P. - County Bond		\$ 46,991.03
Total 2023 Interest		\$ 2,120,921.12

**KELLY M. STADE, JEFFERSON COUNTY TREASURER**

**Public Comment: None**

#### **Annual Reports:**

District Attorney, Monica Hall; Clerk of Courts, Cindy Hamre Incha; Parks Department, Director Kevin Wiesmann; Medical Examiner, Nichole Tesch; and Human Resources, Director Terri Palm-Kostroski. The annual reports were received, placed on file, but not printed in the minutes pursuant to Board Rule 3.03(13).

#### **Resolutions and Ordinances:**

**Jones, Finance Committee Chair, introduced Resolution No. 2023-27. Entering into an intergovernmental agreement with the City of Watertown for the purchase and restoration of property at 100 Western Avenue, Watertown, Wisconsin**

#### Executive Summary

The City of Watertown has offered to enter into an intergovernmental agreement with Jefferson County for the purpose of purchasing a parcel of property located at 100 Western Avenue in Watertown. There currently exists an uninhabitable fire damaged house on this property caused by a fire on December 8, 2022, which resulted in the deaths of 3 children. The City's intent upon acquisition is to remove the remaining portion of the structure, which has become unstable and a potential danger to the public, and restore the land which will remain a vacant parcel of property. Additionally, because the structure is situated on a corner lot, the structure before and after the fire continues to obstruct the view of traffic traveling on intersecting roads adjoining this property. Acquisition by the City and removal of this structure will improve safety along these roads.

The current owner has agreed to sell this property to the City of Watertown in exchange for the City paying all outstanding and future real estate taxes which total \$2,978.27. The intergovernmental agreement obligates the City to acquire the property, pay all real estate taxes through 2023, raze the damaged structure, and restore the land. The obligation of Jefferson County is to pay the City the amount of



\$2,978.27 as the County's contribution toward these costs. The estimated cost of razing the fire damaged structure currently on the property is estimated by the City of Watertown to be \$30,400.

The Finance Committee considered this resolution at its meeting on September 6, 2023, and recommended forwarding to the County Board to authorize the Jefferson County Administrator to enter into an intergovernmental agreement with the City of Watertown for the purchase and restoration of property at 100 Western Avenue, Watertown, Wisconsin at a cost not to exceed \$2,978.27.

WHEREAS, Wisconsin Statute § 66.0313 provides that any Wisconsin municipality or County agency may contract with a requesting Wisconsin municipality or county for the receipt or furnishing of services or the joint exercise of any power or duty required or authorized by law; and

WHEREAS, there currently exists an uninhabitable fire damaged house on 100 Western Avenue in the City of Watertown caused by a fire on December 8, 2022 which resulted in the deaths of 3 children; and

WHEREAS, due to the structural damage and risk of the structure collapsing, Watertown has issued a raze order, but the property owner is financially unable to raze the structure and has offered to transfer ownership of the property to the City of Watertown subject to all outstanding assessments, tax obligations, and debts due to Watertown and Jefferson County; and

WHEREAS, the structure on the property sits within the designated vision triangle of an intersection at S. First Street and Western Avenue obstructing the view of drivers approaching the intersection; and

WHEREAS, Jefferson County and the City of Watertown desire to enter into the attached Intergovernmental Agreement to set forth their respective obligations, understandings, roles and responsibilities to address the public safety concerns on this property.

NOW, THEREFORE, BE IT RESOLVED by the Jefferson County Board of Supervisors that the Jefferson County Administrator is hereby authorized to enter into the attached intergovernmental agreement with the City of Watertown and contribute an amount not to exceed \$2,978.27 to be applied toward property acquisition, paying all real estate taxes through 2023, razing the damaged structure, and restoring the land located at 100 Western Avenue, Watertown, Wisconsin in exchange for the City of Watertown assuming responsibility for all of the obligations set forth in the attached Intergovernmental Agreement.

*Fiscal Note: The total cost of this Intergovernmental Agreement is estimated to be \$2,978.27 which will be funded through a contingency transfer into the County Administrator's budget. The County Board of Supervisors authorizes the Finance Director to make the necessary budget adjustments to carry out this resolution. This is a budget amendment. County Board approval requires a two-thirds vote of the entire membership of the County Board (20 votes of the 30-member County Board).*

**Jones moved for the adoption of Resolution No. 2023-27.** Seconded by Jaeckel and passed. Ayes 30 (Jones, Richardson, Preuss, Zarling, Braughler, Herbst, Morris, Wineke, Degner, Goose, Johns, Smith, Martin, Lund, Nass, Turville-Heitz, Kutz, White, Drayna, Backlund, Kannard, Poulson, Jaeckel, Lindl, Foelker, Fitzgerald, Callan, Gulig, Roberts, Christensen), Noes 0, Abstain 0, Absent 0, Vacant 0.

**Jones, Finance Committee Chair, introduced Resolution No. 2023-28. Authorizing sale of county owned farmland located at State Road 26 Bypass and Business 26 to William Stade**

## Executive Summary

On September 1, 2023, the Jefferson County Corporation Counsel received an offer to purchase 3.109 acres of county owned land from William H. Stade in exchange for payment of \$21,763 which equals \$7000 per acre. The 3.109 acres is part of a larger parcel of county owned farmland consisting of approximately 331 acres of which 328 acres are currently being leased for agricultural purposes by Jeff and Monica Gerner and is known as the Countryside Farm. The 3.109 acres which are the subject of Mr. Stade's offer to purchase are not currently being used for agriculture or any other purpose by Jefferson County and are separated from the county land by highway 26. The property adjoins farmland owned by Mr. Stade and is located at the State Road 26 bypass and business 26, Tax Parcel No. 241-0614-1544-000 on the south side of Business 26 and East side of State Road 26 bypass, as more particular described in the maps attached to this resolution.

The Jefferson County Finance Committee considered the offer to purchase by Mr. Stade on September 6, 2023, and recommended 4 to 1 to forward this resolution to the Jefferson County Board of Supervisors to accept this offer and sell 3.109 acres of county owned land to Mr. Stade in exchange for payment of \$21,763.

WHEREAS, Jefferson County owns a parcel of land known as the Countryside Farm of which 328 acres are currently leased for agricultural purposes to Jeff and Monica Gerner with the remaining 3.109 acres separated by Highway 26 being unused, and

WHEREAS, following construction of the Highway 26 bypass in 2008, 3.109 acres of the Countryside Farm were separated from the existing 331 acre parcel, and have not been used for agriculture or any other purpose by Jefferson County since 2008, and

WHEREAS, there is a desire by Jefferson County to return this 3.109 acre parcel of land to productive agricultural use, and

WHEREAS, this 3.109 acre parcel of land adjoins farmland owned by William H. Stade and if sold to him, will become productive agricultural land as part of Mr. Stade's farming operations.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Administrator is directed to submit a counteroffer to sell 3.109 acres of county farmland to William H. Stade which includes a deed restriction for the property to be used solely for agricultural purposes for a period of 10 years. Upon payment of \$21,763 and the parties coming to mutually agreed upon terms of sale, the County Clerk shall execute a quit claim deed conveying said 3.109 acre parcel of real property.

*Fiscal Note: The amount offered for the purchase of this property, \$21,763, has been determined by the Jefferson County Finance Committee as being equal to or greater than fair market value for land used for agricultural purposes. The proceeds from the sale of this land shall be deposited into the Capital Projects Fund.*

**Turville-Heitz moved to amend this Resolution** to add a condition of sale that would include a deed restriction for the property to be used solely for agricultural purposes for a period of 10 years. The County Administrator is directed to make a counteroffer to William Stade to sell the property with this deed restriction.

**Seconded by Backlund and passed.** Ayes 16 (Jones, Richardson, Herbst, Goose, Johns, Smith, Martin, Lund, Nass, Turville-Heitz, Backlund, Fitzgerald, Callan, Gulig, Roberts, Christensen), Noes 14 (Preuss, Zarling, Braughler, Morris, Wineke, Degner, Kutz, White, Drayna, Kannard, Poulson, Jaeckel, Lindl, Foelker,), Abstain 0, Absent 0, Vacant 0.

**Jones moved for the adoption of Resolution No. 2023-28 as amended.** Seconded by Jaeckel. Roll Call Vote was requested by Gulig and motion passed. Ayes 26 (Jones, Richardson, Preuss, Zarling, Braughler, Herbst, Morris, Wineke, Degner, Groose, Johns, Martin, Nass, Kutz, White, Drayna, Backlund, Kannard, Poulson, Jaeckel, Lindl, Foelker, Fitzgerald, Callan, Roberts, Christensen), Noes 4 (Smith, Lund, Turville-Heitz, Gulig), Abstain 0, Absent 0, Vacant 0.

**Braughler, Human Resources Committee Chair, introduced Resolution No. 2023-29. Ratifying the 2023-2025 Collective Bargaining Agreement with the Jefferson County Deputy Sheriff's Association**

Executive Summary

The Jefferson County Deputy Sheriff's Association and Jefferson County commenced negotiations for a successor collective agreement due to the expiration of the existing agreement on December 31, 2022. Through the collective bargaining process, the parties have reached a tentative agreement extending the collective bargaining agreement through 2025 with the substantive amendments summarized below. The Human Resources Committee reviewed and approved these proposed amendments in concept at its June 1, 2023, meeting and has been continuously updated throughout negotiations. This resolution ratifies the amendments and tentative agreements entered into between the Association and Jefferson County for a successor collective bargaining agreement from January 1, 2023, through December 31, 2025.

WHEREAS, the Executive Summary is incorporated into this resolution, and

WHEREAS, the collective bargaining agreement between the Jefferson County Deputy Sheriff's Association and Jefferson County expired on December 31, 2022, and

WHEREAS, the Association representatives and Jefferson County representatives commenced negotiations for the purpose of extending the current contract and negotiating contract amendments, and

WHEREAS, the following is a summary of the tentative agreements which have been reached between the Association and Jefferson County and are proposed to be incorporated into the existing collective bargaining agreement as amendments:

1. The contract shall be for a three-year term commencing on January 1, 2023, and ending on December 31, 2025.
2. Wage increases effective January 1, 2023, as listed in Appendix A attached to this resolution.
3. Wage classifications will distinguish between Patrol Deputies and Jail Deputies. Previous collective bargaining agreements did not distinguish Patrol and Jail Deputies in wage classification.
4. Procedures have been established for Deputies who transfer into a higher or lower wage rate.
5. Clarifies pay rates for Deputies when attending firearms training.
6. Compensatory time may be continuously replenished during the calendar year with a maximum accumulation of 160 hours at any one time. The previous collective bargaining agreement did not allow Deputies to replenish compensatory time throughout the calendar year.
7. Deputies assigned as field training officers or officers in charge will receive an additional \$3.00 per hour. The previous collective bargaining agreement provided for an additional \$2.00 per hour.
8. Jail Deputies assigned to special law enforcement duties such as SWAT, dive team, and accident reconstruction will receive an additional \$3.00 per hour.

9. Effective on January 1, 2023, Deputies will pay toward the health insurance premiums at the same employee health insurance premium participation rate of the non-represented employees.
10. New employees will receive two vacation weeks, prorated based upon date of hire which can be used during the year in which they were hired instead of waiting until the next year to use.
11. Deputies will be compensated at time and one-half for working designated holidays.
12. Jail Deputies hired after the date that this collective bargaining agreement is ratified will be selected for positions as Patrol Deputies on a competitive basis instead of the current practice of selecting based on seniority.
13. Additional clarifying language was added and obsolete language was stricken.

and

WHEREAS, a copy of the full collective bargaining agreement identifying the specific language changes resulting from negotiations, presented to this Board for ratification and previously ratified by the Association has been made available to the Board at the County Administrator's office.

NOW, THEREFORE, BE IT RESOLVED that the proposed amendments to the collective bargaining agreement as summarized herein between the Jefferson County Deputy Sheriff's Association and Jefferson County are hereby ratified and the County Administrator is authorized to execute the successor 2023-2025 collective bargaining agreement on behalf of Jefferson County.

*Fiscal note: The total increase in wages, WRS and FICA is \$591,460 for 2023; increasing by an additional \$309,413 for 2024, and increasing by an additional \$231,400.31 for 2025 (exclusive of WRS), for a total cost increase of \$2,624,607 over three years, as shown below.*

*A 3.250% increase in wages, extra steps, WRS, and FICA of \$316,005, has been included in the 2023 budget. The additional changes over what was budgeted equate to a difference of \$275,455. This amount will be allocated from Jefferson County's contingency fund. The 2024 and 2025 costs will be included in the 2024 and 2025 budgets. This resolution amends the Sheriff's Office 2023 Adopted Budget. The County Board of Supervisors authorizes the County Finance Director to make the necessary budget adjustments to enact this resolution. County Board approval requires a two-thirds vote of the entire membership of the County Board (20 votes of the 30-member County Board).*

**Braugher moved for the adoption of Resolution No. 2023-29.** Seconded by Drayna and passed. Ayes 30 (Jones, Richardson, Preuss, Zarling, Braugher, Herbst, Morris, Wineke, Degner, Groose, Johns, Smith, Martin, Lund, Nass, Turville-Heitz, Kutz, White, Drayna, Backlund, Kannard, Poulson, Jaeckel, Lindl, Foelker, Fitzgerald, Callan, Gulig, Roberts, Christensen), Noes 0, Abstain 0, Absent 0, Vacant 0.

**Jones, Human Services Board Chair, introduced Resolution No. 2023-30. Authorizing the County Administrator to contract with Wipfli for a behavioral health market analysis to assist in determining how to utilize future Opioid Settlement Proceeds most effectively, in partnership with Rock and Walworth Counties.**

#### Executive Summary

In response to the opioid epidemic, Jefferson County, along with 70 other Wisconsin counties and numerous other local governments, engaged in litigation against certain manufacturers, distributors, and retailers of opioid pharmaceuticals to hold the Opioid Defendants financially responsible for the County's expenditure of vast money and resources to combat the opioid epidemic. In December of 2021 and March of 2023, Jefferson County entered into two separate settlement agreements with

multiple Opioid Defendants resolving pending claims in exchange for monetary compensation to be received over an extended period.

Pursuant to the terms of the Settlement Agreements, all opioid settlement proceeds must be used for opioid abatement measures as defined in said agreements, including assisting in covering costs the county incurred in providing care to those impacted and developing plans to prevent future damaging effects from opioid use. The first round of opioid settlement proceeds was utilized to fund a crisis response position focused on opioid response and to assist the Drug Treatment Court.

In preparation for future distributions, Jefferson County has been working with Rock County and Walworth County to explore potential opportunities to work collaboratively on this issue. To further investigate these opportunities, Jefferson County, in coordination with Rock and Walworth Counties, seeks to engage Wipfli, a Wisconsin-based accounting and consulting firm, to conduct a behavioral health market analysis. Wipfli's analysis will estimate current and future needs for behavioral health treatment (both mental health and substance use) to determine gaps in treatment capacity/provider supply. Based on its analysis, Wipfli will offer recommendations for future behavioral health investment and identify opportunities to grow, consolidate or expand services based on need.

Section 6 of the Jefferson County Purchasing Ordinance, *SOURCE SELECTION AND CONTRACT FORMATION*, subsection (4) *Sole source procurement* states that, "A contract may be awarded without competition when the Purchasing Agent determines in writing, after conducting a good faith review of the available sources, that there is only one source for the required supply, service or construction item and when allowed by law." Wipfli was selected as a sole source procurement after determining that other firms which provide similar services focus on the operational sides of behavioral health while Wipfli is uniquely differentiated from these other agencies through both its holistic approach to need planning and the depth of experience with rural healthcare providers in the state of Wisconsin. Wipfli serves over 3,500 healthcare clients nationally, with 660 clients in the state of Wisconsin alone and nearly 120 representing behavioral health organizations. Wipfli's methodologies have been utilized to help public, private, and government-owned hospitals and healthcare entities in the state of Wisconsin understand their community's behavioral health service needs and provide them with the supporting justification they need to make sound capital investments. Additionally, Jefferson County's neighbors, Rock County and Walworth County, are also utilizing Wipfli for their behavioral health demand planning needs, which would result in a more cohesive planning process for Jefferson County's regional needs.

The cost for each county to participate in the market analysis is estimated to be \$40,000 and will be paid for with Opioid Settlement Proceeds.

The Human Services Board considered this resolution at its meeting on July 11, 2023, and unanimously recommended forwarding to the Jefferson County Board of Supervisors to authorize the County Administrator to contract with Wipfli for completion of a behavioral health market analysis and to engage in partnering with Rock County and Walworth County on these efforts.

WHEREAS, the Executive Summary is incorporated into this resolution; and

WHEREAS, Jefferson County is a recipient of Opioid Settlement Proceeds pursuant to two Settlement Agreements previously adopted by County Board resolution in December of 2021 and March of 2023; and

WHEREAS, pursuant to the terms of the Settlement Agreements, all opioid settlement proceeds are to be used for opioid abatement measures as defined by the terms of the agreements; and

WHEREAS, contracting for completion of the proposed behavioral health market analysis is consistent with the approved opioid abatement measures defined in the Settlement Agreements, which includes expanding access to treatment for opioid use discovery and any co-occurring substance use disorder or mental health condition; and

WHEREAS, Wipfli's behavioral health market analysis will provide data-driven recommendations for future behavioral health investment by determining gaps in treatment capacity/provider supply and identifying opportunities to grow, consolidate or expand services based on need, in collaboration with Rock County and Walworth County; and

WHEREAS, the results of the behavioral health market analysis will assist Jefferson County in ensuring the Opioid Settlement Proceeds are being directed towards the highest needs of Jefferson County.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors hereby authorizes the County Administrator to execute a contract with Wipfli as a sole source procurement for purposes of conducting a behavioral health market analysis to identify potential opportunities for utilization of future Opioid Settlement Proceeds in partnership with Rock County and Walworth County at an estimated cost of \$40,000.

*Fiscal Note: The cost for Jefferson County to participate is estimated to be \$40,000 and will be paid for with opioid settlement funds via the County's Opioid Abatement Account. The County Board of Supervisors authorizes the County Finance Director to make the necessary budget adjustments to enact this resolution. This is a budget amendment. County Board approval requires a two-thirds vote of the entire membership of the County Board (20 votes of the 30 member County Board).*

**Jones moved for the adoption of Resolution No. 2023-30.** Seconded by Johns and passed. Ayes 30 (Jones, Richardson, Preuss, Zarling, Braughler, Herbst, Morris, Wineke, Degner, Goose, Johns, Smith, Martin, Lund, Nass, Turville-Heitz, Kutz, White, Drayna, Backlund, Kannard, Poulson, Jaeckel, Lindl, Foelker, Fitzgerald, Callan, Gulig, Roberts, Christensen), Noes 0, Abstain 0, Absent 0, Vacant 0.

**Christensen, Parks Committee Chair, introduced Resolution No. 2023-31. Authorizing County Conservation Aids Grant Application for planting of a 2.1 acre prairie improvement at Korth Park**

#### Executive Summary

The Wisconsin Department of Natural Resources Fish and Wildlife Management Grant Program was created to assist counties in the improvement of fish and wildlife resources. The program was established by the Wisconsin Legislature in 1965 and provides matching funds for a growing list of county sponsored fish and wildlife habitat projects.

The Jefferson County Parks Department will apply for financial assistance through this program to improve 2.1 acres of low diversity cool season grasses with a high diversity prairie planting that will support pollinators, birds, and other wildlife in Korth Park. The project will include removal of existing vegetation followed by seeding with a blend of native-shortgrass prairie plants via a drill seeder.

The total cost of the project is estimated at \$5,000.00. This grant application will request up to 50% of the total project cost to be used toward the project in the amount of \$2,500.00 which will be matched by both Parks staff labor and a memorial donation. Any additional costs above and beyond those provided by the grant will be funded through donations held by Jefferson County for the benefit of Korth Park. The Parks Committee considered this resolution at its meeting on September 7, 2023, and recommended forwarding to the County Board to authorize submission of a grant application and if the

grant is awarded accept grant funds of up to \$2,500.00 with a \$2,500.00 matching allocation through donations, county staff labor, and volunteer labor.

WHEREAS, the State of Wisconsin enacted legislation providing for allocation of funds to the respective counties on an acreage basis for county fish and game projects on the condition that the counties match the state allocation, and

WHEREAS, Jefferson County desires to participate in county fish and game projects pursuant to the provisions of s. 23.09(12) of the Wisconsin Statutes, and

WHEREAS, this resolution authorizes the submission of a grant application by the Jefferson County Parks Department and if the grant is awarded authorizes accepting grant funding in the amount of up to \$2,500.00 to be used for the maintenance and improvement of Korth Park.

NOW, THEREFORE, BE IT RESOLVED by the Jefferson County Board of Supervisors that the Jefferson County Parks Department is hereby authorized to submit a grant application to the Wisconsin Department of Natural Resources for grant funds in the amount of up to \$2,500.00 to be used for planting of a 2.1-acre prairie improvement at Korth Park and if the grant is awarded accepting grant funding of up to \$2500.00.

BE IT FURTHER RESOLVED that the Jefferson County Parks Department is authorized to act on behalf of Jefferson County to sign documents, and take necessary action to undertake, direct, and complete this project.

BE IT FURTHER RESOLVED that the Jefferson County Board does hereby appropriate a matching allocation for such project in an amount of not more than \$2,500.00 funded through donations held by Jefferson County for the benefit of Korth Park, Account No. 12804.485200, and staff and volunteer labor.

*Fiscal Note: The total cost of this project is estimated at \$5,000.00 which will be funded through the CCA grant in the amount of up to \$2,500.00, with the balance funded through donations held*

*by Jefferson County for the benefit of Korth Park, Account No. 12804.485200, and staff and volunteer labor. The County Board of Supervisors authorizes the Finance Director to make the necessary budget adjustments to enact this resolution. This is a budget amendment. County Board approval requires a two-thirds vote of the entire membership of the County Board (20 votes of the 30 member County Board).*

**Christensen moved for the adoption of Resolution No. 2023-31.** Seconded by Callan and passed. Ayes 30 (Jones, Richardson, Preuss, Zarling, Braughler, Herbst, Morris, Wineke, Degner, Groose, Johns, Smith, Martin, Lund, Nass, Turville-Heitz, Kutz, White, Drayna, Backlund, Kannard, Poulson, Jaeckel, Lindl, Foelker, Fitzgerald, Callan, Gulig, Roberts, Christensen), Noes 0, Abstain 0, Absent 0, Vacant 0.

**Christensen, Parks Committee Chair, introduced Resolution No. 2023-32. Amending the Jefferson County Parks Ordinance**

#### Executive Summary

The Jefferson County Parks Department recognizes a need to have consistent hours of operation for Jefferson County parks and trails. The Jefferson County Parks Department also recognizes the need to respect the privacy and safety of park users and adjoining property owners, and wishes to do so by setting year-round and uniform park access hours. This amendment to the Jefferson County Parks Ordinance changes park and trail closed hours from one-half hour after sunset until one-half hour before sunrise to 10:00 p.m. until 5:00 a.m., with the exception of Rock River County Park, Cappies Landing, Highway 16 Wayside County Park, and Burnt Village County Park which allow access to the boat launches during closed

hours for egress purposes. The Parks Committee considered this amendment at its meeting on September 7, 2023, and recommended forwarding to the County Board for approval.

**The Parks Ordinance is amended as follows:**

**SECTION 8.13. PARK AND TRAIL HOURS.**

- 1) All parks, park roads, park trails, bike paths, and parking areas shall be closed to the public and vehicular traffic, except police and emergency vehicles, from 10:00 p.m. until 5:00 a.m. and no person shall remain in parks during said hours, unless authorized by the issuance of a permit therefore by the Parks Director.
- 2) Any person launching a boat at Rock River County Park, Cappies Landing, Highway 16 Wayside County Park, or Burnt Village County Park during normal operating hours may utilize the park boat launches at any time outside of normal operating hours for egress purposes.
- 3) The Parks Director may grant permits to groups for park usage outside of normal park hours for events consistent with the mission of the Parks Department and shall report issuance of any such permit promptly to the Parks Committee. [am. 06/13/06, Ord. 2006-09; 09-13-11, Ord. 2011-13; 02/14/12, Ord. 2011-26; Ord. No. 2016-22, 02-14-17; Ord. No. 2020-12, 10-12-2021; Ord. No. 2022-17, 01-10-2023]

WHEREAS, Jefferson County parks, bike paths and park trails are an invaluable asset to Jefferson County and provide recreational opportunities for users of all levels, and

WHEREAS, the safety of park visitors and the safety of our park neighbors is a priority, and

WHEREAS, it is a priority for the Jefferson County Parks Department to create positive experiences for both park visitors and park neighbors, and

WHEREAS, this ordinance amendment intends to provide uniform operating hours for the safe and equitable use of Jefferson County parks, bike paths and park trails.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors hereby approves the amendments herein to the Jefferson County Parks Ordinance, Section 8.13 PARK AND TRAIL HOURS, to promote the safety of park users and the privacy of adjoining property owners of Jefferson County parks, park roads, park trails, bike paths, and parking areas.

*Fiscal Note: There is no fiscal impact to this amendment to the Jefferson County Parks Ordinance.*

**Jones moved for the adoption of Resolution No. 2023-32.** Seconded by Jaeckel and passed.

**Jaeckel, Planning and Zoning Committee Chair, introduced the following report:**

REPORT TO THE HONORABLE MEMBERS OF THE JEFFERSON COUNTY BOARD OF SUPERVISORS by the Jefferson County Planning and Zoning Committee recommending approval of petitions to amend the official zoning map of Jefferson County.

**Jaeckel, Planning and Zoning Committee Chair, introduced Ordinance No. 2023-11.**

**Amending Official Zoning Map**

WHEREAS, the Jefferson County Board of Supervisors has heretofore been petitioned to amend the official zoning map of Jefferson County, and

WHEREAS, Petitions R4488A-23 and R4489A-23 were referred to the Jefferson County Planning and Zoning Committee for public hearing on August 17, 2023 and



WHEREAS, the proposed amendments have been given due consideration by the Board of Supervisors in open session,

NOW, THEREFORE, BE IT ORDAINED that the Jefferson County Board of Supervisors does amend the official zoning map of Jefferson County as follows.

**FROM A-1, EXCLUSIVE AGRICULTURAL TO A-2, AGRICULTURAL AND RURAL RESIDENTIAL**

Rezone 3.7 acres of PIN 020-0814-2422-001 (10 ac) at **W5245 Navan Rd**, Town of Milford. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance. Rezoning is conditioned upon road access approval, receipt by Zoning of a suitable soil test, approval and recording of the final certified survey map, including extraterritorial plat review and removal of the old building by the road. R4488A-23 & CU2100-23 – Daniel Simarron Tecalero & Paolo Rodriguez Perez

**FROM AGRICULTURAL A-1 TO A-3, AGRICULTURAL/RURAL RESIDENTIAL**

Create a 1.19-ac lot with existing home and buildings at **W2607 State Rd 106**, Town of Hebron, on PIN 010-0615-3643-000 (21.091 ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Rezoning of this farm consolidation lot is conditioned upon approval and recording of a final certified survey map and removal of the silo near the proposed west lot line. R4489A-23 – Kim & Craig Foelker

The above zoning amendments shall be null and void and have no effect one year from the date of County Board approval unless all applicable conditions have been completed.

**Jaeckel moved for the adoption of Ordinance No. 2023-11.** Seconded by Poulson and passed.

Kannard abstained from voting due to a potential conflict of interest.

**Jaeckel, Planning and Zoning Committee Chair, introduced Resolution No. 2023-33. Adopting a Public Participation Plan for amending the Jefferson County Comprehensive Plan and Agricultural Preservation and Land Use Plan**

Executive Summary

The Jefferson County Planning and Zoning Committee (Committee) recently reviewed the Jefferson County Zoning Ordinance and recommended reviewing the A-3 Agricultural and Rural Residential zoning district provisions. After review, the Committee recommended amending the language to allow for existing A-3 zoned lots to be redivided. Currently, the County Comprehensive Plan, Farmland Preservation Plan, and Zoning Ordinance do not allow for existing A-3 zones to be further divided. In order to amend this section of the Zoning Ordinance, the Comprehensive Plan and Farmland Preservation Plan also need to be amended. In order to amend the Plans, the County Board must adopt a public participation plan.

The Planning and Zoning Committee met numerous times to review the A-3 zoning standards and proposed amendment language. On July 31, 2023 the Planning and Zoning Committee voted 4-0 to initiate the amendment process. The Planning and Zoning Committee considered this resolution on August 28, 2023 and voted to forward the attached Public Participation Plan to the County Board for approval.

WHEREAS, the Executive Summary is incorporated into this resolution, and

WHEREAS, the County may amend its Comprehensive Plan and Agricultural Preservation and Land Use Plan (Farmland Preservation Plan), and

WHEREAS, the Planning and Zoning Committee recommends beginning the amendment process, and

WHEREAS, the Planning and Zoning Committee approved the Public Participation Plan on August 28, 2023 to outline public engagement during the amendment process.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors does hereby adopt the attached Public Participation Plan to amend the Jefferson County Comprehensive Plan and Agricultural Preservation and Land Use Plan (Farmland Preservation Plan).

*Fiscal Note: This resolution will have no fiscal impact.*

**Jaeckel moved for the adoption of Resolution No. 2023-33.** Seconded by Poulson and passed.

**Public Comment: (General) – Supervisor Smith with additional comments on Resolution 2023-28. Supervisor Martin with the following announcements: Clean Sweep Event for recycling hazardous chemicals takes place on September 15 and 16 in Watertown at the Street Department Building. Music Festival on September 23 called Music in the Mills in Lake Mills sponsored by the Lake Mills Rotary Club.**

**Announcements:**

**CLOSED SESSION:**

**Braugher moved that the Board convene in closed session** pursuant to section 19.85 (1)(e) Wis. Stats. for deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, for the purpose of discussion on selling County owned farmland.

**Seconded by Poulson and passed.** Ayes 30 (Jones, Richardson, Preuss, Zarling, Braugher, Herbst, Morris, Wineke, Degner, Goose, Johns, Smith, Martin, Lund, Nass, Turville-Heitz, Kutz, White, Drayna, Backlund, Kannard, Poulson, Jaeckel, Lindl, Foelker, Fitzgerald, Callan, Gulig, Roberts, Christensen), Noes 0, Abstain 0, Absent 0, Vacant 0.

**Braugher moved that the Board reconvene in open session.** Seconded by Jaeckel and passed.

Supplemental information presented at the September 12, 2023, Jefferson County Board meeting will be available at the County Clerk's office upon request during regular Courthouse hours or on the County's website at [www.jeffersoncountywi.gov](http://www.jeffersoncountywi.gov).

**There being no further business, Jaeckel moved that the Board adjourn.** Seconded by Backlund and passed at 9:05 p.m.

## JEFFERSON COUNTY BOARD MINUTES

TUESDAY, October 10, 2023, 7:00 P.M.

Chair Steven Nass presiding.

County Clerk Audrey McGraw called the roll, all members being present in person except Supervisor Herbst, who was present via Zoom.

District 1 .....	Richard C. Jones	District 2 .....	Cassie B. Richardson
District 3 .....	Robert Preuss	District 4 .....	Karl Zarling
District 5 .....	James B. Braughler	District 6 .....	Dan Herbst
District 7 .....	Dwayne C. Morris	District 8 .....	Michael Wineke
District 9 .....	Bruce Degner	District 10 .....	Mark Groose
District 11 .....	Jeff Johns	District 12 .....	Jeff Smith
District 13 .....	Anita Martin	District 14 .....	Kirk Lund
District 15 .....	Steven J. Nass	District 16 .....	Meg Turville-Heitz
District 17 .....	Russell Kutz	District 18 .....	Brandon White
District 19 .....	Dave Drayna	District 20 .....	Curtis Backlund
District 21 .....	John C. Kannard	District 22 .....	Blane Poulson
District 23 .....	George Jaeckel	District 24 .....	Roger Lindl
District 25 .....	Matthew Foelker	District 26 .....	Joan Fitzgerald
District 27 .....	Joan Callan	District 28 .....	Anthony Gulig
District 29 .....	Mary K. Roberts	District 30 .....	Walt Christensen

Roberts led the Pledge of Allegiance. A moment of silence was observed.

Wehmeier certified compliance with the Open Meetings Law.

Approval of the Agenda. Nass requested that an item be added to the Communication after the Treasurer's Report, Retirement Recognitions. Backlund moved to accept this change and otherwise approve as drafted. Seconded by Jaeckel and passed.

Wineke, Executive Committee Chair, moved to approve the County Board minutes from September 12, 2023. Seconded by Morris and passed.

### Communications:

#### County Clerk McGraw presented the following communications:

1. Notice of Public Hearing from the Jefferson County Planning and Zoning Committee for a hearing to be held on October 19, 2023, at 7:00 p.m.
2. Lake Ripley Management District report provided by Meg Turville-Heitz.
3. Treasurer's Report.

### GENERAL FINANCIAL CONDITION JEFFERSON COUNTY, WISCONSIN

October 01, 2023

Available Cash on Hand

September 1, 2023	\$ (361,918.99)
September Receipts	<u>\$ 11,620,723.63</u>

Total Cash		\$ 11,258,804.64
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Disbursements

General – September 2023	\$ 8,963,273.40
Payroll – September 2023	<u>\$ 1,853,892.62</u>

Total Disbursements		<u>\$10,817,166.02</u>
		<b>\$ 441,638.62</b>
Cash on Hand (in bank) September 1, 2023	\$ 1,047,490.33	
Less Outstanding Checks	\$ 605,851.71	
Total Available Cash		<b>\$ 441,638.62</b>
Local Government Investment Pool – General		\$ 25,100,181.71
DANA Investments		\$ 35,749,406.72
EHLERS Investments		\$ 10,376,243.29
Local Government Investment Pool - Clerk of Courts		\$ 30,830.62
Local Government Investment Pool - Farmland Preservation		\$ 189,858.83
Local Government Investment Pool - Parks/Liddle		\$ 91,274.20
Local Government Investment Pool - County Bond		<u>\$ 566,367.38</u>
		\$ 72,104,162.75
2023 Interest - Super N.O.W. Acct.		\$ 545.83
2023 Interest - L.G.I.P. - General Funds		\$ 1,319,736.35
2023 Interest - EHLERS 2022A		\$ 227,789.45
2023 Interest - DANA Investments		\$ 782,169.64
2023 Interest - L.G.I.P. - Parks/Carol Liddle Fund		\$ 3,282.00
2023 Interest - L.G.I.P. - Farmland Preservation		\$ 6,826.85
2023 Interest - L.G.I.P. - Clerk of Courts		\$ 1,108.59
2023 Interest - L.G.I.P. - County Bond		<u>\$ 49,470.21</u>
Total 2023 Interest		\$ 2,390,928.93

**KELLY M. STADE, JEFFERSON COUNTY TREASURER**

#### 4. Retirement Recognitions.

##### **Public Comment:**

Laura Payne, Town of Oakland, spoke on the proposed Construction Site Erosion and Sediment Control Ordinance and the Post-Construction Stormwater Management Ordinance.

##### **Special Order of Business:**

Presentation of FY2024 Operating and Capital Budget given by Wehmeier.

##### **Resolutions and Ordinances:**

**Jones, Finance Committee Chair, introduced Resolution No. 2023-34. Approving an agreement with Premier Bank for Positive Pay services**

##### Executive Summary

In 2015, the United States government began requiring all U.S. merchants to accept chip and PIN cards as a method of reducing point-of-sale credit card number theft and skimming cybercrimes. Since this time, credit card fraud has been reduced significantly and fraudsters have turned to check fraud as an alternative, often robbing post office boxes to steal uncashed checks and alter them. Jefferson County has recently had discussions with its banking services provider, Premier Bank, regarding check fraud. One very effective method of stopping check fraud before it happens is for the County to transmit an electronic file to its bank that lists the check numbers, payees and amounts, and the bank will perform a three-way match of this information to checks that clear to determine if there are any exceptions. Upon discovering an exception, the County would be notified and have an opportunity to investigate prior to the cash being withdrawn from the County's checking account. This is called positive pay, and Premier Bank has recently begun offering this product to its customers. The Finance Committee considered this resolution at its

meeting on October 4, 2023, and recommended forwarding to the County Board to approve entering into an agreement with Premier Bank for positive pay services at a cost of \$360 per year.

WHEREAS, the Executive Summary is incorporated into this resolution, and

WHEREAS, check fraud is recently trending upward among petty criminals, and

WHEREAS, Jefferson County currently receives banking services from Premier Bank, and

WHEREAS, Premier Bank offers a service whereby Jefferson County can upload a list of its checks into Premier Bank's online portal and Premier Bank will match the checks on the list with the checks that clear the bank and report exceptions to Jefferson County, and

WHEREAS, this service will reduce the risk of check fraud and also save time in the Treasurer's office where this is currently being done manually and after the fact, and

WHEREAS, the cost of this service is \$30 per month.

NOW, THEREFORE BE IT RESOLVED that the Board of Supervisors hereby authorizes the County Administrator to enter into a contract with Premier Bank for Positive Pay services at a cost of \$360 per year.

*Fiscal Note: The annual cost of this service is \$360 per year and will be paid for from the County Treasurer's budget. No budget adjustment is necessary.*

**Jones moved for the adoption of Resolution No. 2023-34.** Seconded by Jaeckel and passed.

**Jones, Finance Committee Chair, introduced Resolution No. 2023-35. Approving an agreement with Premier Bank to open a Sweep Account**

Executive Summary

March of 2023 saw the failure of two major banks. The contributing factor to both failures was a rising interest rate environment which caused fixed-income securities, such as bonds and other fixed-rate debt instruments, to lose value. As customers withdrew cash, banks were forced to sell these securities at a loss in order to cover deposits. The cascading losses and resulting flight to safety of its customers caused the banks to become insolvent.

Since that time Jefferson County has engaged in discussions with Premier Bank regarding the safety of its deposits. Premier Bank offers a product whereby any funds over a target balance are swept overnight into a repurchase agreement that is fully collateralized by securities that are the direct obligation of, or guaranteed by, the United States Government. A repurchase agreement is an agreement whereby the bank agrees to repurchase the securities back from an account holder on the following business day for the cash value of the securities plus any interest earned.

Opening a sweep account with Premier Bank would not only protect Jefferson County's deposits in the event of a bank failure, but Jefferson County will also earn interest at a rate that is competitive with the Local Government Investment Pool currently offered by the State of Wisconsin.

The Finance Committee considered this resolution at its meeting on October 4, 2023, and recommended forwarding to the County Board to approve entering into an agreement with Premier Bank to open a Sweep Account.

WHEREAS, the Executive Summary is incorporated into this resolution, and

WHEREAS, we are currently in an environment of rising interest rates, and

WHEREAS, rising interest rates present a risk of bank failure due to the devaluation of its holdings and potential insolvency, and

WHEREAS, Premier Bank offers a service whereby Jefferson County's deposits will be swept into a repurchase agreement that is fully collateralized by securities that are the direct obligation of, or guaranteed by, the United States Government, and

WHEREAS, this service will reduce the risk of that Jefferson County will experience any loss of deposits in the event that Premier Bank fails, and

WHEREAS, this service will also provide Jefferson County with additional interest income.

NOW, THEREFORE BE IT RESOLVED that the Board of Supervisors hereby authorizes the County Administrator to enter into a contract with Premier Bank to open a Sweep Account.

*Fiscal Note: Bank service fees will apply to this agreement and are based on the amount of deposits and prevailing interest rates. The interest income and bank fees will be posted to the County Treasurer's budget. No budget adjustment is necessary.*

**Jones moved for the adoption of Resolution No. 2023-35.** Seconded by Johns and passed.

**Jones, Finance Committee Chair, introduced Resolution No. 2023-36. Denying Claim for damages by Sandy Peterson**

Executive Summary

A claim has been made against Jefferson County for damages. The claim has been reviewed by the County's insurance carrier, WMMIC, and was recommended for disallowance based on the finding that the County has no liability for this claim and is not legally responsible for the alleged damages. This resolution formally denies the claim filed against Jefferson County and directs the Corporation Counsel to give the claimant notice of disallowance. The Finance Committee considered this resolution on October 04, 2023, and recommended forwarding to the County Board to deny the claim for damages by Sandy Peterson.

WHEREAS, the Executive Summary is incorporated into this resolution, and

WHEREAS, the following claim was filed against Jefferson County as follows:

<u>Claimant</u>	<u>Date of Claim</u>	<u>Loss</u>	<u>Filed</u>	<u>Description</u>	<u>Alleged Damages</u>
Sandy Peterson	8/21/2023		9/06/2023	Sandy Peterson alleges damage to the windshield of her car when it was allegedly struck by a piece of tar/blacktop that fell off a Jefferson County Highway Department truck traveling on I 94 between Sullivan and Johnson Creek.	\$421.99

WHEREAS, said damages are alleged to be the result of negligence of Jefferson County, its agents, officials, officers or employees, and

WHEREAS, Jefferson County's insurance carrier, Wisconsin Municipal Mutual Insurance Company, recommends disallowance of the claim on the basis that the County is not legally responsible for the alleged damages.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors hereby disallows said claim and directs the Corporation Counsel to give the claimant notice of disallowance.

*Fiscal Note: This matter has been referred to Wisconsin Municipal Mutual Insurance Company (WMMIC) and will be resolved in accordance with the terms of the County's policy.*

**Jones moved for the adoption of Resolution No. 2023-36.** Seconded by Jaeckel and passed.

**Braughler, Human Resources Committee Chair, introduced Ordinance No. 2023-12. Repealing and Recreating Personnel Ordinance HR0690, Vacation with Pay**

The purpose of repealing and recreating the Vacation with Pay ordinance is to promote employee well-being, work/life balance, and enhance recruitment and retention efforts within Jefferson County. This updated ordinance allows employees to earn more vacation with fewer years of service and incorporates suggestions and input from an employee workgroup. The Human Resources Department recognizes the need for further discussion and review regarding vacation carryover allowance and the associated financial impacts.

NOW, THEREFORE, BE IT ORDAINED by the Jefferson County Board of Supervisors

that section HR0690 of the Personnel Ordinance, Vacation with Pay, is hereby repealed and recreated Full Ordinance is available on the Jefferson County Website or from the County Clerk's office.

**Braughler moved for the adoption of Ordinance No. 2023-12.** Seconded by Turville-Heitz and passed.

**Foelker, Land and Water Conservation Committee Chair, introduced Resolution No. 2023-37. Authorizing the Application and Implementation of a Wisconsin Department of Natural Resources Clean Boats, Clean Waters Grant**

Executive Summary

The Wisconsin Department of Natural Resources has a grant program called Clean Boats, Clean Waters which funds staff to provide education to boaters regarding aquatic invasive species laws. In partnership with the Town and City of Lake Mills, the Jefferson County Land and Water Conservation Department will implement this grant program on Rock Lake in 2024. The Town and City of Lake Mills will provide matching funds for the program. The Land and Water Conservation Committee considered this resolution at its meeting on September 20, 2023, and recommended forwarding to the County Board for approval.

WHEREAS, the Executive Summary is incorporated into this resolution, and

WHEREAS, the Land and Water Conservation Department is interested in obtaining a cost-share grant from the Wisconsin Department of Natural Resources to fund a Clean Boats, Clean Waters program on Rock Lake boat launches, and

WHEREAS, the Land and Water Conservation Department attests to the validity and veracity of the statements and representations contained in the grant application, and

WHEREAS, a grant agreement is requested by the Wisconsin Department of Natural Resources to carry out the project.

NOW, THEREFORE, BE IT RESOLVED, by the Jefferson County Board of Supervisors that the Land and Water Conservation Department will meet the financial obligations necessary to fully and satisfactorily complete the project and hereby authorizes and empowers the Land and Water Conservation Department Director to do the following:

1. Sign and submit a grant application and supporting documents to the Wisconsin Department of Natural Resources for financial assistance that may be available
2. Enter into a grant agreement with the Wisconsin Department of Natural Resources

3. Submit quarterly and/or final reports to the Wisconsin Department of Natural Resources to satisfy the grant agreement, as appropriate
4. Submit reimbursement request(s) to the Wisconsin Department of Natural Resources no later than the date specified in the grant agreement

BE IT FURTHER RESOLVED that the Land and Water Conservation Department will comply with all local, state and federal rules, regulations and ordinances relating to this project and the cost-share agreement.

*Fiscal Note: The total grant request is \$5,550 and the total Town and City of Lake Mills contribution is \$1,700 which will cover summer staff costs and supplies. The Land and Water Conservation Department budget will cover printing expenses. The grant amount, municipal amount, and corresponding expenses are included in the 2024 budget. No budget adjustment is necessary.*

**Foelker moved for the adoption of Resolution No. 2023-37.** Seconded by Christensen and passed.

**Foelker, Land and Water Conservation Committee Chair, introduced Resolution No. 2023-38. Authorizing the Application and Implementation of a Wisconsin Department of Natural Resources Lake Monitoring and Protection Network Grant**

Executive Summary

The Wisconsin Department of Natural Resources provides annual support to counties for lake monitoring and aquatic invasive species prevention and management activities referenced as the Lake Monitoring and Protection Network grant. The amount allocated in 2024 for Jefferson County is \$13,003.36 and a grant application is required to be submitted to obtain the funds. This resolution authorizes the Jefferson County Land and Water Conservation Department to submit a grant application and supporting documents to the Wisconsin Department of Natural Resources for financial assistance and comply with all requirements under the grant program. The Land and Water Conservation Committee considered this resolution at its meeting on September 20, 2023, and recommended forwarding to the County Board for approval.

WHEREAS, the Executive Summary is incorporated into this resolution, and

WHEREAS, the Land and Water Conservation Department is interested in obtaining a cost-share grant from the Wisconsin Department of Natural Resources for the purpose of lake monitoring and aquatic invasive species prevention and management activities, and

WHEREAS, the Land and Water Conservation Department attests to the validity and veracity of the statements and representations contained in the grant application, and

WHEREAS, a grant agreement is requested by the Wisconsin Department of Natural Resources to carry out the project.

NOW, THEREFORE, BE IT RESOLVED, by the Jefferson County Board of Supervisors that the Land and Water Conservation Department will meet the financial obligations necessary to fully and satisfactorily complete the project and hereby authorizes and empowers the Land and Water Conservation Department Director to do the following:

1. Sign and submit a grant application and supporting documents to the Wisconsin Department of Natural Resources for financial assistance that may be available
1. Enter into a grant agreement with the Wisconsin Department of Natural Resources
2. Submit quarterly and/or final reports to the Wisconsin Department of Natural Resources to satisfy the grant agreement, as appropriate



3. Submit reimbursement request(s) to the Wisconsin Department of Natural Resources no later than the date specified in the grant agreement

BE IT FURTHER RESOLVED that the Land and Water Conservation Department will comply with all local, state and federal rules, regulations and ordinances relating to this project and the cost-share agreement.

*Fiscal Note: The total 2024 grant award will be \$13,003.36 which will cover the cost of staff time spent implementing the grant deliverables. This grant amount and corresponding expenses are included in the 2024 budget. No budget adjustment is necessary.*

**Foelker moved for the adoption of Resolution No. 2023-38.** Seconded by Kannard and passed.

**Foelker, Land and Water Conservation Committee Chair, introduced Resolution No. 2023-39. Authorizing the Application and Implementation of a Wisconsin Department of Natural Resources Healthy Lakes and Rivers Grant**

Executive Summary

The Wisconsin Department of Natural Resources has a grant program called Healthy Lakes and Rivers which assists landowners with conservation practice implementation costs related to the installation of native plant shoreland gardens and rain gardens. These practices protect the quality of the lakes and rivers. The Jefferson County Land and Water Conservation Department applies for the Wisconsin Department of Natural Resources funds on behalf of property owners who want to implement these conservation practices. The Land and Water Conservation Committee considered this resolution at its September 20, 2023, meeting and recommended forwarding to the County Board for approval.

WHEREAS, the Executive Summary is incorporated in this resolution, and

WHEREAS, the Jefferson County Land and Water Conservation Department is interested in obtaining a cost-share grant from the Wisconsin Department of Natural Resources for the purpose of implementing conservation practices within 1,000 feet of Jefferson County lakes and 300 feet of Jefferson County rivers, and

WHEREAS, the Jefferson County Land and Water Conservation Department attests to the validity and veracity of the statements and representations contained in the grant application, and

WHEREAS, a grant agreement is requested by the Wisconsin Department of Natural Resources to carry out the project.

NOW, THEREFORE, BE IT RESOLVED, by the Jefferson County Board of Supervisors that the Jefferson County Land and Water Conservation Department will meet the financial obligations necessary to fully and satisfactorily complete the project and hereby authorizes and empowers the Land and Water Conservation Department Director to do the following:

1. Sign and submit a grant application and supporting documents to the Wisconsin Department of Natural Resources for financial assistance that may be available
2. Enter into a grant agreement with the Wisconsin Department of Natural Resources
3. Submit quarterly and/or final reports to the Wisconsin Department of Natural Resources to satisfy the grant agreement as appropriate
4. Submit reimbursement requests to the Wisconsin Department of Natural Resources no later than the date specified in the grant agreement.

BE IT FURTHER RESOLVED that the Land and Water Conservation Department will comply with all local, state and federal rules, regulations and ordinances relating to this project and the cost-share agreement.

*Fiscal Note: The total grant request is \$6,600 of which \$6,000 will partially cover the costs of implementing the practices, with the landowners covering the remaining implementation costs. The remaining \$600 of the grant will offset the cost of existing Land and Water Conservation Department staff who will provide technical assistance for the projects. This grant amount and corresponding expenses are included in the 2024 budget. No budget adjustment is necessary.*

**Foelker moved for the adoption of Resolution No. 2023-39.** Seconded by Turville-Heitz and passed.

**Christensen, Parks Committee Chair, introduced Resolution No. 2023-40. Accepting bid for the Replacement of a Culvert on Interurban Trail Phase III**

#### Executive Summary

The Jefferson County Parks Department is continuing construction of a multi-use recreation trail on utility right-of-way owned by We Energies. The proposed trail is 10.96 miles and is located on the former interurban rail line between the City of Watertown and the City of Oconomowoc. The path cross-section will consist of a 10-foot-wide asphalt surface with 2-foot-wide aggregate shoulders. The project includes 10 miles of trail within Jefferson County, and 1 mile of trail in Waukesha County. The City of Watertown and the City of Oconomowoc are the project boundaries. The trail will act as an extension of the Lake Country Trail and connect to the City of Pewaukee.

This project has completed 2 of 3 phases of construction consisting of 7 miles of trail. The design, engineering, and permitting on phase 3 of this project is over 60% complete. Multiple Federal and State grants have been awarded for the project totaling \$1,735,665.00 allocated to the final phase. Jefferson County has been working directly with the We Energies Engineering department to make sure any structures on the corridor in need of repair or replacement are completed prior to beginning the final phase of work on the trail. One concrete box culvert was identified as requiring replacement before the start of the next phase of the project. This culvert is located east of the river crossing between County Highway F and Rockvale Road. Design and permitting was completed and bids were solicited with 4 vendors responding. The Parks Committee reviewed the submitted bids at its meeting on October 5<sup>th</sup>, 2023, and recommended forwarding this resolution to the Jefferson County Board of Supervisors to accept the bid of The Wanasek Corp. as the lowest responsible bidder to complete this project.

WHEREAS, the Executive Summary is incorporated into this resolution, and

WHEREAS, Jefferson County has completed phases 1 and 2 of the Interurban Trail project with the final phase 3 of the project moving through the design, engineering, and permitting process, with estimated project completion in 2026, and

WHEREAS, the final phase of the project requires the replacement of a culvert prior to the installation of a recreation bridge on the trail in 2024, and

WHEREAS, Jefferson County worked with its consulting firm KL Engineering to review multiple culvert replacement options that complied with the trail design requirements, were cost effective, and complied with the hydraulic requirements of local zoning ordinances, and

WHEREAS, bids were solicited and received for the replacement of a concrete box culvert with an equivalent corrugated steel culvert and wingwalls, and

WHEREAS, the following bids were received:

<b>Company</b>	<b>Bid Amount</b>
Janke General Contractors Inc	\$ 114,380.00
Musson Bros, Inc	\$ 56,863.16
<b>The Wanasek Corp</b>	<b>\$ 49,900.00</b>
Wondra Construction, Inc	\$ 67,681.00

NOW, THEREFORE, BE IT RESOLVED that The Wanasek Corp is selected as the lowest responsible bidder to remove and replace a concrete box culvert with an equivalent corrugated steel culvert and wingwalls and the County Administrator is authorized to enter into a contract with The Wanasek Corp at a cost not to exceed \$49,900.00.

BE IT FURTHER RESOLVED that funds for phase 3 of the Interurban Trail Project have been reserved in the Other Contingency budget line, and that the County Board of Supervisors hereby authorizes the transfer of \$49,900 plus \$5,000 for project contingency from Other Contingency to the Parks Department, and

BE IT FURTHER RESOLVED that the county administrator is authorized to approve any change orders within 10% of the bid cost using project contingency funds.

*Fiscal Note: On March 14, 2023 the County Board of Supervisors authorized \$513,182 in carryover funding for Interurban Trail Phase 3 seed funds. This amount currently resides in the Other Contingency budget line item. This resolution authorizes the Finance Director to move \$54,900 from Other Contingency to the Parks Department for culvert replacement. This is a budget adjustment. County Board approval requires a 2/3 vote (20 of the 30 affirmative votes for passage).*

**Christensen moved for the adoption of Resolution No. 2023-40.** Seconded by Gulig and passed. Ayes 29 (Jones, Richardson, Preuss, Zarling, Braughler, Herbst, Morris, Wineke, Degner, Johns, Smith, Martin, Lund, Nass, Turville-Heitz, Kutz, White, Drayna, Backlund, Kannard, Poulson, Jaeckel, Lindl, Foelker, Fitzgerald, Callan, Gulig, Roberts, Christensen), Noes 1 (Goose), Abstain 0, Absent 0, Vacant 0.

**Jaeckel, Planning and Zoning Committee Chair, introduced the following report:**

REPORT TO THE HONORABLE MEMBERS OF THE JEFFERSON COUNTY BOARD OF SUPERVISORS by the Jefferson County Planning and Zoning Committee recommending approval of petitions to amend the official zoning map of Jefferson County.

**Jaeckel, Planning and Zoning Committee Chair, introduced Ordinance No. 2023-13.**

#### **Amending Official Zoning Map**

WHEREAS, the Jefferson County Board of Supervisors has heretofore been petitioned to amend the official zoning map of Jefferson County, and

WHEREAS, Petitions R4490A-23, R4491A-23, R4493A-23, and R4494A-23 were September 21, 2023, and

WHEREAS, the proposed amendments have been given due consideration by the Board of Supervisors in open session,

NOW, THEREFORE, BE IT ORDAINED that the Jefferson County Board of Supervisors does amend the official zoning map of Jefferson County as follows.

#### **FROM A-T, AGRICULTURAL TRANSITION TO R-2, RESIDENTIAL**

Rezone 0.262 ac of PIN 016-0513-2443-000 (26.672 ac) at **W7476 Koshkonong Mounds Rd** owned by Robert and Margaret Schaefer to add it to an adjoining R-2 lot at **N996 Vinnie Ha Ha Rd** owned by Dan & Diane Garr, PIN 016-0513-2434-022 (0.196 ac.) The properties are in the Town of Koshkonong. This is in accordance with Sec 11.04(f)2 of the Jefferson County Zoning Ordinance. Rezoning is conditioned upon approval and recording of a final certified survey map for the newly expanded lot, including extraterritorial plat review if necessary. R4490A-23 – Dan & Diane Garr/Robert & Margaret Schaefer Property

#### **FROM A-1, EXCLUSIVE AGRICULTURAL TO A-3, AGRICULTURAL/RURAL RESIDENTIAL**

Rezone 4.53 ac from PINs 012-0816-1432-000 (68.75 ac), 012-0816-1514-000 (39.63 ac) & 012-0816-1514-001 (0.375 ac) to create a lot around the existing home at **N8744 River Valley Rd** in the Town of Ixonia. This is in accordance with Sec 11.04(f)8 of the Jefferson County Zoning Ordinance. Rezoning is conditioned upon approval and recording of a final certified survey map for the lot. R4491A-23 – Kevin & Christine Griswold

Rezone to create a 4.56-ac lot around the home and building at **N8497 County Road D** from part of PIN 032-0815-2321-000 (40 ac), Town of Watertown. This is in accordance with Sec 11.04(f)8 of the Jefferson County Zoning Ordinance. Rezoning is conditioned upon approval and recording of a final certified survey map for the lot, including extraterritorial plat review if necessary. R4493A-23 – Kelvin & Vonnie Buske

Rezone to create a 1.26-ac building site from part of PIN 032-0815-3042-000 (38 ac) on **County Road Y** in the Town of Watertown. This is in accordance with Sec 11.04(f)8 of the Jefferson County Zoning Ordinance. The proposal utilizes the last available A-3 zone for the property; therefore rezoning is conditioned upon recording an affidavit acknowledging that fact. It is further conditioned upon road access approval, receipt by Zoning of a suitable soil test, and approval and recording of a final certified survey map for the lot, including extraterritorial plat review if necessary. R4494A-23 – David Kerschke

The above zoning amendments shall be null and void and have no effect one year from the date of County Board approval unless all applicable conditions have been completed.

*Fiscal Note: Passage of this ordinance has no immediate fiscal impact.*

**Jaeckel moved for the adoption of Ordinance No. 2023-13.** Seconded by Richardson and passed.

**Jaeckel, Planning and Zoning Committee Chair, introduced Ordinance No. 2023-14. CONSTRUCTION SITE EROSION AND SEDIMENT CONTROL ORDINANCE**

**Jaeckel moved for the adoption of Ordinance No. 2023-14.** Seconded by Poulson.

Following discussion, Kannard moved to send this Ordinance back to the Committee for further review. Seconded by Morris and passed. Ordinance sent back to Planning and Zoning Committee.

**Roberts left the meeting at 9:00 p.m.**

**Jaeckel, Planning and Zoning Committee Chair, introduced Ordinance No. 2023-15. POST-CONSTRUCTION STORMWATER MANAGEMENT ORDINANCE**

**Jaeckel moved for the adoption of Ordinance No. 2023-15.** Seconded by Christensen.

Following discussion, Backlund moved to send this Ordinance back to the Committee for further review. Seconded by Drayna and passed. Ordinance sent back to Planning and Zoning Committee.

**Appointments by County Administrator:**

By virtue of the authority vested in me under Sections 59.18(2)(b) of the Wisconsin Statutes, I respectfully request confirmation of the following appointments:

Russell Kutz to the Human Services board for a three-year term ending November 1, 2026.

Kirk Lund to the Human Services board for a three-year term ending November 1, 2026.

Art Biermeier to the Jefferson County Library Board for a three-year term ending December 31, 2026.

Art Biermeier to the Bridges Federated Library System Board for a three-year term ending December 31, 2026.

Greg Haasch to the Jefferson County Library Board for a three-year term ending December 31, 2026.

Joseph Naylor to the Veterans Service Commission for a three-year term ending December 14, 2026.

Jim Seidl to the Veterans Service Commission for a three-year term ending December 14, 2026.

**Braugher moved to confirm the above appointments.** Seconded by Backlund and passed.

**Public Comment: (General)**

Supervisor Martin provided an update on the avian influenza and requested that the County take preliminary actions to help prevent future outbreaks in Jefferson County.

**Announcements:**

Supervisor Johns provided information on the upcoming recycling event for electronics and appliances held at the Fair Park on October 21, 2023, from 8-11 a.m. Fees may apply for TVs and some appliances.

Supervisor Christensen thanked Supervisor Turville-Heitz for the Lake Ripley Report.

Supplemental information presented at the October 10, 2023, Jefferson County Board meeting will be available at the County Clerk's office upon request during regular Courthouse hours or on the County's website at [www.jeffersoncountywisc.gov](http://www.jeffersoncountywisc.gov).

**There being no further business, Turville-Heitz moved that the Board adjourn.** Seconded by Gulig and passed at 9:19 p.m.

## JEFFERSON COUNTY BOARD MINUTES

**TUESDAY, October 24, 2023, 7:00 P.M.**

Chair Steven Nass presiding.

County Clerk Audrey McGraw called the roll, all members being present in person except Supervisors Richardson and White, who were present via Zoom.

Supervisors Foelker and Roberts were absent.

District 1 .....	Richard C. Jones	District 2 .....	Cassie B. Richardson
District 3 .....	Robert Preuss	District 4 .....	Karl Zarling
District 5 .....	James B. Braughler	District 6 .....	Dan Herbst
District 7 .....	Dwayne C. Morris	District 8 .....	Michael Wineke
District 9 .....	Bruce Degner	District 10 .....	Mark Groose
District 11 .....	Jeff Johns	District 12 .....	Jeff Smith
District 13 .....	Anita Martin	District 14 .....	Kirk Lund
District 15 .....	Steven J. Nass	District 16 .....	Meg Turville-Heitz
District 17 .....	Russell Kutz	District 18 .....	Brandon White
District 19 .....	Dave Drayna	District 20 .....	Curtis Backlund
District 21 .....	John C. Kannard	District 22 .....	Blane Poulson
District 23 .....	George Jaeckel	District 24 .....	Roger Lindl
District 25 .....	Matthew Foelker	District 26 .....	Joan Fitzgerald
District 27 .....	Joan Callan	District 28 .....	Anthony Gulig
District 29 .....	Mary K. Roberts	District 30 .....	Walt Christensen

Lund led the Pledge of Allegiance. A moment of silence was observed.

Wehmeier certified compliance with the Open Meetings Law.

Approval of the Agenda. Backlund moved to accept the agenda as drafted. Seconded by Poulson and passed.

**Communications: None**

**Public Comment: None**

**Reports:**

1. Net New Construction 2023 given by Wehmeier.
2. 2023 County Apportionment given by Wehmeier.

**Public Hearing on the 2024 Recommended Budget:**

**Jones moved to open the public meeting at 7:03 p.m.** Seconded by Jaeckel and passed.

**The floor was opened for public comment on the 2024 Recommended Budget.** Short discussion followed.

**Jones moved to close the public meeting at 7:07 p.m.** Seconded by Poulson and passed.

**Special Order of Business:**

Questions and Answers on the 2024 Budget.

Presentation of the Final Strategic Plan given by Sheryl Trent from SBrand Solutions..

## Resolutions and Ordinances:

### **Wineke, Executive Committee Chair, introduced Resolution No. 2023-41. Adopting the 2023-2033 Strategic Plan**

#### Executive Summary

In 2023, Jefferson County embarked on a strategic planning process. A strategic plan is a working, living document that reflects the policy direction from the elected body, sets the vision for the organization, and drives and informs an Implementation Plan which the staff will create to ensure progress and measurable results. The strategic plan will be updated and reported on regularly to the County Board. Jefferson County's Comprehensive Plan and other existing planning documents served as the foundation for the strategic plan process, with the specific intent being the development of priorities for implementation. There was a robust engagement process with the public, consideration of previous public inputs and multiple meetings of the Board of Supervisors and key staff to create this final document for adoption.

The strategic plan process was designed to assess current efforts and status, build upon successes and partnerships, continue momentum in positive growth and services, and identify a path to further accomplishments. The vision and mission created by the County Board of Supervisors will provide policy level alignment, and when combined with the priorities and strategic goals, will give clear direction from the County Board of Supervisors to staff for budgeting, planning, and allocation of resources.

The strategic planning process was overseen and sponsored by the Executive Committee. The County Board held a public board retreat on July 31st and Aug 1st, 2023 followed by public workshop meetings on August 8th and September 12th, 2023. This resolution adopts the enclosed strategic plan based on the feedback and guidance from these meetings.

WHEREAS, the Executive Summary is incorporated into this resolution, and

WHEREAS, the Strategic Plan adopts the following Vision Statement – **“We are a place to spend a lifetime; a welcoming community with a thriving economy, cherished roots, and an innovative mindset,”** and

WHEREAS, the Strategic Plan adopts the following Mission Statement **“Our Mission is to enhance the quality of life by providing exceptional services and programs to our community,”** and

WHEREAS, the Strategic Plan adopts the following tag line **“Explore. Thrive. Belong,”** and

WHEREAS, the following areas have been determined to be the initial County's Strategic Priorities as set forth in the Strategic Plan:

- 1) Diverse Housing Opportunities
- 2) Highly Regarded Quality of Life
- 3) Intentional Economic Growth
- 4) Transformative Government

NOW, THEREFORE, BE IT RESOLVED that the 2023-2033 Strategic Plan is hereby adopted in its entirety and the County Administrator is directed to finalize an Implementation Plan with staff, facilitate alignment with the priority-based budgeting system and develop a process for reporting progress to the County Board of Supervisors and public, and

BE IT FURTHER RESOLVED the Executive Committee will continue to provide oversight of the Strategic Plan, which shall include referring any future amendments that may be necessary, for various

reasons, including but not limited to, accomplishment of objectives, emerging trends, and/or change in priorities, to the County Board of Supervisors for consideration.

*Fiscal Note: This resolution does not have a direct fiscal impact. This plan will help prioritize and align future budgeting processes with the intent of executing the overall plan. Departments have aligned the FY 2024 Budget goals and outcomes based on the Mission, Vision, Guiding Principles, Priorities and Objectives of the plan. Future budgets will be based on this plan with further refinement based on the priority-based budgeting process.*

**Wineke moved for the adoption of Resolution No. 2023-41.** Seconded by Poulson. Discussion followed.

Christensen moved to amend the Strategic Plan definition of the word “Rural” as follows:

An area of the County, outside of city limits, that is predominately land of open space, woodlands and agricultural use, with very light residential and non-agricultural related bustiness. In such a rural area the population would prefer to forego city traits such as congestion, noise, vehicle traffic and conveniences such as large retail businesses, wide/fast roads and amenities of development. These residents would not harbor fears of crime or neighbor conflicts but rather enjoy wildlife encounters, quiet days and dark nights. Seconded by Poulson, discussion followed and passed.

Christensen moved to amend this Resolution by adding the following paragraph:

BE IT FURTHER RESOLVED that protection of rural areas be of equal or greater priority than rural development in the Strategic Plan, and. Seconded by Gulig, discussion followed.

Gulig moved to remove the words “or greater” from the above motion. Martin seconded, discussion followed and passed.

Vote on the Amended motion to amend this Resolution. Voice vote was taken and not being clear, roll call vote was taken and motion did not pass. Ayes 10 (Richardson, Smith, Martin, Lund, Nass, Turville-Heitz, Backlund, Callan, Gulig, Christensen), Noes 17 (Jones, Preuss, Zarling, Braughler, Herbst, Morris, Wineke, Degner, Goose, Kutz, White, Drayna, Kannard, Poulson, Jaeckel, Lindl, Fitzgerald), Abstain 1 (Johns), Absent 2 (Foelker, Roberts), Vacant 0.

Vote on Passage of Resolution as drafted. Roll call vote requested by Supervisor Gulig and passed.

Ayes 25 (Jones, Richardson, Preuss, Zarling, Braughler, Herbst, Morris, Wineke, Degner, Goose, Johns, Smith, Lund, Nass, Turville-Heitz, Kutz, White, Drayna, Backlund, Kannard, Poulson, Jaeckel, Lindl, Fitzgerald, Callan), Noes 3 (Martin, Gulig, Christensen), Abstain 0, Absent 2 (Foelker, Roberts), Vacant 0.

**Fitzgerald, Broadband Working Group Chair, introduced Resolution No. 2023-42. Authorizing expansion of a public-private partnership with Hilbert Communications/Bug Tussel by Applying for Capital Projects Fund Broadband Infrastructure Grant Program and Extending Conduit Debt Financing**

#### Executive Summary

Broadband has often been referred to as the infrastructure of the future, impacting business investment, education access, residential attraction, and quality of life. The importance of broadband was reinforced through Jefferson County’s update of its Comprehensive Plan which was approved in 2021, where broadband was a demonstrated need brought forward by our communities and other stakeholders. This was reinforced during the development of Jefferson County’s Strategic Plan, as continued efforts for broadband expansion to underserved and unserved parts of the County was highlighted as a key initiative for the County that impacts everyone, including rural and urban residents and business and agri-business by providing access to education and lifelong learning.



There are several broadband projects within Jefferson County currently under construction. This includes expansion of services by TDS in several communities, installation of fiber by Charter/Spectrum throughout various locations in the county via Rural Digital Opportunity Funds (RDOF), installation of fiber in the greater Fort Atkinson area by Edge Broadband with a Public Service Commission grant and county matching funds, and installation of a county wide project by Bug Tussel through a conduit debt instrument, along with other miscellaneous entities with various projects throughout the County.

The Wisconsin Public Service Commission (PSC) announced the Capital Projects Fund Broadband Infrastructure Grant Program, which provides up to \$42 million in federal grant dollars available on a statewide basis. Applications are due November 7, 2023. In developing parameters for the grant, the PSC developed several criteria to determine what locations are eligible for funding, including but not limited to 100 Mbps download and upload speeds, existing enforceable funding commitment including RDOF and PSC grant areas, and factors of the Social Vulnerability Index.

Bug Tussel was the only internet service provider (ISP) that approached the county with two identified locations that expanded on their current project and met the grant criteria that would be competitive for the grants. The first project area is in the Town of Milford. It has a total estimated cost of \$1.7 million and would impact 152 serviceable locations. This would build upon a middle mile project to be installed in 2024 and would seek \$800,000 in grant funds. It is north of I-94 and west of the Rock River. The second location area is in the Town of Cold Spring and Palmyra. It has a total estimated cost of \$1.25 million and would impact 136 serviceable locations. This area is north of the county line and west of the Village of Palmyra and northeast of UW-Whitewater. This would build upon a middle mile installation installed in 2023 and would seek \$500,000 in PSC grant funding. The remainder of funds needed for each project would be provided by Bug Tussel and Jefferson County through conduit debt financing.

At its meeting on October 20, 2023, the Broadband Working Group considered the projects as presented by Bug Tussel and discussed financing options for potential match towards these projects. The Broadband Working Group recommended moving forward with working with Bug Tussel and expanding utilization of the conduit debt financing model to cover the match if awarded, allowing ARPA funds to be reallocated as needed for other projects in the County. The Finance Committee previously conceptually reviewed the utilization of conduit debt financing to fund broadband projects and using overall ARPA funds for other needs of the county, which was also provided as part of the budget message.

This resolution authorizes the County Administrator to expand the public-private partnership with Hilbert Communications/Bug Tussel by applying for the Capital Projects Fund Broadband Infrastructure Grant Program for the projects presented and extend conduit debt financing for these projects. The Broadband Working Group considered this resolution at its meeting on October 20, 2023, and recommended forwarding it to the County Board for approval.

WHEREAS, the Executive Summary is incorporated into this resolution, and

WHEREAS, the need for broadband has been a key action step in the Jefferson County Strategic Plan and the Jefferson County Comprehensive Plan, and

WHEREAS, Jefferson County has continued to work on efforts through development of partnerships and grant applications to provide reliable and sufficient broadband to its residents, stakeholders and others to enhance quality of life, education, access to healthcare and economic development, and

WHEREAS, the County feels a significant public interest exists to work with Bug Tussel and Hilbert Communications to extend a financial model that accelerates opportunities to expand broadband,

specifically fiber in Jefferson County to areas not covered by current projects or committed funding via other grants.

NOW THEREFORE IT BE RESOLVED, that the Jefferson County Administrator is authorized to continue efforts to coordinate with Bug Tussel for grant applications and to develop a final plan and budget for broadband financing options for projects located in the Towns of Milford, Cold Spring and Palmyra with an anticipated completion date of the end of 2024.

BE IT FURTHER RESOVLED, the County Administrator is authorized to engage with bond counsel and financial advisors to assist in the preparation of appropriate documents for consideration if subject grants are awarded.

*Fiscal Note: Passage of this resolution will have no fiscal impact at this time. If Jefferson County is awarded a grant, the Board of Supervisors will be required to approve additional resolutions to meet necessary statutory requirements for financing model, authorize a new agreement with Provider, and amend the budget accordingly will be brought to the Board of Supervisors for approval.*

**Fitzgerald moved for the adoption of Resolution No. 2023-42. Seconded by Johns and passed.**

**Jones, Finance Committee Chair, introduced Resolution No. 2023-43. Accepting \$1,009.90 from the Greater Watertown Community Health Foundation for a universal hub for Ages and Stages Questionnaire Screening results**

#### Executive Summary

In partnership with the Greater Watertown Community Health Foundation and other community agencies, the Foundation has invested in a universal hub from Brooks Publishing Co. that will house Ages and Stages Questionnaire results. Through grant funding from the Greater Watertown Community Health Foundation in the amount of \$1,009.90, the service fee, subscription, and registration charge associated with this program will be reimbursed. With this universal hub and its ability to universally house data from the Ages and Stages Questionnaires, the Jefferson County Health Department can better understand the strengths of children in our communities and identify areas where they need additional support in order to assess and plan for future interventions and achieve a greater collective impact. The goals include increasing the number of developmental screens completed for children in Dodge and Jefferson Counties and increasing the percentage of children who are developmentally on track and ready to attend kindergarten. The Finance Committee considered this resolution at its meeting on October 4, 2023, and the Board of Health considered it at its meeting on October 18, 2023. Both recommended forwarding to the County Board for approval.

WHEREAS, the above Executive Summary is incorporated into this resolution; and

WHEREAS, funding is available to the Jefferson County Health Department from the Greater Watertown Community Health Foundation; and

WHEREAS, the Ages and Stages Questionnaires have been used for more than twenty years to help parents identify their children's strengths and identify areas where children may need additional support; and

WHEREAS, this universal hub will achieve a greater collective impact for partners across both Dodge and Jefferson Counties who work with families at varying levels.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors hereby accepts grant funding from the Greater Watertown Community Health Foundation in the amount of \$1,009.90 to

reimburse for the service fee, subscription, and registration charge to be applied toward the universal hub from Brooks Publishing Co. that will house Ages and Stages Questionnaire results.

*Fiscal Note: Please see the accompanying Budget Adjustment or Amendment Request form for the specific accounts affected by this resolution. This is a budget amendment. This resolution requires a two-thirds affirmative vote of all board members (20 of 30) for passage.*

**Jones moved for the adoption of Resolution No. 2023-43.** Seconded by Turville-Heitz and passed. Ayes 28 (Jones, Richardson, Preuss, Zarling, Braugher, Herbst, Morris, Wineke, Degner, Groose, Johns, Smith, Martin, Lund, Nass, Turville-Heitz, Kutz, White, Drayna, Backlund, Kannard, Poulson, Jaeckel, Lindl, Fitzgerald, Callan, Gulig, Christensen), Noes 0, Abstain 0, Absent 2 (Foelker, Roberts), Vacant 0.

**Jones, Finance Committee Chair, introduced Resolution No. 2023-44. Accepting a \$500 Randy Schopen Donation for a Jefferson County Community Baby Shower.**

#### Executive Summary

The Randy Schopen Foundation, JCF was formed to continue the work that Randy did throughout his life helping others, supporting communities, and giving people a chance. The Foundation's Mission is to continue that legacy by helping others in his hometown of Jefferson, Wisconsin. The Randy Schopen Foundation, JCF awarded the Jefferson County Health Department a \$500.00 grant for the Jefferson County Community Baby Shower which most recently took place on October 20th, 2023. This grant will fund the meals provided for those in attendance. The Community Baby Shower will not only celebrate the families who are expecting but also connect them with valuable resources which will be critical over the next few months of their lives. This event is also an opportunity for a population that generally feels isolated to feel socially connected and help forge valuable relationships with others. The first Community Baby Shower was held on May 12<sup>th</sup>, 2023, and served residents of Jefferson County and Dodge County. The October 20, 2023 Community Baby Shower served solely residents of Jefferson County. This resolution authorizes the acceptance of grant funding from the Randy Schopen Foundation, JCF in the amount of \$500.00 to fund the meals provided at the Jefferson County Community Baby Shower on October 20, 2023. The Finance Committee considered this resolution at its meeting on October 4, 2023, and the Board of Health considered this resolution at its meeting on October 18, 2023. Both recommended forwarding to the County Board of Supervisors for acceptance of \$500 in grant funds.

WHEREAS, the above Executive Summary is incorporated into this resolution, and

WHEREAS, this funding is available to the Jefferson County Health Department from the Randy Schopen Foundation, JCF to fund meals for the Jefferson County Community Baby Shower, and

WHEREAS, this event served fifteen mothers and their support people, and

WHEREAS, this event continues to provide opportunities for the Health Department to maintain and enhance relationships with community partners and agencies.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors hereby accepts grant funding from the Randy Schopen Foundation, JCF in the amount of \$500.00 to fund the meals provided at the Jefferson County Community Baby Shower on October 20, 2023.

*Fiscal Note: Please see the accompanying Budget Adjustment or Amendment Request form for the specific accounts affected by this resolution. This is a budget amendment. This resolution requires a two-thirds affirmative vote of all board members (20 of 30) for passage.*

**Jones moved for the adoption of Resolution No. 2023-44.** Seconded by Jaeckel and passed. Ayes 28 (Jones, Richardson, Preuss, Zarling, Braugher, Herbst, Morris, Wineke, Degner, Groose, Johns, Smith, Martin,

Lund, Nass, Turville-Heitz, Kutz, White, Drayna, Backlund, Kannard, Poulson, Jaeckel, Lindl, Fitzgerald, Callan, Gulig, Christensen), Noes 0, Abstain 0, Absent 2 (Foelker, Roberts), Vacant 0.

**Jones, Finance Committee Chair, introduced Resolution No. 2023-45. Authorizing Jefferson County to enter into a General Obligation Promissory Note Agreement with Premier Bank in the amount of \$370,000**

Executive Summary

Jefferson County purchased its current telephone system in 2003. The telephone system and technical support are currently provided by Cisco Systems. Recently, Cisco Systems informed the County that its current phones will not be supported in the next system upgrade which will take place in 2025. The telephone system and technical support are critical to ensure that Jefferson County is able to continue operations and serve the public.

On July 11, 2023, the Jefferson County Board of Supervisors approved a resolution authorizing the County to purchase a phone system from Mitel under a capital lease agreement. At that time, the Finance Committee advised the County Administrator and Finance Director to investigate a means by which to satisfy this obligation in full in the 2024 budget. The full amount of the obligation on January 1, 2024, was expected to be approximately \$370,000. During the budget process it became clear the 2024 County operating budget could not support the full satisfaction of this obligation. As an alternative to early payment, the County is seeking to issue a general obligation promissory note with Premier Bank in the amount of \$370,000. The restructuring of this debt will allow the County to shift this obligation from general operating levy to debt levy and also produce savings of \$24,485.32 over the current lease agreement.

The Finance Committee considered this resolution at its October 4, 2023, meeting and by a vote of 5-0 recommended forwarding to the County Board of Supervisors to enter into a general obligation promissory note in the amount of \$370,000 with Premier Bank.

WHEREAS, the Executive Summary is incorporated into this resolution, and

WHEREAS, Jefferson County, Wisconsin ("County") is presently in need of funds aggregating \$370,000 for public purposes of refinancing a capital lease for its new phone system; and

WHEREAS, the County Board of Supervisors deems it necessary and in the best interests of the County that, pursuant to the provisions of Section 67.12(12), Wisconsin Statutes, the sum of Three Hundred Seventy Thousand Dollars (\$370,000) be borrowed for such purposes upon the terms and conditions hereinafter set forth.

NOW, THEREFORE, BE IT RESOLVED, that for the purpose(s) hereinabove set forth, Jefferson County, by its Chairperson of the County Board and Clerk, pursuant to Section 67.12(12), Wisconsin Statutes, borrows from Premier Bank, ("Lender"), the sum of \$370,000, and, to evidence such indebtedness, said Chairperson of the County Board and County Clerk shall make, execute and deliver to the Lender for and on behalf of the County the promissory note of the County, in said principal amount with interest at the rate of six and one quarter percent (6.25%) per annum and payable as follows:

	<u>Principal</u>	<u>Interest</u>	<u>Total</u>	<u>Principal Balance</u>
4/1/2024	\$ 56,998.64	\$ 11,594.17	\$ 68,592.81	\$ 313,001.36
10/1/2024	58,784.72	9,808.09	68,592.81	254,216.64

4/1/2025	60,670.31	7,922.50	68,592.81	193,546.33
10/1/2025	62,527.92	6,064.89	68,592.81	131,018.41
4/1/2026	64,509.71	4,083.10	68,592.81	66,508.70
10/1/2026	<u>66,508.70</u>	<u>2,084.09</u>	<u>68,592.79</u>	
<b>Total</b>	<b>\$ 370,000.00</b>	<b>\$ 41,556.84</b>	<b>\$ 411,556.84</b>	

A copy of the promissory note shall be attached to this resolution.

BE IT FURTHER RESOLVED, that there be, and there hereby is, levied on all the taxable property of the County, a direct annual irrepealable tax sufficient in amount to pay the principal and interest on said note as the same becomes due and payable, said tax to be in the following minimum amounts:

<b>Amount of Tax (Principal and Interest) date)</b>	<b>To meet Note Payments Due On</b>	<b>Year of Levy (must be in years prior to due</b>
\$ 137,185.62	April 1 and October 1, 2024	2023
137,185.62	April 1 and October 1, 2025	2024
137,185.60	April 1 and October 1, 2026	2025

If at any time there shall be on hand insufficient funds from the aforesaid tax levy to meet principal and/or interest payments on said note when due, the requisite amount shall be paid from other funds of the County then available, which sums shall be replaced upon the collection of the taxes herein levied.

In the event that the County exercises its prepayment privilege, if any, then no such direct annual tax shall be included on the tax rolls for the prepayments made and the amount of direct annual tax hereinabove levied shall be reduced accordingly for the year or years with respect to which said note was prepaid.

In each of said levy years, the direct annual tax so levied shall be carried into the tax rolls each year and shall be collected in the same manner and at the same time as other taxes of the County for such years are collected; provided, that the amount of tax carried into the tax roll may be reduced in any year by the amount of any surplus in the debt service account for the note. So long as any part of the principal of, or interest on, said note remains unpaid, the proceeds of said tax shall be segregated in a special fund used solely for the payment of the principal of, and interest on, said note.

BE IT FURTHER RESOLVED, that there be and there hereby is established in the treasury of the County, if one has not already been established, a debt service fund, separate and distinct from every other fund, which shall be maintained in accordance with generally accepted accounting principles. Sinking funds established for obligations previously issued by the County may be considered as separate and distinct accounts within the debt service fund. Within the debt service fund, there be and there hereby is established a separate and distinct account designated as the "Debt Service Account for Promissory Note," which account shall be used solely for the purpose of paying principal of and interest on said note. There shall be deposited in said account any accrued interest paid on said note at the time it is delivered to the Lender, all money raised by taxation or appropriated pursuant hereto, and such other sums as may be necessary to pay principal and interest on said note when the same shall become due.

BE IT FURTHER RESOLVED, that the proceeds of said note shall be used solely for the purposes for which it is issued, but may be temporarily invested until needed in legal investments, provided that no such investment shall be in such a manner as would cause said note to be an "arbitrage bond" within the meaning of Section 148 of the Internal Revenue Code of 1986, as amended, or the Regulations of the

Commissioner of Internal Revenue thereunder; and an officer of the County, charged with the responsibility for issuing the note, shall certify by use of an arbitrage certificate, if required, that, on the basis of the facts, estimates and circumstances in existence on the date of the delivery of the note, it is not expected that the proceeds will be used in a manner that would cause said note to be an "arbitrage bond."

BE IT FURTHER RESOLVED, that the projects financed by the note and their ownership, management and use will not cause the note to be a "private activity bond" within the meaning of Section 141 of the Internal Revenue Code of 1986, as amended, and that the County shall comply with the provisions of the Code to the extent necessary to maintain the tax-exempt status of the interest on the note.

BE IT FURTHER RESOLVED, that the County Clerk shall keep records for the registration and for the transfer of the note. The person in whose name the note shall be registered shall be deemed and regarded as the absolute owner thereof for all purposes and payment of either principal or interest on the note shall be made only to the registered owner thereof. All such payments shall be valid and effectual to satisfy and discharge the liability upon such note to the extent of the sum or sums so paid. The note may be transferred by the registered owner thereof by presentation of the note at the office of the County Clerk, duly endorsed for the transfer or accompanied by an assignment duly executed by the registered owner or his legal representative duly authorized in writing. Upon such presentation, the note shall be transferred by appropriate entry in the registration records and a similar notation, including date of registration, name of new registered owner and signature of the County Clerk, shall be made on such note.

BE IT FURTHER RESOLVED, that the note is hereby designated as a "qualified tax-exempt obligation" for purposes of Section 265 of the Internal Revenue Code of 1986, as amended, relating to the ability of financial institutions to deduct from income, for federal income tax purposes, interest expense that is allocable to carrying and acquiring tax-exempt obligations.

BE IT FURTHER RESOLVED, that the County officials are hereby authorized and directed, so long as said note is outstanding, to deliver to the Lender any audit statement or other financial information the Lender may reasonably request and to discuss its affairs and finances with the Lender.

BE IT FURTHER RESOLVED, that said note shall be delivered to the Lender on or after the date of said note, upon receipt of the total principal amount of the loan evidenced thereby, plus accrued interest, if any, to date of delivery, provided that, if this is a refinancing, the refunding note shall be immediately exchanged for the note being refinanced.

*Fiscal Note: This general obligation promissory note refinances an Equipment Finance Agreement with Leasing Services, LLC for the purchase of a new county phone system from Mitel, Inc., that was approved by the County Board on July 11, 2023. The purpose of the refinance is twofold: 1). Restructuring as General Obligation Debt will allow the County to shift the debt service payments from the operating levy to the debt levy; and 2). Refinancing from a 5-year, 8 percent note to a 3-year, 6.25% note will save an estimated \$24,485.32 in interest payments. Passage of this resolution requires a three-fourths vote of the full County Board of Supervisors.*

**Jones moved for the adoption of Resolution No. 2023-45.** Seconded by Jaeckel and passed. Ayes 28 (Jones, Richardson, Preuss, Zarling, Braughler, Herbst, Morris, Wineke, Degner, Groose, Johns, Smith, Martin, Lund, Nass, Turville-Heitz, Kutz, White, Drayna, Backlund, Kannard, Poulson, Jaeckel, Lindl, Fitzgerald, Callan, Gulig, Christensen), Noes 0, Abstain 0, Absent 2 (Foelker, Roberts), Vacant 0.

#### **Special Order of Business:**

Overview of County Board Rules and Review Process.

**Public Comment: (General)**

Supervisor Martin spoke in reference to the October 23, 2023, Open Forum Fair Park Meeting she attended.

**Announcements:**

Budget amendments are due by 11/14/2023 at 7:00 p.m.

Martin encouraged the public to attend the UW Extension Education Committee Public meeting on 11/06/23 at 6:00 p.m., which will discuss the water study that was completed in Jefferson County.

Supplemental information presented at the October 24, 2023, Jefferson County Board meeting will be available at the County Clerk's office upon request during regular Courthouse hours or on the County's website at [www.jeffersoncountyi.gov](http://www.jeffersoncountyi.gov).

**There being no further business, Gulig moved that the Board adjourn.** Seconded by Jaeckel and passed at 8:24 p.m.

## JEFFERSON COUNTY BOARD MINUTES

TUESDAY, November 14, 2023, 7:00 P.M.

Chair Steven Nass presiding.

County Clerk Audrey McGraw called the roll, all members being present in person except Richardson and Drayna, who were present via Zoom.

Supervisors Lindl and Foelker were absent. Foelker, having given prior notification was excused.

District 1 .....	Richard C. Jones	District 2 .....	Cassie B. Richardson
District 3 .....	Robert Preuss	District 4 .....	Karl Zarling
District 5 .....	James B. Braughler	District 6 .....	Dan Herbst
District 7 .....	Dwayne C. Morris	District 8 .....	Michael Wineke
District 9 .....	Bruce Degner	District 10 .....	Mark Groose
District 11 .....	Jeff Johns	District 12 .....	Jeff Smith
District 13 .....	Anita Martin	District 14 .....	Kirk Lund
District 15 .....	Steven J. Nass	District 16 .....	Meg Turville-Heitz
District 17 .....	Russell Kutz	District 18 .....	Brandon White
District 19 .....	Dave Drayna	District 20 .....	Curtis Backlund
District 21 .....	John C. Kannard	District 22 .....	Blane Poulson
District 23 .....	George Jaeckel	District 24 .....	Roger Lindl
District 25 .....	Matthew Foelker	District 26 .....	Joan Fitzgerald
District 27 .....	Joan Callan	District 28 .....	Anthony Gulig
District 29 .....	Mary K. Roberts	District 30 .....	Walt Christensen

Smith led the Pledge of Allegiance. A moment of silence was observed.

Wehmeier certified compliance with the Open Meetings Law.

Approval of the Agenda. Backlund moved to approve as drafted. Seconded by Jaeckel and passed.

### Communications:

#### County Clerk McGraw presented the following communications:

5. Notice of Public Hearing from the Jefferson County Planning and Zoning Committee for a hearing to be held on November 16, 2023, at 7:00 p.m.
6. Treasurer's Report.

### GENERAL FINANCIAL CONDITION JEFFERSON COUNTY, WISCONSIN

November 01, 2023

Available Cash on Hand		
October 1, 2023	\$ 441,638.62	
October Receipts	<u>\$ 8,114,872.61</u>	
Total Cash		\$ 8,556,511.23
Disbursements		
General – October 2023	\$ 6,769,930.00	
Payroll – October 2023	<u>\$ 1,861,474.29</u>	
Total Disbursements		\$ 8,631,404.29
		<b>\$ (74,893.06)</b>
Cash on Hand (in bank) October 1, 2023	\$ 1,240,226.73	
Less Outstanding Checks	\$ 1,315,119.79	



Total Available Cash	\$ (74,893.06)
Local Government Investment Pool – General	\$ 21,947,371.78
DANA Investments	\$ 35,900,497.17
EHLERS Investments	\$ 9,298,935.40
Local Government Investment Pool - Clerk of Courts	\$ 30,971.12
Local Government Investment Pool - Farmland Preservation	\$ 190,724.08
Local Government Investment Pool - Parks/Liddle	\$ 91,690.16
Local Government Investment Pool - County Bond	\$ 568,948.49
	\$ 68,029,138.20
2023 Interest - Super N.O.W. Acct.	\$ 568.84
2023 Interest - L.G.I.P. - General Funds	\$ 1,426,761.10
2023 Interest - EHLERS 2022A	\$ 231,445.85
2023 Interest - DANA Investments	\$ 860,531.10
2023 Interest - L.G.I.P. - Parks/Carol Liddle Fund	\$ 3,697.96
2023 Interest - L.G.I.P. - Farmland Preservation	\$ 7,692.10
2023 Interest - L.G.I.P. - Clerk of Courts	\$ 1,249.09
2023 Interest - L.G.I.P. - County Bond	\$ 52,051.32
Total 2023 Interest	\$ 2,583,997.36

**KELLY M. STADE, JEFFERSON COUNTY TREASURER**

**Public Comment: None**

**Annual Reports:**

Fair Park Director, Amy Listle; Veterans Service Director, Yvonne Duesterhoeft; and Planning and Zoning/Land Information Director, Matt Zangl. The annual reports were received, placed on file, but not printed in the minutes pursuant to Board Rule 3.03(13).

**Committee Reports, Resolutions, Proclamations, and Ordinances:**

**Lund introduced Proclamation 2023-04**, Congratulating the Lakeside Lutheran High School Boys Cross Country Team on their Division 2 State Cross Country Championship.

**Lund moved for the adoption of Proclamation 2023-04**, Seconded by Morris and passed.

**Wineke, Executive Committee Chair, introduced Ordinance No. 2023-16. Amending supervisory district boundaries to reflect annexations**

Executive Summary

On November 9th, 2021, the Jefferson County Board of Supervisors adopted Resolution Number 2021-43 which established 30 supervisory districts for the purpose of electing the Jefferson County Board of Supervisors. Wisconsin statute section 59.10(3)(c) allows the County Board of Supervisors to amend supervisory districts to reflect city and village incorporation, annexation, detachment, or consolidation which has occurred since its last adoption or amendment of supervisory districts and to make such adjustments to supervisory district boundaries as may be appropriate for purposes of election administration. A common practice is for cities and villages to assign the area being annexed to the adjacent ward within their corporate limits and the County Board to amend supervisory district boundaries to match the new corporate limits. This ordinance amends the supervisory district boundaries to reflect the annexations that have occurred since the last County Board amendment on December 13, 2022. To date, two annexations have occurred since the 2022 amendment of the supervisory districts. The annexations are described in detail below and the attached maps identify the annexations. The

Executive Committee considered this ordinance on October 25, 2023, and recommended forwarding to the Jefferson County Board for adoption.

WHEREAS, the Executive Summary is incorporated into this resolution, and

WHEREAS, resolution number 2021-43 established 30 supervisory districts and their boundaries within Jefferson County, and

WHEREAS, two annexations have occurred since the supervisory districts were established on November 9, 2021, in Resolution Number 2021-43, and subsequently amended on December 13, 2022, due to annexations, and

WHEREAS, the table below shows the supervisory districts and the proposed amendments to the supervisory districts.

#### ANNEXATIONS

December 2022 to October 2023

From:			To:				
Municipality	Ward	District	Municipality	Ward	District	Population	Document#
Town-Aztalan	1	15	City-Lake Mills	2	13	4	1473267
Town-Concord	2	11	Village-Sullivan	1	21	0	1473799

#### **THE COUNTY BOARD OF SUPERVISORS OF JEFFERSON COUNTY DOES HEREBY ORDAIN AS FOLLOWS:**

Section 1. That the Supervisory District Map for District 13 shall be amended to include the annexed territory previously in Supervisory District 15 prior to the annexation above; that the Supervisory District Map for District 21 shall be amended to include the annexed territory previously in Supervisory District 11 prior to the annexation above.

Section 2. That the maps for Supervisory Districts 15 and 11 shall be amended to delete the territories reassigned in Section 1.

Section 3. This ordinance shall be effective after passage and publication as provided by law.

Adopted by the Jefferson County Board of Supervisors this 14th day of November

*Fiscal Note: Passage of this Ordinance has no immediate fiscal impact.*

**Wineke moved for the adoption of Ordinance No. 2023-16.** Seconded by Morris and passed.

#### **Amend Recommended 2024 County Budget:**

**Jones, Finance Committee Chair, moved to adopt the non-countywide levy budget, the countywide levy budget and the functional totals as stated in the 2024 Recommended Budget.** Seconded by Poulson and opened for discussion.

**No amendments were provided prior to or at this meeting.**

**Jones, Finance Committee Chair, moved to divide the question on the countywide and non-countywide levy budget.** Seconded by Braughler and passed. Ayes 27 (Jones, Richardson, Preuss, Zarling, Braughler, Herbst, Morris, Wineke, Degner, Groose, Smith, Martin, Lund, Nass, Turville-Heitz, Kutz, White, Drayna, Backlund, Kannard, Poulson, Jaeckel, Fitzgerald, Callan, Gulig, Roberts, Christensen), Noes 0, Abstain 0, Absent 2 (Lindl and Foelker), Vacant 1.

**Jones, Finance Committee Chair, introduced Resolution No. 2023-46. Establishing non-countywide levies for health and library services**

WHEREAS, the non-countywide budget for 2024 containing total department appropriations and levies is apportioned to the municipalities benefiting from the services furnished, and

NOW, THEREFORE BE IT RESOLVED that the sums listed below be levied upon all property in Jefferson County that is taxable for the purpose listed:

Health Department	\$ 938,368
Library Services	\$ 1,191,880

BE IT FURTHER RESOLVED that the above amounts be apportioned to equalized values as established by the State Department of Revenue.

*Fiscal Note: The Health mill rate is \$0.0992; and the Library mill rate is \$0.2192 per \$1,000 of equalized value. In 2023, the Health mill rate was \$0.1063 and the library mill rate was \$0.2404, for decreases of \$0.0071 and \$0.0212 in the Health and Library mill rates, respectively.*

**Jones moved for the adoption of Resolution No. 2023-46.** Seconded by Jaeckel and passed. Ayes 26 (Jones, Richardson, Preuss, Zarling, Braughler, Herbst, Morris, Wineke, Degner, Smith, Martin, Lund, Nass, Turville-Heitz, Kutz, White, Drayna, Backlund, Kannard, Poulson, Jaeckel, Fitzgerald, Callan, Gulig, Roberts, Christensen), Noes 1 (Goose), Abstain 0, Absent 2 (Lindl and Foelker), Vacant 1.

**Jones, Finance Committee Chair, introduced Resolution No. 2023-47. Establishing countywide levy and fees**

WHEREAS, the proposed 2024 County Budget was submitted to the Board by the County Administrator on October 10, 2023, and

WHEREAS, the proposed 2024 County Budget was the subject of a public hearing on October 24, 2023, and

WHEREAS, the Board has considered all amendments,

NOW, THEREFORE, BE IT RESOLVED that the authorized positions, the total appropriation for each governmental function as shown below, Fund Balance application and assignments in the Recommended Budget book, and the levy contained in the countywide portion of the 2024 Budget, be levied as a county tax to be raised on the 2023 tax roll as follows:

	Subject to levy limit	Debt levy	Library levy	Total apportioned levy
Countywide levy	\$ 28,753,723	\$ 4,531,472	\$ -	\$ 33,285,195
Noncountywide levy (previously approved)				
Health	938,368	-	-	938,368
Library	-	-	1,191,880	1,191,880
Total	<u>\$ 29,692,091</u>	<u>\$ 4,531,472</u>	<u>\$ 1,191,880</u>	<u>\$ 35,415,443</u>

BE IT FURTHER RESOLVED that the above amount be apportioned according to equalized values established by the Wisconsin Department of Revenue.

BE IT FURTHER RESOLVED that the fee schedule for various licenses, permits and services used to establish revenue amounts in the budget are hereby approved.

Category	General Fund	Health Dept	Human Services	Debt Service	Capital Projects	Highway Dept	MIS Dept	Fleet Management	Total
<b>Expenditures</b>									
General Government	\$ 13,813,650	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,014,128	\$ 85,877	\$ 15,913,655
Public Safety	19,674,223	-	-	-	-	-	-	-	19,674,223
Health and Human Services	1,653,778	2,023,393	40,087,675	-	-	-	-	-	43,764,846
Public Works	465,739	-	-	-	-	5,772,176	-	-	6,237,915
Culture, Recreation, and Education	4,472,774	-	-	-	-	-	-	-	4,472,774
Conservation and Development	1,780,466	-	-	-	-	-	-	-	1,780,466
Capital Items and Projects	2,515,541	-	368,660	-	-	6,675,000	191,000	300,000	10,050,201
Debt Service--Principal	-	-	-	2,835,784	-	-	-	-	2,835,784
Debt Service--Interest	-	-	-	1,695,688	-	-	-	-	1,695,688
<b>Total Expenditures</b>	<b>44,376,171</b>	<b>2,023,393</b>	<b>40,456,335</b>	<b>4,531,472</b>	<b>-</b>	<b>12,447,176</b>	<b>2,205,128</b>	<b>385,877</b>	<b>106,425,552</b>
<b>Revenues</b>									
Taxes	9,229,160	-	-	-	-	-	-	-	9,229,160
Intergovernmental Revenues	8,230,172	975,675	14,648,084	-	-	2,673,369	-	-	26,527,300
Licenses and Permits	243,625	-	-	-	-	6,800	-	-	250,425
Fines and Forfeitures	504,600	-	-	-	-	-	-	-	504,600
Public Charges for Services	3,796,961	38,158	14,184,874	-	-	10,000	1,200	-	18,031,193
Intergovernmental Charges	1,346,489	64,192	1,440,840	-	-	3,253,693	2,203,928	85,877	8,395,019
Miscellaneous Revenues	2,985,608	7,000	169,200	-	-	190,237	-	300,000	3,652,045
<b>Total Revenues</b>	<b>26,336,615</b>	<b>1,085,025</b>	<b>30,442,998</b>	<b>-</b>	<b>-</b>	<b>6,134,099</b>	<b>2,205,128</b>	<b>385,877</b>	<b>66,589,742</b>
<b>Other Financing Sources</b>									
Unassigned Fund Balance Applied	877,565	-	-	-	-	-	-	-	877,565
Restricted Funds Applied	2,481,701	-	-	469,487	-	-	-	-	2,951,188
Non-Lapsing (discretionary)									
Funds Applied	496,340	-	-	-	-	-	-	-	496,340
Debt Proceeds	-	-	-	-	-	-	-	-	-
Transfers	-	-	95,274	-	-	-	-	-	95,274
<b>Total Other Financing Sources</b>	<b>3,855,606</b>	<b>-</b>	<b>95,274</b>	<b>469,487</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>4,420,367</b>
<b>Tax Levy</b>	<b>\$ 14,183,950</b>	<b>\$ 938,368</b>	<b>\$ 9,918,063</b>	<b>\$ 4,061,985</b>	<b>\$ -</b>	<b>\$ 6,313,077</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 35,415,443</b>

*Fiscal Note: As presented, the countywide levy is proposed at \$33,285,195 which is a mill rate of \$2.6453 for general operations and \$0.4169 for debt service fund for a total of \$3.0621 per \$1,000 of taxable value. In 2023, the countywide levy was \$33,762,184, with a general operations mill rate of \$2.8939 and debt service mill rate of \$0.5477, for a decrease of \$0.2486 per \$1,000 of taxable value for 2024 general operations and a decrease of \$0.1308 per \$1,000 per taxable value for 2024 debt service.*

**Jones moved for the adoption of Resolution No. 2023-47.** Seconded by Jaeckel and passed. Ayes 26 (Jones, Richardson, Preuss, Zarling, Braughler, Herbst, Morris, Wineke, Degner, Smith, Martin, Lund, Nass, Turville-Heitz, Kutz, White, Drayna, Backlund, Kannard, Poulson, Jaeckel, Fitzgerald, Callan, Gulig, Roberts, Christensen), Noes 1 (Groose), Abstain 0, Absent 2 (Lindl and Foelker), Vacant 1.

**Jones, Finance Committee Chair, introduced Resolution No. 2023-48. Authorizing the rezoning of County-owned lands known as the “Old Highway Shop”**

#### Executive Summary

Jefferson County is the owner of approximately 19 acres of land which is located within the municipal boundaries of the City of Jefferson. This vacant property was previously used by Jefferson County as the Highway Shop. In Resolution 2018-03, the Jefferson County Board of Supervisors previously authorized the rezoning of a portion of this property from “Institutional” to “Urban Mixed Use” as part of an Intergovernmental Agreement with the City of Jefferson. Recently, it was discovered that a 1.12-acre parcel of land (Parcel No. 241-0614-0231-015) within the Old Highway Shop property and located adjacent to the rezoned land is still zoned as “Institutional.”

This resolution authorizes the County Administrator to rezone the above-referenced parcel to Urban Mixed Use, which is consistent with the remainder of the Old Highway Shop property. The Finance

Committee considered this resolution at its meeting on November 8, 2023, and recommended forwarding to County Board for approval.

WHEREAS, the County owns a 1.12 acre parcel, more specifically identified as Parcel No. 241-0614-0231-015, located within the City of Jefferson, which is a part of the Old Highway Shop property, and

WHEREAS, said parcel is currently zoned as “Institutional” while the remaining adjacent County-owned land is zoned as “Urban Mixed Use,” and

WHEREAS, rezoning this parcel to “Urban Mixed Use” would allow for consistent land uses.

NOW, THEREFORE, BE IT RESOLVED the County Administrator is hereby authorized to engage in efforts to rezone Parcel No. 241-0614-0231-015 from “Institutional” to “Urban Mixed Use.”

*Fiscal Note: The application fee for a request for zoning map amendment is \$500. This will be paid for from the proceeds of prior land sales which resides in the Capital Projects Fund. No budget adjustment is necessary.*

**Jones moved for the adoption of Resolution No. 2023-48.** Seconded by Jaeckel and passed.

**Jones, Finance Committee Chair, introduced Resolution No. 2023-49. Approving Environmental Health Fee Schedule for the Jefferson County Health Department**

#### Executive Summary

Jefferson County Health Department partners with the Watertown Department of Public Health to provide Environmental Health Services in Jefferson County through the Jefferson County Environmental Public Health Consortium. The Consortium is amending the Fee Schedule for establishments licensed under the Wisconsin Department of Agriculture, Trade and Consumer Protection (DATCP) Agent Contract. In June, DATCP and the State of Wisconsin passed updated regulatory codes for Recreational and Educational Camps (ATCP 78) and Safety, Maintenance and Operation of Public Pools and Water Attractions (ATCP 76). The regulatory code changes included updating the license tiers to include multiple license types based on complexity levels and setting revised fees accordingly. The attached proposed amended fee schedule updates the County’s fees to align with Wisconsin code and includes the 12% reimbursement fee for license fees the County is contractually obligated to pay DATCP annually.

This resolution authorizes an amendment to the Health Department Fee Schedule in the 2023 Jefferson County Budget. The Board of Health considered this resolution at its meeting on October 18, 2023, and recommended forwarding to the Finance Committee and County Board for approval. The Finance Committee considered this resolution at its meeting on November 7, 2023, and recommended forwarding to the County Board for approval.

WHEREAS, the Executive Summary is hereby incorporated into this resolution, and

WHEREAS, the Jefferson County Health Department is an agent of the Department of Agriculture, Trade, and Consumer Protection (DATCP), and is required by contract to adopt licensing provisions consistent with the State of Wisconsin code;

WHEREAS, amending the fee schedule as proposed in this resolution will align Jefferson County’s fee schedule to that of the State of Wisconsin.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors hereby adopts the attached amended fee schedule, and the Jefferson County 2023 budget is hereby amended to reflect the revised fee schedule.

*Fiscal Note: Revenues relating to the fee increases proposed in this Resolution are currently budgeted for in the 2023 and 2024 Health Department budget. At this time the Finance Committee does not recommend increasing budgeted revenue and expense until a historical analysis of the impacts of these fee increases can be performed. Therefore no budget adjustment is necessary at this time.*

**Jones moved for the adoption of Resolution No. 2023-49.** Seconded by Turville-Heitz and passed. Ayes 27 (Jones, Richardson, Preuss, Zarling, Braugher, Herbst, Morris, Wineke, Degner, Goose, Smith, Martin, Lund, Nass, Turville-Heitz, Kutz, White, Drayna, Backlund, Kannard, Poulson, Jaeckel, Fitzgerald, Callan, Gulig, Roberts, Christensen), Noes 0, Abstain 0, Absent 2 (Lindl and Foelker), Vacant 1.

**Jones, Finance Committee Chair, introduced Resolution No. 2023-50. Denying Claim for damages by Russell Ehrke**

Executive Summary

A claim has been made against Jefferson County for damages. The claim has been reviewed by the County's insurance carrier, WMMIC, and was recommended for disallowance based on the finding that the County has no liability for this claim and is not legally responsible for the alleged damages. This resolution formally denies the claim filed against Jefferson County and directs the Corporation Counsel to give the claimant notice of disallowance. The Finance Committee considered this resolution on November 8, 2023, and recommended forwarding to the County Board for approval.

WHEREAS, the Executive Summary is incorporated into this resolution, and

WHEREAS, the following claim was filed against Jefferson County as follows:

<u>Claimant</u>	<u>Date of Loss</u>	<u>Claim Filed</u>	<u>Description</u>	<u>Alleged Damages</u>
Russell Ehrke	9/18/2023	10/4/2023	Russell Ehrke alleges damages to the Windshield of his vehicle when it was allegedly struck by debris from a Jefferson County truck.	\$327.05

WHEREAS, the Executive Summary is incorporated into this resolution; and

WHEREAS, said damages are alleged to be the result of negligence of Jefferson County, its agents, officials, officers or employees; and

WHEREAS, Jefferson County's insurance carrier, Wisconsin Municipal Mutual Insurance Company, recommends disallowance of the claim on the basis that the County is not legally responsible for the alleged damages.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors hereby disallows said claim and directs the Corporation Counsel to give the claimant notice of disallowance.

*Fiscal Note: This matter has been referred to Wisconsin Municipal Mutual Insurance Company (WMMIC) and will be resolved in accordance with the terms of the County's policy.*

**Jones moved for the adoption of Resolution No. 2023-50.** Seconded by Jaeckel and passed.

**Jones, Human Services Board Chair, introduced Resolution No. 2023-51. Authorizing state human services contracts, consortium agreements, and professional service and care provider contracts**

### Executive Summary

The Jefferson County Human Services Department contracts with state agencies, consortiums and in excess of 100 professional service and care providers to fulfill its statutory duties. Each year contracts are renewed and/or updated with additional providers. State law requires County Board approval of the state contracts set forth in this resolution. The contracts have not been reproduced and attached to this resolution because they total more than 100 pages. The Wisconsin County Human Service Association negotiates the basic agreements on behalf of the counties which are standard state forms and are not subject to negotiation by individual counties. The professional service and care provider contract list for 2024 is attached. These provider contracts are reviewed by the Jefferson County Corporation Counsel to ensure compliance with the County's Purchasing Ordinance, and contain the language and terms set forth by the State of Wisconsin Department of Health Services Purchase of Care Services Guide and section 46.036 of the Wisconsin Statutes. The Human Services Board considered this resolution at its October 10, 2023, meeting and recommended forwarding to the County Board to approve entering into professional service and care provider contracts with the providers on the attached list and entering into state contracts and consortium agreements as set forth below for 2024.

WHEREAS, the executive summary is incorporated into this resolution, and

WHEREAS, the Jefferson County Human Services Department contracts with several different state agencies, consortiums, and in excess of 100 professional service providers and care providers to fulfill its statutory duties, usually on an annual basis, as approved by the Human Services Board, and

WHEREAS, the Social Services & Community Programs contracts with the Department of Health Services, and the Department of Children and Families and Youth Aids Program contracts, are statutorily required to be approved by the County Board, and

WHEREAS, the Human Services Board recommends approval of the Social Services & Community Programs, including the Children's Long Term Support program, and State Targeted Response contracts with the Department of Health Services in the anticipated amount of \$3,053,915; the Youth Crisis Stabilization Facility Program Revenue Award with the Department of Health Services in the amount of \$498,000 per year for the state fiscal year of July 1, 2024 to June 30, 2025; the Substance Abuse Prevention and Treatment Block Grant Supplemental Award with the Department of Health Services in the amount of \$56,835; the Mental Health Services Block Grant Supplemental Award with the Department of Health Services in the amount of \$26,128; the Aging and Disability Resources contract, which includes additional amounts for Medicare Improvements for Patients and Providers, the State Health Insurance Assistance Program, and the State Pharmaceutical Assistance Program in the anticipated amount of \$645,175; the Department of Children and Families State County Child Welfare contract, which includes the Youth Aids Program contract and the Targeted Safety Support contract, in the anticipated amount of \$2,493,863; the Older American Programs contract in the anticipated amount of \$437,570; the Department of Transportation contracts pursuant to section 85.21 of the Wisconsin Statutes (county elderly and disabled transportation assistance), and section 49 USC 5310 (transportation services provided to older adults and people with disabilities), in the anticipated amount of \$361,615; the Department of Health Services Division of Long Term Care contract in the anticipated amount of \$625,097; the Intensive Outpatient Program contract with the Department of Corrections in the anticipated amount of \$27,136 per year for the state fiscal year of July 1, 2024, to June 30, 2025; and the Child Care contract in the anticipated amount of \$152,926, and

WHEREAS, the consortium agreement requires County Board approval for the State and Federal Income Maintenance Programs through Southern Consortium in the anticipated amount of \$1,341,112.

NOW, THEREFORE, BE IT RESOLVED that the Human Services Director or the Administrative Services Division Manager is authorized to execute the state contracts and consortium contract set forth above.

BE IT FURTHER RESOLVED that the Human Services Director or the Administrative Services Manager is authorized to sign addendums or revisions to said contracts during the course of the year as necessary.

BE IT FURTHER RESOLVED that the Human Services Director or Administrative Services Manager is authorized to sign all other contracts with state agencies and consortiums pursuant to section 46.23(6m)(c) of the Wisconsin Statutes, and all professional services and care provider contracts as approved by the Human Services Board in accordance with the Jefferson County Purchasing Ordinance.

*Fiscal Note: The costs associated with these state and consortium contracts have been included as an appropriation in the 2024 budget.*

**Jones moved for the adoption of Resolution No. 2023-51.** Seconded by Kutz and passed.

**Christensen, Land and Water Conservation Committee Chair, introduced Resolution No. 2023-52. Authorizing Extension of County Farm Agricultural Lease for 1 year**

#### Executive Summary

Jefferson County owns farmland consisting of approximately 328 acres. As changes may occur in the next year that could change the total number of acres available for farming, it would be prudent to extend the current lease for one year instead of putting it out to bid for three years. The current lease ends on February 28, 2024, and has a rental rate of \$290.25 per acre. The Land and Water Conservation Committee considered this resolution at its meeting on October 18, 2023, and recommended forwarding to the County Board for approval.

WHEREAS, the Executive Summary is incorporated into this resolution, and

WHEREAS, the property formerly known as the County Farm is currently leased by Jeff and Monica Gerner, W8215 Perry Road, Fort Atkinson, for a three-year lease term (March 1, 2021 through February 28, 2024), and

WHEREAS, the current lease is for \$290.25 per acre for a total of \$95,202, and

WHEREAS, there may be changes to the total acreage available for farming in the next year which would complicate the bidding process for a 3-year contract.

NOW, THEREFORE, BE IT RESOLVED that the County Administrator is authorized to enter into a one-year lease with Jeff and Monica Gerner for 328 acres of county farmland totaling \$95,202 under the same terms and conditions as the current lease.

*Fiscal Note: Total rent payable to Jefferson County for the one-year lease term is \$95,202, subject to prorate changes to acreage. This amount is contained in the 2024 General Revenue and Expenditure budget.*

**Poulson moved to amend this Resolution to add the words “property formerly known as the” to the 2<sup>nd</sup> Whereas before the words County Farm.** Seconded by Jaeckel and passed.

**Christensen moved for the adoption of Resolution No. 2023-52.** Seconded by Turville-Heitz and passed as amended.

**Poulson, Fair Park Committee Chair, introduced Ordinance No. 2023-17. Creating a Jefferson County Fair Advisory Board**



## Executive Summary

The Jefferson County Fair has been a proud local tradition since 1852. The County Fair provides an opportunity for residents to exhibit their accomplishments and promotes education, entertainment, and economic growth in Jefferson County. The Jefferson County Fair Park Committee held an Open Forum on October 23, 2023, to review the 2023 Jefferson County Fair. The Open Forum was well-attended by community stakeholders. Several members of the community offered critiques and suggestions for improvements to the County Fair. Additionally, community members expressed a desire to assist in fair planning.

Based upon feedback received at the recent Open Forum, the Fair Park Committee believes it would be beneficial to form a Fair Advisory Board to provide a structured way for community stakeholders to share their opinions and perspectives. The Fair Advisory Board will create a line of communication between the public and the local officials to provide the County with a broad range of ideas when developing and implementing policies and programs for the County Fair. The Fair Advisory Board will serve solely in an advisory capacity. The Fair Park Committee will consider the recommendations of the Fair Advisory Board when exercising its decision-making authority.

This ordinance creates a citizen advisory board to assist the Fair Park Committee in the planning, development, and execution of the annual Jefferson County Fair. The Fair Park Committee considered this ordinance at its meeting on November 9, 2023, and recommended forwarding it to the County Board for approval.

THE COUNTY BOARD OF SUPERVISORS OF JEFFERSON COUNTY DOES HEREBY ORDAIN AS FOLLOWS:

### Section 1.

#### 1.01 PURPOSE AND INTENT.

- (1) The Jefferson County Fair Advisory Board is hereby created.
- (2) The purpose of the Jefferson County Fair Advisory Board shall be to preserve and improve the annual Jefferson County Fair by reviewing related policies and making recommendations to the Jefferson County Fair Park Committee to enhance the planning, development and execution of the County Fair.

#### 1.02 DEFINITIONS.

- (1) In this section, unless the context clearly requires otherwise:
  - (a) Board means the Jefferson County Fair Advisory Board created under this section.
  - (b) Committee means the Jefferson County Fair Park Committee.

#### 1.03 MEMBERSHIP.

- (1) The Jefferson County Fair Advisory Board shall consist of a minimum of ten (10) members but no more than twenty (20) members. A reasonable effort shall be made to appoint Board members who represent a cross-section of local stakeholders, including but not limited to individuals with backgrounds in agriculture, tourism, and event planning/fundraising, local business owners, and those affiliated with local youth organizations.

- (2) The Fair Park Committee shall appoint Board members subject to confirmation by the Jefferson County Board of Supervisors. Except for the initial appointments, the term for each member shall be two (2) years, with terms ending August 31<sup>st</sup>. To achieve staggered terms, the initial appointments shall commence upon confirmation and expire as follows: one-third of initial members terms shall expire on August 31, 2024; one-third of initial members terms shall expire on August 31, 2025, and the remaining one-third of initial members terms shall expire on August 31, 2026.
- (3) The Board shall elect its chair, vice chair and recording secretary on an annual basis. At the discretion of the Board a non-Board member may be assigned the recording secretary duties. The recording secretary shall keep and preserve the agendas and minutes of meetings which shall be provided to the County Clerk.
- (4) Board members shall not be eligible for meeting fees, mileage or other expense reimbursement, absent approval of the Jefferson County Board of Supervisors.

#### 1.04 DUTIES.

- (1) Role. The Jefferson County Fair Advisory Board serves Jefferson County by and through the Jefferson County Fair Park Committee in an advisory capacity for the purpose of planning the Jefferson County Fair. The Fair Park Committee shall direct agenda items for the Board's review and recommendations. Recommendations of the Board shall be forwarded to the Committee for consideration. All final decision-making authority rests with the Committee and Jefferson County Board of Supervisors where applicable.
- (2) Meetings. The Board shall meet at least ten (10) times as scheduled by the Board Chair. The Board shall not meet more than fifteen (15) times in a calendar year. A majority of members of the Board shall constitute a quorum. All meetings shall be properly noticed and held in compliance with Wisconsin Open Meetings law.
- (3) Reporting. The Board shall report to the Jefferson County Fair Park Committee. The chair of Board, or his or her designee, shall attend all meetings of the Committee.

Section 2. This ordinance shall be effective after passage and publication.

*Fiscal Note: As stated in section 1.03 (1)(4) of this Ordinance, the members of this Committee shall not be eligible for meeting fees, mileage or other expense reimbursement. As such, passage of this Ordinance has no immediate fiscal impact.*

**Poulson moved for the adoption of Ordinance No. 2023-17.** Seconded by Backlund and passed.

**Jaeckel, Planning and Zoning Committee Chair, introduced the following report:**

REPORT TO THE HONORABLE MEMBERS OF THE JEFFERSON COUNTY BOARD OF SUPERVISORS by the Jefferson County Planning and Zoning Committee recommending approval of petitions to amend the official zoning map of Jefferson County.

**Jaeckel, Planning and Zoning Committee Chair, introduced Ordinance No. 2023-18.**

#### **Amending Official Zoning Map**

WHEREAS, the Jefferson County Board of Supervisors has heretofore been petitioned to amend the official zoning map of Jefferson County, and

WHEREAS, Petitions R4495A-23 and R4496A-23 were referred to the Jefferson County Planning and Zoning Committee for a public hearing on October 19, 2023, and  
WHEREAS, the proposed amendments have been given due consideration by the Board of Supervisors in open session,

NOW, THEREFORE, BE IT ORDAINED that the Jefferson County Board of Supervisors does amend the official zoning map of Jefferson County as follows.

**FROM INDUSTRIAL TO BUSINESS**

Rezone PIN 012-0816-2121-002 (6.8 ac) from Industrial to Business to allow for automotive repair and maintenance at **W1593 Marietta Ave** in the Town of Ixonia. This is in accordance with Sec 11.04(f)3 of the Jefferson County Zoning Ordinance. R4495A-23 – Hughes Reynolds Group LLC

**FROM AGRICULTURAL A-1 TO A-3, AGRICULTURAL/RURAL RESIDENTIAL**

Rezone 1 acre of PIN 002-0714-2813-000 (20 ac) to create a lot around the home at **N5594 Popp Rd** in the Town of Aztalan. This is in accordance with Sec 11.04(f)8 of the Jefferson County Zoning Ordinance. Rezoning is conditioned upon road access approval and approval and recording of a final certified survey map for the lot. R4496A-23 – Russell & Cheryl Heine

The above zoning amendments shall be null and void and have no effect one year from the date of County Board approval unless all applicable conditions have been completed.

**Jaeckel moved for the adoption of Ordinance No. 2023-18.** Seconded by Poulson and passed.

**Public Comment: (General) None**

**Announcements:**

**CLOSED SESSION:**

**Nass moved that the Board convene in closed session** pursuant to section 19.85 (1)(e) Wis. Stats. for deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, for the purpose of discussion on development/sale of County owned farmland.

Seconded by Jones and passed. Ayes 27 (Jones, Richardson, Preuss, Zarling, Braugher, Herbst, Morris, Wineke, Degner, Groose, Smith, Martin, Lund, Nass, Turville-Heitz, Kutz, White, Drayna, Backlund, Kannard, Poulson, Jaeckel, Fitzgerald, Callan, Gulig, Roberts, Christensen), Noes 0, Abstain 0, Absent 2 (Lindl and Foelker), Vacant 1.

**Wineke moved that the Board reconvene in open session.** Seconded by Gulig and passed.

**Jones, Finance Committee Chair, introduced Resolution No. 2023-53. Authorizing the rezoning of County land & submission of Conditional Use Application**

WHEREAS, the County currently owns land as shown in Exhibit A and identified by the following parcel numbers, all located in the City of Jefferson, and

241-0614-1542-000 – 37.53 Acres

241-0614-1541-000 – 40 Acres

241-0614-1531-000 – Northeastern portion only

241-0614-1513-000 – Southern portion only

241-0614-1514-000 – 40 Acres (less approximately 2.5+ acres reserved for Park as shown as Exhibit B)

241-0614-1511-040 – 20 Acres

241-0614-1432-001 – 3.5 acres

WHEREAS, said land is currently zoned as “Rural Holding,” and

WHEREAS, rezoning of the subject property to “Medium Industrial” would allow for potential future development, and

WHEREAS, cultivation is a permitted by conditional use in the City of Jefferson’s “Medium Industrial” zoning district, and

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors hereby authorizes the County Administrator to engage in efforts to rezone the property set forth in Exhibit A from “Rural Holding” to “Medium Industrial.”

BE IT FURTHER RESOLVED, that the County Administrator shall, simultaneously with the rezoning request, submit an application for a Conditional Use Permit for “Cultivation” to ensure continued farming on the subject property is permitted.

*Fiscal Note: The application fee for a request for zoning map amendment is \$500. This will be paid for from the proceeds of prior land sales which reside in the Capital Projects Fund. No budget adjustment is necessary.*

**Poulson moved to amend this Resolution to change the word farmland to land. Seconded by Jaeckel and passed.**

**Jones moved for the adoption of Resolution No. 2023-53.** Seconded by Jaeckel and passed as amended.

Supplemental information presented at the November 14, 2023, Jefferson County Board meeting will be available at the County Clerk’s office upon request during regular Courthouse hours or on the County’s website at [www.jeffersoncountywi.gov](http://www.jeffersoncountywi.gov).

**There being no further business, Jaeckel moved that the Board adjourn.** Seconded by Gulig and passed at 8:33 p.m.

## JEFFERSON COUNTY BOARD MINUTES

TUESDAY, December 12, 2023, 7:00 P.M.

Chair Steven Nass presiding.

County Clerk Audrey McGraw called the roll, all members being present in person except Richardson and Herbst, who were present via Zoom.

Supervisor White was absent.

District 1 .....	Richard C. Jones	District 2 .....	Cassie B. Richardson
District 3 .....	Robert Preuss	District 4 .....	Karl Zarling
District 5 .....	James B. Braughler	District 6 .....	Dan Herbst
District 7 .....	Dwayne C. Morris	District 8 .....	Michael Wineke
District 9 .....	Bruce Degner	District 10 .....	Mark Groose
District 11 .....	Jeff Johns	District 12 .....	Jeff Smith
District 13 .....	Anita Martin	District 14 .....	Kirk Lund
District 15 .....	Steven J. Nass	District 16 .....	Meg Turville-Heitz
District 17 .....	Russell Kutz	District 18 .....	Brandon White
District 19 .....	Dave Drayna	District 20 .....	Curtis Backlund
District 21 .....	John C. Kannard	District 22 .....	Blane Poulson
District 23 .....	George Jaeckel	District 24 .....	Roger Lindl
District 25 .....	Matthew Foelker	District 26 .....	Joan Fitzgerald
District 27 .....	Joan Callan	District 28 .....	Anthony Gulig
District 29 .....	Mary K. Roberts	District 30 .....	Walt Christensen

Foelker led the Pledge of Allegiance. A moment of silence was observed.

Wehmeier certified compliance with the Open Meetings Law.

Approval of the Agenda. Poulson moved to approve as drafted. Seconded by Jaeckel and passed.

Wineke, Executive Committee Chair, moved to approve the County Board minutes from October 24, 2023, and November 14, 2023. Seconded by Morris and passed as amended.

Martin moved to amend the October 24, 2023, County Board minutes as published in those minutes. Seconded by Wineke and passed.

### Communications:

#### County Clerk McGraw presented the following communications:

7. Notice of Public Hearing from the Jefferson County Planning and Zoning Committee for a hearing to be held on December 21, 2023, at 7:00 p.m.
8. Treasurer's Report.

### GENERAL FINANCIAL CONDITION JEFFERSON COUNTY, WISCONSIN

December 01, 2023

Available Cash on Hand		
November 01, 2023	\$	(74,893.06)
November Receipts	\$	<u>8,633,344.71</u>
Total Cash		\$ 8,558,451.65
Disbursements		
General – November 2023	\$	6,206,128.38

Payroll – November 2023	\$ 3,149,067.55	
Total Disbursements		\$ 9,355,195.93
		<u>\$ (796,744.28)</u>
Cash on Hand (in bank) November 01, 2023	\$ 386,685.54	
Less Outstanding Checks	\$ 1,183,429.82	
Total Available Cash		\$ (796,744.28)
Local Government Investment Pool – General		\$ 20,344,351.69
DANA Investments		\$ 36,235,695.25
EHLERS Investments		\$ 8,367,486.22
Local Government Investment Pool - Clerk of Courts		\$ 31,108.36
Local Government Investment Pool - Farmland Preservation		\$ 191,569.24
Local Government Investment Pool - Parks/Liddle		\$ 91,096.47
Local Government Investment Pool - County Bond		<u>\$ 571,469.68</u>
		\$ 65,833,776.91
2023 Interest - Super N.O.W. Acct.		\$ 621.35
2023 Interest – Sweep Acct.		\$ 3,889.33
2023 Interest - L.G.I.P. - General Funds		\$ 1,515,232.75
2023 Interest - EHLERS 2022A		\$ 270,918.63
2023 Interest - DANA Investments		\$ 939,409.22
2023 Interest - L.G.I.P. - Parks/Carol Liddle Fund		\$ 4,104.27
2023 Interest - L.G.I.P. - Farmland Preservation		\$ 8,537.26
2023 Interest - L.G.I.P. - Clerk of Courts		\$ 1,386.33
2023 Interest - L.G.I.P. - County Bond		<u>\$ 54,572.51</u>
Total 2023 Interest		\$ 2,798,671.65

**KELLY M. STADE, JEFFERSON COUNTY TREASURER**

**Public Comment: None**

**Annual Reports:**

Emergency Management Director, Donna Haugom; Highway Commissioner, William Kern, and County Administrator Benjamin Wehmeier. The annual reports were received, placed on file, but not printed in the minutes pursuant to Board Rule 3.03(13).

**Wehmeier, County Administrator, introduced Resolution 2023-54. IN MEMORIAM – Alfred “Al” J. Foscett**

WHEREAS, Alfred “Al” Foscett of Jefferson was born on September 30, 1932, and died on October 21, 2023, at the age of 91, and

WHEREAS, Alfred served the citizens of his supervisory district 18 at various times, first being seated on April 18, 1989, and serving until April 2000. He returned to the County Board on April 16, 2002, and served until April 20, 2004, and

WHEREAS, as a County Board Supervisor, Alfred served on the Human Services Personnel and Finance Committee, the Legislation and Rules, Finance, and Law Enforcement Committees and was the chairperson of the Jefferson County Human Services Board, and

WHEREAS, it is fitting for Alfred Foscett to be recognized by the Jefferson County Board of Supervisors for his public service, dedication, and thoughtfulness which will be missed by many.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors meeting this 12<sup>th</sup> day of December 2023, does hereby extend its sincere sympathy to the family of Alfred Foskett along with this recognition of his service and dedication to the citizens of Jefferson County.

**Nass moved for the adoption of Resolution 2023-54.** Seconded by Poulson and passed.

**Wehmeier, County Administrator, introduced Resolution 2023-55. IN MEMORIAM – Wendell “Wendy” Wilson**

WHEREAS, Wendell “Wendy” Wilson of Watertown was born on July 13, 1932, and died on November 27, 2023, at the age of 91, and

WHEREAS, Wendell had served on the Jefferson County Board of Supervisors for District 8 from June 8, 1971, until April 20, 2004, and was the Chairperson from April 16, 1990, to April 20, 2004, and

WHEREAS, as a County Board Supervisor, Wendell served on the Parks, Institutions and Equalization Committees, the Inter-County Data Processing Commission, the Inter-County Coordinating Committee, the Judiciary Committee, the Planning and Zoning Committee, the Administrative Committee and was chairperson of the Finance Committee and Human Resources Committee, and

WHEREAS, as County Board Chairperson, Wendell demonstrated the leadership and professionalism in the administration of his office that will be remembered by those he came in contact with, and

WHEREAS, it is fitting for Wendell Wilson to be recognized by the Jefferson County Board of Supervisors for his public service, dedication, and thoughtfulness which will be missed by many.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors meeting this 12<sup>th</sup> day of December 2023, does hereby extend its sincere sympathy to the family of Wendell Wilson along with this recognition of his service and dedication to the citizens of Jefferson County.

**Nass moved for the adoption of Resolution 2023-55.** Seconded by Jaeckel and passed.

**Committee Reports, Resolutions, Proclamations, and Ordinances:**

**Wineke, Executive Committee Chair, introduced Resolution No. 2023-56. Authorizing the execution of Intergovernmental Agreements with the City of Fort Atkinson and the City of Watertown for GIS services.**

#### Executive Summary

Jefferson County hosts and maintains the primary land records for Jefferson County and continues to work to expand the use of these systems and data through its Geographical Information System commonly referred to as GIS. The GIS system provides a variety of data sources that can assist in variety of policy and decision-making processes from layout of utilities and roadways to data points for various programs.

In 2020, Jefferson County partnered with local municipalities to commission a study through the Wisconsin Policy Forum entitled “Greater Than the Sum.” The purpose of the study was to provide policymakers with information on municipal and county service areas where enhanced service sharing or consolidation might be beneficial. The study specifically identified GIS services as an area ripe for position sharing where the benefits of such sharing could be spread among various government functions that have need for advanced services like mapping and data collection and analysis. This role was mentioned as municipalities may not require full-time GIS staff but they require expertise to maximize GIS capabilities and it is difficult to contract for these services.

In early 2023, a local government meeting was held where the opportunity to collaborate on GIS services was discussed. Conversations specifically continued with the City of Fort Atkinson and the City of Watertown led by the Planning and Zoning Director. These discussions culminated in the attached proposed intergovernmental agreements. Per the proposed agreements, Jefferson County intends to hire a GIS specialist who will dedicate a percentage of time to providing technical assistance for GIS projects to the cities of Watertown and Fort Atkinson with provisions for cost and data sharing. The County's fiscal year 2024 Budget accounted for this proposed cooperative arrangement by including provisions for a new staff position and related expenditure and intergovernmental revenue from the communities for GIS services. It is anticipated that this service could be expanded in the future if other municipalities desire to participate.

This resolution authorizes the County Administrator to execute intergovernmental agreements with the cities of Fort Atkinson and Watertown to provide GIS services. The Planning and Zoning Committee reviewed the enclosed draft intergovernmental agreements on November 27, 2023, and unanimously endorsed moving it forward. The Executive Committee reviewed the agreements on November 29, 2023, and recommended forwarding to the County Board unanimously.

WHEREAS, the Executive Summary is incorporated into this resolution, and

WHEREAS, the County's Comprehensive Plan and Strategic Plan has identified intergovernmental cooperation as a goal of the County, and

WHEREAS, the study "Greater Than the Sum" identified partnership for GIS services among local government bodies as a potential opportunity for intergovernmental cooperation, and

WHEREAS, the County, the City of Fort Atkinson and the City of Watertown have determined that the collaboration of GIS services will allow for more efficient and effective services, and

WHEREAS, the local government partners have provided for this agreement within their respective budgets.

NOW, THEREFORE, BE IT RESOLVED that the County Board authorizes the County Administrator to finalize and execute intergovernmental agreements with the City of Fort Atkinson and the City of Watertown to provide geographical information services (GIS) in substantially the same form as the attached draft agreements.

*Fiscal Note: The anticipated intergovernmental revenue, new staff position, and related costs have been included within the FY 2024 Budget.*

**Wineke moved for the adoption of Resolution No. 2023-56.** Seconded by Poulson and passed.

**Jones, Finance Committee Chair, introduced Resolution No. 2023-57. Accepting the Department of Justice's Deflecting Court Involvement Due to School Refusal Grant at the Human Services Department**

#### Executive Summary

Jefferson County Human Services was recently awarded a grant from the Department of Justice (DOJ) to deflect youth referred to the Youth Justice system for school refusal behaviors and chronic truancy.

The County will receive a grant in the amount of \$63,243. This grant will allow for the Department to:

- Implement intervention programming for students at risk of truancy at local high schools and middle schools;
- Provide family based case management with students;
- Provide school mentors to meet with students at the school as well as with their families;



- Use evidence based practices to work with teachers and teacher aids in schools to address crisis behaviors in the classroom that can lead to school suspension and add to school refusal behavior

This resolution authorizes the acceptance of the Department of Justice's Deflecting Court Involvement Due to School Refusal grant in the amount of \$63,243 and amends the Human Services Department 2024 budget accordingly. On December 6, 2023, the Finance Committee reviewed the request from the Human Services Director and recommended forwarding this resolution to the County Board for approval.

WHEREAS, the above Executive Summary is incorporated into this resolution, and

WHEREAS, grant funding is available from the Department of Justice to deflect youth referred to the Youth Justice system for school refusal behaviors and chronic truancy.

NOW, THEREFORE, BE IT RESOLVED that the Department of Human Services is authorized to accept the Department of Justice grant funding in the amount of \$63,243 and the 2024 County Budget is amended accordingly.

*Fiscal Note: Please see the attached Budget Adjustment or Amendment Request form for the proposed adjustments to the 2024 budget. This is a budget amendment. County Board approval requires a two-thirds vote of the entire membership of the County Board (20 votes of the 30-member County Board).*

**Jones moved for the adoption of Resolution No. 2023-57.** Seconded by Jaeckel and passed. Ayes 27 (Jones, Richardson, Preuss, Zarling, Braughler, Herbst, Morris, Wineke, Degner, Smith, Martin, Lund, Nass, Turville-Heitz, Kutz, Drayna, Backlund, Kannard, Poulson, Jaeckel, Lindl, Foelker, Fitzgerald, Callan, Gulig, Roberts, Christensen), Noes 1 (Goose), Abstain 0, Absent 1 (White), Vacant 1.

**Jones, Finance Committee Chair, introduced Resolution No. 2023-58. Accepting \$4,175.00 in restricted donations for the Jefferson County Health Department's Safe Sleep Program and amending the 2023 budget**

#### Executive Summary

The Jefferson County Health Department was awarded a total of \$4,175.00 in restricted donations for their Safe Sleep Program. The Randy Schopen Foundation awarded \$2,000.00 and Aurora Medical Center awarded \$2,175.00 towards the purchase of Pack N Plays and Safe Sleep Kits to ensure a safe sleep environment for families in need.

The Jefferson County Health Department has successfully implemented a Safe Sleep Program for many years for families in Jefferson County. This program demonstrates to parents and caregivers the importance of providing safe sleep environments for infants. There are instances of infants dying as a result of unsafe sleep environments and this program helps to mitigate that by providing education and a Pack N Play to families with limited resources. Using an evidence-based program, Public Health Nurses from the Jefferson County Health Department make a home visit to each family receiving the safe sleep information, demonstrate how to set up the Pack N Play, and provide education on how to ensure a safe sleep environment for their infant.

This resolution authorizes the acceptance of \$4,175.00 in restricted donations for the Safe Sleep Program and amends the Jefferson County Health Department's 2023 budget accordingly. The Finance Committee considered this resolution at its December 6, 2023, meeting and recommended forwarding to the County Board for approval.

WHEREAS, the above Executive Summary is incorporated into this resolution, and

WHEREAS, funding in the amount of \$4,175.00 is available to the Jefferson County Health Department from the Randy Schopen Foundation and Aurora Medical Center for the Safe Sleep Program, and

WHEREAS, the Jefferson County Health Department's Safe Sleep Program has already served 12 families in 2023, and

WHEREAS, this funding will provide additional opportunities for the program to educate families on safe sleep practices.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors hereby accepts \$4,175.00 in restricted donations for the Jefferson County Health Department's Safe Sleep Program and amends the 2023 budget for the Health Department by increasing budgeted revenues and expenditures by \$4,175.00.

*Fiscal Note: This resolution authorizes the County Finance Director to make the necessary budget adjustments to enact this resolution. This is a budget amendment. Passage of this resolution requires a two-thirds vote of the Board of Supervisors (20 of 30 votes needed for approval).*

**Jones moved for the adoption of Resolution No. 2023-58.** Seconded by Christensen and passed. Ayes 28 (Jones, Richardson, Preuss, Zarling, Braughler, Herbst, Morris, Wineke, Degner, Goose, Smith, Martin, Lund, Nass, Turville-Heitz, Kutz, Drayna, Backlund, Kannard, Poulson, Jaeckel, Lindl, Foelker, Fitzgerald, Callan, Gulig, Roberts, Christensen), Noes 0, Abstain 0, Absent 1 (White), Vacant 1.

**Jones, Finance Committee Chair, introduced Resolution No. 2023-59. Reauthorizing self-insuring worker's compensation liability**

#### Executive Summary

Jefferson County is self-insured for worker's compensation instead of having an outside insurance provider. Every three years the County must file a resolution to self-insure with the Department of Workforce Development. The County works with an insurance consultant to determine if there is cost savings to the County to continue self-insuring worker's compensation liability. The estimated cost per year for Jefferson County to purchase worker's compensation insurance would be \$674,996, or \$2,024,988 for three years. From 2020 through 2022 the County spent \$418,860 on claims, administration costs and excess premiums.

This resolution authorizes the continuation of the self-insured worker's compensation program that is currently in effect. The Finance Committee considered this resolution at its meeting on December 6, 2023, and recommended forwarding to the County Board for approval.

WHEREAS, the executive summary is incorporated into this resolution, and

WHEREAS, Jefferson County is a qualified political subdivision of the State of Wisconsin, and

WHEREAS, the Wisconsin Worker's Compensation Act (Act) requires that an employer covered by the Act either insure its liability with worker's compensation insurance carriers authorized to do business in Wisconsin, or be exempted from insuring liabilities with a carrier by assuming the responsibility for its own worker's compensation risk and payment, and

WHEREAS, the State and its political subdivisions may self-insure worker's compensation without a special order from the Department of Workforce Development if they agree to report faithfully all compensable injuries and agree to comply with the Act and rules of the Department, and

WHEREAS, a resolution to self-insure must be filed with the Department every three years.

NOW, THEREFORE, BE IT RESOLVED that Jefferson County shall continue its self--insured worker's compensation program in compliance with Wisconsin Administrative Code DWD 80.60(3), and

BE IT FURTHER RESOLVED that:

- (1) The County Board shall provide for the continuation of the self-insured worker's compensation program that is currently in effect.
- (2) Audrey McGraw, County Clerk, is authorized to forward a certified copy of this resolution to the Worker's Compensation Division, Wisconsin Department of Workforce Development.
- (3) The County Administrator is directed to sign a certified copy hereof in accordance with Wisconsin Administrative Code DWD 80.60 (3)(b).

*Fiscal Note: The County has self-insured worker's compensation liability since 1981. The average annual cost of this program fluctuates each year. The County's cost was approximately 21% of conventional insurance when last priced by the County's insurance consultant in 2023. This cost is included in the 2024 budget.*

**Jones moved for the adoption of Resolution No. 2023-59.** Seconded by Zarling and passed.

**Jones, Finance Committee Chair, introduced Resolution No. 2023-60. Adopting the Results Matrix for Priority Based Budgeting**

Executive Summary

At the direction of the County Board of Supervisors, the County has embarked on a priority- based budgeting process. This process requires a full inventory of all County services to be performed. Costs and revenues corresponding to the delivery of these services are individually assigned to these services from the County's adopted budget. The services are then scored on several criteria to determine their ranking in the order of budget priorities.

The programs are scored on two types of attributes: 1) Basic Program Attributes, which are universal to all government programs and include scores on Mandate, Reliance (is the County the sole service provider), Cost Recovery, Population Served, and Demand (increasing or decreasing); and 2) County Governance Results, which are specific to Jefferson County and its strategic plan. Administration has developed a Results Matrix that incorporates the specific values and goals of the County's strategic plan and defines the County Governance Results. The intent of the Results Matrix is to provide a framework for scoring the County's programs which will ultimately become the basis for budget decisions. The goal of this process is to align the County's budget with its strategic plan, in order to realize the vision set forth in the strategic plan.

This resolution adopts the attached Results Matrix to be used in Jefferson County's priority-based budgeting process going forward. The Finance Committee considered this resolution at its meeting on December 6, 2023, and recommended forwarding to the County Board for approval.

WHEREAS, the Executive Summary is hereby incorporated by reference into this resolution, and

WHEREAS, going forward, the County's budget priorities will be determined by a scoring system that ranks programs based on their relation to attributes of Transformative Government, Diverse Housing Opportunities, Highly Regarded Quality of Life, Intentional Economic Growth, Safe and Healthy Community, and Sustainable Resources and Innovative Infrastructure, (for community programs), and Resources, Decision Making, Workforce, Collaboration, and Compliance (for governance programs), and

WHEREAS, these attributes are linked directly to the County's strategic plan, and

WHEREAS, because these attributes will drive budget decisions, County Administration seeks the Board of Supervisors support for these attributes.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors hereby adopts the attached Results Matrix as a basis for budget decisions going forward.

*Fiscal Note: The passage of this resolution will impact the budget by aligning the County's programs with its strategic plan.*

**Jones moved for the adoption of Resolution No. 2023-60.** Seconded by Jaeckel and passed.

**Jones, Finance Committee Chair, introduced Resolution No. 2023-61. Authorizing the sale of Jefferson County property to Project Dove, LLC.**

#### Executive Summary

Jefferson County is strategically focused on attracting and facilitating business expansions in collaboration with community partners. This resolution outlines the pursuit of a significant multi-state site selection process, culminating in the selection of a county-owned property located in the City of Jefferson to be the new production facility of a global food processing company. This transformative project aligns with the City and County's comprehensive plans and economic development strategies. It is expected to bring substantial economic benefits to the community.

The County has extensively evaluated the development potential of this property since 1994, with recent considerations in 2018. After engaging with various stakeholders, including UW-Whitewater Fiscal and Economic Research Center (FERC), the concept of a Food and Beverage Innovation Campus has emerged.

Jefferson County's strategic objective to attract and support businesses finds a significant milestone in the collaborative pursuit of the Food and Beverage Innovation Campus. The proposed project is set to occupy approximately 100 acres of the approximately 345 acres owned by Jefferson County in the City of Jefferson depicted as Lot 3 in Exhibit A. Phased construction is anticipated, with the first phase commencing in the 1st quarter of 2024. This initial phase includes 200,000 square feet of office, production and warehouse space, generating 50 full-time positions. Phase two would include an additional 100,000+ square feet and 40 additional full-time positions. Between facilities and equipment, the total investment of this project is anticipated to reach a half billion dollars. It is anticipated that this food processing operation will be the anchor tenant of the Food and Beverage Innovation Campus.

This venture is backed not only by Jefferson County but also by the City of Jefferson, which has demonstrated an exceptional commitment to the project. Notably, the City anticipates allocating 90% of the tax increment generated by this project to support the infrastructure costs for the development through the creation of a Tax Increment Finance (TIF) District. Given the State of Wisconsin restriction that no more than 12% of a community's equalized value may be placed in a TIF, this investment underscores the City's unwavering dedication, as it limits potential growth in other areas of the City. As a result, the Food and Beverage Innovation Campus becomes a catalyst for broader growth and development, thanks to the collaborative commitment of both Jefferson County and the City of Jefferson.

The County Board has been regularly updated on this project throughout 2023, in closed sessions on August 8, September 12, and November 14, 2023.

The County Administrator received a Letter of Intent from Project Dove, LLC proposing to purchase the subject property (Exhibit A- Lot 3) for a purchase price of \$30,000 per acre subject to contingencies. This resolution authorizes the County Administrator to execute the Letter of Intent, negotiate and execute the Purchase and Sale Agreement, and complete all necessary documentation and contingencies to close the sale of the subject property. The Finance Committee considered the parameters of the agreement in closed session on December 6, 2023, and voted unanimously in open session to recommend forwarding this resolution to the County Board for approval.

WHEREAS, the Executive Summary is incorporated into this resolution, and

WHEREAS, the County Board through its comprehensive plan and strategic plan supports Economic Vitality through the recruitment of businesses to Jefferson County by providing opportunities for investment and support of the local workforce, and

WHEREAS, the County Board determines it is in the best interest of the county to collaboratively work with partners to facilitate these efforts, and

WHEREAS, the subject property falls within the planning jurisdiction of the City of Jefferson which calls for this area to facilitate future business needs and the County has engaged in previous planning efforts for the subject property, and

WHEREAS, the County Comprehensive Plan, Agriculture and Farm Land Preservation Plan and Strategic Plan encourage the development of business and high density and intensive use within urban services areas, and

WHEREAS, the sale of County owned property identified by the following parcel numbers is a portion thereof for a total of approximately 100 acres: 241-0614-1432-001, 241-0614-1541-000, 241-0614-1514-000, 241-0614-1542-000, 241-0614-1513-000.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Administrator is authorized to negotiate the sale of the above-referenced property consisting of approximately 100 acres of land, shown as Lot 3 on Exhibit A, to Project Dove, LLC and execute all necessary documentation and complete all contingencies related to and in furtherance of this sale including but not limited to executing the Letter of Intent and subsequent Purchase and Sale Agreement, finalizing a certified survey map for final approval by the City of Jefferson that identifies, lots, outlots and right of way dedication consistent with Exhibit A, and executing all closing documents.

BE IT FURTHER RESOLVED that the Jefferson County Clerk is authorized to execute all necessary documents as required for the closure of this transaction, including but not limited to the warranty deed conveying said property to Project Dove, LLC.

*Fiscal Note: The potential sale proceeds of approximately \$3,000,000 less closing costs and any other ancillary expenses associated with the final sale contract shall be deposited into the Capital Projects Fund and tracked under a specific project code assigned by the Finance Department. The Finance Committee will consider a plan for the use of these funds at its March 6, 2024 meeting. The County Board of Supervisors will consider the recommendation of the Finance Committee at its March 13, 2024 meeting. Other than closing costs and any other ancillary costs related to the sale of the property, no proceeds from this sale shall be allocated or spent until the County Board of Supervisors approves a spending plan and adopts a resolution that amends the budget for that plan.*

**Poulson requested a roll call vote.**

**Jones moved for the adoption of Resolution No. 2023-61.** Seconded by Jaeckel and passed. Ayes 25 (Jones, Richardson, Preuss, Zarling, Braughler, Herbst, Morris, Wineke, Degner, Goose, Martin, Lund, Nass, Turville-Heitz, Kutz, Drayna, Backlund, Kannard, Poulson, Jaeckel, Lindl, Foelker, Fitzgerald, Roberts, Christensen), Noes 3 (Smith, Callan, Gulig), Abstain 0, Absent 1 (White), Vacant 1.

**Jones, Human Services Board Chair, introduced Resolution No. 2023-62. Amending the Marsh Country Intergovernmental Cooperation Agreement for Jefferson County Human Services**

## Executive Summary

Jefferson County Human Services is part of an Intergovernmental Cooperation Agreement with twelve other counties which created the Marsh Country Health Alliance (MCHA). The member counties are allowed use of the Clearview Behavioral Health Facility located in and operated by Dodge County. Per the terms of the existing intergovernmental agreement, the member counties meet annually to establish the budget and annual rate assessment for each member county. The most recent assessment for Jefferson County was only \$594 as over 85% of the utilization is from Dodge and Waukesha counties compared to Jefferson's 0.40%. Past assessments for Jefferson County were: 2020 \$1643 , 2021 \$1246 , and 2022 \$1246.

The Marsh Country Health Alliance wishes to streamline the budget and rate setting process to allow member counties to remotely object to any parts of the budget or annual rate setting assessment. Per the terms of the amendment, members will not be required to attend the annual meeting for the budget or rate setting proposal to become effective. If no objections are received by the time of the annual meeting, the budget and assessment rate shall be set as recommended by Dodge County at the annual meeting.

This resolution authorizes Jefferson County Human Services to execute the attached Amendment One to Amended & Restated Intergovernmental Cooperation Agreement Creating Marsh Country Health Alliance. The Human Services Board considered this resolution at its meeting on December 12, 2023, and recommended forwarding to the County Board for approval.

WHEREAS, the Executive Summary is incorporated into this resolution, and

WHEREAS, Jefferson County Human Services would like to remain a member of the Marsh Country Health Alliance, and

WHEREAS, Jefferson County Human Services staff and Jefferson County Human Services Board members receive and review the annual communication, budget, and rate assessment recommendations from Dodge County for the Marsh Country Health Alliance, and

WHEREAS, Jefferson County Human Services agrees with the proposed revisions to the Marsh Country Intergovernmental Cooperation Agreement.

NOW, THEREFORE, BE IT RESOLVED by the County Board of Supervisors that Jefferson County Human Services is authorized to execute Amendment One to Amended and Restated Intergovernmental Cooperation Agreement for the Marsh Country Health Alliance, effective October 1, 2023, and

BE IT FURTHER RESOLVED, that a Supervisor Russell Kutz, Jefferson County's member representative on the Marsh Country Health Alliance Commission, is authorized to sign this amendment on behalf of Jefferson County.

*Fiscal Note: The proposed assessment for Jefferson County Human Services for 2024 has already been incorporated into the 2024 budget.*

**Jones moved for the adoption of Resolution No. 2023-62.** Seconded by Jaeckel and passed.

**Jaeckel, Planning and Zoning Committee Chair, introduced the following report:**

REPORT TO THE HONORABLE MEMBERS OF THE JEFFERSON COUNTY BOARD OF SUPERVISORS by the Jefferson County Planning and Zoning Committee recommending approval of petitions to amend the official zoning map of Jefferson County.

**Jaeckel, Planning and Zoning Committee Chair, introduced Ordinance No. 2023-19.**

**Amending Official Zoning Map**

WHEREAS, the Jefferson County Board of Supervisors has heretofore been petitioned to amend the official zoning map of Jefferson County, and

WHEREAS, Petitions R4498A-23, R4499A-23, R4500A-23, R4501A-23, R4502A-23, R4503A-23, R4504-23 and R4505A-23 were referred to the Jefferson County Planning and Zoning Committee for public hearing on November 16, 2023, and

WHEREAS, the proposed amendments have been given due consideration by the Board of Supervisors in open session,

NOW, THEREFORE, BE IT ORDAINED that the Jefferson County Board of Supervisors does amend the official zoning map of Jefferson County as follows.

**FROM A-1, EXCLUSIVE AGRICULTURAL TO A-2, AGRICULTURAL AND RURAL BUSINESS**

Rezone all of PINs 032-0815-2911-006 (8.59 ac) and 032-0815-2911-007 (3.83 ac) at **N8023 Ebenezer Rd**, Town of Watertown. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance. Rezoning is conditioned upon road access approval and approval and recording of a final certified survey map for the property. R4498A-23– Jon Gehler/Ebenezer Moravian Church

**FROM AGRICULTURAL A-1 TO A-3, AGRICULTURAL/RURAL RESIDENTIAL**

Create a 5-ac lot around the home and buildings at **N956 Bingham Rd**, Town of Sumner, from PIN 028-0513-1933-000 (43.694 ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Rezoning is conditioned upon approval and recording of a final certified survey map for the lot. R4499A-23 – Kurt Wileman /Dane County Growers Property

**FROM A-1 TO A-3, AGRICULTURAL AND RURAL RESIDENTIAL**

Create a 1.7437-ac lot at **N6132 Switzke Rd** in the Town of Farmington from part of PINs 008-0715-1633-000 (36.1 ac) and all of PIN 008-0715-1633-001 (0.82 ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Rezoning is conditioned upon approval and recording of a final certified survey map for the lot. R4500A-23 – Kevin Emrath

Create two 4-ac lots from PIN 026-0616-0134-000 (35.086 ac) **near N4579 Indian Point Rd** in the Town of Sullivan. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. This utilizes the last available A-3 zone for the property; therefore, rezoning is conditioned upon recording an affidavit acknowledging that fact. It is further conditioned upon receipt by Zoning of a suitable soil test, that there be no development on slopes exceeding 20%, and approval and recording of a final certified survey map, including extraterritorial plat review, if necessary. R4501A-23 – William & Laura Flood

Rezone all of PIN 026-0616-2643-002 (0.602 ac) and part of PIN 026-0616-2643-000 (38.898 ac) owned by the Novak Trusts to create a 1-ac lot at **W660 Rome Oak Hill Rd** in the Town of Sullivan. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Rezoning is conditioned upon approval and recording of a final certified survey map for the lot. R4502A-23 – Daniel & Gwynn Novak

Rezone all of PIN 026-0616-2643-001 (0.5 ac) and part of PIN 026-0616-2643-000 (38.898 ac) to create a 1-ac lot at **W604 Rome Oak Hill Rd** in the Town of Sullivan. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Rezoning is conditioned upon approval and recording of a final certified survey map for the lot. R4503A-23 – Robert & Dorothy Novak

Create a 1.1-ac building site from part of PIN 012-0816-0323-001 (39.22 ac) on **County Rd CW** in the Town of Ixonia. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. This utilizes the last available A-3 zone for the lot; therefore, rezoning is conditioned upon recording an affidavit acknowledging that fact. It is further conditioned upon road access approval, receipt by Zoning of a suitable soil test and approval and recording of a final certified survey map for the lot. R4504A-23 – Jonathan Boche

#### **FROM A-1 TO N, NATURAL RESOURCES**

Rezone 3.9 ac of PIN 012-0816-0323-001 (39.22 ac) to create a Natural Resource zone on **County Rd CW**, Town of Ixonia. This is in accordance with Sec. 11.04(f)12 of the Jefferson County Zoning Ordinance. Rezoning is conditioned upon road access approval, and approval and recording of a final certified survey map for the zone. R4505A-23 – Jonathan Boche

Rezoning on the above petitions shall be null and void and of no effect one year from the date of County Board approval unless all applicable conditions have been completed by that date.

**Jaeckel moved for the adoption of Ordinance No. 2023-19.** Seconded by Poulson and passed.

Kannard abstained from voting due to a potential conflict of interest.

#### **Appointment by County Administrator:**

**By virtue of the authority vested in me under Section 323.14(1)(a) of the Wisconsin Statutes, I respectfully request confirmation of the appointment as listed in the agenda.**

Tracy Neuhauser as Interim Director of Emergency Management.

**Morris moved to confirm the above appointment.** Seconded by Jaeckel and passed.

**Public Comment: (General) None**

#### **Announcements:**

Supplemental information presented at the December 12, 2023, Jefferson County Board meeting will be available at the County Clerk's office upon request during regular Courthouse hours or on the County's website at [www.jeffersoncountywisc.gov](http://www.jeffersoncountywisc.gov).

**There being no further business, Gulig moved that the Board adjourn.** Seconded by Jaeckel and passed at 8:24 p.m.



## JEFFERSON COUNTY BOARD MINUTES

**TUESDAY, January 16, 2024, 7:00 P.M.**

The County Board meeting originally scheduled for January 9, 2024,  
was rescheduled to January 16, 2024, due to inclement weather.

Vice Chair Michael Wineke presiding.

County Clerk Audrey McGraw called the roll, all members being present in person except Jones, Herbst, Smith, Turville-Heitz, and Callan, who were present via Zoom.

Supervisors Lund, Fitzgerald, Gulig, Nass, Backlund, and Richardson were absent. All but Richardson having given prior notification, were excused.

District 1 .....	Richard C. Jones	District 2 .....	Cassie B. Richardson
District 3 .....	Robert Preuss	District 4 .....	Karl Zarling
District 5 .....	James B. Braughler	District 6 .....	Dan Herbst
District 7 .....	Dwayne C. Morris	District 8 .....	Michael Wineke
District 9 .....	Bruce Degner	District 10 .....	Mark Groose
District 11 .....	Vacant	District 12 .....	Jeff Smith
District 13 .....	Anita Martin	District 14 .....	Kirk Lund
District 15 .....	Steven J. Nass	District 16 .....	Meg Turville-Heitz
District 17 .....	Russell Kutz	District 18 .....	Brandon White
District 19 .....	Dave Drayna	District 20 .....	Curtis Backlund
District 21 .....	John C. Kannard	District 22 .....	Blane Poulson
District 23 .....	George Jaeckel	District 24 .....	Roger Lindl
District 25 .....	Matthew Foelker	District 26 .....	Joan Fitzgerald
District 27 .....	Joan Callan	District 28 .....	Anthony Gulig
District 29 .....	Mary K. Roberts	District 30 .....	Walt Christensen

Braughler led the Pledge of Allegiance. A moment of silence was observed.

Wehmeier certified compliance with the Open Meetings Law.

Approval of the Agenda. Wineke requested that the Special order of Business items be rearranged. Poulson moved to accept this change and otherwise approve as drafted. Seconded by Jaeckel and passed.

Poulson, Executive Committee Vice Chair, moved to approve the County Board minutes from December 12, 2023. Seconded by Foelker and passed.

### **Communications:**

#### **County Clerk McGraw presented the following communications:**

9. Notice of Public Hearing from the Jefferson County Planning and Zoning Committee for a hearing to be held on January 18, 2024, at 7:00 p.m.

10. Treasurer's Report.

**GENERAL FINANCIAL CONDITION JEFFERSON COUNTY, WISCONSIN**

**January 01, 2024**

Available Cash on Hand		
December 01, 2023	\$ (796,744.28)	
December Receipts	<u>\$ 14,581,549.94</u>	
Total Cash		\$13,784,805.66
Disbursements		
General – December 2023	\$ 10,849,943.80	
Payroll – December 2023	<u>\$ 2,138,533.44</u>	
Total Disbursements		<u>\$ 12,988,477.24</u>
		<b>\$ 796,328.42</b>
Cash on Hand (in bank) December 01, 2023	\$ 1,973,361.44	
Less Outstanding Checks	\$ 1,177,033.02	
Total Available Cash		<b>\$ 796,328.42</b>
Local Government Investment Pool – General		\$ 13,394,761.50
DANA Investments		\$ 36,538,346.20
EHLERS Investments		\$ 7,145,799.69
Local Government Investment Pool - Clerk of Courts		\$ 31,250.56
Local Government Investment Pool - Farmland Preservation		\$ 192,444.91
Local Government Investment Pool - Parks/Liddle		\$ 92,517.45
Local Government Investment Pool - County Bond		<u>\$ 574,081.89</u>
		\$ 57,969,202.20
2023 Interest - Super N.O.W. Acct.		\$ 624,50.00
2023 Interest – Sweep Acct.		\$ 9,347.17
2023 Interest - L.G.I.P. - General Funds		\$ 1,586,329.29
2023 Interest - EHLERS 2022A		\$ 291,201.94
2023 Interest - DANA Investments		\$ 1,073,147.98
2023 Interest - L.G.I.P. - Parks/Carol Liddle Fund		\$ 4,525.25
2023 Interest - L.G.I.P. - Farmland Preservation		\$ 9,412.93
2023 Interest - L.G.I.P. - Clerk of Courts		\$ 1,528.53
2023 Interest - L.G.I.P. - County Bond		<u>\$ 57,184.72</u>
Total 2023 Interest		<b>\$ 3,033,302.31</b>

**KELLY M. STADE, JEFFERSON COUNTY TREASURER**

11. Fiscal Year 2025 Budget Calendar.

**Public Comment: None**

**Special Order of Business:**

1. Overview of County Board Rules Proposed Changes given by Corporation Counsel Danielle Thompson.
2. Presentation by Detective Sergeant Dan Horvatin from the Jefferson County Joint Drug Task Force.

**Committee Reports, Resolutions, Proclamations, and Ordinances:**

**Poulson, Executive Committee Vice Chair, introduced Resolution No. 2023-63. Authorizing the execution of an intergovernmental Autopsy Agreement with Milwaukee County**

### Executive Summary

Historically, Milwaukee County has performed autopsy services for Jefferson County by informal agreement. Milwaukee County desires to formalize the terms of the prior arrangement as set forth in the attached Autopsy Agreement. Pursuant to the proposed Autopsy Agreement, Jefferson County will compensate Milwaukee County a total of \$1,800 for each autopsy performed and \$900 for each external examination performed. These fees include all pathologist dissection, routine toxicology, photography, digital radiography, and routine histology services. Milwaukee County will also provide expert testimony when needed at a rate of \$500/hr. Based on research by the Jefferson County Medical Examiner's office, Milwaukee County provides the most cost-effective and comprehensive services in the area at this time. The proposed Autopsy Agreement further outlines expectations regarding transportation, storage, open records, and insurance.

This resolution authorizes the County Administrator to execute the attached intergovernmental agreement with Milwaukee County for autopsy services from January 1, 2024, through December 31, 2024. The Executive Committee considered this resolution at its meeting on December 27, 2023, and recommended forwarding to the County Board for approval.

WHEREAS, the Executive Summary is incorporated into this resolution; and

WHEREAS, Jefferson County has a need for autopsy services; and

WHEREAS, Milwaukee County has the ability to provide comprehensive, cost-effective autopsy services to Jefferson County; and

WHEREAS, the Jefferson County Medical Examiner's office has provided for these anticipated autopsy fees in its 2024 budget.

NOW, THEREFORE, BE IT RESOLVED the County Board authorizes the County Administrator to finalize and execute the attached Autopsy Agreement with Milwaukee County for the term of January 1, 2024, to December 31, 2024.

*Fiscal Note: The cost of the autopsies as stated in the Agreement at the rate of \$1,800 per autopsy have been included in the 2024 budget. Therefore, no budget adjustment is necessary.*

**Poulson moved for the adoption of Resolution No. 2023-63.** Seconded by Jaeckel and passed.

**Jones, Finance Committee Chair, introduced Resolution No. 2023-64. Approving Increase in Passport Photo Fee and amending the 2024 budget**

### Executive Summary

The Jefferson County Clerk's Office is a passport acceptance agent for the U.S. Department of State. As part of the passport services, the County Clerk's office also takes passport photos. Currently, Jefferson County charges \$12.00 for passport photos. Based upon the County Clerk's market review, Jefferson County's passport photo fees are lower than surrounding counties and businesses that provide this service. Based on the market data, the County Clerk proposes increasing the passport photo fee to \$15.00/photo. This will also help to offset the cost of equipment and staff time for providing this service.

This resolution authorizes the increase in passport photo fees from \$12.00 to \$15.00 in the 2024 Jefferson County Budget. The Finance Committee considered this resolution at its meeting on January 3, 2024, and recommended forwarding it to the County Board for approval.

WHEREAS, the Executive Summary is hereby incorporated into this resolution, and

WHEREAS, the Jefferson County Clerk's office currently provides passport photo services at a rate of \$12.00/photo, and

WHEREAS, amending the passport photo fee to \$15.00/photo will align Jefferson County's fee with the surrounding market and offset some of the costs of providing this service.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors hereby approves the increase in passport photo fees from \$12.00 to \$15.00, and the Jefferson County 2024 budget is hereby amended to reflect the revised fee.

*Fiscal Note: The fiscal impact of this fee increase cannot be determined at this time and no corresponding expenditure accounts are being affected by this resolution. Therefore, amending budget line items is not necessary. However since the fee schedule is included in the County budget, this is a budget amendment and requires a two-thirds vote of the entire County Board of Supervisors (20 of 30 members).*

**Jones moved for the adoption of Resolution No. 2023-64.** Seconded by Jaeckel and passed. Ayes 23 (Jones, Preuss, Zarling, Braughler, Herbst, Morris, Wineke, Degner, Goose, Smith, Martin, Turville-Heitz, Kutz, White, Drayna, Kannard, Poulson, Jaeckel, Lindl, Foelker, Callan, Roberts, Christensen), Noes 0, Abstain 0, Absent 6 (Richardson, Lund, Nass, Backlund, Fitzgerald, Gulig,), Vacant 1.

**Jones, Finance Committee Chair, introduced Resolution No. 2023-65. Accepting the Department of Children and Families Relative Caregiver Support Grant funding at the Human Services Department and amending the 2024 budget**

#### Executive Summary

Jefferson County Human Services was recently awarded a grant from the Department of Children and Families (DCF) to assist relative caregivers in obtaining benefits and services in 2024.

The County will receive a grant in the amount of \$9,550. This grant will allow the Department to:

- Provide concrete supports such as bus tokens, groceries, or assistance to school related fees; and
- Help caregivers obtain legal guardianship or adoption, create visitation plans, and consult on will and power of attorney questions; and
- Assist relative caregivers by eliminating other barriers by providing support groups, outreach materials, staffing assistance, childcare needs, and other trainings.

This resolution authorizes the acceptance of the grant funding of \$9,550 and amends the 2024 budget accordingly. On January 3, 2024, the Finance Committee reviewed the request from the Human Services Director and recommended forwarding this resolution to the County Board for approval.

WHEREAS, the above Executive Summary is incorporated into this resolution, and

WHEREAS, grant funding is available from the Department of Children and Families to assist relative caregivers in obtaining benefits and services.

NOW, THEREFORE, BE IT RESOLVED that the Department of Human Services is authorized to accept the Department of Children and Families grant funding in the amount of \$9,550 and the 2024 County Budget is amended accordingly.

*Fiscal Note: Please see the attached Budget Adjustment or Amendment Request form for the proposed adjustments to the 2024 budget. This is a budget amendment. County Board approval requires a two-thirds vote of the entire membership of the County Board (20 votes of the 30-member County Board).*

**Jones moved for the adoption of Resolution No. 2023-65.** Seconded by Kutz and passed. Ayes 23 (Jones, Preuss, Zarling, Braughler, Herbst, Morris, Wineke, Degner, Goose, Smith, Martin, Turville-Heitz, Kutz, White, Drayna, Kannard, Poulson, Jaeckel, Lindl, Foelker, Callan, Roberts, Christensen), Noes 0, Abstain 0, Absent 6 (Richardson, Lund, Nass, Backlund, Fitzgerald, Gulig,), Vacant 1.

**Braughler, Human Resources Committee Chair, introduced Ordinance No. 2023-20. Amending Personnel Ordinance section HR0120 Differences for Sworn, Non-Represented Law Enforcement Employees**

Executive Summary

This ordinance amendment revises the existing Personnel Ordinance HR0120 concerning sworn, non-represented law enforcement employees. The amendment proposes that all accrual benefits and compensatory time accrual, usage, and method of payment, such as overtime pay for working on holidays, will follow either the union labor contract or the personnel ordinance, depending on which provides a more favorable benefit for the non-represented, sworn employee. The Human Resources Committee considered this ordinance on January 3, 2024, and recommended forwarding to the County Board for approval.

WHEREAS, the executive summary is incorporated into this ordinance, and

WHEREAS, the current Personnel Ordinance HR0120 outlines specific provisions for sworn, non-represented law enforcement employees, and

WHEREAS, it is deemed necessary to amend these provisions to ensure that these employees receive the most beneficial terms regarding benefits and compensatory time accrual and usage.

NOW, THEREFORE, BE IT ORDAINED by the Jefferson County Board of Supervisors that Section HR0120 of the Personnel Ordinance, Differences for Sworn, Non-represented Law Enforcement Employees be amended.

Section 1:

HR0120 DIFFERENCES FOR SWORN, NON-REPRESENTED LAW ENFORCEMENT EMPLOYEES

- A. All sworn, non-represented law enforcement employees will be subject to the policies in the union labor contract as it relates to employee contribution to WRS and health insurance premium contributions.
- B. All sworn, non-represented law enforcement employees will be subject to the policies in the Personnel Ordinance, except where the union labor contract provides more favorable terms regarding the accrual, usage, and calculation of payment for vacation, sick, holiday, shift differentials, field training officer differential, hazardous pay, and uniform allowance. In such cases, the terms of the union labor contract shall apply. In addition, longevity pay and sick leave payout shall be converted into a Health Insurance benefit for retirees and shall be paid by the County to the Administrator of the Health Insurance Benefit Trust, with longevity being paid on the first business day after December 1<sup>st</sup> of each year and the sick leave payout being paid on the first pay period following the employee's retirement date.
- C. Sergeants will be subject to the policies in the labor union contract as it relates to the accrual and usage of compensatory time [am. ord. 2006-35, 2/14/06; am. ord. 2008-24, 11/10/08; am. ord. 2008-33, 01/13/09; 3/13/12, ord. 2011-31; Ord. No. 2018-17, 10/23/18]
- D. Notwithstanding any other provision of this ordinance, effective January 2, 2011, patrol sergeants shall be scheduled for 10.5-hour shifts in 7 days on, 7 days off pattern. 6.5 hours of accrued vacation and holiday time will be used to supplement hours worked in a 14-day work cycle. [am. ord. 2010-22, 12/14/10; 3/13/12, ord. 2011-31; am. ord 2012-21, 12/11/12]
- E. Notwithstanding any other provision of this ordinance, in the case of the promotion to Sergeant, such employee shall receive the rate of compensation into the next higher step that provides a minimum of a 5% increase above the top step of the Detective position. In no case will a pay adjustment allow

an employee's pay to exceed the established range maximum for the Sergeant position. [cr. ord. 2014-25, 11/12/14]

Section 2. This ordinance shall be effective upon passage and publication as provided by law.

*Fiscal Note: Amending this ordinance recognizes that accrued hours are part of the total hours budgeted per position and the fiscal impact will be determined based on manager's discretion to approve/deny requests to use accrued time which may require payment for overtime work due to employees using accruals or result in lost productivity. An increase in the calculation of pay has been included in the 2024 budget.*

**Braugler moved for the adoption of Ordinance No. 2023-20.** Seconded by Turville-Heitz and passed.

**Braugler, Human Resources Committee Chair, introduced Resolution No. 2023-66. Creating a Pool of As-Needed Female Jail Support Officers and a Jail Deputy Intern Position in the Sheriff's Office**

Executive Summary

Jefferson County's Sheriff's Office currently faces challenges in maintaining a 24/7 presence of female deputies, crucial for specific duties required for female inmates. With only seven female deputies, of whom four are regularly assigned to the jail, the need for additional female staff is evident. The creation of a pool of as-needed Female Jail Support Officers and a Jail Deputy Intern position will provide the necessary support for tasks such as verifying urine collection and conducting strip searches, ensuring dignity and security for female inmates. This resolution aims to address this staffing need in the 2024 budget.

The resolution requesting the creation of a pool of As-Needed Female Jail Support Officers and a Jail Deputy Intern Position in the Sheriff's Office was reviewed by both the Finance Committee and the Human Resources Committee on January 3, 2024. Both committees recommended forwarding this resolution to the County Board to create a pool of As-Needed Female Jail Support Officers and a Jail Deputy Intern Position in the Sheriff's Office

WHEREAS the above Executive Summary is incorporated into this resolution; and

WHEREAS there is a critical need for female staff in the Sheriff's Office to perform specific duties for female inmates; and

WHEREAS the current staffing of female deputies in the Sheriff's Office is insufficient to ensure 24/7 coverage for these duties.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board approves the recommendation to create a pool of as-needed Female Jail Support Officers and establish a Jail Deputy Intern position in the Sheriff's Office for the 2024 budget.

*Fiscal Note: The exact financial implications for salary and fringe benefits will be determined based on the number of positions hired and their respective salaries. However, it is anticipated that the wages for the new positions will be fully funded by the cost of vacant positions currently existing in the Sheriff's Department, therefore, no additional tax levy is required for these positions with a potential savings in salary and benefits. This is a budget amendment. County Board approval requires a two-thirds vote of the entire membership of the County Board (20 votes of the 30-member County Board).*

**Braugler moved for the adoption of Resolution No. 2023-66.** Seconded by Morris and passed. Ayes 23 (Jones, Preuss, Zarling, Braugler, Herbst, Morris, Wineke, Degner, Groose, Smith, Martin, Turville-Heitz, Kutz, White, Drayna, Kannard, Poulson, Jaeckel, Lindl, Foelker, Callan, Roberts, Christensen), Noes 0, Abstain 0, Absent 6 (Richardson, Lund, Nass, Backlund, Fitzgerald, Gulig,), Vacant 1.

**Jaeckel, Planning and Zoning Committee Chair, introduced the following report:**

REPORT TO THE HONORABLE MEMBERS OF THE JEFFERSON COUNTY BOARD OF SUPERVISORS by the Jefferson County Planning and Zoning Committee recommending approval of petitions to amend the official zoning map of Jefferson County.

**Jaeckel, Planning and Zoning Committee Chair, introduced Ordinance No. 2023-21.**

**Amending Official Zoning Map**

WHEREAS, the Jefferson County Board of Supervisors has heretofore been petitioned to amend the official zoning map of Jefferson County, and

WHEREAS, Petitions R4506A-23, R4507A-23 and R4508A-23 were referred to the Jefferson County Planning and Zoning Committee for public hearing on December 21, 2023, and

WHEREAS, the proposed amendments have been given due consideration by the Board of Supervisors in open session.

NOW, THEREFORE, BE IT ORDAINED that the Jefferson County Board of Supervisors does amend the official zoning map of Jefferson County as follows:

**FROM A-1, EXCLUSIVE AGRICULTURAL TO A-3, AGRICULTURAL/RURAL RESIDENTIAL**

Rezone part of PIN 008-0715-0211-001 (11.91 ac) to create a 3.6-ac farm consolidation lot around the home & buildings at **N7262 County Road D**, Town of Farmington. This is in accordance with Sec 11.04(f)8 of the Jefferson County Zoning Ordinance. Rezoning is conditioned upon approval and recording of a final certified survey map for the lot and a septic easement, if necessary. R4506A-23 – R&W Ventures LLC

Rezone 2 ac of PIN 008-0715-3223-000 (40 ac) to create a new building site near **W4466 Hillview Ln** in the Town of Farmington in accordance with Sec 11.04(f)8 of the Jefferson County Zoning Ordinance. The rezoning will use the last available A-3 zone for the property, and therefore is conditioned upon recording of an affidavit acknowledging that fact. It is further conditioned upon road access approval, receipt by Zoning of a suitable soil test on the lot, and approval and recording of a final certified survey map. R4507A-23 – Brandon & Rachel Thom/Paul Lukas & Kerry Furlong Property

Create a 4.522-ac farm consolidation lot at **W6232 US Highway 18**, Town of Jefferson from part of PIN 014-0614-0443-000 (19.49 ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. The rezoning is conditioned upon approval and recording of a final certified survey map for the lot, including extraterritorial plat review, if necessary. R4508A-23 – Richard & Marlene Schroedl Trust:

The above zoning amendments shall be null and void and have no effect one year from the date of County Board approval unless all applicable conditions have been completed.

**Jaeckel moved for the adoption of Ordinance No. 2023-21.** Seconded by Poulson and passed.

Kannard abstained from voting due to a potential conflict of interest.

**Appointment by County Administrator:**

**By virtue of the authority vested in me under Section 59.18(2)(c) of the Wisconsin Statutes, I respectfully request confirmation of the appointment.**

Carl Jaeger, Jr. to the Sheriff's Civil Service Commission for a 5-year term ending January 01, 2029.

**Morris moved to confirm the above appointment.** Seconded by Jaeckel and passed.

**Appointment by County Board Chair:**

By virtue of the authority vested in me under Section 59.54(8) I hereby request confirmation of the following appointment:

Peter Killoran, to the Jefferson County Historical Sites Preservation Council to fill an unexpired term ending April 23, 2024.

**Wineke moved to confirm the above appointment.** Seconded by Morris and passed.

**Appointments by Fair Park Committee:**

Pursuant to Jefferson County Ordinance 2023-17, the Jefferson County Fair Park Committee moves for confirmation of following appointments to the Jefferson County Fair Advisory Board:

**3-year term (terms expiring on August 31, 2026)**

Brad Gefvert (Town of Oakland)  
Carie Pellmann (Town of Hebron)  
Heather Reu (Town of Cold Spring)  
Kevin Doherty (Town of Watertown)  
Kylene Anderson (Town of Jefferson)  
Ryan Isaacsen (Town of Palmyra)  
Tom Kohls (City of Watertown)

**2 -year term (terms expiring on August 31, 2025)**

Curt Backlund (Town of Jefferson)  
Jessica Hansen (City of Fort Atkinson)  
Joy Brattlie (Town of Lake Mills)  
Kim Turner (Town of Aztalan)  
LaVern Georgson (Town of Oakland)  
Leah Mindemann (Town of Farmington)  
Lindsay Baneck (Town of Farmington)

**1-year term (terms expiring on August 31, 2024)**

Angie Greving (Town of Sullivan)  
Gary Skalitzky (Town of Waterloo)  
Hope Oostdik (Town of Lake Mills)  
Jeremy Chwala (Town of Aztalan)  
Jim Schroeder (City of Jefferson)  
Robert Ganzow (Town of Jefferson)

**Poulson moved to confirm the above appointment.** Seconded by Lindl and passed.

**Public Comment: (General) None**

**Announcements:**

Supplemental information presented at the January 16, 2024, Jefferson County Board meeting will be available at the County Clerk's office upon request during regular Courthouse hours or on the County's website at [www.jeffersoncountyiwi.gov](http://www.jeffersoncountyiwi.gov).

**There being no further business, Jaeckel moved that the Board adjourn.** Seconded by Kannard and passed at 8:34 p.m.



**JEFFERSON COUNTY BOARD MINUTES**  
**TUESDAY, February 13, 2024, 7:00 P.M.**

Chair Steven Nass presiding.

County Clerk Audrey McGraw called the roll, all members being present in person except Jones, Zarling, Turville-Heitz, and Drayna, who were present via Zoom.

Supervisors Jaeckel and Roberts were absent. Jaeckel having given prior notification, was excused.

District 1 .....	Richard C. Jones	District 2 .....	Cassie B. Richardson
District 3 .....	Robert Preuss	District 4 .....	Karl Zarling
District 5 .....	James B. Braughler	District 6 .....	Dan Herbst
District 7 .....	Dwayne C. Morris	District 8 .....	Michael Wineke
District 9 .....	Bruce Degner	District 10 .....	Mark Groose
District 11 .....	Vacant	District 12 .....	Jeff Smith
District 13 .....	Anita Martin	District 14 .....	Kirk Lund
District 15 .....	Steven J. Nass	District 16 .....	Meg Turville-Heitz
District 17 .....	Russell Kutz	District 18 .....	Brandon White
District 19 .....	Dave Drayna	District 20 .....	Curtis Backlund
District 21 .....	John C. Kannard	District 22 .....	Blane Poulson
District 23 .....	George Jaeckel	District 24 .....	Roger Lindl
District 25 .....	Matthew Foelker	District 26 .....	Joan Fitzgerald
District 27 .....	Joan Callan	District 28 .....	Anthony Gulig
District 29 .....	Mary K. Roberts	District 30 .....	Walt Christensen

Preuss led the Pledge of Allegiance. A moment of silence was observed.

Wehmeier certified compliance with the Open Meetings Law.

Approval of the Agenda. Poulson moved to accept as drafted. Seconded by Backlund and passed.

Wineke, Executive Committee Chair, moved to approve the County Board minutes from January 16, 2024, with one change as Richardson gave notice that she would not attend and was excused. Seconded by Gulig and passed.

**Communications:**

**County Clerk McGraw presented the following communications:**

12. Notice of Public Hearing from the Jefferson County Planning and Zoning Committee for a hearing to be held on February 15, 2024, at 7:00 p.m.

13. Treasurer's Report.

**GENERAL FINANCIAL CONDITION JEFFERSON COUNTY, WISCONSIN**

**February 01, 2024**

Available Cash on Hand		
January 01, 2024	\$ 796,328.42	
January Receipts	<u>\$ 15,448,941.69</u>	
Total Cash		\$16,245,270.11
Disbursements		
General – January 2024	\$ 6,396,464.91	
Payroll – January 2024	<u>\$ 1,928,176.56</u>	
Total Disbursements		<u>\$ 8,324,641.47</u>
		<b>\$ 7,920,628.64</b>
Cash on Hand (in bank) January 01, 2024	\$ 8,964,001.00	
Less Outstanding Checks	\$ 1,043,372.36	
Total Available Cash		<b>\$ 7,920,628.64</b>
Local Government Investment Pool – General		\$ 15,205,711.60
DANA Investments		\$ 36,666,541.09
EHLERS Investments		\$ 7,165,133.57
Local Government Investment Pool - Clerk of Courts		\$ 31,393.25
Local Government Investment Pool - Farmland Preservation		\$ 193,323.64
Local Government Investment Pool - Parks/Liddle		\$ 92,939.90
Local Government Investment Pool - County Bond		<u>\$ 576,703.23</u>
		\$59,931,746.28
2024 Interest - Super N.O.W. Acct.		\$ 3.54
2024 Interest – Sweep Acct.		\$ 28,084.47
2024 Interest - L.G.I.P. - General Funds		\$ 65,326.59
2024 Interest - EHLERS 2022A		\$ 659.66
2024 Interest - DANA Investments		\$ 94,517.02
2024 Interest - L.G.I.P. - Parks/Carol Liddle Fund		\$ 422.45
2024 Interest - L.G.I.P. - Farmland Preservation		\$ 878.73
2024 Interest - L.G.I.P. - Clerk of Courts		\$ 142.69
2024 Interest - L.G.I.P. - County Bond		<u>\$ 2,621.34</u>
Total 2024 Interest		\$ 192,656.49

**KELLY M. STADE, JEFFERSON COUNTY TREASURER**

14. Retirement Recognitions.

**Public Comment: None**

**Special Order of Business:**

3. Level III Health Department Designation presentation given by Joe Larson, Southern Region Director for the Division of Public Health and the Department of Health Services.
4. Strategic Plan Update given by Michael Luckey.
5. Budget Amendment Update given by Wehmeier.

Mary Roberts present at 8:00 p.m. via zoom.

### Annual Reports:

County Board Meeting Fee Report for 2022-2023 as provided to the County Board. The annual report was received, placed on file, but not printed in the minutes pursuant to Board Rule 3.03(13).

### Committee Reports, Resolutions, Proclamations, and Ordinances:

**Wineke, Executive Committee Chair, moved to suspend the Board Rules to allow for straw polling of the Board Rules.** Seconded by Morris and passed.

**Jones, Finance Committee Chair, introduced Resolution No. 2023-67. Denying Claim for damages by Peggy Kirk.**

#### Executive Summary

A claim has been made against Jefferson County for damages. The claim has been reviewed by the County's insurance carrier, WMMIC, and was recommended for disallowance based on the finding that the County has no liability for this claim and is not legally responsible for the alleged damages. This resolution formally denies the claim filed against Jefferson County and directs the Corporation Counsel to give the claimant notice of disallowance. The Finance Committee considered this resolution on February 7, 2024, and recommended forwarding to the County Board for approval.

WHEREAS, the Executive Summary is incorporated into this resolution, and

WHEREAS, the following claim was filed against Jefferson County as follows:

	Date of	Claim		Alleged
<u>Claimant</u>	<u>Loss</u>	<u>Filed</u>	<u>Description</u>	<u>Damages</u>
Peggy Kirk	01/16/2024	01/17/2024	Peggy Kirk alleges damages to the windshield of her vehicle when it was allegedly struck by an ice chunk that fell from an overpass on Highway X where a Jefferson County plow was plowing.	\$1,128.85

WHEREAS, said damages are alleged to be the result of negligence of Jefferson County, its agents, officials, officers or employees, and

WHEREAS, Jefferson County's insurance carrier, Wisconsin Municipal Mutual Insurance Company, recommends disallowance of the claim on the basis that the County is not legally responsible for the alleged damages.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors hereby disallows said claim and directs the Corporation Counsel to give the claimant notice of disallowance.

*Fiscal Note: This matter has been referred to Wisconsin Municipal Mutual Insurance Company (WMMIC) and will be resolved in accordance with the terms of the County's policy.*

**Jones moved for the adoption of Resolution No. 2023-67.** Seconded by Christiansen and passed.

**Jones, Finance Committee Chair, introduced Resolution No. 2023-68. Amending the 2024 budget for the Emergency Management Department.**

#### Executive Summary

In order for Jefferson County and its municipalities to receive grants for emergency management, Jefferson County must submit a Natural Hazards Mitigation Plan to the State of Wisconsin every five

years. The County contracts with Civi Tek Consulting to complete its plan at a cost of \$28,000. Jefferson County receives \$21,000 of Emergency Management Planning Grant dollars for this service.

The Emergency Management Department currently has \$4,000 budgeted for this study in 2024. The department is seeking approval for acceptance of these grant dollars in the amount of \$21,000 and wishes to increase the 2024 budgeted expenditures by \$21,000 and reclassify \$3,000 of other expenses previously budgeted to accommodate the cost of this study.

On January 3, 2024, the Finance Committee reviewed the request from the Interim Emergency Management Director and recommended forwarding this resolution to the County Board to accept the grant funding of \$21,000 and reclassification of other expenses as detailed on the attached Budget Amendment Form and create a budget amendment for 2024.

WHEREAS, the above Executive Summary is incorporated into this resolution, and

WHEREAS, Jefferson County must submit an updated Natural Hazards Mitigation Plan to the State of Wisconsin in 2024, and

WHEREAS, grant funding is available from the State of Wisconsin to assist Jefferson County with the cost of an updated Natural Hazards Mitigation Plan, and

NOW, THEREFORE, BE IT RESOLVED that the Emergency Management Department is authorized to accept grant funding in the amount of \$21,000 and the 2024 County Budget is amended according to the attached Budget Amendment Form.

*Fiscal Note: Please see the attached Budget Adjustment or Amendment Request form for the proposed adjustments to the 2024 budget. This is a budget amendment. County Board approval requires a two-thirds vote of the entire membership of the County Board (20 votes of the 30-member County Board).*

**Jones moved for the adoption of Resolution No. 2023-68.** Seconded by Morris and passed. Ayes 28 (Jones, Richardson, Preuss, Zarling, Braughler, Herbst, Morris, Wineke, Degner, Groose, Smith, Martin, Lund, Nass, Turville-Heitz, Kutz, White, Drayna, Backlund, Kannard, Poulson, Lindl, Foelker, Fitzgerald, Callan, Gulig, Roberts, Christensen), Noes 0, Abstain 0, Absent 1 (Jaeckel), Vacant 1.

**Braughler, Human Resources Committee Chair, introduced Ordinance No. 2023-22. Amending Ordinance 2012-06, the Civil Service Ordinance, to change the promotional process used for promotions to Detective, Sergeant, Captain and Chief Deputy**

The Sheriff's Office has been utilizing a commercial written exam, since 2021, through Stanard & Associates, Inc., for the promotional processes for the positions of Detective, Sergeant, Captain and Chief Deputy. All of the exam questions are created through approximately 2000+ pages of source materials. Much of this material is theoretical and in the case of the Sergeant and Captain exams, not specific to any job duties. The material is also not specific to Jefferson County Sheriff's Office or Wisconsin. In an effort to align the promotional process with the specific needs of the Jefferson County Sheriff's Department, the following amendments to the Civil Service Ordinance are proposed:

1. Changing the initial step of the promotional process from the written examination to an oral examination conducted by four to five person Law Enforcement Supervisory Panel.
2. Adjusting the weights of the steps in the promotional process on the scoring matrix to account for the Law Enforcement Supervisory Panel oral examination and Chief Deputy and/or Sheriff interviews.
3. Opening candidate selection for the Captain promotional process to individuals outside of Jefferson County Sheriff's Office personnel in the event that no eligible candidates within the Sheriff's Office are qualified.

4. Adding the requirement for candidates to have a high school diploma or its equivalent.

**Braughler moved for the adoption of Ordinance No. 2023-22.** Seconded by Morris and passed. Ayes 28 (Jones, Richardson, Preuss, Zarling, Braughler, Herbst, Morris, Wineke, Degner, Groose, Smith, Martin, Lund, Nass, Turville-Heitz, Kutz, White, Drayna, Backlund, Kannard, Poulson, Lindl, Foelker, Fitzgerald, Callan, Gulig, Roberts, Christensen), Noes 0, Abstain 0, Absent 1 (Jaeckel), Vacant 1.

**Braughler, Human Resources Committee Chair, introduced Resolution No. 2023-69. Creating a Pool of Seasonal, Limited Term Employment (LTE) Positions for Watercraft Inspection in the Land and Water Conservation Department**

Executive Summary

This resolution proposes the establishment of a pool of Limited Term Employment (LTE) positions for Watercraft Inspectors in Jefferson County, Wisconsin. These positions are intended to support the ongoing efforts to prevent the spread of aquatic invasive species in local water bodies. Preferably, the positions will be filled by interns or students studying in relevant fields, offering them practical experience while contributing to environmental conservation efforts.

The resolution requesting the creation of a pool of Limited Term Employment (LTE) positions for Watercraft Inspectors in the Land and Water Conservation Department was reviewed by the Human Resources Committee on January 3, 2024. The Human Resources Committee recommended forwarding this resolution to the County Board to create a pool of Limited Term Employment (LTE) positions for Watercraft Inspectors in the Land and Water Conservation Department.

WHEREAS the above Executive Summary is incorporated into this resolution; and

WHEREAS, Jefferson County is committed to protecting its water bodies from the threat of aquatic invasive species; and

WHEREAS, the County has been awarded a grant as per Resolution 2023- 37, which supports initiatives aimed at preventing the spread of these invasive species; and

WHEREAS, there is a need for dedicated personnel to conduct inspections at boat landings to educate the public and prevent the introduction and spread of aquatic invasive species; and

WHEREAS, offering these positions to interns or students will foster education and provide practical experience in environmental conservation; and

WHEREAS, the establishment of these positions is in alignment with the County's strategic goals of environmental stewardship and community engagement.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board hereby creates a pool of Seasonal, Limited Term Employment positions for the role of Watercraft Inspector, preferably filled by interns or students in relevant fields, in the Land and Water Conservation Department's 2024 budget.

*Fiscal Note: The creation of the seasonal, LTE Watercraft Inspector positions will be primarily funded through the grant as specified in Resolution 2023 37. Additional costs, if any, will be accommodated within the county's existing budget for environmental initiatives; therefore, no additional tax levy is required for these positions.*

**Braughler moved for the adoption of Resolution No. 2023-69.** Seconded by Morris and passed.

**Christensen, Parks Committee Chair, introduced Ordinance No. 2023-23. Amending the Jefferson County Parks Ordinance Regarding Park & Trail Hours**

Executive Summary

Jefferson County parks, bike paths and park trails are invaluable assets to Jefferson County and provide recreational opportunities for users of all levels. The safety of park visitors and the safety of our park neighbors is a priority. The Jefferson County Parks Department recognizes a need to have uniform, year-round hours of operation for the safe and equitable use of Jefferson County parks, bike paths and trails. This amendment to the Jefferson County Parks Ordinance changes park and trail closed hours from one-half hour after sunset until one-half hour before sunrise to 10:00 p.m. until 5:00 a.m., with the exception of Rock River County Park, Cappies Landing, Highway 16 Wayside County Park, and Burnt Village County Park which allow access to the boat launches during closed hours for egress purposes.

The County Board previously considered and approved these proposed amendments at its meeting on September 12, 2023, via Resolution 2023-32. This ordinance ratifies the accepted changes and allows for timely publication as required by law. The Parks Committee considered this ordinance amendment at its meeting on February 8, 2024, and recommended forwarding to the County Board for approval.

**NOW THEREFORE, BE IT ORDAINED** by the Jefferson County Board of Supervisors that Section 8.13 of the Jefferson County Parks Ordinance be amended as follows:

**SECTION 8.13. PARK AND TRAIL HOURS.**

- 1) All parks, park roads, park trails, bike paths, and parking areas shall be closed to the public and vehicular traffic, except police and emergency vehicles, from 10:00 p.m. until 5:00 a.m. and no person shall remain in parks during said hours, unless authorized by the issuance of a permit therefore by the Parks Director.
- 2) Any person launching a boat at Rock River County Park, Cappies Landing, Highway 16 Wayside County Park, or Burnt Village County Park during normal operating hours may utilize the park boat launches at any time outside of normal operating hours for egress purposes.
- 3) The Parks Director may grant permits to groups for park usage outside of normal park hours for events consistent with the mission of the Parks Department and shall report issuance of any such permit promptly to the Parks Committee. [am. 06/13/06, Ord. 2006-09; 09-13-11, Ord. 2011-13; 02/14/12, Ord. 2011-26; Ord. No. 2016-22, 02-14-17; Ord. No. 2020-12, 10-12-2021; Ord. No. 2022-17, 01-10-2023]

**BE IT FURTHER ORDAINED**, this amendment shall take effect upon passage and publication as required by law.

*Fiscal Note: There is no fiscal impact to this amendment to the Jefferson County Parks Ordinance.*

**Christensen moved for the adoption of Ordinance No. 2023-23.** Seconded by Gulig and passed.

**Christensen, Parks Committee Chair, introduced Resolution No. 2023-70. Authorizing Motorized Recreation Grant Application to Fund the Jefferson County**

**Snowmobile Trail Aid Program**

Executive Summary

Jefferson County participates in the Wisconsin Department of Natural Resources Snowmobile Trail Aid Program funded by a Wisconsin Department of Natural Resources Motorized Recreation grant which

provides funding for the development and maintenance of approximately 229.4 miles of public snowmobile trails in Jefferson County. Applying for these grant funds requires County Board authorization.

This resolution authorizes the Jefferson County Administrator to submit a Wisconsin Department of Natural Resources Motorized Recreation grant application seeking funds for snowmobile trail maintenance and development, and to administer the funds according to the grant requirements. The Parks Committee considered this resolution at its February 8, 2024, meeting and recommended forwarding to the County Board for approval.

WHEREAS, the Executive Summary is incorporated into this resolution, and

WHEREAS, Jefferson County is interested in continuing to develop and maintain land for public outdoor recreation purposes which includes approximately 229.4 miles of public snowmobile trails in Jefferson County, and

WHEREAS, grant funds are available to Jefferson County to fund the Snowmobile Trail Aid Program and must be applied for annually, and

WHEREAS, Jefferson County includes the anticipated grant funds in the adopted budget each year for this program.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors authorizes the Jefferson County Parks Director to act on behalf of Jefferson County to:

- apply to the State of Wisconsin Department of Natural Resources for any financial aid that may be available for the Snowmobile Trail Aid program;
- submit reimbursement claims along with necessary supporting documentation;
- take all other action required to undertake, direct and administer the Snowmobile Trail Aid Program.

BE IT FURTHER RESOLVED that Jefferson County will comply with state and federal laws and rules requiring the program to be open to the general public during reasonable hours and will obtain from the State of Wisconsin Department of Natural Resources approval in writing before any change is made in the use of the project sites.

*Fiscal Note: The snowmobile trail aid program is expected to cost approximately \$68,820 for winter 2024-2025. One hundred percent (100%) of this cost is funded by the grant and the anticipated grant funds have been included in the adopted budget for 2024. The Jefferson County Finance Director may make any necessary budget adjustments for additional miles.*

**Christensen moved for the adoption of Resolution No. 2023-70.** Seconded by Gulig and passed.

**Christensen, Parks Committee Chair, introduced Resolution No. 2023-71. Accepting bid for the Construction and Installation of a Recreation Bridge on Interurban Trail Phase III**

#### Executive Summary

The Jefferson County Parks Department is continuing construction of a multi-use recreation trail on utility right-of-way owned by WE Energies. The proposed trail is 10.96 miles and is located on the former interurban rail line between the City of Watertown and the City of Oconomowoc. The path cross-section will consist of a 10-foot-wide asphalt surface with 2-foot-wide aggregate shoulders. The project includes 10 miles of trail within Jefferson County and 1 mile of trail in Waukesha County. The City of Watertown and the City of Oconomowoc are the project boundaries. The trail will act as an extension of the Lake Country Trail and eventually connect to the City of Pewaukee.

This project has completed 2 of 3 phases of construction consisting of 7 miles of trail. Multiple Federal and State grants have been awarded for the third phase of the project totaling \$1,735,665.00. A part of Phase 3 of this project is to build and install a 150-foot-long, two-span recreation bridge over the Rock River on the corridor between County Highway F and Rockvale Road in the Town of Ixonia. The bridge incorporates the original Electric Rail Car abutments and pier. Design, engineering, and permitting have been completed.

Jefferson County Parks bid out the construction and installation of a recreation bridge for Phase 3 of the Interurban Trail and received bids on Monday, February 5<sup>th</sup>, 2024, at 10:00 am. The Parks Committee reviewed the submitted bids at its meeting on February 8<sup>th</sup>, 2024, and recommended forwarding this resolution to the Jefferson County Board of Supervisors to accept the bid of Janke General Contractors as the lowest responsible bidder to complete this project.

WHEREAS, Jefferson County has completed phases 1 and 2 of the Interurban Trail project with the final phase 3 of the project moving through the design, engineering, and permitting process, with estimated project completion in 2025, and

WHEREAS, the final phase of the project requires the installation of a recreation bridge on the trail between County Highway F and Rockvale Road in the Town of Ixonia, and

WHEREAS, Jefferson County worked with KL Engineering to design, engineer, and permit a recreation bridge that would meet all state and federal requirements for bike and pedestrian standards, and

WHEREAS, bids were solicited and received for the construction and installation of a two-span, 150-foot-long steel truss recreation bridge with a ten-ton weight limit, treated wood decking, and refinishing of the existing concrete abutments, wingwalls, and piers, and

WHEREAS, the following bids were received:

Zenith Tech	\$ 862,720.00
Kraemer North America	\$ 647,722.00
Janke General Contractors	\$ 556,439.00

NOW, THEREFORE, BE IT RESOLVED that Janke General Contractors is selected as the lowest responsible bidder to install a new recreation bridge over the Rock River as part of the Interurban Trail Project Phase 3, and the County Administrator is authorized to enter into a contract with Janke General Contractors at a cost not to exceed \$556,439.00.

BE IT FURTHER RESOLVED that the County Administrator is authorized to approve any change orders within 10% of the bid cost using project contingency funds of \$55,643.90.

*Fiscal Note: This project was included in the 2024 Jefferson County Parks Department budget 12810.594821.28101 for \$782,064.00. There will be an additional 10% contingency requested with this project (\$55,643.90), as well as a construction oversight contract provided by KL Engineering for \$52,775.00. Total estimated project cost to completion \$664,854.90. Total Donations and grants for this project – (\$294,499.00). On March 8, 2023, the County Board approved carryover funds in the amount of \$513,182 for Phase III of this project. Total carryover applied to this portion of the project is \$370,356.90.*

**Christensen moved for the adoption of Resolution No. 2023-71.** Seconded by Gulig and passed.

**Christensen, Parks Committee Chair, introduced Resolution No. 2023-72. Authorizing Amended and restated Memorandum of Agreement between Jefferson County and Groundswell Conservancy, Inc. and amending the 2024 Parks Department budget**



## Executive Summary

The Jefferson County Parks Department has been working with Groundswell Conservancy Inc., and the Wisconsin Department of Natural Resources for over 5 years to acquire a parcel of property along Highway A, in the Town of Lake Mills, known as the Trieloff Property. This 42-acre parcel is located along the edge of Marsh Lake as indicated in the attached map. The parcel is part of the Lake Mills Wildlife Area Project Boundary and provides an opportunity for both public conservation and public access to Marsh Lake and Rock Lake for a variety of nature-based outdoor recreation activities.

In February of 2022, the County Board of Supervisors passed a resolution authorizing Jefferson County to work cooperatively with Groundswell Conservancy for the acquisition, management, and future development of the Trieloff Property. Since that time, Groundswell Conservancy, with the assistance of Jefferson County, has negotiated a purchase agreement with the Trieloff Property owner and secured grant funding to cover the purchase price. As part of the process, a Phase 1 Environmental Site Assessment was completed which disclosed soil contamination requiring remediation. Jefferson County and Groundswell have obtained cost estimates and determined that remediation of the soil contamination can be completed for a total estimated cost of \$78,792.

To assist Groundswell in its efforts to acquire the property, Groundswell and Jefferson County have negotiated the attached Amended & Restated Memorandum of Agreement which obligates Jefferson County to secure the estimated funds necessary to complete the remediation process and obtain a Case Closure letter from the Wisconsin Department of Natural Resources. Jefferson County has solicited donations from community partners and engaged in fundraising to satisfy this obligation.

This resolution authorizes the County Administrator to enter into the attached Amended & Restated Memorandum of Agreement between Jefferson County and Groundswell Conservancy, Inc. The Jefferson County Parks Committee considered this resolution at its meeting on February 8, 2024, and recommended forwarding to the County Board for approval.

WHEREAS, Groundswell Conservancy, Inc., is a Wisconsin non-stock corporation with one of its missions being to manage natural areas to care for wildlife and connect communities to the land, and

WHEREAS, the Lake Mills Wildlife Area is comprised of a diverse variety of wildlife habitat types covering approximately 3,300 acres. The habitat types include open water marsh, large areas of wet prairie, lowland hardwoods with tamarack, and oak savanna uplands, and

WHEREAS, Groundswell Conservancy has offered to purchase a 42-acre parcel of property which is located within the project boundary of the Lake Mills Wildlife Area in Jefferson County and has the potential to provide public conservation land along the east side of the Wildlife Area and serve as a point of access to Marsh Lake and Rock Lake providing many opportunities to the public for nature-based outdoor recreation, and

WHEREAS, the Trieloff Property owner has expressed a willingness to sell this property to the Groundswell Conservancy for conservation purposes, and

WHEREAS, additional funding is needed to complete the remediation of soil contamination necessary to complete this transaction, and

WHEREAS, Jefferson County Parks Department has funding available to assist in the remediation efforts through a combination of fundraising in the amount of \$26,742.48 and budget carryovers in the amount of \$112,500 specifically designated for Trieloff Acquisition, and

WHEREAS, additional donations have been made by partner agencies including \$10,000 from the Wisconsin Club, \$10,000 from Lake Mills Community Foundation, \$6,000 from Delta Waterfowl,

and \$5,000 from Rock Lake Improvement Association that will go directly to Groundswell from these donors.

NOW THEREFORE, BE IT RESOLVED, that the Jefferson County Board of Supervisors authorizes the County Administrator to enter into the attached Amended & Restated Memorandum of Agreement with Groundswell Conservancy, Inc.

BE IT FURTHER RESOLVED, that the 2024 Parks Department budget is amended to increase restricted beginning fund balance and expenses by \$26,742.48 and reclassify \$112,500 from restricted ending fund balance to expenses.

*Fiscal Note: This resolution increases beginning restricted fund balance and expenses in the Parks Department budget by \$26,742.48 and reclassifies funds in the amount of \$112,500 that were previously carried forward for the Trieloff acquisition from ending restricted fund balance to expense. This resolution authorizes the Finance Director to make the necessary budget adjustment as described herein to enact this resolution. This is a budget amendment. Passage of this resolution requires a two-thirds vote (20 of 30 members of the full Board of Supervisors).*

**Christensen moved for the adoption of Resolution No. 2023-72.** Seconded by Callan and passed. Ayes 27 (Jones, Richardson, Preuss, Zarling, Braughler, Herbst, Morris, Wineke, Degner, Smith, Martin, Lund, Nass, Turville-Heitz, Kutz, White, Drayna, Backlund, Kannard, Poulson, Lindl, Foelker, Fitzgerald, Callan, Gulig, Roberts, Christensen), Noes 1(Goose), Abstain 0, Absent 1 (Jaeckel), Vacant 1.

**Poulson, Planning and Zoning Committee Vice Chair, introduced the following report:**

REPORT TO THE HONORABLE MEMBERS OF THE JEFFERSON COUNTY BOARD OF SUPERVISORS by the Jefferson County Planning and Zoning Committee recommending approval of petitions to amend the official zoning map of Jefferson County.

**Poulson, Planning and Zoning Committee Vice Chair, introduced Ordinance No. 2023-24.**

#### **Amending Official Zoning Map**

WHEREAS, the Jefferson County Board of Supervisors has heretofore been petitioned to amend the official zoning map of Jefferson County, and

WHEREAS, Petitions R4506A-23, R4507A-23 and R4508A-23 were referred to the Jefferson County Planning and Zoning Committee for public hearing on December 21, 2023, and

WHEREAS, the proposed amendments have been given due consideration by the Board of Supervisors in open session.

NOW, THEREFORE, BE IT ORDAINED that the Jefferson County Board of Supervisors does amend the official zoning map of Jefferson County as follows.

#### **FROM A-1, EXCLUSIVE AGRICULTURAL TO A-2, AGRICULTURAL & RURAL RESIDENTIAL**

Rezone part of PIN 026-0616-3322-000 (40 ac) to create a 0.25-ac lot with conditional use for a cemetery near **W1650 County Rd CI**, Town of Sullivan. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance. Rezoning is conditioned upon receipt and recording of a plat of survey and the fact that rezoning shall be null and void and of no effect one year from the date of County Board approval unless all applicable conditions have been completed by that date. R4510A-24 – Richard Wenzlick/John & Marian MacDonald Property

#### **FROM A-1, EXCLUSIVE AGRICULTURAL TO A-3, AGRICULTURAL/RURAL RESIDENTIAL**

Rezone all of PIN 006-0716-0113-004 (1.22 ac) and 0.146-ac of PIN 006-0716-0113-000 (28.93 ac) to create a 1.366-ac lot at **W246 Allen Rd**, Town of Concord. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Rezoning is conditioned upon receipt and recording of the final certified survey map, extraterritorial plat review, and the fact that rezoning shall be null and void and of no effect one year from the date of County Board approval unless all applicable conditions have been completed by that date. R4511A-24 – Kenyon Bliss/Bliss & Bjorklund, and KKKK LLC, Owners

Rezone part of PIN 008-0715-2333-000 (24.464 ac) to create a 2-ac farm consolidation lot around the home at **N5724 N Helenville Rd**, Town of Farmington. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Rezoning is conditioned upon receipt and recording of the final certified survey map and the fact that rezoning shall be null and void and of no effect one year from the date of County Board approval unless all applicable conditions have been completed by that date. R4512A-24 – Land Hunter LLC

Rezone part of PINs 010-0615-3522-000 (10.284 ac) and 010-0615-3523-001 (20 ac) to create a new 2-ac building site off **County Road D**, Town of Hebron. This will replace one of the lots approved by Petition R3365A-08 and is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Rezoning is conditioned upon access approval by maintaining authority, receipt of suitable soil test, receipt and recording of the final certified survey map, previous approved rezone R3365A-08 for 1-ac is now null and void, filing of affidavit of zoning status on remaining lands, and the fact that rezoning shall be null and void and of no effect one year from the date of County Board approval unless all applicable conditions have been completed by that date. R4515A-24 – Hartwick Brothers LLC

Rezone part of PIN 010-0615-3523-001 (20 ac) to create a 3-ac farm consolidation lot around the home at **N2768 County Rd D**, Town of Hebron. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Rezoning is conditioned upon receipt and recording of the final certified survey map and the fact that rezoning shall be null and void and of no effect one year from the date of County Board approval unless all applicable conditions have been completed by that date. R4516A-24 – Hartwick Brothers LLC

#### **FROM A-1, EXCLUSIVE AGRICULTURAL TO N, NATURAL RESOURCE**

Rezone part of PINs 010-0615-3523-001 (20 ac), 010-0615-3524-000 (40 ac) and 010-0615-3513-001 (10 ac) to create a 16.6-ac Natural Resource zone along **County Rd D**, Town of Hebron. This is in accordance with Sec. 11.04(f)12 of the Jefferson County Zoning Ordinance. Rezoning is conditioned upon receipt and recording of the final certified survey map, recording of an easement for access or determination of applicable road frontage for access, and the fact that rezoning shall be null and void and of no effect one year from the date of County Board approval unless all applicable conditions have been completed by that date. R4517A-24 – Hartwick Brothers LLC

The above zoning amendments shall be null and void and have no effect one year from the date of County Board approval unless all applicable conditions have been completed.

**Poulson moved for the adoption of Ordinance No. 2023-24.** Seconded by Richardson and passed.

Kannard abstained from voting due to a potential conflict of interest.

**Appointment by County Board Chair:**

By virtue of the authority vested in me under Section 59.54(8) I hereby request confirmation of the following appointment:

Kim McDarison, Media Representative, to the Local Emergency Planning Committee (LEPC) for an indeterminate term.

**Morris moved to confirm the above appointment.** Seconded by Degner and passed.

**Public Comment: (General)**

**1 member of the public spoke on two ordinances brought before the County Board in October 2023, and sent back to Planning and Zoning Committee.**

**Supervisor Groose spoke on the DNR meeting on January 25<sup>th</sup>, 2024, and Fair Advisory Board**

**Supervisor Smith spoke on the Liquid Natural Gas Facility**

**Supervisor Christensen spoke on the Town of Sumners town meeting.**

**Announcements:**

Supplemental information presented at the February 13, 2024, Jefferson County Board meeting will be available at the County Clerk's office upon request during regular Courthouse hours or on the County's website at [www.jeffersoncountywi.gov](http://www.jeffersoncountywi.gov).

**There being no further business, Gulig moved that the Board adjourn.** Seconded by Backlund and passed at 9:43 p.m.

**JEFFERSON COUNTY BOARD MINUTES**

**TUESDAY, March 12, 2024, 7:00 P.M.**

Chair Steven Nass presiding.

County Clerk Audrey McGraw called the roll, all members being present in person except Jones and Richardson, who were present via Zoom.

Supervisor White was absent and having given prior notification, was excused.

District 1 .....	Richard C. Jones	District 2 .....	Cassie B. Richardson
District 3 .....	Robert Preuss	District 4 .....	Karl Zarling
District 5 .....	James B. Braughler	District 6 .....	Dan Herbst
District 7 .....	Dwayne C. Morris	District 8 .....	Michael Wineke
District 9 .....	Bruce Degner	District 10 .....	Mark Groose
District 11 .....	Vacant	District 12 .....	Jeff Smith
District 13 .....	Anita Martin	District 14 .....	Kirk Lund
District 15 .....	Steven J. Nass	District 16 .....	Meg Turville-Heitz
District 17 .....	Russell Kutz	District 18 .....	Brandon White
District 19 .....	Dave Drayna	District 20 .....	Curtis Backlund
District 21 .....	John C. Kannard	District 22 .....	Blane Poulson
District 23 .....	George Jaeckel	District 24 .....	Roger Lindl
District 25 .....	Matthew Foelker	District 26 .....	Joan Fitzgerald
District 27 .....	Joan Callan	District 28 .....	Anthony Gulig
District 29 .....	Mary K. Roberts	District 30 .....	Walt Christensen

Backlund led the Pledge of Allegiance. A moment of silence was observed.

Wehmeier certified compliance with the Open Meetings Law.

Approval of the Agenda. Backlund moved to accept as drafted. Seconded by Jaeckel and passed.

Wineke, Executive Committee Chair, moved to approve the County Board minutes from February 13, 2024, with one change, adding Zarling to the supervisors who appeared via zoom. Seconded by Poulson and passed.

**Communications:**

**County Clerk McGraw presented the following communications:**

15. Notice of Public Hearing from the Jefferson County Planning and Zoning Committee for a hearing to be held on March 21, 2024, at 7:00 p.m.

16. Treasurer's Report.

**GENERAL FINANCIAL CONDITION JEFFERSON COUNTY, WISCONSIN**

**March 01, 2024**

Available Cash on Hand		
February 01, 2024	\$ 7,920,628.64	
February Receipts	<u>\$ 19,980,055.85</u>	
Total Cash		\$27,900,684.49
Disbursements		
General – February 2024	\$ 15,215,550.11	
Payroll – February 2024	<u>\$ 1,916,314.60</u>	
Total Disbursements		<u>\$17,131,864.74</u>
		<b>\$ 10,768,819.78</b>
Cash on Hand (in bank) February 01, 2024	\$11,739,746.90	
Less Outstanding Checks	\$ 969,927.12	
Total Available Cash		<b>\$ 10,768.819.78</b>
Local Government Investment Pool – General		\$ 24,931,195.56
DANA Investments		\$ 37,429,914.58
EHLERS Investments		\$ 7,195,193.77
Local Government Investment Pool - Clerk of Courts		\$ 31,527.23
Local Government Investment Pool - Farmland Preservation		\$ 194,148.69
Local Government Investment Pool - Parks/Liddle		\$ 93,336.54
Local Government Investment Pool - County Bond		<u>\$ 579,164.42</u>
		\$ 70,454,480.79
2024 Interest - Super N.O.W. Acct.		\$ 5.16
2024 Interest – Sweep Acct.		\$ 99,680.52
2024 Interest - L.G.I.P. - General Funds		\$ 135,255.40
2024 Interest - EHLERS 2022A		\$ 15,045.90
2024 Interest - DANA Investments		\$ 192,959.88
2024 Interest - L.G.I.P. - Parks/Carol Liddle Fund		\$ 819.09
2024 Interest - L.G.I.P. - Farmland Preservation		\$ 1,703.78
2024 Interest - L.G.I.P. - Clerk of Courts		\$ 276.67
2024 Interest - L.G.I.P. - County Bond		<u>\$ 5,082.53</u>
Total 2024 Interest		\$ 450,828.93

**KELLY M. STADE, JEFFERSON COUNTY TREASURER**

17. 2024 Wisconsin Counties Association District Meetings.

18. Report WI Counties Utility Tax Association (WCUTA) and Traffic Safety– Supervisor Martin.

19. Report Lake Ripley Management District– Supervisor Turville-Heitz.

20. Retirement Recognitions.

**Public Comment:**

1 Member of the public spoke on agenda item #15.

**Special Order of Business:**

6. Public Hearing – Comprehensive Plan and Farmland Preservation Plan Amendment

7. Resolutions - Recognition of Outgoing Supervisors

**a. Dan Herbst RESOLUTION NO. 2023-73**

WHEREAS, Dan Herbst served as the Jefferson County Board Supervisor for District 6 from April of 2018 to April of 2024, and,

WHEREAS, Supervisor Herbst served on the Land and Water Conservation Committee and UW Extension Education Committee, and,

WHEREAS, Supervisor Herbst was known for his passion in representing the people of Jefferson County and his never-ending desire to learn, and

WHEREAS, the Jefferson County Board of Supervisors recognizes Supervisor Herbst's public service, foresight, leadership, and thoughtfulness which will be missed.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors, meeting this 12<sup>th</sup> day of March 2024, does hereby honor Supervisor Dan Herbst and wishes him happiness and good health in the years ahead.

**b. Jeff Johns RESOLUTION NO. 2023-74**

WHEREAS, Jeff Johns served as the Jefferson County Board Supervisor for District 11 from February of 2019 to December of 2023, and,

WHEREAS, Supervisor Johns served on the Broadband Working Group, Parks Committee, and Solid Waste Committee, and,

WHEREAS, Supervisor Johns was known for his passion in representing the people of Jefferson County and his never-ending desire to learn, and

WHEREAS, the Jefferson County Board of Supervisors recognizes Supervisor Johns's public service, foresight, leadership, and thoughtfulness which will be missed.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors, meeting this 12<sup>th</sup> day of March 2024, does hereby honor Supervisor Jeff Johns and wishes him happiness and good health in the years ahead.

**c. Jeff "Buck" Smith RESOLUTION NO. 2023-75**

WHEREAS, Jeff "Buck" Smith served as the Jefferson County Board Supervisor for District 12 from April of 2020 to April of 2024, and,

WHEREAS, Supervisor Smith served on the Fair Park Committee, Parks Committee, Solid Waste Committee, HOME Consortium Board, and Wisconsin River Rail Transit Commission, and,

WHEREAS, Supervisor Smith was known for his passion in representing the people of Jefferson County and his never-ending desire to learn, and

WHEREAS, the Jefferson County Board of Supervisors recognizes Supervisor Smith's public service, foresight, leadership, and thoughtfulness which will be missed.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors, meeting this 12<sup>th</sup> day of March 2024, does hereby honor Supervisor Jeff Smith and wishes him happiness and good health in the years ahead.

**d. Anita Martin RESOLUTION NO. 2023-76**

WHEREAS, Anita Martin served as the Jefferson County Board Supervisor for District 13 from April of 2020 to April of 2024, and,

WHEREAS, Supervisor Martin served on the HOME Consortium Board, Historic Sites Preservation Council, Solid Waste and Air Quality Committee, Traffic Safety Commission, and Wisconsin Counties Utility Tax Association, and,

WHEREAS, Supervisor Martin was known for her passion in representing the people of Jefferson County and her never-ending desire to learn, and

WHEREAS, the Jefferson County Board of Supervisors recognizes Supervisor Martin's public service, foresight, leadership, and thoughtfulness which will be missed.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors, meeting this 12<sup>th</sup> day of March 2024, does hereby honor Supervisor Anita Martin and wishes her happiness and good health in the years ahead.

**e. Joan Fitzgerald RESOLUTION NO. 2023-77**

WHEREAS, Joan Fitzgerald served as the Jefferson County Board Supervisor for District 26 from February of 2019 to April of 2024, and,

WHEREAS, Supervisor Fitzgerald served on the Bridges Federated Library System Board, Broadband Working Group, Human Resources Committee, Jefferson Library Board, and Executive Committee, and,

WHEREAS, Supervisor Fitzgerald was known for her passion in representing the people of Jefferson County and her never-ending desire to learn, and

WHEREAS, the Jefferson County Board of Supervisors recognizes Supervisor Fitzgerald's public service, foresight, leadership, and thoughtfulness which will be missed.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors, meeting this 12<sup>th</sup> day of March 2024, does hereby honor Supervisor Joan Fitzgerald and wishes her happiness and good health in the years ahead.

**Nass introduced the above Resolutions and moved for adoption.** Seconded by Gulig and passed.

8. Overview of FY 2023 Results and Proposed FY 2024 Budget Amendment Update given by Wehmeier and Finance Director Marc DeVries.

**Committee Reports, Resolutions, Proclamations, and Ordinances:**

**Wineke, Executive Committee Chair, introduced Ordinance No. 2023-25. Repeal Board of Supervisors Rules of Order 2022-2024 and recreate Board of Supervisors Rules of Order 2024-2026**

This Ordinance repealed the 2022-2024 Board of Supervisors Rules of Order and recreates the Board of Supervisors Rules of Order for 2024-2026.

**Wineke, moved for the adoption of Ordinance No. 2023-25.** Seconded by Poulson and passed.

**Wineke, Executive Committee Chair, introduced Resolution No. 2023-78. Designating Official Jefferson County Newspaper for the County Board Minutes**



## Executive Summary

Every two years Jefferson County enters into a contract with a local newspaper to serve as the County's official newspaper for the publication of County Board proceedings as required by Wisconsin Statutes. The existing contract with the *Daily Jefferson County Union* as the official Jefferson County newspaper expires on April 15, 2024. The Executive Committee solicited proposals from APG Media of Southern Wisconsin, which owns the *Daily Jefferson County Union* and the *Watertown Daily Times*, and the *Wisconsin State Journal* to be the County's official newspaper for the next two years commencing April 16, 2024, and ending April 20, 2026. APG Media of Southern Wisconsin submitted 3 bids: one bid for publishing in the *Daily Jefferson County Union*; one bid for publishing in the *Watertown Daily Times*, and one bid for publishing in both newspapers. The Wisconsin State Journal submitted one (1) bid for publishing in its paper. All bids include online posting at no additional charge.

After reviewing the bids and considering the costs of publication and circulation of each newspaper, the Executive Committee voted to accept the bid for publication in the *Daily Jefferson County Union* at its meeting on February 28, 2024, and recommended forwarding this resolution on to the County Board for approval. This resolution designates the *Daily Jefferson County Union* as the official Jefferson County newspaper for the 2024-2026 term.

WHEREAS, the Executive Committee has solicited proposals from APG Media of Southern Wisconsin, which owns the *Daily Jefferson County Union* and the *Watertown Daily Times*, to serve as the County's official newspaper for the next two years commencing April 6, 2024, and

WHEREAS, APG Media of Southern Wisconsin, submitted three bids as follows:

Bid #1	Bid #2	Bid #3
Daily Jefferson County Union	Watertown Daily Times	Printed in Both Papers
\$1.04 per published line – 9 pt font	\$1.04 per published line – 9 pt font	\$1.24 per published line – 9 pt font
\$1.179 per published line – 6.5 pt font	\$1.179 per published line – 6.5 pt font	\$2.358 per published line – 6.5 font

WHEREAS, printing in the *Daily Jefferson County Union* will reach 4350 Jefferson County households, and

WHEREAS, printing in the *Watertown Daily Times* will reach 2650 Jefferson County households, and

WHEREAS, printing in both the *Daily Jefferson County Union* and the *Watertown Daily Times* will reach 7,000 Jefferson County households, and

WHEREAS, the Executive Committee has solicited proposals from the Wisconsin State Journal, to serve as the County's official newspaper for the next two years commencing April 16, 2024, and

WHEREAS, the Wisconsin State Journal, submitted a bid as follows:

Bid #1
Wisconsin State Journal
First Insert \$1.331204 per line – 6 pt font
Subsequent Insert \$1.0517 per line – 6 pt font

There is a \$19.95 creative fee for display ads if designs not sent as camera ready.

WHEREAS, printing in the *Wisconsin State Journal* will reach 822 total copies 582 paid home-delivery print subscribers in Jefferson County households, and

WHEREAS, there is no additional cost for posting online as well as on the Wisconsin Public Notices Site (WNA).

NOW, THEREFORE, BE IT RESOLVED that the *Daily Jefferson County Union*, owned by APG Media of Southern Wisconsin, is hereby designated the County's official newspaper for publication of County Board minutes commencing in April 2024 and ending in April 2026.

*Fiscal Note: It is anticipated that the fiscal impact of this resolution will remain within the current budgeted amount based on 2022-2024 publication requirements.*

**Wineke, moved for the adoption of Resolution No. 2023-78.** Seconded by Poulson and passed.

**Wineke, Executive Committee Chair, introduced Resolution No. 2023-79. Authorizing the execution of Intergovernmental Agreement with City of Watertown for Shared Law Enforcement IT Services**

Executive Summary

Both Jefferson County and the City of Watertown have a need for Law Enforcement IT services and would benefit from working collaboratively to ensure their systems properly integrate. The County has engaged in discussions with the City of Watertown regarding their respective needs for Law Enforcement IT services. These discussions have culminated in a proposed Intergovernmental Agreement. Per the proposal, Jefferson County intends to hire an IT professional who will dedicate approximately 30% of his or her time to providing services for the Watertown Police Department. In return, the City of Watertown will cover approximately 30% of the costs of the County's employee.

This resolution authorizes the County Administrator to finalize and execute an Intergovernmental Agreement with the City of Watertown for Shared Law Enforcement IT Services. The Executive Committee considered this resolution at its meeting on February 28, 2024, and recommended forwarding to the County Board for approval.

WHEREAS, the Executive Summary is incorporated into this resolution, and

WHEREAS, the County's Comprehensive Plan and Strategic Plan have identified intergovernmental cooperation as a goal of the County, and

WHEREAS, the County and the City of Watertown both have a need for Law Enforcement IT services and benefit from systems integration, and

WHEREAS, the County and the City of Watertown have determined that collaboration of Law Enforcement IT services will allow for more efficient and effective services for the community,

NOW THEREFORE, BE IT RESOLVED, that the Jefferson County Board of Supervisors authorizes the County Administrator to finalize and execute an Intergovernmental Agreement with the City of Watertown to provide for Shared Law Enforcement IT Services.

*Fiscal Note: This position is already budgeted for in the 2024 Sheriff's Department budget. Any revenue generated from providing services to other partners will be collected into the General Fund.*

**Wineke, moved for the adoption of Resolution No. 2023-79.** Seconded by Jaeckel and passed.

**Jones, Finance Committee Chair, introduced Resolution No. 2023-80. Authorizing budget amendments to offset fiscal year 2023 departmental deficits**

Executive Summary

At year end, the County Administrator requests a budget transfer from contingency or general funds to offset department deficits. This resolution will authorize transferring \$235,743.82 from the contingency fund to various county departments due to expenditures in excess of appropriations in fiscal year 2023, and increase budgeted debt proceeds and corresponding principal, interest and capital expenditures in the MIS Department for the initial purchase and financing and subsequent refinancing of the Mitel phone system. The Finance Committee considered this resolution at its March 6, 2024 meeting and recommended forwarding to the County Board for approval.

WHEREAS, the Executive Summary is incorporated into this resolution, and

WHEREAS, due to circumstances arising after the 2023 budget was adopted, the following transfers of funds from the contingency appropriation account are necessary as indicated to close the accounting books for 2023:

<u>Department</u>	<u>Org Code</u>	<u>Account Number</u>	<u>Deficit Amount</u>	<u>Source</u>
County Board	11601	599999	\$ 8,899.67	Contingency
Emergency Management	12001	599999	151,146.49	Contingency
Fair Park	12101	599999	56,963.62	Contingency
Medical Examiner	12701	599999	18,734.04	Contingency
MIS	77005	632100	(698,913.88)	Proceeds of Long-Term Notes
MIS	77005	592003	333,796.34	Note Payable Principal and Interest
MIS	77005	594810	<u>365,117.54</u>	Capital Equipment
Total			<u>\$ 235,743.82</u>	

WHEREAS, the Finance Committee recommends that the above expenditures in excess of appropriations be funded by increasing budgeted revenue and expenditures by \$235,743.82; and

WHEREAS, the Finance Committee also recommends increasing the amount for Proceeds of Long-Term Notes for the initial lease financing of the Mitel phone system and subsequent refinancing of the same purchase with a general obligation promissory note, increasing the Notes Payable Principal and Interest budget amount for the payoff of the initial lease financing, and Capital Equipment for the acquisition of the phone system.

NOW, THEREFORE, BE IT RESOLVED that the aforementioned increases in revenues and expenditures and transfers of funds are hereby approved and the 2023 budget is amended to reflect the same.

*Fiscal Note:*

*County Board: County Board per diems exceeded budgeted amounts in 2023, primarily related to increase meetings in development of the Strategic Plan. The budget for per diems has increased for 2024.*

*Emergency Management: There were cost overruns that exceeded reimbursements in the Flood Mitigation Program. It is planned this round of acquisitions are closed out in 2024.*

*Fair Park: The main reason expenditures exceeded budget is because of a very successful animal auction, where payouts exceeded anticipated amounts.*

*Medical Examiner: Autopsy and transportation expenses exceeded budgeted amounts during 2023. The budget for these line items has been increased in 2024.*

*MIS: The County purchased a new phone system under a lease agreement, then subsequently refinanced the lease with a general obligation promissory note. This amendment recognizes that transaction.*

*As a budget amendment, this resolution requires twenty 20 out of 30 affirmative votes from the total membership of the County Board for passage.*

**Jones moved for the adoption of Resolution No. 2023-80.** Seconded by Christensen and passed. Ayes 28 (Jones, Richardson, Preuss, Zarling, Braughler, Herbst, Morris, Wineke, Degner, Goose, Smith, Martin, Lund, Nass, Turville-Heitz, Kutz, Drayna, Backlund, Kannard, Poulson, Jaeckel, Lindl, Foelker, Fitzgerald, Callan, Gulig, Roberts, Christensen), Noes 0, Abstain 0, Absent 1 (White), Vacant 1.

**Jones, Finance Committee Chair, introduced Resolution No. 2023-81. Authorizing year-end requests to carry over budget appropriations from fiscal year 2023 to fiscal year 2024 and amending the 2024 budget**

#### Executive Summary

At year end, departments are requested to submit carryover requests for funds that are unspent. If the County Administrator approves the request, it is reviewed by the Finance Committee and acted on by the County Board for approval. The Finance Committee recommends that funds of \$60,140,537.39 be carried over from fiscal year 2023 to fiscal year 2024, the Classification of Authorized Position is amended, adjustment to grade scale classification for identified positions, modification to American Resue Plan Act Allocation and selected fee schedule are amended according to the attachments to this resolution.

Furthermore, the Finance Committee recommends amending the FY 2024 budget by appropriating funds to cover the following projects and plans:

<b>Funding Source/(Programmatic Purpose):</b>	<b>Source</b>	<b>(Use)</b>
Sale of County property - Capital Projects Fund (Nestle)	338,714.00	-
Sale of County property - Capital Projects Fund (Stade)	21,763.00	-
Sale of County property - Capital Projects Fund (Project Dove)	3,000,000.00	-
PACE Program	-	(500,000.00)
Strategic Plan Initiatives	-	(500,000.00)
Live Local Development Fund	-	(1,000,000.00)
Restoration of General Fund Balance	-	(1,000,000.00)
Improvements to Parks Building/Project Dove infrastructure	-	(200,000.00)
Closing costs/other studies related to sale of County property	-	(160,477.00)
Opioid settlement funding	200,000.00	-
Response to opioid crisis	-	(200,000.00)
ARPA - Highway projects match	-	(425,000.00)
ARPA - Interurban Trail grant match	-	(325,000.00)
APRA - Broadband project	750,000.00	-
Totals	<u>4,310,477.00</u>	<u>(4,310,477.00)</u>

The Human Resources Committee met on February 28, 2024 to review and recommend adjustments to grade scale for certain position due to market conditions and adjustments to Classification of Authorized Positions. The Finance Committee considered this resolution at its March 6, 2024 meeting and recommended forwarding to the County Board for approval.

WHEREAS, the Executive Summary is incorporated into this resolution, and

WHEREAS, at the close of each fiscal year, it may be desirable to carry over funds in some accounts so that they can be used in the next budget year, and

WHEREAS, the Finance Committee has reviewed the collective requests of all departments to carry over the funds designated in the various accounts below, more particularly set forth in the attached schedule, as follows:

<b>Fund Type</b>	<b>Description</b>	<b>Requested Amount</b>
Governmental funds	Non-spendable	\$3,137,140.50
Governmental funds	Spendable, restricted	\$4,193,898.93
Governmental funds	Spendable, committed	\$24,070,172.54
<b>Governmental funds</b>	<b>Total</b>	<b>\$31,401,211.97</b>
Proprietary funds	Capital net position	\$22,190,633.25
Proprietary funds	Restricted net position	\$160,659.39
Proprietary funds	Non-restricted net position	\$6,388,032.78
<b>Proprietary funds</b>	<b>Total</b>	<b>\$28,739,325.42</b>

WHEREAS, the Finance Committee recommends certain funds be designated as non-lapsing for fiscal year 2024 in the amounts listed above, and

WHEREAS, the Human Resources Committee has identified twenty positions that are 10% or greater off market, eighteen positions that are 7.5-10% off market and two positions that are 5-7.5% off market, and recommend making appropriate adjustments June 30, 2024, and

WHEREAS, the Human Resources Committee and the County Administrator are recommending changes to the Classification of Authorized Personnel due to changing needs of the county, and

WHEREAS, the Finance Committee also recommends amending certain fees for Fair Park, Medical Examiner and Sheriff Department, and

WHEREAS, the Finance Committee also recommend amending the allocation of American Rescue Plan Act appropriation from the Broadband Project to Highway Projects and the Interurban Trail Project, and

WHEREAS, the Finance Committee also recommends approving additional projects, with funding to be provided the sale of County property and opioid settlement funds.

NOW, THEREFORE, BE IT RESOLVED that the funds in the accounts identified in the Finance Committee minutes of March 6, 2024, and referenced above, totaling \$60,140,537.39, are designated as non-lapsing in the 2023 budget and carried over to the 2024 departmental budgets which are hereby amended in the respective amounts.

BE IT FURTHER RESOLVED the appropriations for operational costs, projects and plans through fund balance, proceeds from sale of County property and opioid settlement funds as provided in the Executive Summary and the attachment hereto hereby amends the 2024 budget accordingly.

*Fiscal Note: This resolution authorizes the Finance Director to make the necessary budget adjustments to enact the resolution. As a budget amendment, this resolution requires twenty (20) of thirty (30) affirmative votes for passage.*

*Explanation of governmental funds: Non-spendable funds are funds that include prepaid items, deposits, and inventory accounts. Spendable, restricted funds are funds that are legally restricted by statutes, contracts, or funding source. Spendable, committed funds are funds that are spendable at the discretion of the County.*

*Explanation of proprietary funds (Highway): Capital net position represents items that are depreciated along with land (which is not depreciated). Restricted net position relates to municipal deposits for subsequent year work by the County. Non-restricted net position includes both required items and discretionary items.*

**Jones moved for the adoption of Resolution No. 2023-81.** Seconded by Jaeckel and passed. Ayes 27 (Jones, Richardson, Preuss, Zarling, Braughler, Herbst, Morris, Wineke, Degner, Smith, Martin, Lund, Nass, Turville-Heitz, Kutz, Drayna, Backlund, Kannard, Poulson, Jaeckel, Lindl, Foelker, Fitzgerald, Callan, Gulig, Roberts, Christensen), Noes 1 (Groose), Abstain 0, Absent 1 (White), Vacant 1.

**Jones, Finance Committee Chair, introduced Resolution No. 2023-82. Authorizing the amendment of the State-Local Agreements with Wisconsin Emergency Management for State-Local Hazard Mitigation Program Assistance**

Executive Summary

Jefferson County was the recipient of federal and state grant funding via the Hazard Mitigation Grant Program for the acquisition/demolition of structures located in the floodplain of the Rock River, Bark River, and Lake Koshkonong in Jefferson County. Jefferson County has been working on this flood mitigation project for a few years and is nearing completion. Jefferson County recently requested additional grant funding to reimburse actual costs incurred during the project implementation. FEMA has approved approximately \$77,996 in additional funding conditioned upon the receipt of grant cost amendments.

This resolution authorizes the County Administrator to execute State-Local Hazard Mitigation Grant Program Assistance Amendments to secure additional funding for the costs of the flood mitigation program. The Finance Committee considered this resolution at its meeting on March 6, 2024, and recommended forwarding this resolution to the County Board for approval.

WHEREAS, the above Executive Summary is incorporated into this resolution, and

WHEREAS, additional grant funding is available from Federal Emergency Management Agency (FEMA) to reimburse budget overrun costs for implementation of the flood mitigation project, and

WHEREAS, FEMA has approved additional funding and Wisconsin Emergency Management (WEM) requires the execution of grant cost amendments to receive said funding,

NOW, THEREFORE, BE IT RESOLVED that the County Administrator is authorized to execute the necessary State-Local Hazard Mitigation Grant Program Assistance Amendments to secure additional grant funding for reimbursement of costs of the County's flood mitigation program.

*Fiscal Note: Since this grant amendment reimburses costs that have already been incurred in past years, no budget amendment is necessary.*

**Jones moved for the adoption of Resolution No. 2023-82.** Seconded by Morris and passed.

**Jones, Finance Committee Chair, introduced Resolution No. 2023-83. Accepting bid for demolition of property acquired through the Flood Mitigation and Acquisition Program.**

Executive Summary

Jefferson County has continued to be active in the Flood Mitigation and Acquisition Program to reduce risk for those properties that are impacted due to frequent flooding. Since 2008, the County has received numerous grants to accelerate this program in defined areas. The last flood mitigation property acquired by Jefferson County was recently vacated. That property is located at W7696 Blackhawk Island Road in Fort Atkinson. Pursuant to the Flood Mitigation and Acquisition Program guidelines, after a property is vacated, the County is required to coordinate the demolition of the structures on the property to restore it back to a more natural state.

On January 16, 2024, Jefferson County Emergency Management issued a request for proposals (RFP) to solicit bids for the demolition, asbestos abatement, well capping, septic system abandonment, and grading of the remaining Blackhawk Island property. Based upon the estimated cost of the project, the request for proposals was published on the County website and sent directly to eleven (11) contractors in the industry to solicit bids consistent with the County's Purchasing Ordinance.

The deadline for proposals was February 8, 2024. Only one bid was received. Two contractors responded declining to bid. The lowest qualified bidder was Minocqua Grading, LLC with a total cost of \$44,600.

This resolution authorizes the County Administrator to enter into a contract with Minocqua Grading, LLC for the demolition work as specified in the RFP at a price of \$44,600. On March 6, 2024, the Finance Committee considered the proposal and recommended forwarding it to the County Board for approval.

WHEREAS, the Executive Summary is incorporated into this resolution, and

WHEREAS, Jefferson County solicited bids for demolition of the final property acquired through the Flood Mitigation and Acquisition Program, located at W7696 Blackhawk Island Road, Fort Atkinson; and

WHEREAS, the Finance Committee has reviewed the sole bid received and determined Minocqua Grading, LLC, is the lowest responsible bidder for the project.

NOW, THEREFORE, BE IT RESOLVED the County Administrator is authorized to enter into a contract with the lowest responsible bidder, Minocqua Grading, LLC for \$44,600, for the demolition, asbestos abatement, capping of wells, abandonment of septic system, and grading for the property located at W7696 Blackhawk Island Road.

*Fiscal Note: \$100,000 is requested to be carried forward from the 2023 budget to 2024 for Flood Mitigation Closeout Costs. This amount is currently budgeted in contingency. This resolution authorizes the Finance Director to transfer \$44,600 from contingency to the Emergency Management Department's budget to cover the cost of this demolition. This is a budget amendment. A two-thirds vote of the entire board is required to pass (20 of the 30-member Board of Supervisors).*

**Jones moved for the adoption of Resolution No. 2023-83.** Seconded by Morris and passed. Ayes 28 (Jones, Richardson, Preuss, Zarling, Braughler, Herbst, Morris, Wineke, Degner, Goose, Smith, Martin, Lund, Nass, Turville-Heitz, Kutz, Drayna, Backlund, Kannard, Poulson, Jaeckel, Lindl, Foelker, Fitzgerald, Callan, Gulig, Roberts, Christensen), Noes 0, Abstain 0, Absent 1 (White), Vacant 1.

**Fitzgerald, Human Resources Committee Vice Chair, introduced Resolution No. 2023-84. Establishing Total Annual Compensation for County Elected Officials of County Clerk, Register of Deeds, and**

**Treasurer for the Fiscal Years of 2025 through 2028, pursuant to Wis. Stat. § 59.22 and Jefferson County Ordinance 2019-18, Establishing a Procedure to Set Elected Official Salaries**

Executive Summary

On Thursday, February 28, 2024, the Human Resources Committee reviewed the current market conditions and trends, the internal comparable wages, and salaries from comparable counties for the positions of County Clerk, Register of Deeds, and Treasurer. After analyzing this information, the Human Resources Committee is recommending adjusting the annual compensation based on cumulative cost of living increases applied since 2021 for other non-represented positions for the fiscal year 2025, followed by a 3% increase in each year of the four-year term (2025, 2026, 2027, and 2028) of the elected constitutional officers of County Clerk, Register of Deeds, and Treasurer. The base salary was established in consideration of Ordinance 2019-18, Establishing a Procedure to Set Elected Official Salaries, which provides for determining the base starting salary for the upcoming term by reference to the step that is at closest to, but not less than, the 70<sup>th</sup> percentile of comparable counties of the appropriate recommended grade placement (Grade 12 for the County Clerk, Register of Deeds, and Treasurer).

WHEREAS, the Executive Summary is incorporated by reference, and

WHEREAS, pursuant to Wis. Stat. § 59.22(1), the Board must establish the total annual compensation for services to be paid to county elected officials, other than County Board Supervisors, prior to April 15, 2024, which is the earliest time for filing nomination papers for county elective offices; and

WHEREAS, the Jefferson County Board of Supervisors recognizes the need to establish fair and competitive compensation for the elected officials of County Clerk, Register of Deeds, and Treasurer to ensure the attraction and retention of qualified personnel for these critical roles; and

WHEREAS, the current salary for these elected officials is \$84,344 per year (\$40.55/hr), which is less than the 70<sup>th</sup> percentile of comparable counties based on available market data; and

WHEREAS, to catch up with the market when establishing the base salary as of December 31, 2024, the County multiplied the current salary for these elected officials by 6% (calculated based on total compensation increases from 2021-2024 for non-represented employees compared to total compensation increases from 2021 – 2024 for elective officials) to arrive at \$89,404.64/year (or \$42.983/hr); and

WHEREAS, in consideration of the procedure set out in Ordinance 2019-18, the corresponding step in the County's 2024 pay plan closest to, but not less than the 6% increase is Grade 12, Step 5 (or \$43.0251/hr); said rate is also close to, but not less than the 70<sup>th</sup> percentile of comparable counties; and

WHEREAS, the base annual salary for the year 2024, consistent with Jefferson County Ordinance 2019-18, Establishing a Procedure to Set Elected Official Salaries, is established at \$89,494.21 (\$43.0251/hr) using Grade 12, Step 5 of the County's pay plan; and

WHEREAS, the County has determined that an annual adjustment of 3% to the base salaries (calculated based on the hourly rate and rounded to the nearest hundredth) of these positions is necessary and appropriate to maintain competitiveness and account for the cost-of-living increases; and

NOW, THEREFORE, BE IT RESOLVED by the Jefferson County Board of Supervisors that the total annual compensation for the positions of County Clerk, Register of Deeds, and Treasurer shall be set as follows:

For the fiscal year 2025, the total annual compensation shall be \$92,185.60.



For the fiscal year 2026, the total annual compensation shall be \$94,952.00.

For the fiscal year 2027, the total annual compensation shall be \$97,801.60.

For the fiscal year 2028, the total annual compensation shall be \$100,734.40.

BE IT FURTHER RESOLVED that the aforementioned county elected officials are entitled to participate in the Wisconsin Retirement System in accordance with state law and the County shall pay only its share of contributions required by law; and

BE IT FURTHER RESOLVED that the aforementioned county elected officials are entitled to participate in the County's health, dental, and life insurance programs, as well as any voluntary benefits, subject to the terms and conditions of the programs, which may be modified from time to time, under the same terms and conditions for such programs offered to non-represented managerial county employees who are not law enforcement managerial employees.

*Fiscal Note: Fiscal impact from 2024 to 2025: The established salary of \$92,185.60 has a fiscal impact of \$7,841.60 for each position of County Clerk, Register of Deeds, and Treasurer, or \$23,524.80 total.*

*Fiscal impact from 2025 to 2026: The established salary of \$94,952.00 has a fiscal impact of \$2,766.40 for each position of County Clerk, Register of Deeds, and Treasurer, or \$8,299.20 total.*

*Fiscal impact from 2026 to 2027: The established salary of \$97,801.60 has a fiscal impact of \$2,849.60 for each position of County Clerk, Register of Deeds, and Treasurer, or \$8,548.80 total.*

*Fiscal impact from 2027 to 2028: The established salary of \$100,734.40 has a fiscal impact of \$2,932.80 for each position of County Clerk, Register of Deeds, and Treasurer, or \$8,798.40 total.*

*The total fiscal impact for the four-year term, from 2025 to 2028 for each position of County Clerk, Register of Deeds, and Treasurer, is \$16,390.40, or \$49,171.20 total. The total cumulative fiscal impact for the four-year term is \$48,297.60 for each position of County Clerk, Register of Deeds, and Treasurer, or \$144,892.80 total.*

*These impacts, along with the corresponding increases in Federal Insurance Contributions Act (FICA) tax, Wisconsin Retirement System employer contribution, health and other eligible fringe benefits will be part of the budget process for each budget year.*

**Fitzgerald moved for the adoption of Resolution No. 2023-84. Seconded by Braughler and passed.**

**Jones, Human Services Board Chair, introduced Proclamation 2023-05. Proclaiming the month of April 2024 as Child Abuse and Neglect Prevention Month**

WHEREAS, child abuse and neglect is a complex and ongoing problem in our society, affecting many children in Jefferson County, and

WHEREAS, every child is entitled to be loved, cared for, nurtured, feel secure and be free from verbal, sexual, emotional and physical abuse, and neglect, and

WHEREAS, it is the responsibility of every adult who comes in contact with a child to protect that child's inalienable right to a safe and nurturing childhood, and

WHEREAS, Jefferson County has many dedicated individuals and organizations who work daily to counter the problem of child maltreatment and to help parents obtain the assistance they need, and

WHEREAS, our communities are stronger when all citizens become aware of child maltreatment prevention and become involved in supporting parents to raise their children in a safe and nurturing environment, and

WHEREAS, effective child abuse prevention programs succeed because of partnerships among families, social service agencies, schools, religious and civic organizations, law enforcement agencies, and the business community, and

WHEREAS, the Human Services Board, at its February 13, 2024, meeting, unanimously voted to forward this Proclamation to the County Board of Supervisors for adoption.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors hereby proclaims the month of April 2024 to be Child Abuse and Neglect Prevention Month.

*Fiscal Note: Adoption of this proclamation will not have any fiscal impact to the County other than the expenditure of staff time. Promotion materials will be funded by outside private donations.*

**Jones moved for the adoption of Proclamation 2023-05, Seconded by Morris and passed.**

**Christensen, Parks Committee Chair, introduced Resolution No. 2023-85. Authorizing County Administrator to Contract with KL Engineering for Construction Administration and Oversight of the Jefferson County Interurban Trail Recreation Bridge Phase III Project**

Executive Summary

Jefferson County is continuing construction of a multi-use recreation trail on utility right-of-way owned by WE Energies. The proposed trail is 10.96 miles and is located on the former interurban rail line between the City of Watertown and the City of Oconomowoc. The path cross-section will consist of a 10-foot-wide asphalt surface with 2-foot-wide aggregate shoulders. The project includes 10 miles of trail within Jefferson County, and 1 mile of trail in Waukesha County. The City of Watertown and the City of Oconomowoc are the project boundaries. The trail will act as an extension of the Lake Country Trail and eventually connect to the City of Pewaukee.

Two of the three phases of construction have been completed including seven (7) miles of trail and one 3-span, 270 foot recreation bridge. Multiple federal and state grants have been awarded for the third phase of the project totaling \$1,735,665.00. The first part of Phase III includes building and installing a 2-span, 150-foot-long recreation bridge over the Rock River between County Highway F and Rockvale Road in the Town of Ixonia. The bridge incorporates the original Electric Rail Car abutments and piers. Design, engineering, and permitting has been completed.

Due to the complexity of the project and the extensive retrofitting and repair required, the Jefferson County Parks Department requested a proposal from KL Engineering for Construction Administration to commence when the notice to proceed has been issued. The Jefferson County Parks Committee has reviewed the proposal by KL Engineering to provide these services, and feel it would be in the County's best interest to continue to utilize KL Engineering's services through the project's completion.

This resolution authorizes the County Administrator to enter into a contract with KL Engineering for Construction Administration and Oversight related to the completion of a recreation bridge in Phase III of the Interurban Trail project. The Parks Committee considered this resolution at its meeting on March 7, 2024, and recommended forwarding on to the County Board for approval.

WHEREAS, Jefferson County has completed Phases 1 and 2 of the Interurban Trail with the final phase (3) of the project at design, engineering, and permitting stages, with an estimated project completion in 2025, and

WHEREAS, the final phase (3) of the project requires the installation of a recreation bridge over the Rock River between County Highway F and Rockvale Road in the Town of Ixonia, and

WHEREAS, Jefferson County has worked with KL Engineering to design, engineer, and permit a recreation bridge that will meet all State and Federal requirements for bike and pedestrian standards, and

WHEREAS, KL Engineering has been a part of the project exploration, design, and permitting and has integral knowledge of the site and the project needs, and

WHEREAS, the Jefferson County Parks Committee has reviewed the Construction Administration services proposal by KL Engineering for the installation of a 2-span, 150' bridge over the Rock River, and has recommended accepting the Proposal for Construction Administration by said vendor.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors hereby authorizes the County Administrator to enter into a contract with KL Engineering for the purposes of Construction Administration and Oversight for the installation of a recreation bridge on the Interurban Trail.

*Fiscal Note: The Jefferson County Board of Supervisors has authorized \$308,243.43 to be carried forward from the 2023 budget to the 2024 budget for Interurban Trail Phase III seed money. This contract will be paid for by that budgeted carryforward.*

**Christensen moved for the adoption of Resolution No. 2023-85.** Seconded Gulig by and passed.

**Jaeckel, Planning and Zoning Committee Chair, introduced Ordinance No. 2023-26. Amending the Jefferson County Comprehensive Plan and Agricultural Preservation and Land Use Plan (Farmland Preservation Plan)**

WHEREAS, the County Planning and Zoning Committee requests that the Comprehensive Plan and Agricultural Preservation and Land Use Plan (Farmland Preservation Plan) be amended, and

WHEREAS, the amendment allows for the limited redivision of A-3 Agricultural/Rural Residential zoned lots created prior to February 8, 2000, and

WHEREAS, the Planning and Zoning Committee adopted a Public Participation Plan on September 12, 2023, to guide the process of amending the Plans, and

WHEREAS, a duly noticed public hearing for the Planning and Zoning Committee was held on December 21, 2023, and a public hearing of the County Board was held on March 12, 2024, and

WHEREAS, the Planning and Zoning Committee recommended adoption of the text amendment to the Comprehensive Plan and the Agricultural Preservation and Land Use Plan on December 28, 2023.

NOW, THEREFORE, BE IT ORDAINED that pursuant to Wis. Stat. s. 66.1001 and Chapter 91, the Jefferson County Comprehensive Plan and the Jefferson County Agricultural Preservation and Land Use Plan is hereby amended based on the recommendation of the Planning & Zoning Committee as set forth in the attached resolution incorporated by reference.

*Fiscal Note: The fiscal impact associated with this ordinance cannot be determined at this time.*

**Jaeckel moved for the adoption of Ordinance No. 2023-26.** Seconded by Poulson and passed. Ayes 20 (Jones, Richardson, Preuss, Zarling, Braughler, Herbst, Morris, Wineke, Nass, Kutz, Drayna, Backlund, Kannard, Poulson, Jaeckel, Lindl, Foelker, Fitzgerald, Roberts, Christensen), Noes 8 (Degner, Groose, Smith, Martin, Lund, Turville-Heitz, Callan, Gulig), Abstain 0, Absent 1 (White), Vacant 1.

**Jaeckel, Planning and Zoning Committee Chair, introduced Ordinance No. 2023-27. Amending Section 11.04(f)8.xiii., A-3 Agricultural and Rural Residential Provisions of the Jefferson County Zoning Ordinance**

Executive Summary

The Jefferson County Planning & Zoning Department has reviewed the Jefferson County Zoning Ordinance and recommends the ordinance be amended to allow the limited redivision of A-3 Agricultural and Rural Residential zoned lots. The proposed amendment would allow A-3 zoned lots created prior to February 8, 2000, to be divided. February 8, 2000, is the date the County adopted the first Comprehensive Plan which included the current A-3 zoning provisions. The full proposed language follows this summary.

The majority of towns subject to County Zoning approve of the proposed language amendment. Of the sixteen (16) Towns, twelve (12) approved the amendment and four (4) did not approve of the amendment (Aztalan, Concord, Ixonia and Lake Mills).

A public hearing was held on this text amendment on December 21, 2023. The Planning & Zoning Committee considered this ordinance amendment on December 28, 2023, and recommended forwarding to the County Board for adoption.

NOW THEREFORE, BE IT ORDAINED, by the Jefferson County Board of Supervisors that Section 11.04(f)8.xiii of the Jefferson County Zoning Ordinance is amended as follows:

**11.04(f)8- A-3 Agricultural/Rural Residential**

- xiii. **Maximum Number of Lots.** Three (3) non-prime agricultural land A-3 lots or one (1) or two (2) prime agricultural land A-3 lot(s) with clustering recommended. The number of possible prime agricultural land lots is based on the amount and configuration of land owned (see the lot chart below). With less than fifty (50) acres, one (1) prime agricultural land lot is possible. With fifty (50) acres or more, two (2) prime agricultural land lots are possible. The minimum amount of prime agricultural land shall be utilized when approving the prime lot option. If an option is utilized to mix non-prime and prime agricultural land lots, the prime agricultural land maximum lot numbers shall apply. A-3 lots created since the 1977 adoption of the A-3 zoning district shall also be taken into account when determining how many A-3 lots may be available. All parcels of record may propose the maximum number of lots described in this section unless the number of lots has been reduced due to A-3 lots being created from the parent parcel predating the parcel of record. Each parcel of record would have the possibility of at least one A-3 lot upon Committee review and County Board approval. ~~Existing A-3 lots created since 1977 shall not be further redivided so as to create additional lots.~~ A-3 lots proposed for dwellings constructed prior to December 13, 1977, do not count as having utilized an A-3 lot division. [2/8/00, Ord. No. 99-28]

Environmental corridor overlays described in the plan may also impact the maximum number of possible A-3 lots available as described in the following lot chart by utilizing the development density of no greater than one dwelling unit per 10 acres. Clear cutting upland wooded environmental corridor areas in existence at the time of the enactment of this ordinance provision shall not increase the number of A-3 lots available (see the environmental corridor detailed policies in the Jefferson County Agricultural Preservation and Land Use Plan). Also, A-2 lots for an agricultural residence shall reduce the number of lots available. [2/8/00, Ord. No. 99-28]

Existing A-3 lots created on or after February 8, 2000 shall not be further divided so as to create additional lots. A-3 zoned lots created prior to February 8, 2000 may be further divided to

create a maximum of two (2) additional lots. The Planning and Zoning Committee shall review and make a decision on the proposed A-3 division. Application for the redivision of an existing A-3 zoned lot shall be made to the Zoning Administrator who shall refer it to the Committee. The Committee shall request an opinion and recommendation from the Town prior to scheduling a public hearing on the application. The Committee shall also request an opinion from the road maintenance authority relating to driveway and access considerations. The Committee shall schedule a public hearing on the application, publish a Class 2 Notice according to Chapter 985, Wisconsin Statutes, and notify, by certified mail, the clerk of the town for which the proposed A-3 division is located and all persons listed in the Jefferson County Land Information Office as owning property within 500 feet of the exterior boundary of the proposed A-3 division at least ten (10) days prior to the hearing date. The Committee shall review the application, site, public hearing testimony, effect on farmland and prime agricultural soil, section 11.11(e)6 of this ordinance, and consistency with the Jefferson County Comprehensive Plan and Agricultural Preservation and Land Use Plan before making a decision.

BE IT FURTHER ORDAINED, this ordinance amendment shall be effective after passage and publication as provided by law.

*Fiscal Note: The fiscal impact of this Ordinance cannot be determined at this time.*

**Jaeckel moved for the adoption of Ordinance No. 2023-27.** Seconded by Poulson and passed.

**Jaeckel, Planning and Zoning Committee Chair, introduced the following report:**

REPORT TO THE HONORABLE MEMBERS OF THE JEFFERSON COUNTY BOARD OF SUPERVISORS by the Jefferson County Planning and Zoning Committee recommending approval of petitions to amend the official zoning map of Jefferson County.

**Jaeckel, Planning and Zoning Committee Chair, introduced Ordinance No. 2023-28. Amending Official Zoning Map**

WHEREAS, the Jefferson County Board of Supervisors has heretofore been petitioned to amend the official zoning map of Jefferson County, and

WHEREAS, Petitions R4513A-23, R4518A-24, R4519A-24 and R4520A-24 were referred to the Jefferson County Planning and Zoning Committee for public hearing on February 15, 2024, and

WHEREAS, the proposed amendments have been given due consideration by the Board of Supervisors in open session.

NOW, THEREFORE, BE IT ORDAINED that the Jefferson County Board of Supervisors does amend the official zoning map of Jefferson County as follows.

**FROM A-1, EXCLUSIVE AGRICULTURAL TO A-3, AGRICULTURAL/RURAL RESIDENTIAL**

Rezone part of PINs 008-0715-2333-000 (24.464 ac) and 008-0715-2622-000 (20 ac) to create a new 2-ac building site along N Helenville Rd, Town of Farmington. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Rezoning is conditioned upon access approval by the maintaining authority, receipt of a suitable soil test, recording of the final certified survey map, filing of affidavit of zoning status on remaining lands and the fact that rezoning shall be null and void and of no effect one year from the date of County Board approval unless all applicable conditions have been completed by that date. R4513A-24 – Land Hunter LLC

Rezone part of PIN 022-0613-1434-000 (50.711 ac) to create a new 1 acre building site located off of Ehrke Road in the Town of Oakland. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning

Ordinance. Rezoning is conditioned upon access approval by the maintaining authority, receipt of a suitable soil test, recording of the final certified survey map, and the fact that rezoning shall be null and void and of no effect one year from the date of County Board approval unless all applicable conditions have been completed by that date. R4518A-24 – Willaim S Ehrke Trust

Rezone part of PIN 024-0516-3532-002 (32.44 ac) to create a new 2.3 acre building site located near N231/N299 Tamarack Road in the Town of Palmyra. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Rezoning is conditioned upon access approval by the maintaining authority, receipt of a suitable soil test, recording of the final certified survey map, filing of affidavit of zoning status on remaining lands and the fact that rezoning shall be null and void and of no effect one year from the date of County Board approval unless all applicable conditions have been completed by that date. R4519A-24 – Adam I Adsit

Rezone part of PIN 024-0516-3342-001 (18.46 ac) to create (1) 1.1-ac and (2) 1.5-ac building sites located near 252/N254 County Road H in the Town of Palmyra. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Rezoning is conditioned upon access approval by the maintaining authority, receipt of a suitable soil test, recording of the final certified survey map, filing of affidavit of zoning status on remaining lands and the fact that rezoning shall be null and void and of no effect one year from the date of County Board approval unless all applicable conditions have been completed by that date. R4520A-24 – John K and Michelle Mehning

The above zoning amendments shall be null and void and have no effect one year from the date of County Board approval unless all applicable conditions have been completed.

**Jaeckel moved for the adoption of Ordinance No. 2023-28.** Seconded by Morris and passed.

Kannard abstained from voting due to a potential conflict of interest.

**Appointment by County Administrator:**

**By virtue of the authority vested in me under Sections 59.18(2)(c) of the Wisconsin Statutes, I respectfully request confirmation of the appointment as listed in the agenda.**

Steven Ganser, Jefferson Wisconsin, to the Human Services Board to fill an unexpired term ending November 1, 2024.

**Jaeckel moved to confirm the above appointment.** Seconded by Backlund and passed.

**By virtue of the authority vested in me under Sections 59.18(2)(b) of the Wisconsin Statutes, I respectfully request confirmation of the appointment as listed in the agenda.**

Rebecca Roberts, as Fair Park Director for an indeterminate term.

**Poulson moved to confirm the above appointment.** Seconded by Backlund and passed.

**Appointment by Human Services Board:**

**Jones, Human Services Board Chair, introduced the following appointments:**

By virtue of the authority vested in the Human Services Board under Section 3.06(1)(g) of the County Board Rules, the Human Services Board hereby requests County Board's confirmation of the following appointments as listed in the agenda.

John Donohue, Fort Atkinson, WI, to the Aging and Disability Resource Center Advisory Committee (ADRC) for an unexpired term ending July 1, 2025.

Todd Wiedenhoeft, Johnson Creek, WI, to the Aging and Disability Resource Center Advisory Committee (ADRC) for an unexpired term ending July 1, 2026.

**Jones moved to confirm the above appointments.** Seconded by Jaeckel and passed.

**Public Comment: (General)**

Smith in reference to his final term as Supervisor.

**Announcements:**

Goose re: Farm Bureau Meat Raffle at Aztalan Inn on 04/13/2024.

Christensen re: upcoming 4<sup>th</sup> grade farm tour at Kutz Farm on 05/01/2024.

Martin re: upcoming clean sweep event on 04/05/2024 and 04/06/2024 at the Jefferson County Park's Maintenance facility on Collins Rd in Jefferson.

Wehmeier re: outgoing Supervisor updates and new Supervisor orientation on 04/09/2024 and regular County Board Meeting is on 04/16/2024 at 4:00 p.m.

Supplemental information presented at the March 12, 2024, Jefferson County Board meeting will be available at the County Clerk's office upon request during regular Courthouse hours or on the County's website at [www.jeffersoncountywi.gov](http://www.jeffersoncountywi.gov).

**There being no further business, Jaeckel moved that the Board adjourn.** Seconded by Turville-Heitz and passed at 8:38 p.m.