

**JEFFERSON COUNTY BOARD MINUTES  
TUESDAY, FEBRUARY 10, 2015, 7:00 P.M.**

Chair Jim Schroeder presiding.

County Clerk Barbara A. Frank called the roll with all supervisors present except Supervisors Jones, Morris, Hartz, Edwards and Borland who gave prior notice of their absence.

District 1..... Richard C. Jones	District 2 ..... Mike Kelly
District 3..... Greg David	District 4 ..... Augie Tietz
District 5... James B. Braughler	District 6 ..... Ron Buchanan
District 7..... Dwayne C. Morris	District 8 ..... Michael Wineke
District 9..... Amy Rinard	District 10 ..... Al C. Counsell
District 11..... Donald Reese	District 12 ..... Peter A. Hartz
District 13..... Ed Morse	District 14 ..... Kirk Lund
District 15..... Steven J. Nass	District 16 ..... Laura Payne
District 17..... Russell Kutz	District 18 Jennifer Hanneman
District 19..... Jim Schroeder	District 20 ..... Jim Mode
District 21..... John C. Kannard	District 22 ..... Blane Poulson
District 23..... George Jaeckel	District 24 ..... Callie Edwards
District 25..... Matthew Foelker	District 26 ..... Carlton Zentner
District 27..... Glen D. Borland	District 28 ..... Dick Schultz
District 29..... Paul Babcock	District 30 ... Walt Christensen

County Administrator Wehmeier led the Pledge of Allegiance. A moment of silence was observed.

Wehmeier certified compliance with the Open Meetings Law.

Agenda was accepted as printed.

**Special Order of Business.** Economic Development Director Genevieve Borich presented an update on the explanation of Regional Cooperation.

**Morris present.**

**Communications.**

**GENERAL FINANCIAL CONDITION  
JEFFERSON COUNTY, WISCONSIN  
January 1, 2015**

Available Cash on Hand			
December 1, 2014	\$	(161,742.64)	
December Receipts		<u>8,432,862.51</u>	
Total Cash	\$		8,271,119.87
Disbursements			
General – December 2014	\$	6,241,891.84	
Payroll – December 2014		<u>1,371,430.73</u>	
Total Disbursements			<u>7,613,322.57</u>
Total Available Cash	\$		657,797.30
Cash on Hand			
(in banks) January 1, 2015	\$	852,409.70	
Less Outstanding Checks		<u>194,612.40</u>	
Total Available Cash	\$		657,797.30

Local Government Investment Pool - General	\$ 15,579,233.99
Institutional Capital Management	16,176,007.40
Local Government Investment Pool - Clerk of Courts	25,947.32
Local Government Investment Pool - Farmland Preservation	227,748.53
Local Government Investment Pool - Parks/Liddle	81,519.85
Local Government Investment Pool - Highway Bond	<u>3,684,757.57</u>
	\$ 35,775,214.66
2014 Interest - Super N.O.W. Acct.	\$ 1,335.69
2014 Interest - L.G.I.P. - General Funds	20,594.19
2014 Interest - ICM	178,907.05
2014 Interest - L.G.I.P. - Parks/Carol Liddle Fund	74.44
2014 Interest - L.G.I.P. - Farmland Preservation	198.85
2014 Interest - L.G.I.P. - Clerk of Courts	22.22
2014 Interest - L.G.I.P. - Highway Bond	<u>3,487.81</u>
Total 2014 Interest	\$ 204,620.25

**GENERAL FINANCIAL CONDITION  
JEFFERSON COUNTY, WISCONSIN  
February 1, 2015**

Available Cash on Hand	
January 1, 2015	\$ 657,797.30
January Receipts	<u>15,218,497.45</u>
Total Cash	\$ 15,876,294.75
Disbursements	
General – January 2015	\$ 14,716,553.26
Payroll – January 2015	<u>1,241,390.67</u>
Total Disbursements	<u>15,957,943.93</u>
Total Available Cash	\$ (81,649.18)
Cash on Hand	
(in banks) January 1, 2015	\$ 201,948.66
Less Outstanding Checks	<u>283,597.84</u>
Total Available Cash	\$ (81,649.18)
Local Government Investment Pool - General	\$ 26,950,140.09
Institutional Capital Management	16,278,035.37
Local Government Investment Pool - Clerk of Courts	25,949.51
Local Government Investment Pool - Farmland Preservation	227,767.74
Local Government Investment Pool - Parks/Liddle	81,526.72
Local Government Investment Pool - Highway Bond	<u>2,764,115.90</u>
	\$ 46,327,535.33

2015 Interest - Super N.O.W. Acct.	\$	92.73
2015 Interest - L.G.I.P. - General Funds		1,731.47
2015 Interest - ICM		4,050.00
2015 Interest - L.G.I.P. - Parks/Carol Liddle Fund		6.87
2015 Interest - L.G.I.P. - Farmland Preservation		19.21
2015 Interest - L.G.I.P. - Clerk of Courts		2.19
2015 Interest - L.G.I.P. - Highway Bond		<u>253.12</u>
Total 2015 Interest	\$	6,155.59

JOHN E. JENSEN, JEFFERSON COUNTY TREASURER

The December 9, 2014, Jefferson County Board minutes were corrected and approved for publication by the Administration & Rules Committee on January 27, 2015, pursuant to Board of Supervisors' Rules of Order sec. 3.05(2)(a).

**Frank presented the following communications:**

1. Email dated December 4, 2014, from Schroeder resigning from the Solid Waste and Air Quality Committee and appointing Laura Payne.
2. A Notice of Public Hearing from the Planning & Zoning Committee for a hearing to be held on February 19, 2015, at 7:00 p.m. in Room 205 of the Jefferson County Courthouse.
3. Human Resources Director Terri Palm-Kostroski recognized the following retirees: Mark S. Miller, Sheriff's Office, 25 years 10 months; and Susan Yackels, Sheriff's Office, 20 years. Fair Park Director David Diestler recognized Donald Beerbohm, Fair Park, 11 years 4 months; and Zona Beerbohm, Fair Park, 11 years 4 months.

The communications and notice were received and placed on file.

**No one having registered for public comment on the agenda, the regular order of business commenced.**

**Community Dental Clinic Director Barb Morrison Gudgeon, Jefferson County Literacy Council Executive Director Lynn Forseth, Rock River Free Clinic Vice-Chair Jeff Mason and Professor Steve Grabow representing the University of Wisconsin-Extension presented annual reports.** The annual reports were received, placed on file but not printed in the minutes pursuant to Board Rule 3.03(12).

**Schroeder presented the 2014 Committee Meeting Payments and yearly comparison:**

**JEFFERSON COUNTY  
COMMITTEE MEETING PAYMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2014**

Name	Meeting Count	Committee	Salary	Meeting Fees	* Other Expenses	Total	Grand Total
BABCOCK, PAUL	3	ADMIN & RULES/ICC		165.00	20.16	185.16	
	14	COUNTY BOARD	660.00	770.00	94.08	1,524.08	
	1	ECONOMIC DEVELOPMENT		55.00	6.72	61.72	
	1	EDUCATION SESSION		55.00	6.72	61.72	
	3	FAIR		165.00	20.16	185.16	
	1	HOME CONSORTIUM		55.00	0.00	55.00	
BORLAND, GLEN	7	HUMAN RESOURCES		385.00	47.04	432.04	
	3	LAW ENF/EM MGMT		165.00	20.16	185.16	
	6	UW EXTENSION EDUCATION		330.00	40.32	370.32	
	13	COUNTY BOARD	660.00	715.00	87.36	1,462.36	3,060.36
	7	ECONOMIC DEVELOPMENT		385.00	47.04	432.04	
	2	HIGHWAY		110.00	13.44	123.44	
BRAUGHLER, JAMES	3	PARKS		165.00	20.16	185.16	
	9	UW EXTENSION EDUCATION		495.00	60.48	555.48	
	11	ADMIN & RULES/ICC		605.00	197.12	802.12	
	14	COUNTY BOARD	660.00	770.00	179.20	1,609.20	2,758.48
	3	EDUCATION SESSION		165.00	83.65	248.65	
	16	FINANCE		880.00	286.72	1,166.72	
	14	HUMAN RESOURCES		795.00	197.12	992.12	
	6	INTER-COUNTY COORD		355.00	17.92	372.92	
	2	MILEAGE DONATION			0.00	0.00	
	4	SEMINAR/CONVENTION		270.00	89.60	359.60	5,551.33

BUCHANAN, RONALD	15	COUNTY BOARD	660.00	825.00	232.96	1,717.96
	3	FAIR		165.00	53.76	218.76
	12	HIGHWAY		660.00	215.04	875.04
	8	HOME CONSORTIUM		440.00	0.00	440.00
	2	H-SEMINAR/CONVENTION		160.00	47.04	207.04
	1	JT MEETING HWY/INFRASR		55.00	0.00	55.00
	1	SEMINAR/CONVENTION		55.00	44.24	99.24
	1	VETERANS SERVICE		55.00	17.92	72.92
	4	COMMUNITY ACTION		220.00	142.24	362.24
CHRISTENSEN, WALT	14	COUNTY BOARD	660.00	770.00	196.00	1,626.00
	8	FARMLAND CONSERVATION		440.00	112.00	552.00
	9	HIGHWAY		495.00	126.00	621.00
	1	H-SEMINAR/CONVENTION		55.00	0.00	55.00
	1	JT MEETING HWY/INFRASR		55.00	0.00	55.00
	10	LAKE RIPLEY MGMT		550.00	155.68	705.68
	2	LAND & WATER CONSER		110.00	28.00	138.00
	9	PARKS		495.00	126.00	621.00
	2	UTILITY TAX		110.00	82.88	192.88
COUNSELL, ALFRED C	12	COUNTY BOARD	660.00	660.00	215.04	1,535.04
	4	ECONOMIC DEVELOPMENT		245.00	71.68	316.68
	8	FAIR		440.00	143.36	583.36
	2	FAIR WEEK		110.00	35.84	145.84
	11	HIGHWAY		605.00	197.12	802.12
	1	H-SEMINAR/CONVENTION		80.00	0.00	80.00
	8	LAW ENF/EM MGMT		440.00	143.36	583.36
DAVID, GREG	13	COUNTY BOARD	660.00	715.00	203.84	1,578.84
						4,046.40

1	EDUCATION SESSION	55.00	14.56	69.56
11	HUMAN RESOURCES	605.00	172.48	777.48
8	INFRASTRUCTURE	440.00	109.76	549.76
1	JT MEETING HWY/INFRASTR	55.00	15.68	70.68
32	PLANNING & ZONING	1,760.00	501.76	2,261.76
3	SOLID WASTE/AIR QUALITY	165.00	47.04	212.04
2	COUNTY BOARD	110.00	26.88	219.38
	EDWARDS, CALLIE	82.50		5,520.12
	FOELKER,			219.38
	MATTHEW J			
12	COUNTY BOARD	660.00	134.40	1,454.40
1	EDUCATION SESSION	55.00	11.20	66.20
13	FAIR	715.00	145.60	860.60
5	FAIR WEEK	275.00	56.00	331.00
10	LAND & WATER CONSER	550.00	112.00	662.00
6	PARKS	330.00	67.20	397.20
4	UW EXTENSION EDUCATION	220.00	44.80	264.80
	HANNEMAN,			4,036.20
	JENNIFER			
8	ADMIN & RULES/ICC	440.00	0.00	440.00
13	COUNTY BOARD	715.00	29.12	1,404.12
10	FAIR	550.00	0.00	550.00
3	FAIR WEEK	240.00	0.00	240.00
15	FINANCE	825.00	33.60	858.60
1	HOME CONSORTIUM	55.00	0.00	55.00
1	MEET WITH ADMINISTRATOR	55.00	0.00	55.00
4	UW EXTENSION EDUCATION	220.00	0.00	220.00
7	COUNTY BOARD	385.00	54.88	907.38
7	LAND & WATER CONSER	385.00	54.88	439.88
5	UW EXTENSION EDUCATION	275.00	39.20	314.20
	HARTZ, PETER	467.50		3,822.72
				1,661.46

JAECKEL, GEORGE	13	COUNTY BOARD	660.00	715.00	65.52	1,440.52
	1	EDUCATION SESSION		55.00	5.60	60.60
	12	HIGHWAY		660.00	65.52	725.52
	1	JT MEETING HWY/INFRASTR		55.00	0.00	55.00
	3	LAW ENF/EM MGMT		165.00	15.12	180.12
	32	PLANNING & ZONING		1,760.00	161.28	1,921.28
JONES, RICHARD C	14	COUNTY BOARD	660.00	770.00	313.60	1,743.60
	16	FINANCE		880.00	358.40	1,238.40
	12	HUMAN SERVICES BOARD		660.00	268.80	928.80
	10	INFRASTRUCTURE		550.00	224.00	774.00
	1	JOINT MEETING HWY/INFRASTR		55.00	22.40	77.40
	1	MILEAGE DONATION		0.00	0.00	0.00
	1	PER DIEM DONATION		0.00	0.00	0.00
KANNARD, JOHN	15	COUNTY BOARD	660.00	825.00	268.80	1,753.80
	8	HOME CONSORTIUM		440.00	0.00	440.00
	8	INFRASTRUCTURE		440.00	125.44	565.44
	1	JT MEETING HWY/INFRASTR		55.00	17.92	72.92
	3	SEMINAR/CONVENTION		165.00	175.42	340.42
	4	SOLID WASTE/AIR QUALITY		220.00	71.68	291.68
KELLY, MICHAEL K	13	COUNTY BOARD	660.00	715.00	116.48	1,491.48
	11	INFRASTRUCTURE		605.00	89.60	694.60
	1	JT MEETING HWY/INFRASTR		55.00	8.96	63.96
	12	PARKS		660.00	80.64	740.64
	4	UW EXTENSION EDUCATION		220.00	35.84	255.84
KUTZ, RUSSELL K	15	COUNTY BOARD	660.00	825.00	25.20	1,510.20
	10	FAIR		550.00	16.80	566.80
	5	FAIR WEEK		300.00	8.40	308.40

	5	HOME CONSORTIUM	275.00	0.00	275.00	275.00
	8	HUMAN SERVICES BOARD	440.00	1.68	441.68	
	11	INFRASTRUCTURE	605.00	13.44	618.44	
	1	JT MEETING HWY/INFRASTR	55.00	1.68	56.68	
	9	MILEAGE DONATION		0.00	0.00	3,777.20
LUND, KIRK	3	COMMUNITY ACTION	165.00	97.44	262.44	
	10	COUNTY BOARD	550.00	100.80	1,118.30	
	5	LAW ENF/EM MGMT	275.00	42.56	317.56	
	1	SEMINAR/CONVENTION	80.00	0.00	80.00	
	6	SOLID WASTE/AIR QUALITY	330.00	75.04	405.04	
MODE, JIM	3	ADMIN & RULES/ICC	165.00	16.80	181.80	2,183.34
	8	AGING & DIS RESOURCE		44.80	44.80	
	13	COUNTY BOARD	715.00	72.80	1,447.80	
	5	ECONOMIC DEVELOPMENT	275.00	47.04	322.04	
	3	EDUCATION SESSION	165.00	92.40	257.40	
	5	FINANCE	275.00	28.00	303.00	
	7	HUMAN RESOURCES	385.00	39.20	424.20	
	26	HUMAN SERVICES BOARD	1,430.00	1,915.20	3,345.20	
	3	SEMINAR/CONVENTION	165.00	114.80	279.80	6,606.04
MORRIS, DWAYNE	10	COUNTY BOARD	550.00	179.20	1,389.20	
	2	JEFFERSON CO. LIBRARY	110.00	45.92	155.92	
	8	LAW ENF/EM MGMT	440.00	143.36	583.36	
MORSE, EDWIN W	13	COUNTY BOARD	715.00	123.76	1,498.76	2,128.48
	5	BOARD OF HEALTH	275.00	47.60	322.60	
	7	LAND & WATER CONSER	385.00	66.64	451.64	
	3	LAW ENF/EM MGMT	165.00	28.56	193.56	
	4	PARKS	220.00	38.08	258.08	

NASS, STEVEN	5	UW EXTENSION EDUCATION	275.00	47.60	322.60	3,047.24
	7	ADMIN & RULES/ICC	385.00	94.08	479.08	
	13	COUNTY BOARD	715.00	174.72	1,549.72	
	1	EDUCATION SESSION	55.00	6.16	61.16	
	10	FARMLAND CONSERVATION	550.00	120.96	670.96	
	1	LAND INFORMATION COUNCIL	55.00	13.44	68.44	
	3	PARKS	165.00	40.32	205.32	
	32	PLANNING & ZONING	1,760.00	430.08	2,190.08	5,224.76
PAYNE, LAURA	11	COUNTY BOARD	605.00	117.04	1,189.54	
	9	PARKS	495.00	95.76	590.76	
	1	SEMINAR/CONVENTION	80.00	45.36	125.36	
	4	WI RIVER TRAIL TRANSIT	220.00	47.60	267.60	
	1	BLUE SPRING LAKE	55.00	1.12	56.12	
POULSON, BLANE	12	COUNTY BOARD	660.00	228.48	1,548.48	2,173.26
	1	EDUCATION SESSION	80.00	19.04	99.04	
	12	FAIR	660.00	228.48	888.48	
	5	FAIR WEEK	400.00	95.20	495.20	
	6	FARMLAND CONSERVATION	330.00	114.24	444.24	
	11	FINANCE	605.00	209.44	814.44	
	3	HIGHWAY	165.00	57.12	222.12	
	1	LOWER SPRING LAKE	55.00	0.56	55.56	4,623.68
REESE, DONALD	14	COUNTY BOARD	770.00	188.16	1,618.16	
	1	EDUCATION SESSION	55.00	13.44	66.44	
	3	INFRASTRUCTURE	165.00	40.32	205.32	
	35	PLANNING & ZONING	1,925.00	470.40	2,395.40	
	11	SOLID WASTE/AIR QUALITY	605.00	147.84	752.84	5,040.16
RINARD, AMY R	8	ADMIN & RULES/ICC	440.00	215.04	655.04	

13	COUNTY BOARD	660.00	715.00	349.44	1,724.44
1	EDUCATION SESSION		55.00	26.88	81.88
3	FARMLAND CONSERVATION		165.00	53.76	218.76
7	LAW ENF/EM MGMT		385.00	188.16	573.16
34	PLANNING & ZONING		1,870.00	913.92	2,783.92
1	SEMINAR/CONVENTION		55.00	116.48	171.48
					6,208.68
8	ADMIN & RULES/ICC		440.00	0.00	440.00
14	COUNTY BOARD	4,840.00	770.00	0.00	5,610.00
5	ECONOMIC DEVELOPMENT		300.00	0.00	300.00
8	EDUCATION SESSION		440.00	0.00	440.00
1	FAIR		55.00	0.00	55.00
10	FINANCE		550.00	0.00	550.00
1	HIGHWAY		55.00	0.00	55.00
1	HOME CONSORTIUM		55.00	0.00	55.00
6	HUMAN RESOURCES		330.00	0.00	330.00
2	HUMAN SERVICES BOARD		110.00	0.00	110.00
3	INFRASTRUCTURE		165.00	0.00	165.00
6	INTER-COUNTY COORD		330.00	77.28	407.28
1	JT MEETING HWY/INFRASTR		55.00	0.00	55.00
1	LAND & WATER CONSER		55.00	0.00	55.00
2	LAW ENF/EM MGMT		110.00	0.00	110.00
5	MEET W/LOCAL GOVT/ASSOC		275.00	8.40	283.40
6	MEET WITH ADMINISTRATOR		330.00	0.00	330.00
15	PER DIEM DONATION			0.00	0.00
2	SECURITY & FACILITIES		110.00	0.00	110.00
5	SOLID WASTE/AIR QUALITY		275.00	15.68	290.68

SCHROEDER,  
JAMES R

		1	WUKESHA CO. VTAE DIST BD	55.00	37.52	92.52	9,843.88
SCHULTZ, RICHARD R.		14	COUNTY BOARD	770.00	109.76	1,539.76	
		6	BOARD OF HEALTH	330.00	47.04	377.04	
		1	EDUCATION SESSION	55.00	7.84	62.84	
		6	HOME CONSORTIUM	330.00	0.00	330.00	
		4	HUMAN RESOURCES	220.00	31.36	251.36	
		3	INFRASTRUCTURE	165.00	23.52	188.52	
		1	UW EXTENSION EDUCATION	55.00	7.84	62.84	2,812.36
TIETZ, RICHARD A		14	COUNTY BOARD	770.00	197.12	1,627.12	
		12	ECONOMIC DEVELOPMENT	685.00	71.68	756.68	
		1	EDUCATION SESSION	55.00	14.56	69.56	
		12	HUMAN SERVICES BOARD	660.00	215.04	875.04	
		1	MILEAGE DONATION	0.00	0.00	0.00	
		17	PARKS	935.00	275.52	1,210.52	
		5	WI RIVER RAIL TRANSIT	275.00	163.52	438.52	4,977.44
WINEKE, MICHAEL		11	COUNTY BOARD	605.00	184.80	1,257.30	
		7	HUMAN RESOURCES	385.00	117.60	502.60	
		8	LAW ENF/EM MGMT	440.00	134.40	574.40	2,334.30
ZENTNER, CARLTON		9	COUNTY BOARD	495.00	0.00	1,155.00	
		8	HIGHWAY	440.00	53.76	493.76	
		1	H-SEMINAR/CONVENTION	55.00	0.00	55.00	
		7	LAND & WATER CONSER	385.00	47.04	432.04	
		2	PER DIEM DONATION	0.00	0.00	0.00	
		5	SOLID WASTE/AIR QUALITY	275.00	33.60	308.60	2,444.40
		<u>1,437</u>	<b>County Board</b>	<u>77,440.00</u>	<u>18,499.95</u>	<u>118,572.45</u>	<u>118,572.45</u>
			<b>Members' Totals</b>				

\* Other expenses include mileage, parking, meals and registration fees

AGER, LINDA	3	JEFFERSON CO LIBRARY PER DIEM DONATION	165.00	22.96	187.96	187.96
ANFANG, FRANK	10	LAND & WATER CONSER	550.00	0.00	0.00	0.00
BATTENBERG, CAROL	8	AGING & DIS RESOURCE		100.80	650.80	650.80
BRANTMEIER, BEN	6	SHERIFF'S CIVIL SERVICE	330.00	89.60	89.60	89.60
BREGANT, SARAH K	3	COUNTY BOARD	165.00	53.76	383.76	383.76
	2	LAND & WATER CONSER	110.00	40.32	397.82	
	1	LOWER SPRING LAKE	55.00	29.12	139.12	
	4	UW EXTENSION EDUCATION	220.00	11.20	66.20	
BURLINGHAM, MARGARET	1	EDUCATION SESSION	55.00	58.24	278.24	881.38
	11	FARM CONSERV	605.00	20.72	75.72	
CARROLL, DONALD	9	ZONING/BD OF ADJUSTMENT	545.00	227.92	832.92	908.64
CLISH, MICHAEL	1	VETERANS SERVICE	55.00	222.54	767.54	767.54
DELZER, DONALD	1	EDUCATION SESSION	55.00	0.00	55.00	55.00
	4	TRAFFIC SAFETY	55.00	8.40	63.40	
FINN, TIMOTHY	1	VETERANS SERVICE	220.00	33.60	253.60	317.00
FROELICH, LEIGH	2	JEFFERSON CO LIBRARY	55.00	10.64	65.64	65.64
GAUGERT, WILLIAM	5	SHERIFF'S CIVIL SERVICE	110.00	16.80	126.80	126.80
GERBIG, JANET	0	NUTRITION	275.00	39.20	314.20	314.20
HADLER, MARIAH	11	FARMLAND CONSERVATION	605.00	58.24	58.24	58.24
HARTWICK, SUE	0	JEFFERSON CO LIBRARY		36.96	641.96	641.96
	1	MILEAGE DONATION		0.00	0.00	
	2	PER DIEM DONATION		0.00	0.00	
HINZMANN, DONNA	3	TRAFFIC SAFETY	165.00	0.00	0.00	0.00
					165.00	165.00

HOEFT, JANET SAYRE	1	EDUCATION SESSION	55.00	5.04	60.04	
	3	JEFFERSON COLIBRARY	165.00	36.40	201.40	
	9	ZONING/BD OF ADJUSTMENT	545.00	114.00	659.00	920.44
HYNEK, PAUL	1	ZONING/BD OF ADJUSTMENT	55.00	14.30	69.30	69.30
KANNENBERG, RITA	0	NUTRITION		24.64	24.64	24.64
KRAUSE, DAN	7	AGING & DIS RESOURCE		43.12	43.12	43.12
KUTZ, RONALD	4	TRAFFIC SAFETY	220.00	8.96	228.96	228.96
LARSON, JOANNE	1	LAND INFORMATION COUNCIL	55.00	8.96	63.96	63.96
LAUDENSLAGER, RODNEY	4	SHERIFF'S CIVIL SERVICE	220.00	76.16	296.16	296.16
MC KENZIE, JOHN	4	BOARD OF HEALTH	220.00	31.36	251.36	
	9	HUMAN SERVICES BOARD	495.00	70.56	565.56	
	2	SEMINAR/CONVENTION	110.00	106.40	216.40	
MERRITT, JULIE	5	HUMAN SERVICES BOARD	275.00	89.60	364.60	1,033.32
	3	SEMINAR/CONVENTION	165.00	89.60	254.60	619.20
MOLINARO, JOHN	3	ADMIN & RULES/ICC	165.00	0.00	165.00	
	3	COUNTY BOARD	165.00	0.00	2,090.00	
	2	BOARD OF HEALTH	110.00	0.00	110.00	
	4	ECONOMIC DEVELOPMENT	245.00	0.00	245.00	
	11	EDUCATION SESSION	605.00	104.16	709.16	
	3	FAIR	165.00	0.00	165.00	
	3	FARMLAND CONSERVATION	165.00	0.00	165.00	
	5	FINANCE	275.00	0.00	275.00	
	2	HIGHWAY	110.00	0.00	110.00	
	6	HUMAN RESOURCES	355.00	0.00	355.00	
	4	HUMAN SERVICES BOARD	220.00	0.00	220.00	
	3	INFRASTRUCTURE	165.00	0.00	165.00	



3		SOLID WASTE/AIR QUALITY	165.00	40.32	205.32	
3	WEIS, DALE	UW EXTENSION EDUCATION	165.00	40.32	205.32	1,123.78
6	WIESMANN, MARIE	ZONING/BD OF ADJUSTMENT	355.00	101.15	456.15	456.15
5	WILLIAMS, DONALD	BOARD OF HEALTH	275.00	33.60	308.60	308.60
4	ZASTROW, LLOYD	BOARD OF HEALTH	220.00	26.88	246.88	246.88
1		ZONING/BD OF ADJUSTMENT	80.00	29.12	109.12	109.12
<u>287</u>		<b>Non Board Members' Totals</b>	<b>2,805.00</b>	<b>14,665.00</b>	<b>20,496.87</b>	<b>20,496.87</b>
<b>1,724</b>		<b>Grand Totals</b>	<b>25,437.50</b>	<b>92,105.00</b>	<b>21,526.82</b>	<b>139,069.32</b>

**COUNTY BOARD PER DIEM COST**

Year	Salary	Meeting Fees	Other Expenses	Total
2011	25,658	101,010	23,170	149,838
2012	25,548	96,625	21,935	144,108
2013	25,575	105,555	22,482	153,612
2014	25,438	92,105	21,527	139,070

**Poulson, Chair of the Fair Park Committee, re-introduced Resolution No. 2014-57.**

Executive Summary

The Jefferson County Fair Park solicited bids for a 3-year exclusive signage marketing partnership agreement with a fermented malt beverage distributor. The bid from Miller/Ott Schweitzer Distributors, Inc. is being recommended for acceptance. This agreement is substantially the same agreement as the previous 3-year partnership agreement from 2012 to 2014. The exact cost/benefit to the County by entering into this agreement can only be estimated because it is not possible to determine the increased fair attendance and resulting increased revenue generated as a result of this partnership agreement.

WHEREAS, the Fair Park Director published a request for proposals and advertised the opportunity for a Fair Park signage agreement for fermented malt beverage products, and

WHEREAS, Miller/Ott Schweitzer Distributors, Inc. has offered \$25,000 per year for a three-year contract on the terms and conditions set forth in the proposed agreement attached hereto, and

WHEREAS, the Fair Park Director and Fair Park Committee recommend entering into a signage agreement with Miller/Ott Schweitzer Distributors, Inc. on the terms and conditions proposed,

NOW, THEREFORE, BE IT RESOLVED that the Fair Park Director is authorized to execute a contract with Miller/Ott Schweitzer Distributors, Inc. in the amount of \$75,000 for an exclusive three-year signage agreement.

*Fiscal Note: The County will receive \$25,000 per year for 3 years, which was the same as the 2012-2014 agreement with Miller/Ott Schweitzer Distributors, Inc. This amount does not include additional revenue generated from increased fair attendance.*

NOTE: Resolution No. 2014-57 was introduced at the December 9, 2014, County Board meeting and referred back to the Fair Park Committee that met on January 15, 2015. The Fair Park Committee made the underlined changes to the resolution and inserted an informational sheet for the County Board entitled "Tasks/Obligations of the Jefferson County Fair Park: Approximate Costs to Jefferson County". [The informational sheet and marketing agreement are available at the County Clerk's office upon request and on the County's website at [www.jeffersoncountywi.gov](http://www.jeffersoncountywi.gov).]

**Hartz present.**

**Poulson moved that Resolution No. 2014-57 be adopted.** Seconded. Counsell requested a roll call vote. Resolution No. 2014-57 was adopted: Ayes 24 (Kelly, David, Tietz, Buchanan, Wineke, Rinard, Counsell, Reese, Hartz, Morse, Lund, Nass, Payne, Kutz, Hanneman, Schroeder, Mode, Kannard, Poulson, Jaeckel, Foelker, Schultz, Babcock, Christensen), Noes 3 (Braughler, Morris, Zentner), Absent 3 (Jones, Edwards, Borland).

**Braughler, Chair of the Human Resources Committee, introduced Ordinance No. 2014-35.**

## Executive Summary

Jefferson County is committed to protecting the privacy of Individually Identifiable Health Information in compliance with the Health Insurance Portability and Accountability Act of 1996 (HIPAA), the Health Information Technology for Economic and Clinical Health (HITECH) Act, and the regulations issued under those laws, including the Privacy Rule, the Security Rule, and the Breach Notification Rule. Jefferson County is subject to these laws and regulations because it performs certain Health Care Provider and Health Plan functions that involve Protected Health Information (PHI), which generally includes Individually Identifiable Health Information that is transmitted or maintained in any form (e.g., written, verbal, electronic, etc.). Among other things, these laws and regulations set standards designed to protect the privacy and security of PHI.

In July 2013, Jefferson County contracted with Boardman & Clark LLP law firm to conduct a HIPAA Privacy Gap Analysis and Risk Assessment. The goal of this project was to provide a complete review of the County's HIPAA policies and procedures, assist in amendment or creation of said policies and procedures, provide training resources and make a recommendation to maintain future policy compliance. These Policies and Procedures outline the County's HIPAA Privacy compliance program. The County maintains discretion to interpret and implement these Policies and Procedures, and, except where limited by applicable law, the County reserves the right to modify, amend, or terminate these Policies and Procedures at its discretion at any time and without prior notice. Because the County is dedicated to compliance with HIPAA and other applicable laws, the County will interpret these Policies and Procedures in a manner that permits the County to comply with its legal obligations.

WHEREAS, the Jefferson County HIPAA/Notice of Privacy Practices was adopted by the County Board of Supervisors in November 2005 and amended in February 2010, and

WHEREAS, changes to State and Federal regulations, as well as County Personnel Ordinance have occurred in the last five years, and

WHEREAS, the Human Resources Committee has reviewed the Notice of Privacy Practices and recommends to repeal and replace Personnel Ordinance HR0440, HIPAA/Notice of Privacy Practices, to comply with State and Federal regulations.

NOW, THEREFORE, BE IT RESOLVED that the Human Resources Committee is authorized to make amendments as necessary to the HIPAA Notice of Privacy Practices and staff is authorized to make administrative amendments to procedures and/or forms necessary to comply with changes in State, Federal or County regulations or ordinances.

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

Section 1. Section HR0440, HIPAA/Notice of Privacy Practices, is repealed and recreated as follows:

**HR0440**

**HIPAA/NOTICE OF PRIVACY PRACTICES.**

Jefferson County will maintain the privacy and security of protected health information as required by the Health Insurance Portability and Accountability Act of 1996 (HIPAA), the Health Information Technology for Economic and Clinical Health (HITECH) Act, and applicable state law. This includes protected health information held by the County's HIPAA-covered benefit plans, as well as the protected health information held by the County in its role as a HIPAA-covered hybrid entity. The County maintains written policies and procedures regarding the privacy and security of protected health information, as well as a notice of privacy practices regarding the manner in which protected health information is used and disclosed. If an employee (or his or her spouse or dependents) or any individual receiving HIPAA-covered services from the County wants additional information about the County's privacy practices, he or she may contact the Human Resources Department. Or, if an employee or other individual believes that the County may have violated any privacy rights or disagrees with a decision made about any privacy rights, he or she may file a complaint with the County's HIPAA Privacy Officer. The individual may also file a complaint with the Secretary of the U.S. Department of Health and Human Services. The County supports the right of employees and other individuals to have their health information treated in a private fashion, and the County will not retaliate in any way if an employee or other individual chooses to file a complaint.

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

*Fiscal Note: No fiscal impact.*

**Braugler moved to adopt Ordinance No. 2014-35.** Seconded and carried.

**Tietz, Chair of the Parks Committee, introduced Resolution No. 2014-64.**

Executive Summary

Jefferson County participates in the WI DNR Snowmobile Trail Maintenance Program. Jefferson County maintains approximately 182.7 miles of public snowmobile trail. The WI DNR requires the Outdoor Recreation Aids Grant resolution be renewed each calendar year.

WHEREAS, Jefferson County is interested in developing lands for public outdoor recreation purposes as described in the application, and

WHEREAS, financial aid is required to carry out the annual snowmobile trail maintenance project, and

WHEREAS, Jefferson County includes expenses and offset-

ting revenue in the adopted budget each year for this program,

NOW, THEREFORE, BE IT RESOLVED that the Board authorizes Joseph W. Nehmer, Jefferson County Parks Department Director, to act on behalf of Jefferson County to:

- submit an application to the State of Wisconsin Department of Natural Resources for any financial aid that may be available for the snowmobile trail maintenance project;
- submit reimbursement claims along with necessary supporting documentation within 6 months of project completion date;
- submit signed documents; and
- take necessary action to undertake, direct and complete the approved project.

BE IT FURTHER RESOLVED that Jefferson County will comply with state or federal rules for the programs to be open to the general public during reasonable hours consistent with the type of facility 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 maintenance program is expected to cost \$45,675 for winter 2015-2016. One hundred percent (100%) of this cost is funded by the grant.*

**Tietz moved for the adoption of Resolution No. 2014-64.** Seconded and carried.

#### **Tietz introduced Resolution No. 2014-65.**

##### Executive Summary

The Jefferson County Parks Department is planning to place a recreation trail for hiking, biking and cross-country skiing on right-of-way owned by We Energies. The proposed trail is 10.96 miles in length and is located between Humboldt Street (City of Watertown, WI) and River Road (Town of Watertown).

This off-road, paved, trail connection will be built on the former Interurban Rail Line that connects the City of Watertown to the City of Oconomowoc. The path cross-section will consist of a 10-foot wide asphalt surface with 2-foot wide aggregate shoulders. An 8-inch stone base with 3-inch asphalt layer will be used. The project is located primarily in Jefferson County (10 miles) and a portion in Waukesha County (1 mile). The City of Watertown and the City of Oconomowoc are the project boundaries.

The old interurban rail line, which at one time connected the City of Watertown with the City of Milwaukee, is now a utility corridor owned by We Energies. American Transmission Company (ATC) operates the electric transmission facilities on the corridor. The Wisconsin Department of Natural Resources and We Energies have reached an agreement for the use of the utility corridor.

WHEREAS, Jefferson County is participating in the construction of segments of a multi-use recreation trail linking the City of Watertown to the City of Oconomowoc via the existing We Energies right-of-way corridor, and

WHEREAS, this multi-use recreation trail, known as the Interurban Trail, will provide the community with year round uses

such as biking, in-line skating, walking, running and cross-country skiing, and

WHEREAS, the Interurban Trail will give users the opportunity to ride safely from the northern end of the Glacial River Trail in Watertown, east to the shores of Lake Michigan and connecting to trails such as the Hank Aaron Trail in Milwaukee,

WHEREAS, the Parks Committee approved the attached agreement establishing the terms and conditions of the license (agreement available at the County Clerk's office upon request and on the County's website at [www.jeffersoncountywi.gov](http://www.jeffersoncountywi.gov)).

NOW, THEREFORE, BE IT RESOLVED that the County Administrator is authorized to enter into a license agreement with Wisconsin Electric Power Company doing business as We Energies for the purpose of Jefferson County constructing a segment of the Interurban Trail from Watertown to Oconomowoc.

*Fiscal Note: Entering into this license agreement with We Energies will have no fiscal impact to Jefferson County.*

**Tietz moved for the adoption of Resolution No. 2014-65.** Seconded.

**Tietz moved to amend Resolution No. 2014-65 by deleting in the Executive Summary the words "and River Road (Town of Watertown)" and inserting "and the City of Oconomowoc."** Seconded and carried.

**Resolution No. 2014-65 as amended was adopted:** Ayes 24 (Kelly, David, Tietz, Braughler, Buchanan, Wineke, Rinard, Counsell, Reese, Hartz, Morse, Lund, Nass, Payne, Kutz, Hanneman, Schroeder, Mode, Kannard, Poulson, Foelker, Schultz, Babcock, Christensen), Noes 3 (Morris, Jaeckel, Zentner), Absent 3 (Jones, Edwards, Borland).

**Nass, Chair of the Planning & Zoning Committee, introduced the following report:**

**REPORT TO THE HONORABLE MEMBERS OF THE  
JEFFERSON COUNTY BOARD OF SUPERVISORS**

The Jefferson County Planning and Zoning Committee, having considered petitions to amend the official zoning map of Jefferson County, filed for public hearing held on November 20 and December 18, 2014, and January 15, 2015, as required by law pursuant to Wisconsin Statutes, notice thereof having been given, and being duly advised of the wishes of the town boards and persons in the areas affected, hereby makes the following recommendations:

**APPROVAL OF PETITIONS R3768A-14,  
R3772A-14, R3773A-14,  
R3774A-14, R3775A-14, R3776A-14, R3778A-14, R3780A-15,  
R3782A-15 and R3783A-15  
DATED THIS 26TH DAY OF JANUARY 2015  
Donald Reese, Secretary  
THE PRIOR MONTH'S AMENDMENTS R3753A-14,  
R3755A-14, R3757A-14, R3758A-14, R3767A-14, R3769A-14,  
R3770A-14, R3771A-14**

**AND R3766T-14 ARE EFFECTIVE UPON PASSAGE BY  
COUNTY BOARD,**

**SUBJECT TO WIS. STATS. 59.69(5).**

**Nass moved that the Planning & Zoning Committee Report be adopted.** Seconded and carried.

**Nass introduced Ordinance No. 2014-36.**

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

WHEREAS, Petition R3768A-14 was referred to the Jefferson County Planning and Zoning Committee for public hearing on November 20, 2014; Petitions R3772A-14, R3773A-14, R3774A-14, R3775A-14, R3776A-14 and R3778A-14 were referred for public hearing on December 18, 2014; and Petitions R3780A-15, R3782A-15 and R3783A-15 were referred for public hearing on January 15, 2015, 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 RESIDENTIAL R-2 TO EXCLUSIVE AGRICULTURAL  
A-1 AND FROM A-1 TO R-2**

Rezone 0.35 acre of PIN 014-0614-1323-000 (17.445 acres) owned by Claude Klettke from R-2 to A-1 to better reflect its current use. Rezone 0.10 acre of that PIN from A-1 to R-2 to allow its transfer to adjacent property owners, the Klettkes to enlarge their residential lot. Rezone 0.12 acre of PIN 014-0614-1414-008 (0.5 acre) owned by the Klettkes from A-1 to R-2 to better reflect its current residential use. The sites are near N3932 CTH N in the Town of Jefferson. Rezoning is conditioned upon either recording of a certified survey map or deed transfer document for the property. (R3772A-14 & R3773A-14 – Dan Petty/ Claude Klettke and Daniel & Debbie Petty Trust properties)

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

Rezone PIN 020-0814-0931-000 (3 acres) at N9045 CTH Q in the Town of Milford to allow consideration of a conditional use for conference center, banquet hall and event facility as an adaptive reuse of a barn. (R3774A-14 – Duane & Anita Bennett)

Rezone PIN 022-0613-3121-000 (3 acres) at W9595 CTH C in the Town of Oakland to allow for a conditional use nursery operation. (R3775A-14 – Michael Blackburn)

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

Rezone to create a 1-acre building site near W7526 Koskonong Mounds Road in the Town of Koshkonong from PIN 016-0513-2434-026 (11.841 acres). 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 con-

ditioned upon road access approval by the Town, upon receipt by Zoning of a soil test showing sites for installation of both initial and replacement private sewage systems, and upon approval and recording of a final certified survey map including extraterritorial plat review if necessary. (R3776A-14 – Gary & Jill Gramley)

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

Create a 4.1-acre lot around the home at W8843 STH 106, and two, 2-acre lots on Loga Road. The sites are in the Town of Sumner, on PIN 028-0513-1622-000 (41 acres). This 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 by the Town, upon receipt by Zoning of a soil test showing sites for installation of both initial and replacement private sewage systems and upon approval and recording of a final certified survey map for the lots. (R3768A-14 – Helen Jacobson LE/Charles & Thomas Jacobson)

Create a 2.5-acre farm consolidation lot at N2732 Koch Road in the Town of Hebron from part of PIN 010-0515-1224-000 (40 acres). Rezoning is conditioned upon approval and recording of a final certified survey map for the lot. (R3780A-15 – Shirley Wagil/Lucht-View LLC property)

**FROM EXCLUSIVE AGRICULTURAL A-1 TO A-3,  
AGRICULTURAL/RURAL RESIDENTIAL AND N,  
NATURAL RESOURCE**

Create a 2-acre A-3 zone around the home at W1926 Froelich Road and a 22-acre Natural Resource zone adjacent to it. The sites are in the Town of Sullivan on PIN 026-0616-0823-000 (40.153 acres), 026-0616-0824-000 (18.46 acres) and 026-0616-0831-000 (10.004 acres). 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 for the Natural Resource zone, and upon approval and recording of a final certified map for the property. (R3782A-15 & R3783A-15 – Dave Froelich/Floyd & Sally Froelich Trust property)

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

Rezone approximately 7.58 acres of PIN 012-0816-0834-000 (14.626 acres) and all of PIN 012-0816-0834-001 (1.007 acre) to Natural Resource. The property is near W1965 Mystic Court in the Town of Ixonia. Rezoning is conditioned upon approval and recording of a final certified survey map for the zone. (R3778A-14 – Thomas & Colleen Schlieve)

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

**Nass moved that Ordinance No. 2014-36 be adopted as printed.** Seconded and carried with Kannard abstaining for possible conflict of interest.

**County Administrator Wehmeier introduced the following appointments:**

TO THE JEFFERSON COUNTY BOARD OF SUPERVISORS:  
MEMBERS OF THE BOARD:

By virtue of the authority vested in me under Section 59.18(2) (b) of the Wisconsin Statutes, I do hereby appoint and request your confirmation of the following individual as a member of the designated commission:

Sheriff's Civil Service Commission

- a. William Gaugert, Sullivan, Wisconsin, for a 5 year term ending January 1, 2020.
- b. Kevin Purcell, Town of Koshkonong, Wisconsin, for a 5 year term ending January 1, 2020.

**Buchanan moved to confirm.** Seconded and carried.

Mid Wisconsin Federated Library Systems Board

- a. Jill Nadeau, Watertown, Wisconsin, for a 3 year term ending January 1, 2018.

**Buchanan moved to confirm.** Seconded and carried.

**County Board Chair Schroeder appointed Laura Payne to the Solid Waste/Air Quality Committee to fill an unexpired term ending April 19, 2016.**

**Schroeder appointed Adam Bols, Farmco-Servo FS, Jefferson; Nycol Haberman, Emergency Management; and Stephanie Gander, American Red Cross, to the Local Emergency Planning Committee (LEPC) effective February 10, 2015. Morris moved to confirm. Seconded and carried.**

**No one registered for public comment (general).**

Supplemental information presented at the February 10, 2015, Jefferson County Board meeting will be available at the County Clerk's office upon request or on the County's website at [www.jeffersoncountyiwi.gov](http://www.jeffersoncountyiwi.gov).

There being no further business, Buchanan moved that the Board adjourn. Seconded and carried at 8:30 p.m.

**JEFFERSON COUNTY BOARD MINUTES  
TUESDAY, MARCH 10, 2015, 7:00 P.M.**

Chair Jim Schroeder presiding.

County Clerk Barbara Frank called the roll with all members being present except Supervisor Ed Morse who gave prior notice of his inability to attend.

District 1.....	Richard C. Jones	District 2 .....	Mike Kelly
District 3.....	Greg David	District 4 .....	Augie Tietz
District 5....	James B. Braughler	District 6 .....	Ron Buchanan
District 7.....	Dwayne C. Morris	District 8 .....	Michael Wineke
District 9.....	Amy Rinard	District 10 .....	Al C. Counsell
District 11.....	Donald Reese	District 12 .....	Peter A. Hartz
District 13.....	Ed Morse	District 14 .....	Kirk Lund
District 15.....	Steven J. Nass	District 16 .....	Laura Payne
District 17.....	Russell Kutz	District 18 .....	Jennifer Hanneman
District 19.....	Jim Schroeder	District 20 .....	Jim Mode
District 21.....	John C. Kannard	District 22 .....	Blane Poulson
District 23.....	George Jaeckel	District 24 .....	Callie Edwards
District 25.....	Matthew Foelker	District 26 .....	Carlton Zentner
District 27.....	Glen D. Borland	District 28 .....	Dick Schultz
District 29.....	Paul Babcock	District 30 ...	Walt Christensen

County Administrator Ben Wehmeier led the Pledge of Allegiance. A moment of silence was observed.

Wehmeier certified compliance with the Open Meetings Law.

Agenda was accepted as printed. There being no objection, Schroeder moving the presentations on the Highway satellite shops and bond issuance to 7d on the agenda and the 13b resolution (Satellite facilities – Lake Mills and Concord) to follow 11a on the agenda.

**Rinard, Chair of the Administration & Rules Committee, moved that the minutes of the February 10, 2015, meeting be approved as presented.** Seconded and carried.

**Special Order of Business.**

**Nass introduced Resolution No. 2014-66.**

WHEREAS, Kathleen Groskopf was born on November 30, 1938, in Milwaukee, Wisconsin, and died on February 16, 2015, and

WHEREAS, Kathleen Groskopf had served on the Jefferson County Board of Supervisors from April 1996 to April 2002 and from May 2003 to February 2007, and

WHEREAS, as a County Board Supervisor, Kathleen Groskopf served on the Economic Development Committee, Fair Park Committee, Inter-County Coordinating Committee, Planning and Zoning Committee, UW-Extension Committee, Land Conservation Committee and the Parks Committee.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors, assembled in regular session this

10th day of March 2015, extends its sincere sympathy to Kathleen's family with this acknowledgment of her dedication to the citizens of the County of Jefferson.

**Nass moved that Resolution No. 2014-66 be adopted.** Seconded and carried.

**Morris, Chair of the Law Enforcement & Emergency Management Committee, introduced Proclamation – K-9 Veterans Day.**

WHEREAS, thousands of dogs have served with honor, dignity and valor throughout the history of our Country's birth and growth, and have served at many jobs in all our wars, and

WHEREAS, they served to save and protect and they deserve to be honored and remembered, and

WHEREAS, to this day, dogs continue to serve with honor, dignity and valor on our borders and abroad every day, on both land and sea, and

WHEREAS, military and police working dogs have helped to guard our beaches since World War II, and

WHEREAS, 232 United States military working dogs and 295 United States servicemen serving as dog handlers were killed in action during the Vietnam War, including Lance Corporal Terrence Daniel Beck of Fort Atkinson, and

WHEREAS, the official K-9 Corps was created March 13, 1942, and it is only fitting to declare March 13 as K-9 Veterans Day, and

WHEREAS, Joseph J. White, a retired military working dog handler and founder of K-9 Veterans Day, pioneered a nation-wide effort to get the entire country to recognize March 13 as K-9 Veterans Day, and

WHEREAS, due to the current war on terror, such dogs as police dogs, customs dogs, search & rescue dogs, border patrol dogs, secret service dogs and many more will be included with the military working dogs in this recognition as they also help protect and serve our country, and

WHEREAS, it is well known that the K-9s are loyal, loving, devoted and have been known to knowingly place themselves in harm's way, make the ultimate sacrifice and lay down their life for their partners.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors on behalf of the County of Jefferson, Wisconsin, hereby proclaims March 13, 2015, as K-9 Veterans Day and calls upon all residents to acknowledge, support and honor all of the military and police working dogs and K-9 Veterans of all our wars.

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

**Morris moved for adoption of said proclamation.** Seconded and adopted by unanimous consent.

**Mode, Chair of the Human Services Board, introduced Proclamation – Proclaiming the month of April 2015 as Child Abuse**

**and Neglect Prevention Month.**

WHEREAS, child abuse and neglect is a complex and on-going 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 March 10, 2015, meeting, unanimously approved a motion recommending the County Board of Supervisors support this proclamation,

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors hereby proclaims the month of April 2015 to be Child Abuse and Neglect Prevention Month.

*Fiscal Note: Adoption of this resolution 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.*

**Mode moved for adoption of said proclamation.** Seconded and carried.

**Wehmeier and Bill Kern, Highway Commissioner, gave a presentation on the Highway satellite shops.**

**Dave Wagner from Ehlers gave a presentation on the bond issuance.**

**GENERAL FINANCIAL CONDITION  
JEFFERSON COUNTY, WISCONSIN  
MARCH 1, 2015**

Available Cash on Hand			
February 1, 2015	\$	(81,649.18)	
February Receipts		<u>12,364,435.78</u>	
Total Cash			\$ 12,282,786.60
Disbursements			
General – February 2015	\$	10,386,117.04	
Payroll – February 2015		<u>1,219,504.23</u>	
Total Disbursements			<u>11,605,621.27</u>
Total Available Cash	\$		677,165.33

Cash on Hand		
(in banks) March 1, 2015	\$	1,282,175.98
Less Outstanding Checks		<u>605,010.65</u>
Total Available Cash	\$	677,165.33
Local Government Investment Pool - General	\$	31,607,837.57
Institutional Capital Management		16,239,730.20
Local Government Investment Pool - Clerk of Courts		25,951.60
Local Government Investment Pool - Farmland Preservation		227,786.12
Local Government Investment Pool - Parks/Liddle		81,533.30
Local Government Investment Pool - Highway Bond		<u>1,705,176.77</u>
	\$	49,888,015.56
2015 Interest - Super N.O.W. Acct.	\$	206.66
2015 Interest - L.G.I.P. - General Funds		4,022.89
2015 Interest - ICM		15,550.00
2015 Interest - L.G.I.P. - Parks/Carol Liddle Fund		13.45
2015 Interest - L.G.I.P. - Farmland Preservation		37.59
2015 Interest - L.G.I.P. - Clerk of Courts		4.28
2015 Interest - L.G.I.P. - Highway Bond		<u>463.99</u>
Total 2015 Interest	\$	20,298.86

JOHN E. JENSEN, JEFFERSON COUNTY TREASURER

**Frank presented the following communications:**

1. Letter dated February 24, 2015, from Gardiner Appraisal Service, LLC regarding the County-wide Assessment System proposed by Governor Walker's 2015-17 State Budget.
2. Letter dated February 20, 2015, from Kathleen H. Woodbury on her resignation from the Jefferson County Historic Site Commission.
3. Email dated February 9, 2015, from Sue Cantrell, System Director of the Mid-Wisconsin Federated Library System (MWFLS) regarding the resignation of William von Rohr from the MWFLS Board effective immediately.
4. Email dated March 2, 2015, from Kathi Cauley, Director of the Jefferson County Human Services Board, regarding the resignation of Julie Merritt from the Human Services Board.
5. Email dated March 4, 2015, from Kelly TerKeurst, Library Director of the Dwight Foster Public Library, regarding the resignation of Elizabeth (Betty) Stoffel from the Jefferson County Library Board effective December 31, 2014.
6. A Notice of Public Hearing from the Planning & Zoning Committee for a hearing to be held on March 19, 2015, at 7:00 p.m., in Room 205 of the Jefferson County Courthouse.
7. The Jefferson County Sheriff's Office has been served with a Summons and Complaint commenced by Matthew Kittle. The Complaint is challenging the manner in which the Sheriff's Office

responds to requests to release records that have information obtained from a motor vehicle record.

**The floor was opened for public comment (agenda items).** David Messmer, Lake Mills, spoke on Resolution No. 2014-70 (Authorization to sell remnant parcel of county owned real property).

**County Clerk Barbara Frank, Medical Examiner Nichol Wayd, Register of Deeds Staci Hoffman and Treasurer John Jensen presented their department's annual report.** The annual reports were received, placed on file but not printed in the minutes pursuant to Board Rule 3.03(12).

**Rinard introduced Resolution No. 2014-67.**

Executive Summary

The Southeastern Wisconsin Regional Planning Commission (SEWRPC) provides metropolitan planning services throughout a seven-county region. An important part of this ongoing work effort involves carrying out the federally mandated responsibilities of a Metropolitan Planning Organization (MPO), with a specific focus on transportation planning within the urbanized areas defined by the U.S. Bureau of the Census. The Milwaukee urbanized area includes a very small portion of Jefferson County. A recent review of the Commission's work in this respect has led to a recommendation from the U.S. Department of Transportation that the Commission seek a cooperative agreement with Jefferson County relative to the necessary transportation planning activities, and thereby ensure that federal transportation funding for highways, transit or other transportation improvements are available for use in the Jefferson County portion of the Milwaukee urbanized area.

WHEREAS, the Southeastern Wisconsin Regional Planning Commission (Commission) has been established under Section 66.0309 of the Wisconsin Statutes, with authority to carry on comprehensive, areawide development planning to promote the physical, social and economic wellbeing of the seven-county southeastern Wisconsin Region, and

WHEREAS, the Governor of the State of Wisconsin on December 27, 1973, designated the Commission as the metropolitan planning organization (MPO) to carry out urban transportation planning activities for the Kenosha, Milwaukee and Racine urbanized areas and such additional areas as may be required under 23 U.S.C. 134 and 49 U.S.C. 5303 as amended, and

WHEREAS, the Milwaukee urbanized area boundary, as established in 2010 by the U.S. Bureau of the Census and as adjusted in cooperation with the Wisconsin Department of Transportation, extends beyond the southeastern Wisconsin Region across the boundary line between Waukesha and Jefferson Counties, comprising a 2.7 square mile area immediately west of Oconomowoc in the manner shown on the map attached hereto as Exhibit A, and

WHEREAS, Section 66.0301 of the Wisconsin Statutes authorizes intergovernmental cooperation which allows the Commission and the county to enter into an agreement to provide the

necessary transportation planning services for that portion of the Milwaukee urbanized area located in Jefferson County.

WHEREAS, the most efficient way to ensure that the Federal transportation related planning requirements attendant to this small portion of the Milwaukee urbanized area are met is through a cooperative agreement between the Commission and Jefferson County, and

NOW, THEREFORE, BE IT RESOLVED that the County Administrator is authorized to enter into an agreement with the Southeastern Wisconsin Regional Planning Commission for the purpose of representing Jefferson County's interest in regional transportation planning as it relates to the portion of Jefferson County included within the Milwaukee urbanized area.

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

**Rinard moved for the adoption of Resolution No. 2014-67.** Seconded. Zentner requested a roll call vote. Resolution No. 2014-67 carried: Ayes 28 (Jones, Kelly, David, Tietz, Braughler, Buchanan, Morris, Wineke, Rinard, Counsell, Reese, Hartz, Lund, Nass, Payne, Kutz, Hanneman, Schroeder, Mode, Kannard, Poulson, Jaeckel, Edwards, Foelker, Borland, Schultz, Babcock, Christensen), Noes 1 (Zentner), Absent 1 (Morse).

**Jaeckel, Chair of the Highway Committee, introduced Resolution No. 2014-68.**

Executive Summary

During the course of discussion of the Highway Department's future facility plans, a component of review was the creation of two new satellite facilities located in Lake Mills and Concord adjacent to I-94. Preparation to construct these facilities included preliminary design work and purchasing of land in Lake Mills for \$353,000. More recently, the concept of satellite shops was acknowledged within the initial bond authorization of 2013, County Board authorization to proceed forward with the main highway facility and the approved 2015 budget authorizing construction costs of \$750,000 per site.

The plan for satellite facilities has been reviewed at a joint meeting of the Infrastructure Committee and the Highway Committee. This analysis included the disposal of existing sites, the size and scope of facilities, operational considerations and response time. Based on this review, the committees are forwarding their recommendation to the County Board to construct two new satellite facilities at a size of 12,500 square feet and at a cost not to exceed \$590,000 per site. The recommendation from the Infrastructure Committee was approved by a 4-1 vote and the recommendation from the Highway Committee was approved by a 3-2 vote.

WHEREAS, the construction of new satellite facilities has been under consideration through analysis and debate as it related to the construction of the new central highway facility, and

WHEREAS, the costs of construction of satellite facilities

have been included within the 2015 Budget, and

WHEREAS, at a joint meeting, the Highway and Infrastructure Committees have reviewed and analyzed the existing sites in the context of operational considerations and response times, and

WHEREAS, the joint meeting of the Highway and Infrastructure Committees resulted in a recommendation to proceed forward with the construction of two new satellite facilities, one in Lake Mills and one in Concord, with each facility being 12,500 square feet and constructed at a cost not to exceed \$590,000 per facility.

NOW, THEREFORE, BE IT RESOLVED that the County Administrator is authorized to proceed with the construction of two new satellite facilities funded by Series 2015A bonds, at a cost not to exceed \$590,000 per site.

*Fiscal Note: The cost of the new satellite facilities was approved in the 2015 budget at \$1.5 million, with the required revenue being included within the Series 2015A budget.*

**Jaeckel moved to adopt Resolution No. 2014-68.** Seconded.

**Jaeckel moved to amend Resolution No. 2014-68 by changing the cost of the satellite shops from \$590,000 per site to \$500,000 per site.** Seconded and carried: Ayes 29 (Jones, Kelly, David, Tietz, Braughler, Buchanan, Morris, Wineke, Rinard, Counsell, Reese, Hartz, Lund, Nass, Payne, Kutz, Hanneman, Schroeder, Mode, Kannard, Poulson, Jaeckel, Edwards, Foelker, Zentner, Borland, Schultz, Babcock, Christensen), Noes 0, Absent 1 (Morse).

**Resolution No. 2014-68 as amended was adopted:** Ayes 25 (Jones, Kelly, David, Tietz, Braughler, Buchanan, Morris, Wineke, Counsell, Reese, Hartz, Lund, Nass, Payne, Kutz, Hanneman, Schroeder, Mode, Poulson, Jaeckel, Foelker, Borland, Schultz, Babcock, Christensen), Noes 4 (Rinard, Kannard, Edwards, Zentner), Absent 1 (Morse).

**Jones, Chair of the Finance Committee, introduced Resolution No. 2014-69.**

WHEREAS, on November 12, 2013, the County Board of Supervisors of Jefferson County, Wisconsin (the "County") adopted an Initial Resolution (the "Initial Resolution") authorizing general obligation bonds and/or promissory notes in an amount not to exceed \$17,890,000 for public purposes consisting of the construction of a new highway department facility building and highway department satellite shops, including related demolition, environmental remediation, and site improvements, and acquiring and installing related furniture, fixtures, and equipment, and paying costs of financing including capitalized interest (the "Project");

WHEREAS, the County has previously issued its (1) \$3,505,000 General Obligation County Building Bonds, Series 2013A, and (2) \$9,995,000 General Obligation County Building Bonds, Series 2014A, authorized by the Initial Resolution; and

WHEREAS, the County Board of Supervisors now deems it to be necessary, desirable and in the best interest of the Coun-

ty to issue up to the remaining \$4,390,000 portion of the bonds authorized by the Initial Resolution for the purpose of paying the remaining portion of the cost of the Project.

NOW, THEREFORE, BE IT RESOLVED that:

Section 1. The Bonds. The County shall issue its General Obligation County Building Bonds, Series 2015A (the "Bonds") in an amount not to exceed \$4,390,000 authorized pursuant to the Initial Resolution for the purpose of paying the remaining portion of the cost of the Project.

Section 2. Sale of Bonds. The County Board of Supervisors of the County hereby authorizes and directs that the Bonds be offered for public sale. At a subsequent meeting, the County Board of Supervisors shall consider such bids or proposals for the Bonds as may have been received and take action thereon.

Section 3. Notice of Bond Sale. The County Clerk be and hereby is directed to cause notice of the sale of the Bonds to be disseminated as the County Clerk may determine and to cause copies of a complete, official Notice of Bond Sale and other pertinent data to be forwarded to interested bidders as the County Clerk may determine.

Section 4. Official Statement. The County Clerk shall cause an Official Statement concerning this issue to be prepared by the County's financial advisor, Ehlers & Associates, Inc. The appropriate County officials shall determine when the Official Statement is final for purposes of Securities and Exchange Commission Rule 15c212 and shall certify said Statement, such certification to constitute full authorization of such Statement under this resolution.

**Jones moved for the adoption of Resolution No. 2014-69.** Seconded.

**Jones moved to amend Resolution No. 2014-69 by changing \$4,390,000 to \$3,980,000.** Seconded and carried: Ayes 29 (Jones, Kelly, David, Tietz, Braughler, Buchanan, Morris, Wineke, Rinard, Counsell, Reese, Hartz, Lund, Nass, Payne, Kutz, Hanneman, Schroeder, Mode, Kannard, Poulson, Jaeckel, Edwards, Foelker, Zentner, Borland, Schultz, Babcock, Christensen), Noes 0, Absent 1 (Morse).

**Resolution No. 2014-69 as amended was adopted:** Ayes 28 (Jones, Kelly, David, Tietz, Braughler, Buchanan, Morris, Wineke, Rinard, Counsell, Reese, Hartz, Lund, Nass, Payne, Kutz, Hanneman, Schroeder, Mode, Kannard, Poulson, Jaeckel, Edwards, Foelker, Borland, Schultz, Babcock, Christensen), Noes 1 (Zentner), Absent 1 (Morse).

**Board recessed at 9:05 p.m.; resumed at 9:17 p.m.**

**Morris moved to raise a question of privilege requesting that 13c of the agenda (Authorization to sell remnant parcel of County owned land) be introduced next. Schroeder requested a unanimous consent on said motion. There being no objection, the motion was so ordered.**

**Jaeckel introduced Resolution No. 2014-70.**

Executive Summary

The Jefferson County Corporation Counsel was contacted by David Messmer seeking to purchase a remnant parcel of real property owned by Jefferson County that adjoins his property and held by the County as highway right-of-way which is no longer needed. The attached map designates this parcel as Parcel A and encompasses .56 acres. Wisconsin State Statute § 83.08 authorizes counties to sell property owned for highway purposes, at public or private sale, when the county board shall determine that such property is no longer necessary. The other adjoining landowners have been provided notice that the Jefferson County Board of Supervisors will be considering whether or not to sell this parcel and have been informed of their right to provide input to the County Board before any decision is made. No response has been received by the adjoining landowners.

WHEREAS, Jefferson County owns real property along County Highway B in the Town of Aztalan which was originally purchased for highway right-of-way purposes, and

WHEREAS, due to the current location of County Highway B, there is no longer a need for Jefferson County to own as much real property as originally purchased for County Highway B right-of-way, and

WHEREAS, David Messmer owns a parcel of real property that adjoins County Highway B right-of-way and is seeking to purchase that portion of the Highway B right-of-way that is no longer needed by Jefferson County, and

WHEREAS, this .56 acre remnant parcel of real property is described as Parcel A in the attached certified survey map, and

WHEREAS, Wisconsin Statute § 83.08 authorizes the sale of remnant parcels of county owned real property as follows:

(4) Subject to s. 84.09(3)(c) and to the approval of the department, the county board is authorized and empowered to sell at public sale, or to sell at private sale for fair market value to an owner of adjacent property, property owned by the county in fee for highway purposes, when the county board shall determine that such property is no longer necessary for the county's use for highway purposes. The funds derived from such sale shall be deposited in the county highway fund and the expense incurred in connection with the sale shall be paid from that fund. However, approval of the department is not required where county funds only have been used.

WHEREAS, the sale of this remnant parcel has been considered and approved by the Highway Committee and Finance Committee, and

WHEREAS, Jefferson County has no use for this remnant parcel of real property.

NOW, THEREFORE, BE IT RESOLVED that the County Administrator is authorized to enter into negotiations with David Messmer for the sale of the above referenced parcel of property at fair market value, and upon mutually agreed upon terms between Jefferson County and David Messmer, the County Clerk shall execute a quit claim deed conveying said remnant parcel of real prop-

erty.

*Fiscal Note: The fair market value of this remnant parcel of property has not yet been appraised.*

**Jaeckel moved that Resolution No. 2014-70 be adopted.** Seconded and carried.

**Jones introduced Resolution No. 2014-71.**

Executive Summary

At year end, departments are required to submit carry over requests of funds that are unspent. If the County Administrator approves the request, it first goes to the Finance Committee and then to the County Board for approval.

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 Finance Committee minutes of March 6, 2015,

<b>Fund Type</b>	<b>Description</b>	<b>Requested Amount</b>	<b>Non-lapsing Request</b>
Governmental funds	Non-spendable	262,942.24	
Governmental funds	Spendable, restricted	4,539,077.99	4,539,077.99
Governmental funds	Spendable, committed	<u>1,805,224.62</u>	1,805,224.62
Governmental funds	Total	6,607,244.85	
Proprietary funds	Capital net assets	21,811,405.45	
Proprietary funds	Restricted net assets	135,247.87	135,247.87
Proprietary funds	Non-restricted net assets	<u>6,508,087.36</u>	6,508,087.36
Proprietary funds	Total	28,454,740.68	
Grand Total		35,061,985.53	12,987,637.84

WHEREAS, the Finance Committee recommends certain funds be designated as non-lapsing for fiscal year 2015 in the same amounts as listed above,

NOW, THEREFORE, BE IT RESOLVED that the funds in the accounts identified in the Finance Committee minutes of March 6, 2015, totaling \$12,987,637.84, are designated as non-lapsing in the 2014 budget and the 2015 departmental budgets are hereby amended in the respective amounts and approved.

*Fiscal Note: As a budget amendment, this resolution requires twenty (20) affirmative votes for passage.*

*Explanation of governmental funds: Non-spendable funds are funds that include prepaid items, deposits, and inventory ac-*

*counts. Spendable, restricted funds are funds that are legally restricted by statutes, contracts, purchase orders, or funding source. Spendable, committed funds are funds that are spendable at the discretion of the County.*

*Explanation of proprietary funds (Highway): Capital net assets are items that are depreciated along with land. Restricted net assets relate to municipal deposits for subsequent year work by the County. Non-restricted net assets include both required items and discretionary items.*

**Jones moved that Resolution No. 2014-71 be adopted.** Seconded and carried: Ayes 29 (Jones, Kelly, David, Tietz, Braughler, Buchanan, Morris, Wineke, Rinard, Counsell, Reese, Hartz, Lund, Nass, Payne, Kutz, Hanneman, Schroeder, Mode, Kannard, Poulson, Jaeckel, Edwards, Foelker, Zentner, Borland, Schultz, Babcock, Christensen), Noes 0, Absent 1 (Morse).

Jefferson County  
Final Non-Lapping Requests  
For the Year Ending December 31, 2014

Note: When it states "as for 2015 budget", this is what is in the 2015 budget that was estimated as carryover, there may be another line item to adjust that amount to actual.

Department	Bus Unit	Sub Acct	Explanation	Non-Spendable Fund Bal	Spendable Fund Balances Restricted	Committed	Total
County Board	14	699700	Remaining Historical Commission funds as per 2015 budget		4,380.00		3,308.74
County Board	14	594950	Remaining Historical Commission operating reserve adjustment		(1,071.26)		
Economic Development	31	594855	Increase ICEDC vehicle benefit reserve to actual		3,707.26		
Economic Development	31	594850	Increase ICEDC vehicle benefit reserve to actual		(4,775.00)		
Economic Development	31	699700	Remaining JCEDC educational funds as per 2015 budget		224,755.00		213,664.80
Human Resources	41	531303	HIPAA Privacy Screens (6)		2,400.00		2,400.00
Register of Deeds	1002	521295	Reaction Funds, restricted by statute		(48,775.48)		
Register of Deeds	1002	699700	Reaction Funds, restricted by statute as per 2015 budget		264,592.00		217,533.52
County Clerk	1213	699700	Remaining ICC funds		498.00		296.82
County Clerk	1213	699700	Remaining ICC funds as per 2015 budget		(203.18)		
Land Information	1303	699700	Remaining land records modernization funds as per 2015 budget		70,455.71		98,760.71
Land Information	1303	699700	Remaining land records modernization funds as per 2015 budget		28,305.00		
Parks Department	1801	594820	Korth Park (Fort Health Care) Playground Sign		2,000.00		
Parks Department	1801	594820	Hawley and Pottam Playgrounds not completed		5,300.00		
Parks Department	1801	594829	Boat Launch, Donated Funds matched with Stewardship Grant		37,700.00		
Parks Department	1801	594829	Donation to Watertown Outboarders property for property development		26,000.00		
Parks Department	1801	529299	Emerald Ash Borer Maintenance		2,096.00		
Parks Department	1801	535245	Blacktop Maintenance		7,815.00		
Parks Department	1801	535245	Remainder of 2014 Park Beach		887.00		
Parks Department	1806	698500	Remaining Carol Little estate funds, restricted by estate		(6.01)		
Parks Department	1806	698500	Carol Little estate funds as per 2015 budget		81,526.00		
Parks Department	1809	535245	Remaining Carlinn Weld Funds, restricted by source		3,531.78		
Parks Department	1812	535245	Remaining Carnes Park, non-lapping request for capital items		39,589.87		
Parks Department	1812	699800	Carnes Park Development funds as per 2015 budget		56,650.00		
Parks Department	1812	699800	Remaining Carnes Park, non-lapping request for capital items		2,288.00		
Parks Department	1812	594821	Remaining Carnes Park Development, non-lapping request for capital items		75,000.00		
Parks Department	1814	699892	Waterloo Historical Society Donation, restricted for signs		500.00		
Parks Department	1816	699892	Remaining Glacial Heritage, restricted by source		9,304.00		
Parks Department	1826	699892	Remaining Dog Park Development funds as per 2015 budget		13,800.00		
Parks Department	1826	699892	Remaining Bike Trail donations, restricted by source		699.33		
Parks Department	1824	699700	Remaining Bike Trail donations, restricted by source as per 2015 budget		1,500.00		
Parks Department	1824	699892	Remaining Dog Park funds		5,712.34		
Parks Department	1826	699800	Remaining Dog Park funds as per 2015 budget		37,998.00		438,659.83

Jefferson County  
Final Non-Lapping Requests  
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Department	Bus Unit	Sub Acct #	Explanation	Non-Spendable Fund Bal	Spendable Fund Balances Restricted	Committed	Total
Central Services	1901	594821	Demolition of House on Washington St for Parking Lot-Moved from General Budget				
Central Services	1901	594809	Re-Roof F Section Sheriff Department			29,000.00	
Central Services	1901	594810	HVAC-Courthouse			23,000.00	
Central Services	1901	594822	Re-Roof Sections at Courthouse			50,000.00	
Central Services	1901	594823	Re-Roof Sheriff's Training			10,000.00	
Central Services	1901	594822	Boilers-Courthouse			195,000.00	319,000.00
Sheriff Department	2006	594810	Radio Console Replacement Project			162,450.00	
Sheriff Department	2010	699992	Funds restricted by source - Drug Education		29.76		
Sheriff Department	2010	699992	Funds restricted by source - Drug Education as per 2015 budget		1,660.00		
Sheriff Department	2011	699992	Funds restricted by source - Drug Education as per 2015 budget		1,118.00		
Sheriff Department	2011	699700	Funds restricted by source - Drug Restitution as per 2015 budget		3,116.00		
Sheriff Department	2012	699992	Funds restricted by source - Vehicle Forfeiture		51.38		
Sheriff Department	2014	699992	011 Remaining restricted donations - K-9 related		4,273.13		
Sheriff Department	2014	699992	012 Remaining restricted donations - K-9 related		1,617.99		
Sheriff Department	2014	699992	014 Remaining restricted donations - Homicide Program		4,000.00		
Sheriff Department	2014	699700	016 Remaining restricted donations - Tactical Air Wing		84.00		
Sheriff Department	2014	699992	017 Remaining restricted donations - Dive Team		538.00		
Sheriff Department	2014	699992	018 Remaining restricted donations - DTF		937.75		
Sheriff Department	2104	699992	Funds restricted by source - Drug Task Force		4.62		
Sheriff Department	2104	699992	Funds restricted by source - Drug Task Force		543.53		
Sheriff Department	2104	699700	Funds restricted by source - Federal Forfeitures as per 2015 budget		214.20		
Sheriff Department	2105	699700	Funds restricted by source - CEASE Marijuana as per 2015 budget		201.00		
Sheriff Department	2108	699992	Funds restricted by source - State Forfeitures		2,299.07		
Sheriff Department	2206	699700	Funds restricted by source - State Forfeitures as per 2015 budget		207.00		
Sheriff Department	2206	594850	Jail assessment funds restricted by Wisconsin Statutes per 2015 5u-292		(3,370.73)		
Sheriff Department	2203	699700	Jail assessment funds restricted by Wisconsin Statutes per 2015 5u-292		232,264.00		632,310.55
Emergency Mgmt	2703	594980	Remaining flood mitigation program fund (HMGP)			3,860.83	
Emergency Mgmt	2703	699992	Remaining flood mitigation program fund (HMGP) as per 2015 budget			200,346.00	204,206.83
Veterans Services	5302	593719	Veterans Relief Services			1,865.58	1,865.58
UW Extension	6801	594950	Donation from Dec 2008 regarding 4-H fees adjustment			710.00	
UW Extension	6800	531333	Donation from Dec 2008 regarding 4-H fees, per 2015 budget		(1,029.44)	1,865.00	
UW Extension	6809	699700	Parenting First Year Program as per 2015 budget		1,411.00		
UW Extension	6811	531348	Remaining funds Agricultural program			(142.25)	
UW Extension	6811	699700	Remaining funds Agricultural program as per 2015 budget			3,359.00	
UW Extension	6814	531348	Remaining fund Family Impact seminar			(0.49)	
UW Extension	6814	699700	Family Impact Seminar as per 2015 budget			1,653.51	
UW Extension	6815	531348	Master Gardener program			(207.42)	
UW Extension	6815	699700	Remaining funds Master Gardener Program as per 2015 budget			1,299.00	
UW Extension	6816	531348	Remaining funds Pesticide Program			276.43	

Jefferson County  
Final Non-Lapsing Requests  
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Department	Bus Unit	Acct #	Sub Acct	Explanation	Non-Spendable Fund Bal	Spensible Fund Balance Restricted	Total
UW Extension	6816	699700		Pesticide Programs as per 2015 budget		6,517.00	
UW Extension	6817	531548		Public Works Safety Program		(0.25)	
UW Extension	6817	699700		Safety Programs as per 2015 budget		1,148.00	
UW Extension	6819	531348		Remaining funds Tractor Safety Program		20,741.00	
UW Extension	6819	699700		Tractor Safety Program as per 2015 budget		3,109.00	21,185.43
Fair Park	6901	594822		Weatherization		5,000.00	
Fair Park	6901	594810		Stormwater Management		7,500.00	
Fair Park	6901	594821		Fiber Optic-Remaining from \$40,000 in prior years budget		1,000.00	
Fair Park	6901	594821		Fiber Optic-Remaining funds from Fair		12,545.85	
Fair Park	6901	594822		Furnaces		20,741.00	
Fair Park	6906	485106		Remaining Fair Donations			
Fair Park	6906	699630		Fair donations as per 2015 budget		1,312.79	
Fair Park	6906	699630		Fair donations as per 2015 budget		24,514.00	110,075.54
Land Conservation	7019	594950		Farmland Preservation Adjustment		(5,176.87)	
Land Conservation	7019	699700		Farmland Preservation, operation as per 2015 budget		6,200.00	
Land Conservation	7019	699800		Farmland Preservation, capital as per 2015 budget		291,600.00	222,623.13
Zoning	7101	521219		Other Professional Services-Planning		16,000.00	
Zoning	7109	594950		Solid Waste funds restricted by both grants and contracts		26,297.22	
Zoning	7109	699700		Solid Waste funds as per 2015 budget		243,304.00	
Zoning	7109	699800		Solid Waste funds as per 2015 budget		4,000.00	293,501.22
<b>General Fund Totals</b>					<b>0.00</b>	<b>1,445,895.13</b>	<b>2,780,591.60</b>
Health Department	240	351300		Prepaid asset reserve (Prepaid Health Ins paid by Employer)	20,712.69		
Health Department	240	594950		Operating Expense		686,454.00	
Health Department	4700	699800		Capital as per 2015 budget		20,000.00	
Health Department	4700	699700		Operating to reduce levy as per 2015 budget		114,223.00	
Health Department	4406	699992	646	WIC/Ft Family Pre-pay grant funding		3,950.00	
Health Department	4501	699992		PH Restricted Donations for purchase of Pack n Play Chbs		1,025.00	
Health Department	4501	699992		PH Prepaid program funding		19,665.00	
Health Department	4636	699992		Immigrant Cook Grant		1,306.00	
Health Department	4301	699992	415	Alzheimer's Family Care		1,306.00	
Health Department	4335	699992		Public Health Preparedness Program; restricted by source		5,531.00	687,846.69
Human Services	5001	351100		Prepaid asset reserve	242,229.55		
Human Services	5001	592999		Mental Health		69,000.00	
Human Services	5001	594950		Donations unrestricted		9,812.81	
Human Services	5000	594950		Mental Health Recovery		770.00	
Human Services	5001	594950		Remaining child abuse donations, restricted by source		4,026.13	
Human Services	5001	594950		Remaining child abuse donations, restricted by source		2,000.00	
Human Services	5001	594950		Remaining UFA donations, restricted by source		310.00	
Human Services	5001	594950		Remaining UFA donations			

Jefferson County  
Final Non-Lapping Requests  
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Department	Bus Unit	Acct #	Sub Acct	Explanation	Non-Spendable Fund Bal	Spendable Fund Balances		Total
						Restricted	Committed	
Human Services	5221	594950		Remainder Sale & Stable Families donations	1,372.95			
Human Services	5159	594950		Remainder Benefit III B donations	37.00			
Human Services	5195	594950		Vehicle escrow funds, restricted by source	27,218.85			
Human Services	5005	529299		Purchase of Services for PS Program			71,000.00	
Human Services	5210	594820		ACUnit at WFDC-Computer Room			9,690.00	
Human Services	5210	594820		Vehicle maintenance not delivered until 2015			16,107.00	
Human Services	5210	594820		Extra Schedule program			230,716.34	
Debt Service	8013	594950		Capitalized interest on debt for payments in 2015	187,589.55			187,589.55
Capital Projects	6151	594850		Demolition and New Highway Shop-remaining funds	2,202,184.55			2,202,184.55
MIS-Power Group	8502	521296		3rd Party Software not compatible with V7R2 Upgrade			3,200.00	
MIS-Overhead	8510	594810		MIS Boiler work not complete			13,000.00	
MIS-Overhead	8510	594822		Air Conditioning work not complete			35,000.00	
MIS-IP Telephony	8520	521220		Phone System Upgrade professional services			22,000.00	
<b>Total Governmental Funds</b>								
					<b>262,942.24</b>	<b>4,539,077.99</b>	<b>1,805,224.62</b>	<b>6,607,244.85</b>

Capital	Proprietary Funds - Net Assets		Total
	Restricted	Non-Restricted	
21,703,155.45			
100,250.00	135,247.87		
		177,688.52	
		(30,514.01)	
		(5,334.55)	
		4,327.00	
		1,232,123.82	
		70,865.90	
		2,550,883.78	
		120,000.00	
		2,000,000.00	
		140,000.00	
<b>21,811,405.45</b>	<b>135,247.87</b>	<b>6,598,087.36</b>	<b>28,454,740.68</b>

Total all Funds **35,061,985.53**

**Jones introduced Resolution No. 2014-72.**

Executive Summary

At year end, the County Administrator requests a budget transfer from the contingency or general funds to cover the departments that have deficits and transfer of surplus from Human Services to the General Fund. The request first goes to the Finance Committee and then to the County Board for approval.

WHEREAS, due to circumstances arising after the 2014 budget was adopted, the following transfers of funds are necessary to be made from the contingency appropriation account and/or General Fund as indicated to close the accounting books for 2014:

<b>Department</b>	<b>Bus Unit</b>	<b>Account Number</b>	<b>Deficit Amount</b>	<b>Original Levy</b>	<b>Percent of Levy</b>
Sheriff Register of Deeds	2001	599999	235,700	11,719,499	2.0%
Corporation Counsel	1701	599999	44,900	369,779	12.1%
Coroner	2501	599999	2,500	89,638	2.8%
Clerk of Courts	2401	599999	<u>86,800</u>	1,645,660	5.3%
Total			<u>395,000</u>		
Contingency Fund			395,000		
General Fund			<u>0</u>		
Total			<u>395,000</u>		

WHEREAS, the Finance Committee recommends that these departmental deficits be funded by the transfers set forth above, and

WHEREAS, the Finance Committee recommends the transfer of \$255,258 surplus from Human Service Department to the General Fund,

NOW, THEREFORE, BE IT RESOLVED that the aforementioned transfers of funds are hereby approved and the 2014 budget be amended to reflect the same.

*Fiscal Note: As a budget amendment, this resolution requires twenty (20) affirmative votes for passage.*

*The contingency fund has a balance of \$487,158 and the vested benefits contingency fund has a balance of \$275,000 for a total of \$762,158, of which \$395,000 is needed to offset the deficit for 2014.*

*The main reasons for the Sheriff's Department budget deficit are overtime, worker's compensation and a decrease in the jail population revenue.*

*The Register of Deeds office had less revenue from real estate transactions than expected.*

*The Corporation Counsel office deficit is due to two individuals retiring in 2014 with each receiving a benefit payout.*

*The cost of autopsies for the Coroner was approximately \$10,000 more than budgeted, and is generally an uncontrollable*

cost.

*The Clerk of Courts deficit is due to an increase in court appointed attorney fees.*

*The Human Service Department surplus will be used to fund future capital projects for the County.*

**Jones moved that Resolution No. 2014-72 be adopted.** Seconded and carried: 29 (Jones, Kelly, David, Tietz, Braughler, Buchanan, Morris, Wineke, Rinard, Counsell, Reese, Hartz, Lund, Nass, Payne, Kutz, Hanneman, Schroeder, Mode, Kannard, Poulson, Jaeckel, Edwards, Foelker, Zentner, Borland, Schultz, Babcock, Christensen), Noes 0, Absent 1 (Morse).

Departmental Surplus (Deficit) Recap  
For the Year Ended December 31, 2014

Dept	Department	General Ledger Surplus (Deficit)	Budgetary Only Accounts	Estimated Additional Activity	Actual Non-Lapsing Request	Actual Surplus (Deficit)	Deficit/Contingency Fund	Transfer General Fund	Amended Surplus (Deficit)	Original Tax Levy 2014	Actual Surplus (Deficit)																	
000	General Revenues	778,158.00	(1,051,738.00)			668,418.00	(385,000.00)		273,418.00	16,082,387.00	8.3%																	
001	County Board	262,751.00		(225,832.00)		26,919.00			26,919.00	417,117.00	6.4%																	
002	Economic Development	211,626.00	2,239.00			0.00			0.00	0.00																		
004	Human Resources	35,110.00		(2,400.00)		32,710.00			32,710.00	403,676.00	8.1%																	
008	County Administrator	441.00				441.00			441.00	246,864.00	0.2%																	
010	County Clerk	162,441.00		(217,559.00)		(25,058.00)	25,100.00		41.00	(215,877.00)	-11.6%																	
012	County Clerk	34,869.00		(8,250.00)		4,950.00			4,950.00	233,447.00	10.5%																	
013	Land Information	118,300.00		(88,161.00)		79,789.00			79,789.00	743,252.00	10.5%																	
014	County Treasurer	79,789.00				31,961.00			31,961.00	700,935.00	4.6%																	
016	District Attorney	31,961.00		(44,574.00)		(12,613.00)	44,300.00		26.00	369,778.00	-12.1%																	
017	Corporation Counsel	(44,574.00)				(44,574.00)			(44,574.00)	98,892.00	10.0%																	
018	Parks	538,957.00		(439,659.00)		99,298.00			99,298.00	827,762.00	1.7%																	
019	Public Works	25,872.00	107,500.00	(319,000.00)		(13,998.00)			(13,998.00)	1,718,695.00	-2.0%																	
020	Sherrif	358,871.00		(632,311.00)		(118,408.00)	235,700.00		118,408.00	1,178,695.00	-2.0%																	
023	Clerk of Courts	(86,793.00)				(86,793.00)	86,800.00		7.00	1,645,660.00	-5.3%																	
025	Coroner	(2,463.00)				(2,463.00)	2,500.00		37.00	68,638.00	-2.7%																	
026	Finance	5,751.00				5,751.00			5,751.00	434,766.00	1.3%																	
028	Emergency Management	464,976.00		(204,207.00)		260,769.00			260,769.00	67,511.00	386.3%																	
053	Utilities Services	73,904.00		(31,186.00)		42,718.00			42,718.00	350,459.00	6.7%																	
068	UW Extension	110,075.00		(110,075.00)		0.00			0.00	118,006.00	0.0%																	
069	Fair Park	1,592.00				1,592.00			1,592.00	225,788.00	0.7%																	
070	Land Conservation	325,274.00		(283,501.00)		41,773.00			41,773.00	357,866.00	8.9%																	
071	Zoning	1,041.00				1,041.00			1,041.00	1,021,164.00	9.1%																	
089	Library System	3,865,076.00	0.00	(2,780,593.00)		1,084,483.00	0.00	0.00	1,084,483.00	11,865,855.00	9.1%																	
General Fund Totals																												
Fund	Fund	Beginning Fund Balance 1-Jan-14	Current Activity	Estimated Additional Activity	Ending Fund Balance 31-Dec-14	Percentage Change																						
100	General Fund	29,217,246.00	50,988.00		29,268,235.00	0.2%																						
240	Health Department	838,128.00	32,891.00		871,019.00	3.7%																						
300	Public Services	68,478.00	269,058.00		337,536.00	28.6%																						
300	Debt Services	6,465,183.00			6,465,183.00	0.0%																						
400	Capital Projects	4,456,585.00	(2,204,200.00)		2,252,385.00	-49.1%																						
700	Highway Department	15,461,262.00	12,993,478.00		28,454,741.00	46.7%																						
MIS	MIS Fund	0.00	0.00		0.00																							
750	Total Govt Funds	50,692,558.00	11,242,102.00	0.00	61,934,660.00	19.2%																						
<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td>Ending fund balance 12/31/14</td> <td>61,934,660.00</td> </tr> <tr> <td>Less beginning fund balance</td> <td>(50,692,558.00)</td> </tr> <tr> <td>Subtotal</td> <td>11,242,102.00</td> </tr> <tr> <td>Increase due to operations</td> <td>0.00</td> </tr> <tr> <td>Increase due to transfers</td> <td>0.00</td> </tr> <tr> <td>Spreadsheet values as of</td> <td>11,242,102.00</td> </tr> <tr> <td>Total increase in fund balances</td> <td>11,242,102.00</td> </tr> <tr> <td>Tax levy for 2014</td> <td>27,004,367.00</td> </tr> <tr> <td>Increase as a percent of tax levy</td> <td>41.6%</td> </tr> </table>											Ending fund balance 12/31/14	61,934,660.00	Less beginning fund balance	(50,692,558.00)	Subtotal	11,242,102.00	Increase due to operations	0.00	Increase due to transfers	0.00	Spreadsheet values as of	11,242,102.00	Total increase in fund balances	11,242,102.00	Tax levy for 2014	27,004,367.00	Increase as a percent of tax levy	41.6%
Ending fund balance 12/31/14	61,934,660.00																											
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Total increase in fund balances	11,242,102.00																											
Tax levy for 2014	27,004,367.00																											
Increase as a percent of tax levy	41.6%																											

**Jaeckel introduced Resolution No. 2014-73.**

Executive Summary

On February 23, 2015, the Highway Department received bids on three items of equipment (truck scale, mobile vehicle lifts (6), floor scrubber/sweeper). The new equipment will be utilized at the new highway facility. The truck scale replaces a scale at the existing site that was taken out of service based on its poor condition, the vehicle lifts will be utilized at the new facility at any work bay without a fixed vehicle lift, and the floor scrubber/sweeper will replace the existing floor sweeper (trade-in). A bid summary is available on the County's website, and

WHEREAS, the Jefferson County Highway Department is upgrading its highway equipment for use at the new highway facility, and

WHEREAS, bids were solicited for a truck scale, mobile vehicle lifts (6), and floor scrubber/sweeper,

NOW, THEREFORE, BE IT RESOLVED that the following equipment is approved for purchase by the Highway Department with all bidders being the lowest responsible bidder:

Cream City Stateline Scale:

Rick Lake OTR 40' Bid = \$64,400.00

Midwest Equipment Specialists:

Steril-Koni ES st-1085 Bid = \$54,794.00

Tennant Company:

Tennant M30 Bid = \$56,540.60

*Fiscal Note: Funding will be through the Highway Department Equipment Operations Cost Center.*

**Jaeckel moved that Resolution No. 2014-73 be adopted.** Seconded and carried: Ayes 28 (Jones, Kelly, David, Tietz, Braughler, Morris, Wineke, Rinard, Counsell, Reese, Hartz, Lund, Nass, Payne, Kutz, Hanneman, Schroeder, Mode, Kannard, Poulson, Jaeckel, Edwards, Foelker, Zentner, Borland, Schultz, Babcock, Christensen), Noes 1 (Buchanan), Absent 1 (Morse). Buchanan wishes to be recorded as voting "aye" after voting in error.

**Morris introduced Resolution No. 2014-74.**

Executive Summary

During the course of the past year, it has been determined that it is necessary to upgrade the Sheriff's Office public safety radio and dispatch system. As part of the 2014 Budget, funds had been allocated to the Sheriff's Office to purchase and install new public safety software, hardware and related dispatch equipment and services for the purpose of upgrading its current dispatch system. Sealed bids were solicited and submitted for consideration pursuant to the terms of the Request for Proposals. Three bidders submitted proposals. All bids were in excess of what the County had budgeted for this project, with the lowest bidder being General Communications. The Law Enforcement Committee reviewed all bids and recommended entering into a contract with General Communications. In order to increase the amount budgeted to fund the upgrade to the public safety radio and dispatch system,

the Finance Committee approved a budget adjustment transferring contingency funds to the Sheriff's Office in addition to approving a budget carryover from the 2014 Sheriff's Office budget.

WHEREAS, a Request for Proposals was published seeking an upgrade to the current public safety software, hardware and related dispatch equipment and services for the purpose of improving the Jefferson County Sheriff's Office dispatch system, and

WHEREAS, following publication of a Request for Proposals, three bids were submitted which were all in excess of what the County had budgeted for the upgrade, and

WHEREAS, the following vendors submitted bids: Baycom/Motorola - \$590,840.60; EF Johnson - \$547,676.83; and General Communications - \$281,467.05, and

WHEREAS, all bids were reviewed by County staff and the Law Enforcement Committee which determined that General Communications was the lowest responsible bidder of the three vendors that submitted bids, and

WHEREAS, the Law Enforcement Committee recommends entering into a contract with General Communications to purchase and install new public safety software, hardware and related dispatch equipment and services for the purpose of upgrading the Jefferson County Sheriff's Office dispatch system.

NOW, THEREFORE, BE IT RESOLVED that the County Administrator is authorized to enter into a contract with General Communications for an amount up to \$281,467 to purchase and install new public safety software, hardware and related dispatch equipment and services for the purpose of upgrading the Jefferson County Sheriff's Office current dispatch system.

*Fiscal Note: The cost of the new communications system is \$281,467. Of this amount, \$162,460 is funded using budget carryover from the 2014 Sheriff's Office budget and the balance of \$119,007 is funded using contingency funds. The budget carryover and the contingency fund transfer have been approved by the Finance Committee. As a budget amendment, 20 affirmative votes are required to pass this resolution.*

**Morris moved that Resolution No. 2014-74 be adopted.** Seconded and carried: Ayes 29 (Jones, Kelly, David, Tietz, Braughler, Buchanan, Morris, Wineke, Rinard, Counsell, Reese, Hartz, Lund, Nass, Payne, Kutz, Hanneman, Schroeder, Mode, Kannard, Poulson, Jaeckel, Edwards, Foelker, Zentner, Borland, Schultz, Babcock, Christensen), Noes 0, Absent 1 (Morse).

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

**REPORT  
TO THE HONORABLE MEMBERS OF THE  
JEFFERSON COUNTY BOARD OF SUPERVISORS**

The Jefferson County Planning and Zoning Committee, having considered petitions to amend the official zoning map of Jefferson County, filed for public hearing held on January 15 and February 19, 2015, as required by law pursuant to Wisconsin Stat-

utes, notice thereof having been given, and being duly advised of the wishes of the town boards and persons in the areas affected, hereby makes the following recommendations:

**APPROVAL OF PETITIONS R3779A-15, R3784A-15, R3785A-15, R3786A-15, R3781A-15, R3787A-15, R3788A-15, R3789A-15, R3790A-15, R3791A-15 AND R3792A-15**

DATED THIS TWENTY-THIRD DAY OF FEBRUARY 2015

Donald Reese, Secretary

**THE PRIOR MONTH'S AMENDMENTS**

**R3768A-14, R3772A-14, R3773A-14, R3774A-14, R3775A-14, R3776A-14, R3778A-14, R3780A-15, R3782A-15 AND R3783A-15 ARE EFFECTIVE UPON PASSAGE**

**BY COUNTY BOARD, SUBJECT TO WIS. STATS. 59.69(5).**

**Nass moved that said report be adopted.** Seconded and carried.

**Nass introduced Ordinance No. 2014-37.**

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

WHEREAS, Petitions R3779A-15 and R3781A-15 were referred to the Jefferson County Planning and Zoning Committee for public hearing on January 15, and Petitions R3784A-14, R3785A-15, R3786A-15, R3787A-15, R3788A-15, R3789A-15, R3790A-15, R3791A-15 and R3792A-15 were referred for public hearing on February 19, 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 I, INDUSTRIAL**

Rezone 1 acre of PIN 026-0616-0631-000 (33.522 acres) for its inclusion with adjoining property already zoned Industrial. The site is near W2355 USH 18 in the Town of Sullivan. This approval is conditioned upon recording of a deed transfer document for the area to be added to the existing I zone, or recording of the deed transfer document and final certified survey map for reconfiguration of the zone. (R3779A-15 – Breakout Investments/Thomas & Leigh Cheesebro property)

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

Rezone 5.3 acres of PIN 026-0616-3413-000 (28.542 acres) which will allow request for conditional use for storage of landscaping and grading equipment at W1062 CTH CI in the Town of Sullivan. A condition of approval calls for approval and recording of a final certified survey map for the lot. (R3784A-15 – Steve Smith/Richard Smith & Jessica Duncan property)

**FROM A-1, EXCLUSIVE AGRICULTURAL TO A-2, AGRICULTURAL AND RURAL BUSINESS AND N, NATURAL RESOURCES**

Rezone 14 acres of PIN 004-0515-1821-001 (15 acres) from A-1 to A-2 and N. This will negate the previous approval for R3731A-14 which requested a Natural Resource zone over the entire 14 acres. The site is on Heyse Drive in the Town of Cold Spring. Rezoning is conditioned upon approval and recording of a final certified survey map for the property. (R3785A-15 & R3786A-15 – Mark Hildebrand/Mark Hildebrand & Paul Redenius property)

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

Create a 2.8-acre A-3 zone utilizing consolidation of parcels of record on PIN 024-0516-0144-003 (31.33 acres). The site is in the Town of Palmyra near W149 Hooper Road. This utilizes the last available A-3 zone from PINs 024-0516-0141-000 and 024-0516-0144-000; therefore, rezoning is conditioned upon recording of an affidavit acknowledging that fact. It is further conditioned upon road access approval, upon receipt by Zoning of a soil test showing sites for installation of both initial and replacement private sewage systems and upon approval and recording of the final certified survey map for the lot. (R3781A-15 – John & Nancy Burton)

Rezone to create a 2.5-acre farm consolidation lot at N5315 Harvey Road in the Town of Aztalan from PIN 002-0714-3044-000 (40 acres). This action is conditioned upon approval and recording of a final certified survey map for the lot. (R3787A-15 – Dennis Stilling)

Rezone to create a 2-acre lot around the home at W5140 East Rapids Road and a 1.2-acre vacant lot adjacent to it. The sites are part of PIN 014-0614-1334-000 (31.9 acres) and are in the Town of Jefferson. 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 further conditioned upon road access approval by the Town, receipt by Zoning of a soil test showing sites for installation of both initial and replacement private sewage systems for the vacant lot, and upon approval and recording of a final certified survey map showing road frontage and access for both lots as indicated by the Town decision. The existing private on-site waste treatment system shall be completely on the lot it serves. (R3788A-15 – Kutz Farms LLC)

Create a 1.2-acre building site on PIN 014-0615-0611-002 (21.457 acres) on Christberg Road in the Town of Jefferson. Conditions of approval call for road access approval, receipt by Zoning of a soil test showing sites for installation of both initial and replacement private sewage systems, and upon approval and recording of a final certified survey map for the lot. The DNR must be contacted for revision of the Managed Forest Law contract. (R3789A-15 – Bennett Brantmeier/Edward & Caroline Soleska property)

Rezone PIN 006-0716-2044-001 (1.875 acres) owned by Joseph Jr. & Karen Kelly from A-1 to A-3. Rezone 2 acres of PINs 006-0716-2041-002 (19 acres) and 006-0716-2044-000 (36.125 acres) owned by Derek Kramer from A-1 to A-3 to add it to ad-

joining properties at N5806 and N5794 Pioneer Drive. The properties are in the Town of Concord. Rezoning is conditioned upon recording of a deed transfer document for ownership transfer, or deed transfer document and final certified survey map for reconfiguration of the A-3 zoned area. (R3790A-15 – Derek Kramer/Derek Kramer, Joseph Kelly Jr. & Karen Kelly properties)

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

Rezone PIN 006-0716-2044-002 (2 acres) and negate the approval granted to Zoning Amendment R2451A-02 for a rural residential zone on Pioneer Drive in the Town of Concord. The existing certified survey map shall be vacated according to Chapter 236 of State Statutes. (R3791A-15 – Derek Kramer)

Rezone 0.56 acre from PINs 026-0616-1442-003 (1.97 acres) and 026-0616-1442-004 (1.175 acres) to reconfigure A-3 lots created by Zoning Amendment R3116A-06. The site is near Herr Road in the Town of Sullivan. This action is conditioned upon access approval for Lot 1 by the Town, upon recording of a deed transfer document for change in property ownership, or recording of a deed transfer document and final certified survey map for lot reconfiguration. (R3792A-15 – William Gaugert)

The above rezonings 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.

**Nass moved for the adoption of Ordinance No. 2014-37.** Seconded and carried with Kannard abstaining for possible conflict of interest.

**Nass introduced Resolution No. 2014-75.**

Executive Summary

Cemetery plats are handled under Chapter 157, Wis. Stats., specifically § 157.07 which requires a cemetery plat to be approved by the County Board and Board of the Town in which it is located.

The proposed plat has been reviewed by Zoning Department staff and the County Surveyor, and approved by the Jefferson County Planning & Zoning Committee at its January 26, 2015, meeting, and approved by the Town of Aztalan at its February 11, 2015, meeting.

WHEREAS, cemetery plats are required to be approved by County Board per § 157.07(1) of the Wisconsin State Statutes, and

WHEREAS, the County Surveyor's office has reviewed the St. Mary Magdalene Cemetery 2015 Addition for platting requirements as required by § 157.07 Wis. Stats., and

WHEREAS, the Planning and Zoning Committee on January 26, 2015, has recommended approval of this plat by the Jefferson County Board of Supervisors,

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors approves the St. Mary Magdalene Cemetery 2015 Addition.

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

**Nass moved that Resolution No. 2014-75 be adopted.** Seconded and carried.

**Schroeder introduced the possible problem with the time of the April 21st County Board meeting, specifically Rules of Order 3.01(2).**

(2) Board meetings shall commence at 7:00 p.m., except for April organizational meetings which shall commence at 5:00 p.m., unless by majority vote the Board prescribes a different time for convening.

**Foelker moved that the April 21, 2015, County Board meeting be held at 5:00 p.m.** Seconded and carried.

**County Administrator Wehmeier read the following appointments:**

TO THE JEFFERSON COUNTY BOARD OF SUPERVISORS:  
MEMBERS OF THE BOARD:

By virtue of the authority vested in me in under Section 59.18 of the Wisconsin Statutes and Ordinance 2007-48, I do hereby appoint and request your confirmation of the following individual as a member of the designated Commission or Board:

Traffic Safety Commission: Phil Neidner, Watertown, Wisconsin, for an indeterminate term.

Historic Sites Preservation Commission: Michael Opager, Watertown, Wisconsin, for a three-year term ending April 1, 2018; and Cindy Arbiture, Sullivan, Wisconsin, for a three-year term ending April 1, 2018.

Jefferson County Library Board: Art Biermeier, Waterloo, Wisconsin, to fill an unexpired term ending December 31, 2017.

Human Services Board: Cynthia Crouse, Jefferson, Wisconsin, to fill an unexpired term ending November 1, 2016.

**Buchanan moved that the appointments be confirmed.** Seconded and carried.

**Chair Schroeder appointed Michael Koller, City Reporter for the Watertown Daily Times, to the Local Emergency Planning Committee (LEPC) effective March 10, 2015. Buchanan moved that the appointment be confirmed.** Seconded and carried.

**Public comment (general).** Human Resources Director Terri Palm-Kostroski spoke on the Hug a G.I. Day (March 4) and recognized those County Board Supervisors and County officials in attendance who have served in the United States military.

Supplemental information presented at the March 10, 2015, Jefferson County Board meeting will be available at the County Clerk's office upon request or on the County's website at [www.jeffersoncountyiwi.gov](http://www.jeffersoncountyiwi.gov).

**There being no further business, Buchanan moved that the Board adjourn.** Seconded and carried at 9:59 p.m.

# **Official Proceedings**

of the

## **Board of Supervisors**

of

## **Jefferson County Wisconsin 2014-2015**

**JEFFERSON COUNTY BOARD MINUTES  
TUESDAY, APRIL 15, 2014, 5:00 P.M.**

County Clerk Barbara A. Frank presiding.

The Honorable Randy R. Koschnick, Jefferson County Circuit Court Judge, administered the oath of office to the board members in attendance.

The County Clerk called the roll, all members being present except Mr. Hartz who gave prior notice of his inability to attend.

District 1.....	Richard C. Jones	District 2 .....	Mike Kelly
District 3.....	Greg David	District 4 .....	Augie Tietz
District 5.....	James B. Braughler	District 6 .....	Ron Buchanan
District 7.....	Dwayne C. Morris	District 8 .....	Michael Wineke
District 9.....	Amy Rinard	District 10 .....	Al C. Counsell
District 11.....	Donald Reese	District 12 .....	Peter A. Hartz
District 13.....	Ed Morse	District 14 .....	Kirk Lund
District 15.....	Steven J. Nass	District 16 .....	Laura Payne
District 17.....	Russell Kutz	District 18 ..	Jennifer Hanneman
District 19.....	Jim Schroeder	District 20 .....	Jim Mode
District 21.....	John C. Kannard	District 22 .....	Blane Poulson
District 23.....	George Jaeckel	District 24 .....	Kate Murley
District 25.....	Matthew Foelker	District 26 .....	Carlton Zentner
District 27.....	Glen D. Borland	District 28 .....	Dick Schultz
District 29.....	Paul Babcock	District 30 .....	Walt Christensen

County Administrator Benjamin Wehmeier led the Pledge of Allegiance.

A moment of silence was observed.

County Clerk Barbara A. Frank introduced the new members of the Board: Michael Wineke, District 8; Peter A. Hartz, District 12 (absent); Kirk Lund, District 14; Laura Payne, District 16; and Kate Murley, District 24.

County Administrator Benjamin Wehmeier certified compliance with the Open Meetings Law.

Agenda was accepted as printed.

The Board proceeded to the election of the County Board Chair and Vice Chairs.

County Clerk Barbara A. Frank read Section 3.02(1) of the County Board Rules regarding electing a Chair, Vice Chair and a Second Vice Chair.

County Clerk Barbara A. Frank appointed the following ballot clerks: Corporation Counsel Philip Ristow, Finance Director Brian Lamers and Sheriff Paul Milbrath.

**Nominations were made by written, secret ballot for County Board Chair.** Nominated were Mr. Braughler, Mr. Christensen, Mr. Jaeckel, Mr. Poulson, Mr. Reese, Mr. Schroeder and Mr. Tietz.

Mr. Christensen, Mr. Poulson, Mr. Reese and Mr. Tietz declined the

nomination.

The Clerk called on Chair nominees, in order of supervisory district number, to give a brief statement up to three minutes in length.

**The primary ballot for Chair was tallied with the results being as follows:** Mr. Braugher 11, Mr. Jaeckel 3 and Mr. Schroeder 15.

**Pursuant to Board Rule 3.02(1), a person receiving a majority of votes cast on the primary ballot shall be declared elected; therefore, Mr. Schroeder was elected County Board Chair.**

**Nominations were made by written, secret ballot for First Vice Chair.** Nominated were Mr. Braugher, Mr. Jaeckel, Mr. Jones, Mr. Mode, Mr. Nass, Mr. Poulson, Mr. Reese, Ms. Rinard and Mr. Schultz.

Mr. Braugher, Mr. Jones, Mr. Poulson, Mr. Reese, Ms. Rinard and Mr. Schultz declined the nomination.

The Chair called on First Vice Chair nominees, in order of supervisory district number, to give a brief statement up to three minutes in length.

**The primary ballot for First Vice Chair was tallied with the results being as follows:** Mr. Jaeckel 3, Mr. Mode 11 and Mr. Nass 14, with 1 write-in vote for Mr. Braugher. Pursuant to Board Rule 3.02(1), two persons receiving the greatest number of votes for a position on the primary ballot shall be placed on the final ballot.

**The final ballot for First Vice Chair was tallied with the results being as follows:** Mr. Mode 14 and Mr. Nass 15. Mr. Nass was elected First Vice Chair.

**Nominations were made by written, secret ballot for Second Vice Chair.** Nominated were Mr. Braugher, Mr. Buchanan, Mr. Jaeckel, Mr. Jones, Mr. Mode, Mr. Reese, Ms. Rinard, Mr. Schultz and Mr. Tietz.

Mr. Jaeckel, Mr. Jones, Mr. Mode and Mr. Reese declined the nomination.

The Chair called on Second Vice Chair nominees to give a brief statement up to three minutes in length.

**The primary ballot for Second Vice Chair was tallied with the results being as follows:** Mr. Braugher 13, Mr. Buchanan 3, Ms. Rinard 9, Mr. Schultz 3 and Mr. Tietz 1. Pursuant to Board Rule 3.02(1), two persons receiving the greatest number of votes for a position on the primary ballot shall be placed on the final ballot.

**The final ballot for Second Vice Chair was tallied with the results being as follows:** Mr. Braugher 19 and Ms. Rinard 10. Mr. Braugher was elected Second Vice Chair.

**Chairman Schroeder presented Ordinance No. 2014-01, Board of Supervisors' Rules of Order for 2014-2016.**

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

Section 1. The Board of Supervisors' Rules of Order for 2014 – 2016 are as follows:

**BOARD OF SUPERVISORS  
RULES OF ORDER 2014 – 2016**

**3.01 MEETINGS, QUORUM AND ORDER OF BUSINESS.**

(1)(a) Regular and special meetings of the Jefferson County Board of Supervisors shall be held and conducted in accordance with the provisions of s. 59.11, Wis. Stats. The Board shall hold an annual meeting on the Tuesday after the second Monday of November in each year for the purpose of transacting business unless otherwise established by rule. Regular meetings of the Board shall be held on the following dates unless special elections occur on County Board meeting dates, in which case the Board meeting will be held on the Monday preceding the election. [Am. 08/08/06, Ord. 2006-13; 03/11/08, Ord. 2007-34; 3/13/12, Ord. 2011-24]:

- Tuesday, April 15, 2014
- Tuesday, May 13, 2014
- Tuesday, June 10, 2014
- Tuesday, July 8, 2014
- Monday, August 11, 2014
- Tuesday, September 9, 2014
- Tuesday, October 14, 2014
- Tuesday, October 28, 2014
- \* Wednesday, November 12, 2014
- Tuesday, December 9, 2014
  
- Tuesday, February 10, 2015
- Tuesday, March 10, 2015
- Tuesday, April 21, 2015
- Tuesday, May 12, 2015
- Tuesday, June 9, 2015
- Tuesday, July 14, 2015
- Tuesday, August 11, 2015
- Tuesday, September 8, 2015
- Tuesday, October 13, 2015
- Tuesday, October 27, 2015
- \* Tuesday, November 10, 2015
- Tuesday, December 8, 2015
  
- Tuesday, February 9, 2016
- Tuesday, March 8, 2016
- Tuesday, April 19, 2016

\*Annual Meeting (Required by Statute) [am. 03/09/10, Ord. 2009-24; 3/13/12, Ord. 2011-24; Ord. 2013-24, 03-11-2014]

(b) In the event of inclement weather, the Chair may cancel a meeting. Any meeting cancelled by the Chair under this section shall be held on the next succeeding Tuesday unless that Tuesday is an election day, in which case the meeting shall be held on the Monday preceding the election. [cr. 03/11/08, Ord. 2007-34; am. 3/13/12, Ord. 2011-24]

**(c)** In addition to the methods prescribed by Wisconsin Statute Section 59.11, a Board meeting may be convened by the Board Chair in case of emergency to authorize repairs of county buildings, or take other necessary action to respond to the emergency. [Cr. 10/14/08, Ord. 2008-21]

**(2)** Board meetings shall commence at 7:00 p.m., except for April organizational meetings which shall commence at 5:00 p.m., unless by majority vote the Board prescribes a different time for convening. [Am. 02/10/04, Ord. 2003-34; 02/14/06, Ord. 2005-47; Ord. 2013-24, 03-11-2014]

**(3)(a)** A majority of all members elected to the Board must be present to constitute a quorum for the transaction of business. In the absence of a quorum, those present may order a call of the house to compel the attendance of absent members, or they may take a recess or fix a time to which to adjourn and adjourn. [am. 08-13-2013, Ord. No. 2013-09]

**(b)** County Board members who cannot attend a board meeting shall report their absence in advance as a courtesy to the other members. Such reports shall be made to the County Clerk, who shall so advise the County Administrator and Board Chair. Members reporting their absence in advance of the meeting to the County Clerk shall be noted as having done so in the minutes where their absence is recorded. [am. 08-13-13, Ord. No. 2013-09]

**(4)** For the April organizational meeting held in even-numbered years the order of business shall be:

- (a)** Call to order.
- (b)** Administration of oath of office and roll call by County Clerk.
- (c)** Pledge of allegiance.
- (d)** Certification of compliance with Open Meeting Law.
- (e)** Approval of the agenda.
- (f)** Election of Chairperson and Vice Chairpersons.
- (g)** Adoption of rules of order.
- (h)** Committee elections, if called for by the rules.

**(i)** Follow order of business as established for other meetings, except that no annual reports of department heads will be presented at the organizational meeting. [Am. 3/12/02, Ord. 2001-29; 02/14/06, Ord. 2005-47; Ord. No. 2013-24, 03-11-2014]

**(5)** The order of business for all other board meetings shall be as follows:

- (a)** Call to order.
- (b)** Roll call by County Clerk.
- (c)** Pledge of allegiance.

- (d) Certification of compliance with Open Meeting Law.
  - (e) Approval of the agenda.
  - (f) Approval of minutes of last meeting.
  - (g) Written communications provided to Board. [am. 03/09/10, Ord. 2009-24]
  - (h) Public comment.
  - (i) Annual reports of department heads.
  - (j) Committee reports, resolutions and ordinances.
  - (k) Committee and Board appointments.
  - (l) Announcements.
- [Am. 02/14/06, Ord. 2005-47; am. & re-lettered 3/13/12, Ord. 2011-24; Ord. 2013-24, 03-11-2014]

(6) The Chair may limit the number of persons addressing the Board under Section 3.01(5)(h) to a number determined by the Chair to reasonably represent the views of large groups of persons wishing to address the Board, so as to prevent repetition. The length of time allocated to any person addressing the Board under Section 3.01(5)(h) shall not exceed 3 minutes and may be shortened at the discretion of the Chair, with all public comment confined to a maximum of 30 minutes. [Am. by renumbering in Ord. 2005-47, 02/14/06; am. 04/19/11, Ord. 2011-03]

### **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 Chairperson, a Vice Chairperson and a Second Vice Chairperson by secret ballot. The Clerk shall preside until the Chairperson 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 cast 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. The provisions of section 3.03(11), where applicable, shall apply to this procedure. Persons elected in accordance with this paragraph may be removed by the Board by majority vote. [Am. 03/12/02, Ord. No. 2001-29; 06/13/06, Ord. 2006-08; 03/11/08, Ord. 2007-35]

(2) The Chairperson shall perform all duties required of the Chairperson until the Board elects a successor. The Chairperson shall preside at meetings when present and shall countersign all ordinances of the Board. The Chairperson shall countersign all county

orders, transact all necessary board business with local and county officers, expedite all measures resolved upon by the Board and shall take care that all federal, state and local laws, rules and regulations pertaining to county government are enforced.

(3) In case of the absence or disability of the Chairperson, the Vice Chairperson shall perform the duties of the Chairperson.

(4) In case of the absence of the Chairperson and the Vice Chairperson, the Second Vice Chairperson shall perform the duties of the Chairperson.

(5) In case of the absence of the Chairperson and both Vice Chairpersons for any meeting, the members present shall choose a temporary chairperson.

(6) The County Board Chairperson is authorized and directed to attend meetings and conferences on matters directly related to county government. The County Board Chairperson may direct the Vice Chairperson or some other member of the County Board to attend such meetings and conferences, either in place of the Chairperson or along with the Chairperson. The County Board Chairperson, the Vice Chairpersons and such other board members as may be designated by the Chairperson, shall be entitled to meeting fees or per diem and mileage for attending such meetings and conferences, all subject to the regular rules of the County Board pertaining to meeting fees, per diems, mileage and expenses as currently provided in Ordinance 2001-19, as most recently amended August 8, 2006. The County Board Chair shall be entitled to a meeting fee for meeting with staff or the County Administrator. Board members authorized by the Chairperson to attend meetings and conferences shall notify the County Administrator not less than 72 hours in advance of said meeting or conference in order to permit the County Administrator to give any necessary Open Meeting notices as may be required. No per diems, meeting fees or expenses shall be paid to board members attending meetings who have not been authorized as required in this paragraph. [am. 03/09/10, Ord. 2009-24]

(7) In the event the position of Chairperson is vacant due to removal, resignation or death of the incumbent, the Board shall hold an election to fill the position of Chairperson within sixty (60) days of it becoming vacant. The First Vice Chair, or the Second Vice Chair if there is no First Vice Chair, shall assume all duties of the Chairperson when such position is vacant and shall be paid meeting fees and the monthly salary to which the Chairperson would be entitled until such time as the Board elects a successor. [cr. 03/11/08, Ord. 2007-36]

### **3.03 BOARD PROCEDURE.**

(1) Robert's Revised Rules of Order shall govern the proceedings of the County Board of Supervisors in all cases in which they are not inconsistent with these rules or the laws of the State of Wisconsin.

(2) Upon being recognized, a member shall rise in place, and using the microphone, address the Chairperson, and shall not be interrupted except by a call to order. If called to order by the Chair-

person the member shall be seated and shall not proceed without permission of the Chairperson.

(3) No member shall speak more than twice on any question until all members who desire to speak have been heard and then not without first obtaining leave of the Chairperson. In speaking, a member shall confine comments to the question under consideration and shall avoid all personalities.

(4) No member present at the initial roll call shall thereafter fail to attend the balance of a board meeting without first obtaining permission of the Chairperson and notifying the Clerk. A member with a conflict of interest shall advise the Clerk and the Chair of the conflict prior to discussion of or voting on the item to which the conflict of interest pertains. Thereafter, such member shall not participate in the discussion or vote thereon. The minutes shall reflect the member's statement and the fact that the member has abstained from discussion and voting on the item in question.

(5) All questions decided by a voice vote shall be put in this form: Those who are in favor say, "Aye", and those who are opposed say, "No". In doubtful cases the Chairperson or any member may call for a roll call vote.

(6) Upon the request of any member of the County Board a roll call vote shall be ordered on any question before the Board. A roll call vote shall be required on all matters involving the expenditure of money and in accordance with s. 65.90(5), Wis. Stats., budget alterations shall require a two-thirds vote of the entire membership of the Board.

(7) On a roll call vote every member present shall vote except a member who has abstained in accordance with the procedures set forth above. Members have the right to change their votes up to the time the vote is announced by the Clerk. The Clerk shall give notice before locking in the votes on the voting machine.

(8) All resolutions, ordinances, petitions and reports presented to the Board shall be in writing, sponsored by a board member or committee and filed in the office of the County Administrator not later than noon on the Wednesday preceding a board meeting. Each resolution submitted for consideration shall have a fiscal note. Motions to reconsider may be brought at the next succeeding meeting only if notice of the motion is filed in the office of the County Administrator not later than noon on the Wednesday preceding the board meeting. Proposed ordinances shall be reviewed by the Corporation Counsel for proper form and legality before being submitted to the Board. Resolutions and ordinances not introduced by a committee shall be referred to an appropriate committee by the Chairperson. A resolution or ordinance referred to a committee pursuant to this paragraph may be placed on the County Board agenda for further action upon the written request of five (5) County Board members which shall be submitted to the Chairperson not sooner than sixty (60) days after referral of the item to the committee. Such items shall then be placed on the next regular County Board agenda subject to any statutory

requirements or other limitations. [Am. 06/10/03, Ord. 2003-03]

The sponsor of a major new resolution or ordinance or major revision of an existing resolution or ordinance shall prepare a written report or memorandum explaining the significant features of the proposed legislation, including the contemplated changes. Such written report or memorandum shall be mailed to board members as part of the agenda, but unless specifically ordered by the Board such reports or memoranda shall not be printed in the board proceedings.

**(9)** Any person having a matter of business requiring the attention of the County Board may present such matter to the Board by delivering a written communication to the County Clerk, County Board Chairperson or County Administrator by noon on the Wednesday preceding the next County Board meeting. The County Board Chairperson may, at his/her discretion, allow persons to be placed on the agenda to address the Board. Signed communications not presented personally to the Board shall be preserved by the County Clerk and shall be presented to the County Board as a communication at the next regular board meeting. Unsigned communications shall be referred to the Administration & Rules Committee. Communications may be referred by the Board, the Chair or the Administration & Rules Committee to an appropriate committee for study and attention. If feasible, such committee shall arrange to meet with the author of the communication. Such committee shall thereafter report back to the County Board in the usual manner and shall recommend what action, if any, should be taken by the County Board with reference to such communication. The Clerk may acknowledge receipt of communications by return mail. [am. 5/11/10, Ord. 2010-06]

Any person wishing to express an opinion on a matter of business coming before the Board shall be encouraged to communicate orally or in writing with a board supervisor to make the person's position known prior to the board meeting. Orderly administration of board business does not permit the appearance of non-board members at County Board meetings to debate controversial matters before the Board. Notwithstanding the foregoing, the Chair may recognize a department head and permit the department head to speak on a pending matter affecting the department head's department. On matters concerning a large number of people board committees shall conduct public hearings to give interested persons an opportunity to be heard. The County Board may, on rare occasions, sit as a committee of the whole to enable interested persons to appear and be heard on matters of business. [am. 11-15-11, Ord. 2011-18]

**(10)** Any board member may ask for the privilege of the floor for a non-board member to address the Board and if no supervisor objects the Chairperson shall grant the privilege to such non-board member. If a member objects any board member may move that the privilege of the floor be granted and any member may second such motion. If the motion is adopted by a majority vote the Chairperson shall grant the privilege of the floor to the non-board member. Board members shall be discouraged from requesting the privilege of the

floor for a non-board member when, as an alternative, such person could be referred to a board committee. The time allocated to non-board members shall not exceed ten minutes. This procedure shall not apply to non-board members scheduled to appear as part of the regular written agenda.

**(11)** Whenever it is necessary for the Board to elect members of a committee the following procedure shall be followed:

**(a)** Nominations shall be made and shall be prominently printed on a blackboard in plain view.

**(b)** The County Clerk shall immediately prepare written ballots with the names of candidates in alphabetical order.

**(c)** When ballots have been prepared the Clerk shall call the roll and one ballot shall be delivered to each board member present.

**(d)** The County Clerk shall appoint three election tellers who shall assist the County Clerk in the tabulation of results. [Am. 03/09/10, Ord. 2009-24]

**(e)** County Board members will then vote for as many candidates as there are vacancies to be filled and each County Board member's ballot shall be signed.

**(f)** Candidates receiving a majority vote of the number of County Board members present shall be declared elected. Should no one receive a majority vote the person receiving the lowest number of votes shall be dropped from the ballot. The Clerk shall again call the roll and one ballot shall be delivered to each board member present, repeating if necessary, until all vacancies are filled. In case of a tie vote, the successful candidate shall be determined by lot. If the number of candidates receiving a majority vote of County Board members present exceeds the number of positions to be filled, any person not receiving a majority vote shall be dropped from the ballot. The Clerk shall again call the roll with only those receiving a majority vote remaining on the ballot. The person receiving the lowest number of votes shall be dropped from the ballot each succeeding ballot until the number of candidates receiving a majority vote equals the number of positions to be filled.

**(g)** If a ballot has been improperly marked it shall be discarded and the remaining ballots shall be counted; provided, however, a ballot marked with less than the maximum number of votes shall be counted if the intent of the voter can be ascertained.

**(12)** Annual reports will be received and placed on file and not printed in the minutes unless the Board otherwise directs. [Am. 06/19/01, Ord. 2001-07]

### **3.04 DUTIES OF OFFICIALS.**

**(1)** The County Administrator shall receive proposed resolutions, ordinances, reports and petitions and shall prepare a written agenda of all matters which are to be brought before the Board. The County Administrator shall attend board meetings and shall assist the Board whenever possible. The County Administrator may present

matters to the board for consideration.

(2) The Finance Director, upon request, and the County Treasurer shall prepare and present to the County Board a complete monthly financial statement and shall keep the Board informed of the County's financial condition, including the investment of surplus funds. [am. 3/13/12, Ord. 2011-24]

(3) The County Clerk shall attend board meetings and shall perform administrative duties related to the Board. [am. 3/13/12, Ord. 2011-24]

(4) The Corporation Counsel shall attend board meetings and shall serve as parliamentarian and legal advisor to the Board. [renumbered 3/13/12, Ord. 2011-24]

### **3.05 STANDING COMMITTEES.**

(1) Standing committees of the Board shall be appointed for two-year terms by the Chairperson of the Board after his/her election and prior to June 1 in even-numbered years, unless a different date for appointment is specifically prescribed. When necessary for the orderly transaction of business prior to the formal appointment of new committees, the Chairperson may appoint temporary committees and committee chairpersons to address pending items assigned to a standing committee. The temporary committee may act until the earlier of June 1 or the date the Chair files permanent appointments with the Clerk. The Chairperson shall file a list of the committee appointments with the County Clerk and the County Administrator. Any mid-term committee appointments by the Chairperson shall be filed with the Clerk who shall present them to the Board as a communication at the next regular County Board meeting. Committee members who cannot attend a committee meeting shall report their absence in advance as a courtesy to the other members. Such reports shall be made to the committee chair. If the member is unable to notify the chair, the member shall notify the applicable department head. Members reporting their absence in advance of the meeting shall be noted as having done so in the minutes where their absence is recorded. The Chairperson (or either Vice Chair if so designated by the Chair in advance of any particular meeting) shall be an ex officio member of all standing committees, and shall be allowed to vote in order to break a tie, and shall be counted as a member if necessary to create a quorum at the committee's meeting, and shall also be allowed to vote in that case. When an issue arises at a County Board meeting or administratively that is not clearly assigned to a standing committee by the Board Rules or a prior resolution, the Board Chair shall designate the committee to which the issue shall be assigned. [Am. 03/09/04, Ord. 2003-35; 06/08/04, Ord. 2004-10; 12/13/05, Ord. 2005-31; 07/11/06, Ord. 2006-07; 07/10/07, Ord. 2007-16; Ord. No. 2013-10, 07-09-2013]

(2) Standing committees of the Board and duties shall be as follows:

**(a) ADMINISTRATION & RULES COMMITTEE** - Five mem-

bers: County Board Chair, First and Second Vice Chair and two other members. This Committee shall supervise the office of the County Administrator and shall handle matters pertaining to said office. Committee proposals and recommendations shall be subject to approval of the County Board. This Committee shall also meet with circuit court judges as called, to discuss common goals and concerns within the Jefferson County Circuit Court system. The Committee shall work with the courts to implement such goals. This Committee shall also meet with the Clerk of Courts, the Register of Deeds and Corporation Counsel with regard to matters pertaining to said offices. [Am. 03/12/02, Ord. 2001-30; 07/10/07, Ord. 2007-11; 03/11/08, Ord. 2007-37]

Matters pertaining to proposed state legislation, county board rules and county board minutes shall be handled by the Committee. During the last three months of its term, the Committee shall draw specifications, solicit bids, and file a recommendation with the County Board in March of even-numbered years concerning which newspaper in the County shall be the official newspaper and printer for the two-year term of the new County Board. The Committee, on behalf of the Board, shall be authorized to approve the minutes from each March meeting and any other meeting when the County Board does not meet in sufficient time to approve the minutes for publication as required by Section 59.14(2), Stats. [cr. 07/10/07, Ord. 2007-11]

The Administration & Rules Committee is authorized to petition the Jefferson County Circuit Court for an order dividing a municipality into wards in accordance with applicable law and the County's tentative supervisory district plan upon a municipality's failure to divide or submission of a division which does not comply with the tentative supervisory district plan. [cr. 07/12/11, Res. 2011-34; am. 3/13/12, Ord. 2011-24]

The Board Chair or his designee shall serve as Jefferson County's representative to the Inter County Coordinating Committee. The Board Chair, a committee member and the County Administrator shall be Jefferson County's representatives on the Inter-County Data Processing Commission. [Am. 03/14/06, Ord. 2005-48a; 03/13/12, Ord. 2011-24]

**(b) FAIR PARK COMMITTEE** - Five members. The Fair Park Committee shall recommend Fair Park policies to the County Board and provide the Fair Park Director with guidance and assistance, as requested, in the operation of Jefferson County Fair Park. The Fair Park Committee may establish policies relating to the operation of the County Fair not requiring Board action and is authorized to contract for entertainment, sponsorships valued up to \$50,000 and to lease space to exhibitors for up to 15 days without further approval from the Board. The Fair Park Director may approve the entertainment contracts when the necessity for approval arises between scheduled Committee meetings. All approvals by the Director shall be reported to the Committee. In addition, the Fair Park Director may contract for sponsorships up to \$20,000 and enter leases for

property storage that exceed 15 days. Sponsorships valued between \$20,000 and \$50,000 may be approved by the Committee. Sponsorships affecting other county departments shall be approved by the Board regardless of the amount of the contract. For events which are new to the Jefferson County Fair Park, the Fair Park Director shall consult with the County Administrator before the Committee or Director enters into a contract or lease. All contracts shall be submitted to the Corporation Counsel for approval before execution. The Director shall be responsible for the maintenance of the Fair Park buildings and grounds, and may propose plans for capital improvement and operational budgeting for review by the Committee and consideration by the Board. The Committee shall establish fees as part of the next year's budget and the Director may set unanticipated fees during the year and report such fees to the Committee. The Director may deviate from the established fee structure when it is advantageous to the operation of the Park, and shall report such arrangements to the Committee. [Am. 04/18/06, Ord. 2006-01; 05/08/07, Ord. 2007-06; 11/13/07, Ord. 2007-23; 01/13/09, Ord. 2008-26]

**(c) FINANCE COMMITTEE** - Five members. County Board Chair, a Vice Chair designated by County Board Chair, and three other members. This Committee shall receive the proposed county budget from the County Administrator and shall conduct hearings necessary in the review of the proposed budget. The County Administrator and staff shall meet with the Committee and shall assist in the preparation of the budget. [Am. 05/11/04, Ord. 2004-04; 03/09/10, Ord. 2009-24]

The Committee shall meet on matters of budget control and shall make necessary permitted transfers as authorized by the provisions of s. 65.90(5)(b), Stats. The Committee shall propose necessary budget transfers and amendments requiring County Board action. [Am. 03/14/06, Ord. 2005-48d]

The Committee shall recommend to the Board the departments to be audited, the auditors to be employed, and shall report to the Board the results of such audits. A subcommittee consisting of any three Finance Committee members (of which two shall constitute a quorum) may meet each month to audit and approve for payment proper vouchers, expenditures and claims against the County, except vouchers, expenditures and claims pertaining to the Highway Department, Human Services Department, and Veterans Service Commission. The Committee shall supervise the collection of delinquent taxes and is authorized to sell foreclosed properties in accordance with Resolution No. 2002-16. This Committee shall be responsible for the sale of county-owned land other than that obtained through tax foreclosure, and shall present contracts for sale of such land to the Board for approval. [Am. 08/13/02, Ord. 2002-16; 03/14/06, Ord. 2005-48d, effective 04/18/06; 03/11/08, Ord. 2007-39; 03/13/12, Ord. 2011-24]

The Committee shall supervise the County's contracts with the Jefferson County land preservation groups. [Am. 04/16/02, Ord. 2002-05; 03/14/06, Ord. 2005-48d]

The Committee shall, together with the County Administrator

and Corporation Counsel if bids are taken, recommend to the County Board the types and amounts of insurance to be carried and also the insurance carrier to whom such insurance shall be awarded. The Committee shall be authorized to renew insurance contracts without bidding same, when it finds renewal is in the best interest of Jefferson County.

The Committee shall work with the County Treasurer, County Clerk, Finance Department and Child Support Office in handling policy matters related to those offices and shall present matters to the County Board on behalf of said offices whenever necessary. [am. 3/13/12, Ord. 2011-24]

The Committee shall have the authority granted to the former Audit Committee, pursuant to Resolution No. 83-98, to resolve claims against the County in amounts up to \$10,000. [Cr. 04/16/02, Ord. 2002-04]

**(d) HIGHWAY COMMITTEE** - The Highway Committee shall consist of five members of the County Board. Members of the Highway Committee shall be eligible for appointment to any other standing committee, board or commission. The Highway Committee shall have the powers and duties set forth in s. 83.015, Wis. Stats. [Cr. 04/16/02, Ord. 2002-03]

A subcommittee consisting of any three Highway Committee members (of which two shall constitute a quorum) may meet each month in lieu of a full committee meeting to audit and approve for payment of proper vouchers and expenditures. [cr. 04/15/08, Ord. 2008-04]

**(e) HUMAN RESOURCES COMMITTEE** - Five members. The Human Resources Committee shall assist in the administration of the Personnel and Salary Ordinance. The Committee shall hear grievances in accordance with provisions of union contracts, the Civil Service Ordinance or the Personnel Ordinance. The Committee may review job descriptions and evaluate the allocation of positions to the various departments. This Committee shall also review the statutory requirements and make recommendations to the Board concerning benefits, pay classifications and employment law policies, as well as make recommendations to the County Board concerning union negotiations. [Am. 03/12/02, Ord. 2001-34; 05/14/02, Ord. 2002-07; 03/14/06, Ord. 2005-48e; 03/11/08, Ord. 2007-40; 3/13/12, Ord. 2011-29]

**(f) INFRASTRUCTURE COMMITTEE** - Five members. The Infrastructure Committee shall supervise and control all construction, remodeling and repair of all county buildings and shall have authority to approve the use of county buildings by organizations not connected with county government. The Committee shall review all proposed leases, except those leases which by rule are the responsibility of a different committee, and recommend same to the County Board for final approval. [am. 03/11/08, Ord. 2007-38]

Invoices covering construction and remodeling shall be ap-

proved by the department head or designee of the department involved. The Committee shall review all payments made at its next meeting and determine a proper course of action when an invoice is disputed. [am. 08-12-08, Ord. 2008-17]

When the County Board has authorized construction of, additions to or remodeling of a county building, the Committee shall solicit proposals from various architects, and recommend to the County Board which architect shall be hired for the project. The Committee may, in its discretion, recommend that the County proceed without an architect. The Committee is not required to recommend an architect based solely on monetary considerations, but shall also consider an architect's previous work for the County and others.

The Committee shall review issues related to Management Information Systems. [Am. 03/14/06, Ord. 2005-48b; 08-12-08, Ord. 2008-17]

**(g) LAND & WATER CONSERVATION COMMITTEE** - Five members. Not less than three members of the County Board, including at least two members of the University Extension Education Committee, appointed by the Board Chairperson and confirmed by the Board, and the Chairperson of the FSA (Farm Service Agency) (or his/her designee) shall serve as the Land & Water Conservation Committee and shall have the powers and duties as set forth in Chapter 92, Wisconsin Statutes. [Am. 03/12/02, Ord. 2001-33; 09/08/08, Ord. 2008-19]

This Committee shall also manage, supervise and be responsible for the Countryside Farm and other county farmland not held for future parks development. Leases of the farmland shall be approved by the County Board. [Am. 03/14/06, Ord. 2005-53; 03/11/08, Ord. 2007-41]

**(h) LAW ENFORCEMENT AND EMERGENCY MANAGEMENT COMMITTEE** - Five members. This Committee shall consist of five members and shall have jurisdiction over issues affecting the Jefferson County Sheriff's Office. This Committee shall handle grievances arising under the Sheriff's Office labor contract other than those involving suspension, demotion or discharge mentioned in Wisconsin Statute 59.26(8)(b). This Committee is also responsible for all matters pertaining to Emergency Management and in accordance with s. 323.14(1)(3), Wis. Stats., the County Board Chairperson shall designate a member of the Committee to act as chairperson when this Committee is convened as an Emergency Management Committee. [Am. 02/08/05, Ord. 2004-31; 03/14/06, Ord. 2005-48g; 12/14/10, Ord. 2010-20]

This Committee shall work with the District Attorney and Coroner (Medical Examiner effective 1/1/2015) in handling business matters and in solving problems related to those offices and shall present matters to the County Board on behalf of said offices whenever necessary. [am. 03/11/08, Ord. 2007-37; Ord. No. 2013-24, 03-11-2014]

**(i) PARKS COMMITTEE** – Five members. The Committee shall set park policy and help guide the department in its efforts to meet their agreed upon mission as identified in the Jefferson County Parks, Recreation and Open Space Plan. The Committee shall have oversight of and recommend policy affecting property acquired by the County for flood mitigation purposes. [Am. 06/08/04, Ord. 2004-05; 03/14/06, Ord. 2005-48i, 04/18/06; re-lettered 07/10/07, Ord. 2007-11; am. 3/13/12, Ord. 2011-29]

**(j) PLANNING AND ZONING COMMITTEE** - Five members, at least three of whom reside in unincorporated areas of the County. This Committee shall have the powers and duties set forth in s. 59.69(2)&(3) and s. 59.70(1), s. 285.73, and such powers and duties as may be set forth in the statutes and county ordinances not specifically delegated to the Zoning Board of Adjustment. Among other things, the Committee shall handle applications for conditional use permits and all proposed amendments to the county Zoning, Shoreland, Subdivision and Private Sewage System Ordinances and shall conduct all public hearings required in connection with such amendments or conditional uses. The Committee shall also be responsible for the preparation of a county land use plan including surveys and studies of land use, population and population density, economy, soil characteristics, forest cover, wetland and floodplain conditions and other human and natural features of the County and shall conduct such hearings as may be required in connection with such county planning. The Committee may adopt such rules and regulations governing its procedure as it considers necessary and advisable all according to the provisions of s. 59.69(2), Wis. Stats. [Am. 03/14/06, Ord. 2005-48l, effective 04/18/06; re-lettered 07/10/07, Ord. 2007-11]

The Planning and Zoning Committee shall work with the Land Information, Planning and Zoning Department, and the County Surveyor in handling matters related to those offices and shall present matters to the County Board on behalf of said offices whenever necessary. [Am. 03/09/04, Ord. 2003-38; 03/11/08, Ord. 2007-37]

**(k) SOLID WASTE & AIR QUALITY COMMITTEE** - Five members. This Committee shall address the County's solid waste needs by operating hazardous waste removal programs, overseeing the County's interest in landfill siting processes, promoting recycling and related waste reduction efforts and engaging in planning and educational efforts for future solid waste needs. In addition, the Committee will maintain awareness and educate the public about air quality concerns in the County. [Am. 07/09/02, Ord. 2002-09; 11/09/04, Ord. 2004-20; 03/14/06, Ord. 2005-48j, effective 04/18/06; re-lettered 07/10/07, Ord. 2007-11]

**(l) UNIVERSITY EXTENSION EDUCATION COMMITTEE** - Five members. This Committee shall have the powers and duties as set forth in Section 59.56(3), Wisconsin Statutes. [Created 03/12/02, Ordinance No. 2001-36; re-lettered 07/10/07, Ord. No. 2007-11]

### **3.06 BOARDS, COMMISSIONS, COMMITTEES AND OTHER BODIES.**

(1) The following boards, commissions, committees and other bodies created by the County or to which the County has a right to appoint representatives, shall be elected or appointed in the manner provided by law, ordinance or rule: [Am. 03/14/06, Ord. 2005-49a]

(a) **BLUE SPRING LAKE MANAGEMENT DISTRICT** – One member. [Cr. 03/14/06, Ord. 2005-49b, effective 04/18/06]

(b) **COUNTY BOARD OF HEALTH** - The County Board of Health shall consist of five members, appointed by the County Administrator, who shall serve three-year staggered terms. Initial terms shall be one, two and three years. Appointments shall be made on the second Tuesday in May. Two members shall be members of the County Board when appointed and their appointment shall cease if not re-elected to the County Board. Non-Board members shall be persons who have a demonstrated interest or competence in public health and a good faith effort shall be made to appoint a physician and a nurse. Such appointments shall be subject to confirmation by the County Board of Supervisors. The County Board of Health shall meet quarterly as required by Wisconsin Statute 251.04(5) and additionally on the call of the Board of Health Chairperson. The County Board of Health shall have the powers and duties established in Wis. Stat. 251.04. [Am. 03/14/06, Ord. 2005-49c; 03/09/10, Ord. 2009-24; re-lettered 3/13/12, Ord. 2011-24]

(c) **ECONOMIC DEVELOPMENT CONSORTIUM** – In lieu of having an Economic Development Committee, any of the three County Board members appointed to the Jefferson County Economic Development Consortium board in accordance with Resolution No. 2003-28 may present items recommended by the Consortium to the Jefferson County Board for its consideration. [Cr. 03/14/06, Ord. 2005-49d; re-lettered 3/13/12, Ord. 2011-24]

(d) **FARMLAND CONSERVATION EASEMENT COMMISSION** - Five members serving staggered three-year terms, three supervisors and two members of the public, appointed by the Board Chair. The Commission will recommend policies for acquiring conservation easements; review applications to grant such easements and recommend action thereon to the County Board when appropriate. [cr. 04/14/08, Ord. 2008-01; re-lettered 3/13/12, Ord. 2011-24]

(e) **HISTORIC SITES PRESERVATION COMMISSION** – Seven members, serving staggered three year terms, appointed by the County Administrator. The Commission shall have the power, subject to the provisions and criteria of Ordinance No. 2007-48, to recommend designation of historic structures, historic sites and historic districts within the unincorporated areas of the County. [cr. 04/15/08, Ord. 2008-02; re-lettered 3/13/12, Ord. 2011-24]

(f) **HOME CONSORTIUM BOARD** – Three county representatives pursuant to intergovernmental agreement (Resolution No. 2000-21). [Cr. 03/14/06, Ord. 2005-54; re-lettered 04/15/08, Ord. 2008-01 and Ord. 2008-02; re-lettered 3/13/12, Ord. 2011-24]

**(g) HUMAN SERVICES BOARD** - Seven members. This is the governing and policymaking board of directors of the Human Services Department. Four members shall be members of the Board of Supervisors at the time of appointment and throughout their respective terms. Three members shall be consumers of service or citizens at large. No public or private provider of services may be appointed to the Board. Appointees shall serve staggered three-year terms. The Human Services Board shall elect a chairperson and vice chairperson who must be selected from the four members who are supervisors. Elections shall be held after the County Board organizational meeting in April of even-numbered years. The Human Services Board shall possess all the powers and duties prescribed by s. 46.23(5m), Wis. Stats. Pursuant to s. 46.23(5m)(a), the Human Services Board shall appoint an Aging and Disability Resource Center Advisory Committee which shall also be assigned the duties established by Resolution No. 42 adopted June 12, 1979, for the Advisory Committee on Aging. Pursuant to s. 46.23(5m)(a), the Human Services Board shall appoint the Nutrition Project Council, number and terms of appointees to be determined by the Human Services Board. Such appointments shall be subject to confirmation by the County Board. The Human Services Board may create a subcommittee known as the Human Services Personnel & Finance Committee, members of which shall be eligible for meeting fees and mileage. [Am. 03/09/04, Ord. 2003-39; 03/11/08, Ord. 2007-49; re-lettered 04/15/08, Ord. 2008-01 and Ord. 2008-02; re-lettered 3/13/12, Ord. 2011-24]

**(h) JEFFERSON COUNTY LIBRARY BOARD** - Seven members, appointed by the County Administrator, serving staggered three-year terms, including at least one school administrator of a school district located in whole or in part in the County, or that school district administrator's designee, and one or two county board supervisors, representatives of existing library boards and persons residing in municipalities not served by libraries. A county board member's appointment shall cease if the county board member's term on the County Board ends. [Am. 05/11/04, Ordinance 2004-06; re-lettered 04/15/08, Ord. 2008-01 and Ord. 2008-02; re-lettered 3/13/12, Ord. 2011-24]

**(i) LAKE RIPLEY MANAGEMENT DISTRICT** - One member. One person appointed by the County Administrator who is a member of the Land & Water Conservation Committee or is nominated by the Land & Water Conservation Committee and appointed by the County Administrator. District created by the County Board on December 11, 1990 (Resolution No. 90-57). [Cr. 03/14/06, Ord. 2005-49g, effective 04/18/06; re-lettered 04/15/08, Ord. 2008-01 and Ord. 2008-02; am. 12/14/10, Ord. 2010-20; re-lettered 3/13/12, Ord. 2011-24]

**(j) LAND INFORMATION COUNCIL** - The Council shall be comprised of the Register of Deeds, the Treasurer, the Zoning Director, the Land & Water Conservation Director, the MIS Information Technology Manager, and the real property lister (Land Information

Office Director), or their designees, and the following members appointed by the County Administrator and confirmed by the County Board: (1) a member of the board, (2) a representative of the land information office, (3) a realtor or a member of the Realtors Association employed within the county, (4) a public safety or emergency communications representative employed within the county, (5) the county surveyor or a registered professional land surveyor employed within the county. [re-lettered 3/13/12, Ord. 2011-24]

Council members who hold elective office or are employed by Jefferson County shall serve on the Council as long as they hold the office or county position designated for membership. Other council members appointed by the County Administrator shall serve three year terms. The county staff and salaried elected officials, other than the County Board member, shall not be eligible for meeting fees.

The Land Information Council shall bring forward matters that need to go before the County Board through the Planning & Zoning Committee. [cr. 07/13/10, Ord. 2010-09]

**(k) LOCAL EMERGENCY PLANNING COMMITTEE –**

Thirteen members appointed in accordance with s. 59.54(8), Stats., and applicable federal law. [am. 03/09/10, Ord. 2009-24; re-lettered 07/13/10, Ord. 2010-09; re-lettered 3/13/12, Ord. 2011-24]

**(l) LOWER SPRING LAKE PROTECTION & REHABILITATION DISTRICT –** One member. One person appointed by the County Administrator who is a member of the Land & Water Conservation Committee or is nominated by the Land & Water Conservation Committee and appointed by the County Administrator. District created by the County Board on August 12, 1980 (Resolution No. 80-51). [Cr. 12/14/10, Ord. 2010-20; re-lettered 3/13/12, Ord. 2011-24]

**(m) MID WISCONSIN FEDERATED LIBRARY SYSTEM BOARD –**

Five members. Pursuant to s. 43.19, Wis. Stats., the County Administrator shall appoint one county board member and four representatives of the library boards governing public libraries of participating municipalities, who shall serve staggered three-year terms. The county board member's appointment shall cease if the county board member's term on the County Board ends. The Board shall have the powers granted to a library board under s. 43.58, Wis. Stats. [Am. 05/11/04, Ord. 2004-07; re-lettered 04/15/08, Ord. 2008-01 and Ord. 2008-02; re-lettered 03/09/10, Ord. 2009-24; re-lettered 07/13/10, Ord. 2010-09; re-lettered 12/14/10, Ord. 2010-20; re-lettered 3/13/12, Ord. 2011-24; Ord. No. 2013-11, 07-09-2013]

**(n) SHERIFF'S CIVIL SERVICE COMMISSION -**

In accordance with s. 59.26(8), Stats., the Sheriff's Civil Service Commission shall consist of five members serving staggered terms of five years. Members of the County Board shall not be eligible to serve on the Civil Service Commission. The Civil Service Commission shall have the powers and duties set forth in s. 59.26, Stats. [re-lettered 04/15/08, Ord. 2008-01 and Ord. 2008-02; re-lettered 07/13/10, Ord. 2010-09; re-lettered 12/14/10, Ord. 2010-20; re-lettered 3/13/12, Ord.

2011-24]

**(o) TRAFFIC SAFETY COMMISSION** – In accordance with s. 83.013, Stats., the Traffic Safety Commission shall consist of the statutorily named persons, with the balance of the 12 members appointed to indeterminate terms by the County Administrator. [Cr. 03/14/06, Ord. 2005-54; re-lettered 0/15/08, Ord. 2008-01 and Ord. 2008-02; am. 03/09/10, Ord. 2009-24; re-lettered 07/13/10, Ord. 2010-09; re-lettered 12/14/10, Ord. 2010-20; re-lettered 3/13/12, Ord. 2011-24; Ord. No. 2013-24, 03-11-2014]

**(p) VETERANS SERVICE COMMISSION** - In accordance with s. 45.12, the Veterans Service Commission shall consist of five members appointed by the County Administrator for staggered three-year terms. Each member shall be a veteran and the commission shall perform the duties set forth in Chapter 45, Wis. Stats. [re-lettered 04/15/08, Ord. 2008-01 and Ord. 2008-02; am. 08-12-08, Ord. 2008-16; re-lettered 07/13/10, Ord. 2010-09; re-lettered 12/14/10, Ord. 2010-20; re-lettered 3/13/12, Ord. 2011-24]

**(q) WISCONSIN RIVER RAIL TRANSIT COMMISSION (WRRTC)** – Three members to staggered three-year terms ending on April 30 in respective years and one alternate, appointed by the Chair and confirmed by the Board. The Commission was created in 1980 for the purpose of retaining rail service in the member counties which are now Crawford, Dane, Grant, Iowa, Jefferson, Rock, Sauk, Walworth and Waukesha. The Commission's mission is to further support maintaining rail accessibility for businesses in the County and possibly expanding such service south from Watertown to Jefferson and Fort Atkinson. [Ord. No. 2013-24, 03-11-2014]

**(r) ZONING BOARD OF ADJUSTMENT** - In accordance with s. 59.694, the Zoning Board of Adjustment shall consist of three members serving staggered terms of three years. The Zoning Board of Adjustment shall be comprised of non-county board members residing in the unincorporated areas of the County. The Board of Adjustment shall have the powers and duties set forth in s. 59.694, Wis. Stats. The Board of Adjustment shall also hear appeals from determinations of noncompliance with Farmland Preservation Plans which have been made by the Land Conservation Committee. Two alternate members of the Board of Adjustment shall be appointed. Annually by July 1, one of the alternate members shall be designated by the County Administrator as the first alternate and the other as the second alternate. [Am. 03/14/06, Ord. 2005-49h; re-lettered 04/15/08, Ord. 2008-01 and Ord. 2008-02; 03/09/10, Ord. 2009-24; re-lettered 07/13/10, Ord. 2010-09; re-lettered 12/14/10, Ord. 2010-20; re-lettered 3/13/12, Ord. 2011-24]

### **3.07 RULES OF COMMITTEES, BOARDS AND COMMISSIONS.**

**(1)** The committee, board or commission shall select its chair, except where committee organization is otherwise governed by law. A Chair may be removed by majority vote of the committee, board or commission. [am. 03/11/08, Ord. 2007-43]

**(2)** A majority of the members of any committee shall constitute a quorum for the transaction of business. The County Board Chairperson may appoint an additional member to a committee on a temporary basis upon notice from a committee member that he/she will be unable to attend committee meetings for an extended period due to illness. Such temporary appointment shall terminate when the original committee member is once again available for meetings.

**(3)** Each committee, board and commission shall select a secretary to keep and preserve the minutes of committee meetings and attendance in a minute book to be furnished by the County Clerk. The secretary may request the assistance of the County Administrator, County Clerk, or county employees in keeping minutes or other clerical functions. The secretary shall sign minutes and, whenever feasible, shall keep the original minute book in the County Clerk's office. [am. 3/13/12, Ord. 2011-24]

**(4)** The County Administrator shall prepare a schedule of regular committee meeting dates and shall be responsible for the assignment of an appropriate room for committee meetings and for the posting of proper notices. Each committee chairperson shall give proper notice to the County Administrator of all meetings of his committee a minimum of 72 hours prior to the meeting unless it is an emergency. The County Administrator shall give public notice of all committee and board meetings at least 24 hours prior to the commencement of such meeting, unless for good cause such notice is impossible or impractical, in which case shorter notice may be given, but in no case may notice be provided less than two hours in advance of the meeting.

**(5)** Members of committees, boards and commissions shall be authorized to receive compensation for attending meetings up to 120 days in any year. There shall be no limit on the number of meetings attended by the County Board Chairperson.

**(6)** No committee, commission or board may meet more than 30 times in any calendar year, except the Finance Committee which may not meet more than 40 times per year, exclusive of public hearings and attending conventions. Committees, commissions or boards may hold additional emergency meetings on call of their chairpersons and with prior approval of the County Board Chairperson. [Am. 02/12/02, Ord. 2001-27; 12/13/05, Ord. 2005-32]

**(7)** Except as provided herein, the members of all boards, commissions and committees shall receive the same per diem, meeting fees, mileage and reimbursed expenses as standing committees of the Board as currently provided in Ordinance 2001-19, as most recently amended on August 8, 2006. This shall include county representatives on lake district boards, consortiums or other bodies where appointments are made by the County Administrator, Board Chair or Board pursuant to law or intergovernmental agreements. With the exception of members of the Human Services Board, members of groups created under Chapter 46 of the Wisconsin Statutes shall be entitled to mileage as paid to standing committees of the County Board. Members of the Historic Sites Preservation Commission shall

not be eligible for meeting fees, mileage or other expense reimbursement. 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]

**(8)** Committees meeting with another committee on a particular subject of mutual interest shall retain their independent identity. Each committee shall vote separately, and maintain its own minutes. The Board Chair shall chair the meeting or designate a temporary chair for such purpose, who shall preside over both committees when meeting on the subject of mutual interest. For voting purposes, the Board Chair or temporary chair shall vote as a member of either or both committees of which the Board Chair or temporary chair is a regular member. The Board Chair also may vote in accordance with Section 3.05. [Cr. 12/13/05, Ord. 2005-33]

### **3.08 OPEN MEETINGS.**

**(1)** The Board of Supervisors, committees, boards and commissions shall comply with the Open Meeting Law as specified in s. 19.81 of the Wisconsin Statutes.

**(2)** It is declared to be the policy of the County of Jefferson that the public is entitled to the fullest and most complete information regarding the affairs of county government as is compatible with the conduct of county affairs and the transaction of county business. All meetings of the Board of Supervisors, committees, boards and commissions shall be held in public buildings or any place reasonably accessible to members of the public and shall be "open sessions" as provided by s. 19.83, Wis. Stats., except as hereinafter provided.

**(3)** The Board of Supervisors, or any committee, board or commission, upon motion duly made and carried, may convene in closed session for the reasons provided in this section. The motion shall be carried by a majority vote in such manner that the vote of each member is ascertained and recorded in the minutes. No motion to convene in closed session may be adopted unless the chief presiding officer announces to those present at the meeting at which such motion is made, the nature of the business to be considered at such closed session, and the specific statutory exemption under s. 19.85(1) by which such closed session is claimed to be authorized. Such announcement shall become part of the record of the meeting. No business may be taken up at any closed session except that which relates to matters contained in the chief presiding officer's announcement of the closed session. A closed session may be held for any of the following purposes:

**(a)** Deliberating after any judicial or quasi-judicial trial or hearing;

**(b)** Considering dismissal, demotion, licensing or discipline of any county employee, unless an open session is requested by the person charged or otherwise under discussion;

(c) Considering employment, promotion, compensation or performance valuation data of any county employee;

(d) Considering strategy for crime detection or prevention;

(e) Deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specific public business, whenever competitive or bargaining reasons require a closed session;

(f) Considering financial, medical, social or personal histories or disciplinary data of specific persons which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to;

(g) Conferring with county legal counsel who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation;

(h) Consideration of requests for confidential written advice from the Ethics Code Administrator.

(4) Neither the County Board or any committee, board or commission may convene in closed session and, thereafter, reconvene in open session within 12 hours after completion of the closed session unless public notice of such subsequent open session was given at the same time and in the same manner as the public notice of the meeting convened prior to the closed session. Notices of meetings shall be given as provided by law and, whenever feasible, the County Administrator shall post notices of meetings in the lobby of the Courthouse.

(5) The election of County Board Chairperson and County Board Vice Chairpersons shall be by secret ballot. No other secret ballot may be utilized to determine any election or other decision of county government.

(6) No member of the County Board shall be excluded from any closed session of the County Board or any standing committee of the Board; however, no person attending a closed session shall divulge any information pertaining to such closed session without specific authorization to do so.

(7) The minutes, records, proceedings and papers of a closed session shall be privileged and shall not be made available to the public unless authorized by the County Board, committee, board or commission involved until such time as the purpose necessitating such closed session no longer exists.

**3.09 AMENDMENTS TO RULES.** Amendments to these rules of order may be made by a two-thirds vote of the members attending the board meeting. Proposed amendments shall be introduced at a session of the Board and laid over until the next regular session before action is taken. The rule pertaining to amendments may be suspended only upon unanimous consent of the board members attending such meeting. Notwithstanding the foregoing, s. 3.01(1) & (2) may be amended upon majority vote at any regular meeting without neces-

sity of laying such amendment over until the next regular session or suspension of the rules. Notwithstanding the foregoing, any section hereof may be amended at the County Board’s organizational meeting upon majority vote without necessity of laying such amendment over until the next regular session or suspension of the rules. For purposes of the organizational meeting, prior rules of the Board shall be considered to be in effect, insofar as applicable, for the purposes of conducting the organizational meeting.

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

NOTE: Section 3.09 of the Board Rules states “. . . Notwithstanding the foregoing, any section hereof may be amended at the County Board’s organizational meeting upon majority vote without necessity of laying such amendment over until the next regular session or suspension of the rules. . . .”

**Mr. Buchanan moved for the adoption of Ordinance No. 2014-01.** Seconded.

**Mr. Zentner moved to amend Section 3.01(6) of the Board Rules to remove the three minute limit for an individual to speak during public comment but retain the 30 minute total.** Seconded and failed by a voice vote.

**Mr. Zentner requested a roll call vote on the amendment:** Ayes 5, Noes 20 (Jones, David, Braughler, Buchanan, Morris, Wineke, Rinard, Counsell, Reese, Morse, Lund, Nass, Payne, Kutz, Hanneman, Schroeder, Borland, Schultz, Babcock, Christensen), Absent 5 (Tietz, Hartz, Mode, Jaeckel, Foelker).

**Ordinance No. 2014-01 was adopted by a voice vote.**

**There were no committee elections.**

**The floor was open for public comment.** Buck Smith congratulated his district supervisor, Mr. Hartz, and spoke on the use of energy alternatives for the new Highway Facility. Barry Block, President of AFSCME Local 655 (Highway), welcomed the new County Board.

**Presiding Judge Randy Koschnick presented his annual report.** The annual report was received, placed on file but not printed in the minutes pursuant to Board Rule 3.03(12).

**GENERAL FINANCIAL CONDITION  
JEFFERSON COUNTY, WISCONSIN  
APRIL 1, 2014**

Available Cash on Hand			
March 1, 2014	\$	(94,592.11)	
March Receipts		<u>4,753,877.78</u>	
Total Cash			\$ 4,659,285.67
Disbursements			
General – March 2014	\$	3,593,372.40	
Payroll – March 2014		<u>1,166,485.00</u>	

Total Disbursements			<u>4,759,857.40</u>
Total Available Cash		\$	(100,571.73)
Cash on Hand			
(in bank) April 1, 2014	\$	341,678.99	
Less Outstanding Checks		<u>442,250.72</u>	
Total Available Cash		\$	(100,571.73)
Local Government Investment Pool - General		\$	29,677,640.81
Institutional Capital Management			16,018,157.25
Local Government Investment Pool - Clerk of Courts			25,930.52
Local Government Investment Pool - Farmland Preservation			227,600.98
Local Government Investment Pool - Parks/Liddle			87,463.66
Local Government Investment Pool - Highway Bond			<u>3,520,784.97</u>
		\$	49,557,578.19
2014 Interest - Super N.O.W. Acct.		\$	285.37
2014 Interest - L.G.I.P. - General Funds			5,352.80
2014 Interest - ICM			40,421.53
2014 Interest - L.G.I.P. - Parks/Carol Liddle Fund			18.25
2014 Interest - L.G.I.P. - Farmland Preservation			51.30
2014 Interest - L.G.I.P. - Clerk of Courts			5.42
2014 Interest - L.G.I.P. - Highway Bond			<u>734.65</u>
Total 2014 Interest		\$	46,869.32

JOHN E. JENSEN  
JEFFERSON COUNTY TREASURER

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

1. Notice of Public Hearing from the Planning & Zoning Committee for a hearing to be held on April 17, 2014, at 7:00 p.m. in Room 205 of the Jefferson County Courthouse.

2. Letter dated April 11, 2014, from John Molinaro, former County Board Chair, appointing Benjamin Wehmeier as Jefferson County representative to the TIF Joint Review Board for the City of Jefferson Tax Incremental District No. 5.

3. County Clerk Barbara Frank introduced Human Resources Director Terri Palm-Kostroski who recognized the following retirees: Diane Wendorf, Human Services, 16 years 7 months; Richard "Dick" Dehnert, Highway, 20 years 5 months; Doreen Powers, Treasurer's Office, 21 years 4 months; Maria Maruna, Child Support, 22 years 2 months; Linda Woolridge, UW Extension, 23 years 6 months; Lynn "Buddy" Walton, Human Services, 24 years 11 months; and Rhonda Rohloff, District Attorney's Office, 36 years 5 months.

Community Development Agent Steve Grabow presented a certificate of recognition to retiring employee Judy Statz, UW Extension Office, for 15 years of service. Fair Park Director David Diestler pre-

sent a certificate of recognition to retiring employee Gail Zastrow, Fair Park, for 19 years 7 months of service.

The communication and notice were received and placed on file.

**Mr. Jones presented Ordinance No. 2014-02.**

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

Section 1. The Rules for Reimbursement of Expenses are amended as follows:

**RULES FOR REIMBURSEMENT OF EXPENSES**

**64.01 PURPOSE.**

Section 59.22(3) of the Wisconsin Statutes provides that the County Board may reimburse persons for expenses incurred in the discharge of county duties. This policy is adopted to establish in advance a fair and uniform method of making such reimbursement.

**64.02 PERSONS ELIGIBLE.**

Members of the County Board, County Administrator, county elective officials and their deputies, members of committees, boards and commissions, department heads and such other employees as may be expressly authorized by their respective department heads or by the County Administrator shall be entitled to reimbursement for travel expenses and other expenses as provided herein.

Any person who considers himself eligible for such reimbursement who is otherwise denied may have such eligibility determined by the County Board Finance Committee.

**64.021 VOLUNTEERS ELIGIBLE.**

~~Persons serving as Human Services Department volunteers under the direction and supervision of the Volunteer Coordinator employed by the Human Services Department shall~~ may be entitled to reimbursement for automobile travel expense, per diem and meals directly related to authorized volunteer services with Department Head preapproval.

~~Volunteers providing services as authorized and directed by the Volunteer Coordinator may submit mileage expense vouchers to the Volunteer Coordinator. Such vouchers shall be processed and paid in the same manner as other Human Services Department vouchers.~~

**64.03 AUTO TRAVEL.**

Persons eligible shall be reimbursed for automobile travel directly related to county business at the rate established by the IRS for mileage. All such travel shall be by direct route. Use of county owned vehicles is encouraged.

In the event more than one eligible person is traveling to the same destination such persons shall share a car or cars to reduce travel expense. In such case mileage shall be paid to the eligible person actually providing the automobile transportation. In the event a number of persons claim mileage in violation of this car-sharing rule, the

Finance Committee may prorate reasonable mileage allowance or the Committee may disallow all such claims.

Department heads and employees otherwise eligible for reimbursement of mileage shall not be entitled to payment for travel between their home and their place of employment for their normal daily work, overtime work, attendance at County Board meetings, committee, board and commission meetings.

Eligible persons shall receive full reimbursement for toll road charges and shall receive full reimbursement for parking charges.

Employees required to use their personal vehicle for county related business that are involved in an accident may be eligible for reimbursement of their insurance deductible. Reimbursement request must be sent to the Department Head for review, who shall submit it to the County Administrator for approval. The County Administrator will report to the Finance Committee any deductibles paid out by the County. If the deductible reimbursement request exceeds \$1,000, payment in excess of \$1,000 must be approved by the Finance Committee.

#### **64.04 PUBLIC TRANSPORTATION.**

Eligible persons shall receive full reimbursement for authorized travel by plane, train or bus. Prior to departure a purchase order or a tax exemption certificate should be obtained from the County Administrator Finance Department to eliminate federal excise taxes. Reasonable taxi or shuttle expenses shall be reimbursed to the incurring employee. [am. 07/10/07, Ord. No. 2007-17]

A revolving fund has been provided for advances to cover travel by personnel in the Sheriff's Department. Such advances shall be approved by the Sheriff or, in his absence, by the person in command.

#### **64.05 LODGING EXPENSE.**

Eligible persons shall be reimbursed in full for the ~~expense of~~ cost of hotels or motels. In the event the spouse of an eligible person shares a room, reimbursement shall be made only on the basis of the single room rate. Incidental expenses for fax services, internet, or other similar business expenses shall be reimbursed. Receipts shall be submitted for all lodging expenses. [am. 07/10/07, Ord. No. 2007-17]

~~Lodging expense for eligible persons attending meetings or conferences within a 45-mile radius of the county seat shall not be reimbursed without prior approval of the Finance Committee. The County Administrator may approve such requests when time does not permit pre-approval by the Finance Committee. Eligible persons seeking reimbursement for lodging expense within a 45-mile radius of the county seat shall make a written application for Finance Committee or obtain County Administrator approval in advance, containing in it the reasons why reimbursement should be granted. Said application shall be filed with the County Clerk at least one month prior to the date for which reimbursement shall be requested, if possible. Otherwise, the application shall be filed as soon as possible before the~~

event. [Amended 04/18/06, Ord. No. 2006-03]

**64.06 MEALS.**

Eligible persons shall be reimbursed for meals purchased while on county business. Reimbursement shall:

(a) not exceed the actual amount spent (including sales tax), as per IRS Regulations (Publication 15);

(b) not exceed the applicable per diem rates as per IRS Publication 1542;

(c) require itemized receipts for reimbursement, in order to comply with IRS regulations for Accountable Plans (Publication 15);

(d) be for the actual amount spent, including gratuities, not to exceed \$7.00 for breakfast, \$10.00 for noon meals and \$22.00 for evening meals (See exception for convention or conference banquet tickets.);

(e) In addition, County Board members shall be reimbursed for meals purchased while on county business within Jefferson County;

(f) Sheriff's Department employees, when executing a Governor's Warrant for extradition, shall be reimbursed at actual costs for meal expense, not to exceed applicable per diem rates as per IRS Publication 1542. The Sheriff's Department may advance such funds; and (Res. No. 2000-77, 01-09-2001)

(g) County employees shall not be reimbursed for meals purchased while on county business within Jefferson County unless authorized by the employee's department head. [Amended 12/13/05, Ord. No. 2005-36; am. 07/10/07, Ord. No. 2007-17]

(h) Eligible persons shall not be reimbursed for expenditures for alcohol beverages. [Amended 01/08/08, Ord. No. 2007-30]

**64.07 CONVENTIONS AND CONFERENCES.**

Eligible persons shall be entitled to reimbursement for expenses incurred for conventions and conferences within the State of Wisconsin. Registration and conferences fees shall be reimbursed together with mileage, lodging and meals all subject to the above rules. If a banquet is held in conjunction with such convention or conference, reimbursement shall be made for one banquet ticket. If such convention or conference is held in Jefferson County, reimbursement shall be made for meals but subject to the above limits.

County Board members shall be allowed per diems when attending conventions and conferences. In the event County Board members travel to or from conventions or conferences on a day during which no formal convention or conference program or business is scheduled, no per diems shall be allowed for such travel days.

No person shall be entitled to attend a convention, conference or meeting outside the State of Wisconsin unless such travel is approved in advance by the Finance Committee either at the time of submission of the affected department's annual budget request or at a later date upon demonstration that adequate funds are available within the department's budget. [Amended 09/08/98, Resolution No. 98-45; Amended 04/18/06, Ord. No. 2006-03; am. 07/10/07, Ord. No. 2007-17]

#### **64.08 GENERAL RULES.**

As a condition for mileage reimbursement, eligible persons shall, at their own expense, carry auto liability insurance in amounts meeting the minimum state requirements. Eligible persons shall file a copy of their current driver's license, proof of their auto insurance coverage, and an Affirmation of Automobile Insurance Coverage form with the Finance Office Department. In the event an eligible person no longer has a valid driver's license or changes insurance carriers, such person shall promptly advise the Finance Office Department and provide new proof of insurance coverage if applicable. [Amended 12/13/05, Ord. No. 2005-37; am. 03/09/10, Ord. 2009-29]

No person shall attend school for which tuition is paid on county time without prior County Board approval. No person shall attend school for which college credits are earned on county time. Such schooling shall be on the employee's own time and all tuition for college credit courses shall be paid by the employee.

Claims for reimbursement of expenses shall be submitted on forms provided by the Finance Department. Such forms shall be submitted to the department heads for approval prior to being filed with the Finance Department. [am. 02/12/2013, Ord. No. 2012-25]

Expense claims shall be audited by the Finance Department and then be submitted to the Finance Committee prior to payment. [am. 02/12/2013, Ord. No. 2012-25]

The Finance Committee shall approve reasonable claims for reimbursement of expenses and shall decide any exceptions or variations to these rules.

It is advisable that all expense claims shall be submitted to the Finance Department within thirty days after the end of the month in which such expenses were incurred. If the expense claim is less than \$200, those expense claims may be carried over for a maximum of an additional month. It is at the discretion of the department head if they require expense claims to be submitted more promptly. The Finance Committee may disallow all claims for reimbursement of expenses not submitted within the time prescribed. [am. 02/12/2013, Ord. No. 2012-25]

County departments that submit employee expense reimbursement claims to a board or committee other than the Finance Committee shall be governed by the same general rules for reimbursement enumerated in this section. [am. 02/12/2013, Ord. No. 2012-25]

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

**Mr. Jones moved that Ordinance No. 2014-02 be adopted.** Seconded and carried.

**Mr. Jones read Resolution No. 2014-01.**

WHEREAS, the passport photograph fee charged by the County Clerk's office was established effective January 1, 2009, at \$10, and

WHEREAS, the cost of film has increased significantly in the last five years, and

WHEREAS, the Finance Committee has reviewed the Clerk's request to increase the fee to \$12, and recommends such increase,

NOW, THEREFORE, BE IT RESOLVED that the passport photograph fee charged by the County Clerk's office shall be established at \$12 effective upon passage of this resolution.

*Fiscal Note: This office takes about 500 passport photographs per year. The increased fee will generate an additional \$1,000 to offset the cost of the program.*

**Mr. Jones moved that Resolution No. 2014-01 be adopted.**  
Seconded and carried.

**Mr. Braughler presented the background report on Resolution No. 2014-02.**

TO: Jefferson County Board of Supervisors

FROM: Terri M. Palm, Human Resources Director

RE: Increase of Dementia Care Specialist position hours

DATE: March 14, 2014

On February 28, 2014, the State of Wisconsin Department of Health Services announced an expansion of the Aging and Disability Resource Center (ADRC) Dementia Care Specialist program in response to anticipated growth in the elderly population, the number of people with Alzheimer's disease and related dementias, and the Wisconsin Dementia Care System Redesign plan. The expansion of the Dementia Care Specialist program is intended to increase the dementia capability of Wisconsin's ADRCs, create more dementia friendly communities, and increase opportunities for people with dementia to remain in their own homes as long as is appropriate. In response to this expansion, Jefferson County's ADRC is receiving an increase to our current Dementia Care Specialist contract from \$54,000 to total \$80,000 available for the 12-month (State) calendar year through 2015. This money must be used to support a full-time Dementia Care Specialist.

The Human Resources Committee met on March 18, 2014, to review the request. A motion was made to recommend increasing the current 19 hour/week Dementia Care Specialist position to full-time and passed 5:0. The Human Services Board met on April 8, 2014, to also review the request and recommended accepting the additional money and increasing the current DCS position to full-time.

**Mr. Braughler read Resolution No. 2014-02.**

WHEREAS, the Human Services Director and Human Services Board request, and the Human Resources Committee recommends, accepting additional funding of \$26,000 from the State of Wisconsin Department of Health Services and increasing the 19 hour/week Dementia Care Specialist position to full-time.

NOW, THEREFORE, BE IT RESOLVED that the 2014 County Budget setting forth position allocations and funding at the Human Services Department be and is hereby amended to reflect the above change, to become effective upon passage.

*Fiscal Note: There is \$26,000 additional funding available through the Wisconsin Department of Health Services with the expansion of the Dementia Care Specialist Program, for a total of \$80,000. It is anticipated that a full-time Dementia Care Specialist position with family health and dental coverage costs \$67,448 annually. The County will receive a pro-rated amount of the \$80,000 based on the date the original contract was issued and funding will continue at least through June 30, 2015. If funding is no longer available to support the position, the position shall be eliminated or reduced in hours, unless additional board action is taken. As a budget amendment, 20 affirmative votes are required.*

**Mr. Braugher moved that Resolution No. 2014-02 be adopted.** Seconded and carried: Ayes 24, Noes 0, Absent 6 (Tietz, Hartz, Mode, Jaeckel, Foelker, Schultz).

**Below is the background report on Resolution No. 2014-03.**

TO: Jefferson County Board of Supervisors  
FROM: Terri M. Palm, Human Resources Director  
RE: Increase of Parks Program Assistant position to full-time and decrease Parks Administrative Assistant II position to part-time  
DATE: March 14, 2014

The Parks Department office staffing levels are currently one full-time Parks Director, one full-time Administrative Assistant II and one vacant .6 (24 hours/week) Program Assistant. The Program Assistant not only assists the Director with daily and scheduled projects, but a variety of unanticipated projects as well. The Program Assistant also performs many duties in absence of the Director such as drafting news releases, researching and drafting applications for grants and assisting in the budget preparation. After several weeks of evaluating how the needs and direction of the Parks Department has changed over the years, the Director is requesting to increase the hours allotted to the Program Assistant, increasing the position from 24 hours to up to 40 hours per week. Also recognizing the financial restrictions that are imposed upon the County, the counter effect of this recommendation is to reduce the full-time Administrative Assistant II position to 24 hours per week, understanding other opportunities for hours may exist as other County departments experience additional needs within their individual departments.

When evaluating the cost of the restructuring of duties, and, therefore, hours allocated to each position, no additional funds will be required in 2014. A couple of factors contribute to this: 1) the .6 Program Assistant will be vacant for at least 2 months and 2) a new hire

will begin at step 1, unless an internal transfer occurs, which is less than the incumbent.

The Human Resources Committee met on March 18, 2014, to review the request. A motion was made to recommend increasing the current 24 hour/week Parks Program Assistant position to full-time and decrease the hours of the full-time Administrative Assistant II position to 24 hours/week and passed 5:0.

**Mr. Braugler read Resolution No. 2014-03.**

WHEREAS, the Parks Director and County Administrator request, and the Human Resources Committee recommends, increasing the vacant .6 FTE Program Assistant position to full-time and decreasing the hours of the full-time Administrative Assistant II position to a .6 FTE in the Parks Department.

NOW, THEREFORE, BE IT RESOLVED that the 2014 County Budget setting forth position allocations in the Parks Department be and is hereby amended to reflect the above change, to become effective upon confirmation of a start date of a new Program Assistant.

*Fiscal Note: Due to the .6 Program Assistant position being vacant for two months, as well as hiring a new employee at a lower wage, it is anticipated that no additional funds will be required in 2014 for the reallocation of hours.*

**Mr. Braugler moved that Resolution No. 2014-03 be adopted.**  
Seconded and carried.

**Below is the background report on Resolution No. 2014-04.**

TO: Jefferson County Board of Supervisors  
FROM: Terri M. Palm, Human Resources Director  
RE: Creation of a full-time Community Resource Coordinator-Wraparound at Human Services  
DATE: March 14, 2014

The Human Services Director, with support of the Human Services Board, is requesting to create a full-time Community Resource Coordinator-Wraparound position that would be assigned within the CST/ Wraparound program. The Coordinated Services Team (CST) program is a collaborative approach to respond to individuals with multiple needs in the least restrictive setting. Services are developed by a family team to support community based options for children and families struggling with emotional or behavioral needs. This new position would be assigned to serve youth who have juvenile justice issues and/or referrals, of which many are due to substance abuse and/or mental health issues. In Jefferson County Juvenile Justice referrals have increased over the last year, paralleling a statewide trend. If this position is not approved, Jefferson County will have to decline the additional State allocation (see below) and the youth will not be well-served. Often, by not attending to these individuals early through a CST/ Wraparound program, many of these youth will need future, and more expensive, care in other programs provided by the

County.

The Wisconsin 2013-2015 biennial budget includes legislation and funding to expand CST initiatives across the State of Wisconsin. Furthermore, Jefferson County is eligible for a CST Initiative Statewide Expansion Grant of up to \$62,123 and it is the intent of the Department of Health Services to fund all acceptable applications from those counties and tribes eligible. The position being recommended has a total possible cost (with benefits) of \$81,674. In addition to the expansion grant, the position would be funded with Waiver and Safe & Stable family contract and Case Management funding and no additional tax-levy would be required.

The Human Resources Committee met on March 18, 2014, to review the request. A motion was made to recommend creating the full-time Community Resource Coordinator-Wraparound position, contingent on receiving the money from the CST expansion grant and passed 5:0.

**Mr. Braugler read Resolution No. 2014-04.**

WHEREAS, the Human Services Director and Human Services Board requests, and the Human Resources Committee recommends, accepting additional funding of \$62,123 from Coordinated Services Team Initiative Statewide Expansion Grant and creating a full-time Community Resource Coordinator-Wraparound position.

NOW, THEREFORE, BE IT RESOLVED that the 2014 County Budget setting forth position allocations and funding at the Human Services Department be and is hereby amended to reflect the above change, to become effective upon confirmation of the award of the expansion grant.

*Fiscal Note: Jefferson County is receiving \$62,123 additional funding through the Coordinator Service Team Initiative Statewide Expansion Grant. It is anticipated that a full-time Community Resource Coordinator-Wraparound position with family health and dental coverage costs \$81,674 annually. This position will be funded 10% (\$8,167) by Waivers, 22% (\$17,968) by Safe & Stable family contract and Case Management and the remaining 68% (\$55,538) from the State Department of Health Services in new grant money. Therefore, no additional tax levy is needed for this position. If funding is no longer available to support the position, the position shall be eliminated unless additional board action is taken. As a budget amendment, 20 affirmative votes are required.*

**Mr. Braugler moved for the adoption of Resolution No. 2014-04.** Seconded and carried: Ayes 24, Noes 0, Absent 6 (Tietz, Hartz, Mode, Jaeckel, Foelker, Schultz).

**Below is the background report on Resolution No. 2014-05.**

TO: Jefferson County Board of Supervisors  
FROM: Terri M. Palm, Human Resources Director  
RE: Creation of a full-time Personal Assistant Case Manager/

## Family Coordinator position at Human Services

DATE: April 15, 2014

On March 12, 2014, Jefferson County was notified that the Department of Health Services (DHS) was updating the Children's Long Term Support (CLTS) Waiver contract amounts provided to Jefferson County by \$567,480, of which \$254,405 will be continuing funding and \$313,075 will be short-term funding. This is in addition to the current CY2014 contract amount of \$301,616, for a total new CY2014 contract amount of \$869,096. This funding is being allocated to assist counties to reduce the number of children waiting for services and improving community connections and supports for children already receiving services. The funding may be used to include, but is not limited to, strategies such as case manager start-up, capital investments and other administrative costs.

The Children's Long Term Support (CLTS) Medicaid Waiver provides funding for goods and services for children living with their families who need a certain level of care in one of 3 areas of disability: physical disability, developmental disability and severe emotional disability. In addition to the diagnosis, these children must have a significant functional impairment based on their disability. Because of limited funding for CLTS Waivers, eligibility does not guarantee a family will receive services. This means that a child will likely be placed on a waiting list before they are enrolled in the program(s). Families are served on a first-come, first-served basis, although priority for services may be given to families in a crisis situation or families who are bringing a child home from an out-of-home placement. Currently Jefferson County has **104** children on our waiting list for services, compared to 96 children in 2013 and 72 children in 2012. Some of these children have been waiting for over six years to receive services!

Once a child is able to come off the waiting list, a Personal Assistant Case Manager/Family Coordinator meets with the family and together develops an individual service plan. All supports available to the family are explored, including formal supports (e.g., medical, social services and educational programs) and informal supports (e.g., friends, family, neighbors and community groups). It is important to have these children start receiving services as soon as possible in order to prevent further crisis to the child and the family.

Utilizing the continuing funding newly available, the Human Services Director, with support of the Human Services Board, is requesting to create a full-time Personal Assistant Case Manager/Family Coordinator position. It would be the goal to use the additional funding to allow, at minimum, 17 additional children to be taken off the waiting list and to start receiving services.

The Human Resources Committee met on April 15, 2014, to review the request. A motion was made to recommend accepting the additional funding and creating the full-time Personal Assistant Case Manager/Family Coordinator position, and passed by a 4:0 vote.

**Mr. Braugler read Resolution No. 2014-05.**

WHEREAS, the Human Services Director and Human Services Board requests, and the Human Resources Committee recommends, accepting additional funding of \$567,480 for the State 2014 calendar year under the Children's Long Term Support (CLTS) Medicaid Waiver contract from the Department of Health Services and creating a full-time, non-exempt, Personal Assistant Case Manager/Family Coordinator position.

NOW, THEREFORE, BE IT RESOLVED that the 2014 County Budget setting forth position allocations and funding at the Human Services Department be and is hereby amended to reflect the above change, to become effective upon passage.

*Fiscal Note: The current Children's Long Term Support Waiver Contract is \$301,616 with the total new funding available of \$567,480, for a total of \$869,096. It is anticipated that a full-time position with family health and dental coverage costs \$70,691.50 annually. This position will be funded 10% (\$7069) by Waivers, 25% (\$17,673) by Safe & Stable family contract and Case Management and the remaining 65% (\$45,949) from the tax-levy. However, there is a \$95,000 tax-levy savings in this area and no additional tax-levy will be required. If funding is no longer available to support the position, the position shall be eliminated unless additional board action is taken. The remaining funding will be used for administrative costs associated with providing services to the children. As a budget amendment, 20 affirmative votes are required.*

**Mr. Braugler moved that Resolution No. 2014-05 be adopted.**

Seconded and carried: Ayes 23, Noes 1 (Zentner), Absent 6 (Tietz, Hartz, Mode, Jaeckel, Foelker, Schultz).

**Mr. Jones read Resolution No. 2014-06.**

WHEREAS, the Jefferson County Human Services Department has operated a Coordinated Services Team (CST) since 1997 to lower the incidence of suspension and expulsion of children in the County, and

WHEREAS, state funding for CST services ended in 2003, and

WHEREAS, the 2013-2015 State Budget once again contains funding to expand CST services across the State of Wisconsin, and

WHEREAS, it is necessary to formally designate the Jefferson County Human Services Department as the entity to operate the CST in order to be eligible for state CST Initiative Expansion Grant funding, and

WHEREAS, the Human Services Director and the Human Services Board requests that the Human Services Department be designated the county entity to operate the CST,

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors hereby designates the Jefferson County Human Services Department as the entity to operate the Coordinated Services Team in Jefferson County.

*Fiscal Note: The Human Services Department anticipates receiving*

*\$62,123 through the CST Initiative Statewide Expansion Grant which funds will be used to pay for a new Wraparound position which will reduce the waiting list for CST services.*

**Mr. Jones moved for the adoption of Resolution No. 2014-06.**  
Seconded and carried.

**Mr. Jones read Resolution No. 2014-07.**

WHEREAS, Jefferson County's Human Services employees routinely serve clients at locations which are away from the office, and

WHEREAS, Human Services employees, Health Department employees and others are able to do their work much more efficiently if they can remotely access the Jefferson County information network using laptops, tablets or smartphones, and

WHEREAS, in order to meet HIPAA compliance standards and generally improve security for remote access it is necessary to upgrade the software protecting the system, and

WHEREAS, bids were solicited for such upgrade with the following results:

<u>Company</u>	<u>Option 1</u>	<u>Option 2</u>	<u>Option 3</u>
CORE BTX Madison, WI	\$99,867.25	\$99,155.27	\$130,816.70
MTM Technologies Stamford, CT	\$95,033.33	\$98,506.51	\$127,818.53
PDS Oconomowoc, WI	\$92,960.00	\$99,335.00	\$130,995.00
SHI Somerset, NJ	\$92,279.94	\$94,129.11	\$124,298.68

AND WHEREAS, in addition to the base software above, additional Microsoft Licenses, training and installation are required costing \$38,306.45, and

WHEREAS, the MIS staff recommends accepting the bid of SHI, Somerset, New Jersey, for Option 3 in the amount of \$124,298.68 and the Infrastructure Committee and Finance Committee agree, as Options 1 and 2 are limited to a maximum of 75 concurrent users and are not expandable without significant additional expense,

NOW, THEREFORE, BE IT RESOLVED that the County Administrator is authorized to contract with SHI, Somerset, New Jersey, in the amount of \$124,298.68 (Option 3) which allows 125 concurrent users and is expandable and funding the ancillary costs of additional Microsoft Licenses, training and installation in the amount of \$38,306.45 for a total of \$162,605.13.

*Fiscal Note: This purchase will be funded by approximately \$92,000 carryover funds in the Human Services Department budget together with a transfer of the balance required from contingency at the end of the year for the various departments impacted (if needed).*

**Mr. Jones moved that Resolution No. 2014-07 be adopted.**  
Seconded and carried: Ayes 22, Noes 2 (Counsell, Murley), Absent 6 (Tietz, Hartz, Mode, Jaeckel, Foelker, Schultz).

**Mr. Reese read Resolution No. 2014-08.**

WHEREAS, Resolution 2013-54 established maximum construction costs for the Highway Facility at \$15M, which did not include the automatic truck wash added by the Board later, and

WHEREAS, Resolution 2013-103 selected Maas Brothers Construction Co., Inc. as the construction manager based on their general conditions and supervision bids totaling \$348,000 and a 2% fee yielding an estimated target price of \$13,795,000 for construction costs, and

WHEREAS, bids have been solicited on 19 of 21 bid packages, with the results as shown on the attached bid tabulation (said bid tabulation is available at the County Clerk's office upon request), and

WHEREAS, the construction budget spreadsheet uses the low bids from each category in 1 through 19, establishes target prices for the last two bid packages for the bulk fluids system and fuel islands, and yields a total construction contract amount for Maas Brothers of \$13,470,509 as set forth in the Maas Brothers Construction Co., Inc. letter of April 3, 2014, showing value engineering adjustments and exclusions, and

WHEREAS, the Infrastructure Committee has reviewed the bids and related documents and recommends acceptance of all the low bids set forth on the bid tabulation and the final construction manager guaranteed maximum price of \$13,470,509 subject to the conditions contained in Maas Brothers' letter,

NOW, THEREFORE, BE IT RESOLVED that the County Administrator is authorized to contract, in the form approved by the Corporation Counsel, with Maas Brothers Construction Co., Inc. for construction management services in the amount of \$13,470,509 which amount includes the low bids for bid packages 1 through 19, and allowances for the last 2 packages.

BE IT FURTHER RESOLVED that the low bids for the bulk fluids system and fuel islands may be approved by the Infrastructure Committee within the target prices established for each as set forth on the construction budget spreadsheet, if time does not allow bringing those bids to the Board.

FINALLY, BE IT FURTHER RESOLVED that during the course of the project, the Administrator is authorized to execute change orders up to the maximum available in the established contingency of \$700,000.

*Fiscal Note: \$15M was budgeted for construction costs which amount does not include Owner FF&E/technology estimated at \$400,000.*

**Mr. Reese moved that Resolution No. 2014-08 be adopted.**  
Seconded and carried: Ayes 23, Noes 1 (Zentner), Absent 6 (Tietz,

Hartz, Mode, Jaeckel, Foelker, Schultz).

**Board recessed at 7:00 p.m.; resumed at 7:10 p.m.**

**Mr. Babcock read Ordinance No. 2014-03.**

WHEREAS, the Board recently approved a three-year collective bargaining agreement with the sheriff's deputies unit, LAW 102, and

WHEREAS, one provision of that settlement included changing the probationary period from 12 months to 18 months, and

WHEREAS, it is desirable to amend the Civil Service Ordinance provisions to match the collective bargaining agreement,

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

Section 1. Section 7F of the Civil Service Ordinance shall be amended as shown:

F. Appointments made pursuant to this ordinance shall be probationary for a period of ~~twelve (12)~~ eighteen (18) months and may be terminated by the Sheriff and the Commission acting jointly at any time during such probationary period.

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

**Mr. Babcock moved that Ordinance No. 2014-03 be adopted.** Seconded and carried.

**Mr. Babcock read Resolution No. 2014-09.**

WHEREAS, each year Congress and the President of the United States designate May 15th as Peace Officers' Memorial Day and the week containing May 15th as National Police Week, and

WHEREAS, the members of the law enforcement agencies of Jefferson County play an essential role in safeguarding the rights and freedoms of the citizens of Jefferson County, and

WHEREAS, it is important that all citizens know and understand the duties, responsibilities, hazards, and sacrifices of their law enforcement officers, and that members of our law enforcement agencies recognize their duty to serve the people by safeguarding life and property, by protecting citizens against violence and disorder, and by protecting the innocent against deception and the weak against oppression, and

WHEREAS, the Jefferson County Board calls upon all citizens of Jefferson County and upon all patriotic, civic and educational organizations to observe the week of May 11-17, 2014, as National Police Week with appropriate ceremonies and observances in which all of our people may join in commemorating law enforcement officers, past and present, who by their faithful and loyal devotion to their responsibilities, have rendered dedicated service to their communities and, in so doing, have established for themselves an enviable and enduring reputation for preserving the rights and security of all citizens, and

WHEREAS, the men and women of our law enforcement community unceasingly provide a vital public service, and

WHEREAS, the Board calls upon all citizens of Jefferson County to observe Thursday, May 15, 2014, as Jefferson County's Peace Officers' Memorial Day in honor of those law enforcement officers who, through their courageous deeds, have made the ultimate sacrifice in service to their community or have become disabled in the performance of duty; and let us recognize and pay respect to the survivors of our fallen heroes.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board proclaims May 15th Law Enforcement Memorial Day in Jefferson County.

**Mr. Babcock moved that Resolution No. 2014-09 be adopted.**  
Seconded and carried.

**Mr. Borland read Resolution No. 2014-10.**

WHEREAS, Jefferson County is interested in further developing its Rock River Park for public recreation purposes by improving the boat launch and installing a new handicap accessible pier, and

WHEREAS, financial aid is required to carry out the project, and

WHEREAS, the Parks Committee recommends applying for grant assistance to supplement the \$30,000 budgeted for these projects which have a total estimated cost of \$60,000,

NOW, THEREFORE, BE IT RESOLVED that the Board authorizes Joseph W. Nehmer, Jefferson County Parks Director, to act on behalf of Jefferson County to:

- Submit an application to the State of Wisconsin Department of Natural Resources for any financial aid that may be available for the improvement of the Rock River Park boat launch and the construction of a new handicap pier;
- Submit reimbursement claims along with necessary supporting documentation within six months of project completion date;
- Submit signed documents; and
- Take necessary action to undertake, direct and complete the approved project.

BE IT FURTHER RESOLVED that Jefferson County will comply with state or federal rules for the programs to be open to the general public during reasonable hours consistent with the type of facility 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: Twenty-five Thousand Dollars has been received from the Watertown Outboarders for this project. The 2014 county project budget totals \$30,000, leaving a need for \$30,000 in grant funds.*

**Mr. Borland moved that Resolution No. 2014-10 be adopted.**  
Seconded and carried.

**Mr. Borland read Resolution No. 2014-11.**

WHEREAS, Jefferson County is interested in further developing its Dorothy Carnes County Park for public recreation purposes by providing better access and parking areas, and

WHEREAS, financial aid is required to carry out the project, and

WHEREAS, the Parks Committee recommends applying for grant assistance to supplement the \$75,000 budgeted for this project which have a total estimated cost of \$150,000,

NOW, THEREFORE, BE IT RESOLVED that the Board authorizes Joseph W. Nehmer, Jefferson County Parks Director, to act on behalf of Jefferson County to:

- Submit an application to the State of Wisconsin Department of Natural Resources for any financial aid that may be available for park development on the east side of Dorothy Carnes County Park;
- Submit reimbursement claims along with necessary supporting documentation within six months of project completion date;
- Submit signed documents; and
- Take necessary action to undertake, direct and complete the approved project.

BE IT FURTHER RESOLVED that Jefferson County will comply with state or federal rules for the programs to be open to the general public during reasonable hours consistent with the type of facility 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 stated project will be \$150,000. Grant funds are requested in the amount of \$75,000.*

**Mr. Borland moved that Resolution No. 2014-11 be adopted.**  
Seconded.

**Mr. Zentner requested a roll call vote. Resolution No. 2014-11 was adopted:** Ayes 21, Noes 2 (Counsell, Zentner), Absent 7 (Tietz, Hartz, Mode, Kannard, Jaeckel, Foelker, Schultz).

**Mr. Nass read the following report:**

**REPORT  
TO THE HONORABLE MEMBERS OF THE  
JEFFERSON COUNTY BOARD OF SUPERVISORS**

The Jefferson County Planning and Zoning Committee, having considered petitions to amend the zoning ordinance of Jefferson County, filed for public hearing held on March 20, 2014, as required by law pursuant to Wisconsin Statutes, notice thereof having been given, and being duly advised of the wishes of the town boards and persons in the areas affected, hereby makes the following recommendations:

APPROVAL OF PETITIONS R3708A-14, R3709A-14, R3710A-14  
AND R3711A-14

DATED THIS 31ST DAY OF MARCH 2014  
Donald Reese, Secretary

THE PRIOR MONTH'S AMENDMENTS R3701A-14, R3702A-14,  
R3703A-14, R3704T-14, R3705T-14, R3706T-14 AND R3707T-14  
ARE EFFECTIVE UPON PASSAGE BY COUNTY BOARD, SUB-  
JECT TO WIS. STATS. 59.69(5).

**Mr. Nass moved that the Planning & Zoning Committee report  
be adopted.** Seconded and carried.

**Mr. Nass presented Ordinance No. 2014-04.**

WHEREAS, the Jefferson County Board of Supervisors has here-  
tofore been petitioned to amend the Jefferson County Zoning Ordi-  
nance, and

WHEREAS, Petitions R3708A-14, R3709A-14, R3710A-14 and  
R3711A-14 were referred to the Jefferson County Planning and Zon-  
ing Committee for public hearing on March 20, 2014, and

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

NOW, THEREFORE, BE IT ORDAINED that the Jefferson County  
Board of Supervisors does amend the zoning ordinance of Jefferson  
County (and official zoning maps) as follows:

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

Rezone 3.1 acres of PIN 020-0814-3342-000 (38 acres) to allow for  
a Christmas tree farm at the intersection of CTH Q and Vandre Road  
in the Town of Milford. Rezoning is conditioned upon access onto  
Vandre Road approved by the Town and upon receipt and recording  
of either a final certified survey for the lot or a deed transfer document  
for the property. Parking shall be as per the plan submitted, and all  
necessary permits shall be obtained for any structure proposed. Re-  
zoning 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. R3708A-14 – Brad Hering/Gordon & Alta  
Kottwitz Trust property

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

Create a 3-acre farm consolidation lot from part of PIN 014-0614-  
0321-000 (48.001 acres) at N4750 Popp Road, Town of Jefferson.  
Approval is conditioned upon receipt and recording of a final certified  
survey for the lot, including extraterritorial plat review if necessary.  
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. R3709A-14 – Ronald Pitzner

Create a 1.4-acre farm consolidation lot at N2531 CTH Z in the

Town of Sullivan from PIN 026-0616-3644-000 (40 acres). Approval is conditioned upon road access approval for the remnant A-1 zoned area, and upon approval and recording of a final certified survey for the lot, including extraterritorial plat review if necessary. 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. R3710A-14 – Dempsey Farms Partnership

Rezone 1.82 acres of PIN 032-0815-1224-000 (25.84 acres) for a new building site on Ash Road in the Town of Watertown. This utilizes the last available A-3 zone for the property; therefore, rezoning is conditioned upon recording of an affidavit acknowledging that fact. Rezoning is further conditioned upon road access approval by the Town, upon receipt by Zoning of a soil test showing sites for installation of both initial and replacement private sewage systems, and upon approval and recording of a final certified survey map for the lot, including extraterritorial plat review if necessary. The 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. R3711A-14 – Phyllis Schmoller/Kehl Family Partnership property

**Mr. Nass moved that Ordinance No. 2014-04 be adopted.** Seconded and carried.

**Mr. Reese read Resolution No. 2014-12.**

WHEREAS, Jefferson County wishes to recognize the cities, towns, villages, businesses, and residents of Jefferson County who have donated money and services to the Clean Sweep and Recycling Programs, and

WHEREAS, without the help of these donations the County would not have been able to have four Clean Sweeps last year, and

WHEREAS, with their support, the program was able to establish five drug drop-off sites, six collections sites for electronics, and four collections sites for appliances, and

WHEREAS, attached is a list of all donations for 2013 (said donor lists are available at the County Clerk's office upon request), and

WHEREAS, Jefferson County would like to thank all donors, volunteers, and partners who help at the our Clean Sweeps and with the Recycling Programs,

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors gratefully accepts and appreciates the donations, volunteers and partners of the Solid Waste/Air Quality Committee's Clean Sweep and Recycling Programs.

BE IT FURTHER RESOLVED that upon passage, this resolution shall be posted on the Jefferson County Solid Waste/Air Quality website and the Jefferson County Facebook page.

*Fiscal Note: In 2013 we received \$25,625.00 in donations.*

**Mr. Reese moved that Resolution No. 2014-12 be adopted.**

Seconded and carried.

**County Administrator Ben Wehmeier read the following:**

TO THE JEFFERSON COUNTY BOARD OF SUPERVISORS:  
MEMBERS OF THE BOARD:

By virtue of the authority vested in me under Section 59.18 of the Wisconsin Statutes, I do hereby request the County Board's confirmation of the following appointments:

Dr. Don Williams, Fort Atkinson, WI, to the Board of Health for a three-year term ending May 9, 2017.

Marie Wiesmann, Fort Atkinson, WI, to the Board of Health for a three-year term ending May 9, 2017.

**Mr. Buchanan moved that the appointments be confirmed.**  
Seconded and carried.

**County Clerk Frank announced temporary committee appointments made by Chairman Schroeder pursuant to Board Rule 3.05:**

Planning and Zoning Committee: Steve Nass, Chair; Greg David, George Jaeckel, Donald Reese, Amy Rinard.

Home Consortium Board: Paul Babcock, John Kannard, Dick Schultz, Ron Buchanan (alternate).

Supplemental information presented at the April 15, 2014, Jefferson County Board meeting will be available at the County Clerk's office upon request.

**There being no further business, Mr. Buchanan moved that the Board adjourn.** Seconded and carried at 7:36 p.m.

**JEFFERSON COUNTY BOARD MINUTES  
TUESDAY, MAY 13, 2014, 7:00 P.M.**

Chair Jim Schroeder presiding.

County Clerk Barbara Frank called the roll with all members being present except Supervisor Jim Mode who gave prior notice of his inability to attend.

District 1..... Richard C. Jones	District 2 ..... Mike Kelly
District 3..... Greg David	District 4 ..... Augie Tietz
District 5... James B. Braughler	District 6 ..... Ron Buchanan
District 7..... Dwayne C. Morris	District 8 ..... Michael Wineke
District 9..... Amy Rinard	District 10 ..... Al C. Counsell
District 11..... Donald Reese	District 12 ..... Peter A. Hartz
District 13..... Ed Morse	District 14 ..... Kirk Lund
District 15..... Steven J. Nass	District 16 ..... Laura Payne
District 17..... Russell Kutz	District 18 .. Jennifer Hanneman
District 19..... Jim Schroeder	District 20 ..... Jim Mode
District 21..... John C. Kannard	District 22 ..... Blane Poulson
District 23..... George Jaeckel	District 24 ..... Kate Murley
District 25..... Matthew Foelker	District 26 ..... Carlton Zentner
District 27..... Glen D. Borland	District 28 ..... Dick Schultz
District 29..... Paul Babcock	District 30 ..... Walt Christensen

County Administrator Ben Wehmeier led the Pledge of Allegiance.

A moment of silence was observed.

County Administrator Wehmeier certified compliance with the Open Meetings Law.

Mr. David requested the moving of Item #14a (Resolution No. 2014-14) to accommodate the number of interested persons in attendance. There being no objection, Chair Schroeder moved Item #14a after Item #8 (Public Comment).

**Ms. Rinard moved that the minutes of the April 15, 2014, meeting be approved as presented.** Seconded and carried.

**GENERAL FINANCIAL CONDITION  
JEFFERSON COUNTY, WISCONSIN  
MAY 1, 2014**

Available Cash on Hand		
April 1, 2014	\$	(100,571.73)
April Receipts		<u>7,740,540.89</u>
Total Cash		
	\$	7,639,969.16
Disbursements		
General – April 2014	\$	5,546,049.93
Payroll – April 2014		<u>1,194,073.22</u>
Total Disbursements		
Total Available Cash		
	\$	<u>6,740,123.15</u>
Cash on Hand		
(in bank) May 1, 2014	\$	1,871,882.20

Less Outstanding Checks	<u>972,036.19</u>	
Total Available Cash		\$ 899,846.01
Local Government Investment Pool - General		\$ 25,549,193.03
Institutional Capital Management		16,066,541.73
Local Government Investment Pool - Clerk of Courts		25,932.47
Local Government Investment Pool - Farmland Preservation		227,618.11
Local Government Investment Pool - Parks/Liddle		87,470.24
Local Government Investment Pool - Highway Bond		<u>3,521,049.94</u>
		\$ 45,477,805.52
2014 Interest - Super N.O.W. Acct.		\$ 334.14
2014 Interest - L.G.I.P. - General Funds		7,445.02
2014 Interest - ICM		58,484.79
2014 Interest - L.G.I.P. - Parks/Carol Liddle Fund		24.83
2014 Interest - L.G.I.P. - Farmland Preservation		68.43
2014 Interest - L.G.I.P. - Clerk of Courts		7.37
2014 Interest - L.G.I.P. - Highway Bond		<u>999.62</u>
Total 2014 Interest		\$ 67,364.20

JOHN E. JENSEN  
JEFFERSON COUNTY TREASURER

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

1. Chair Schroeder, as appointing authority for standing committees, hereby appoints the following to the various committees for 2014-2016 effective April 25, 2014:

ADMINISTRATION AND RULES/ICC COMMITTEE: (5 members - 1 Chair - 1 1st Vice Chair - 1 2nd Vice Chair) Braughler, Hanneman, Nass, Rinard, Schroeder

ECONOMIC DEVELOPMENT CONSORTIUM: (3 members + 6 *municipality representatives*) Borland, Mode, Tietz, David, Freitag, Hansen, Johnsrud, Trebatoski, Wilke

FAIR PARK COMMITTEE: (5 members) Counsell, Foelker, Hanneman, Kutz, Poulson

FARMLAND CONSERVATION EASEMENT COMMISSION: (3 members + 2 *public*) Christensen, Nass, Poulson, *Burlingham, Hadler*

FINANCE COMMITTEE: (5 members) Braughler, Hanneman, Jones, Poulson, Schroeder

HIGHWAY COMMITTEE: (5 members) Buchanan, Christensen, Counsell, Jaeckel, Zentner

HOME CONSORTIUM BOARD: (3 county representatives + 1 alternate)

Buchanan, Kannard, Schultz, Kutz (alternate)

HUMAN RESOURCES COMMITTEE: (5 members) Babcock, Braughler, David, Mode, Wineke

INFRASTRUCTURE COMMITTEE: (5 members) David, Jones, Kan-nard, Kelly, Kutz

LAND & WATER CONSERVATION COMMITTEE: (5 members - 2 members of UW Extension + 1 *Chairman of Farm Service Agency*) Foelker, Hartz (UW), Morse (UW), Zentner, *Anfang*

LAW ENFORCEMENT/EMERGENCY MANAGEMENT COMMIT-TEE: (5 members) Counsell, Lund, Morris, Rinard, Wineke

PARKS COMMITTEE: (5 members) Christensen, Foelker, Kelly, Payne, Tietz

PLANNING & ZONING COMMITTEE: (5 members – 3 unincorporat-ed) David, Jaeckel, Nass, Reese, Rinard

SOLID WASTE COMMITTEE/AIR QUALITY: (5 members) Lund, Murley, Reese, Schroeder, Zentner

UNIVERSITY EXTENSION EDUCATION COMMITTEE: (5 mem-bers) Babcock, Borland, Hartz (LWC), Morse (LWC), Murley

WI COUNTIES UTILITY TAX ASSOCIATION: (1 member) Christensen

WISCONSIN RIVER RAIL TRANSIT COMMISSION (3 members) Hansen, Payne, Tietz

2. Chair Schroeder appointed Mariah Hadler for a one-year term effective May 7, 2014, and ending May 1, 2015, and Margaret Burling-ham for a three-year term effective May 7, 2014, and ending May 1, 2017, to the Farmland Conservation Easement Commission.

3. Article by Daphne Holterman, Farm Bureau, entitled “Civic Duty? Civic Honor!”

4. A Notice of Public Hearing from the Planning & Zoning Commit-tee for a hearing to be held on May 15, 2014, at 7:00 p.m. in Room 205 of the Jefferson County Courthouse, Jefferson, Wisconsin.

The communications and notice were received and placed on file.

**County Clerk Frank read Resolution No. 2014-13.**

WHEREAS, John Molinaro served as the County Board Supervisor for District 16 from April of 2004 to April 2014, and

WHEREAS, Supervisor John Molinaro served on the Administra-tion & Rules Intercounty Coordinating, County Administrator Search, Finance, Highway, Land & Water Conservation, Parks and Strategic Plan Steering Committees, and the Historic Sites Preservation and Farmland Conservation Easement Commissions, and

WHEREAS, John Molinaro served as Chair of the Board from April 2010 to April 2014, providing leadership in development of policy, long range planning and fiscal oversight, and

WHEREAS, it is fitting for him to be recognized by the Jefferson County Board of Supervisors for his public service, foresight, leadership and wide range of interests in Jefferson County government, which will not be forgotten.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors meeting this 13th day of May 2014, does hereby honor John Molinaro and wish him happiness and good health in the years ahead.

**Mr. Morris moved to approve Resolution No. 2014-13.** Seconded and carried.

**The floor was open for public comment.** Speaking on Resolution No. 2014-14 (Oppose DNR air permit for Enbridge Line 61 expansion) were William Reichertz, Watertown; Ron Blaschuk, Sullivan; Kimberly Dunham, Fort Atkinson; Ronni Monroe, Jefferson; James Kerler, Lake Mills; Steve Bower, Lake Mills; Margaret DeMuth, Lake Mills; Sue Handrich-Herr, Lake Mills; Jane and Dan Fary, Fort Atkinson; and Brad Geyer, Jefferson. Buck Smith, Johnson Creek, spoke on Wisconsin's job growth under Governor Walker.

**Mr. Christensen read Resolution No. 2014-14.**

WHEREAS, Enbridge Energies Line 61 runs from Superior to northern Illinois entering Jefferson County by Waterloo and crossing under the Rock River south of Fort Atkinson just north of Lake Koshkonong, and

WHEREAS, the material to be transported in this pipeline is tar sands oil which is more corrosive and acidic than traditional oil and leads to more pipeline ruptures and spills, and

WHEREAS, tar sand pipelines in the Midwest spill 3.6 times more per mile than traditional pipelines, and

WHEREAS, tar sands oil is more dense than traditional oil and does not float, requiring potential dredging to clean up any spill, and

WHEREAS, the DNR held a public hearing on May 5, 2014, in Superior, Wisconsin, which is the only public hearing scheduled regarding this matter, and

WHEREAS, it is desirable to have further public input as well as a full environmental assessment before approving this expanded pipeline use where failure would constitute a significant threat to the waters and property values in Jefferson County, because at peak operation, this pipeline will carry more oil than the proposed Keystone pipeline,

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board urges the Wisconsin Department of Natural Resources to reject the air permit for this project and undertake a full environmental assessment before authorizing Enbridge to move tar sands oil through Jefferson County in its pipelines.

BE IT FURTHER RESOLVED that the County Clerk shall send copies of this resolution to the Governor, DNR Secretary and DNR Air

Quality Staff.

*Fiscal Note: No fiscal impact.*

**Mr. Nass moved to suspend the Board Rules allowing Mr. Christensen to present Resolution No. 2014-14 that had not been endorsed by a committee of the Board.** Seconded and carried: Ayes 27, Noes 2 (Braugler, Jaeckel), Absent 1 (Mode).

**Mr. Christensen moved that Resolution No. 2014-14 be adopted.** Seconded.

**Mr. Christensen moved to amend said resolution as follows:**

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board urges the Wisconsin Department of Natural Resources to reject the air permit for this project and undertake a full environmental assessment, including a public hearing or public information meeting in Jefferson County, before authorizing Enbridge to increase fluid pressure or volume of move tar sands oil moving through Jefferson County in its pipelines.

BE IT FURTHER RESOLVED that the County Clerk shall send copies of this resolution, with an appropriate cover letter, to Jefferson County's U.S. Congressional and State Legislators, the Governor, DNR Secretary and DNR Air Quality Staff.

**Amendment to Resolution No. 2014-14 was seconded and carried.**

**After a voice vote being unclear on amended Resolution No. 2014-14, a roll call vote was requested by Mr. Morris and the amended resolution carried:** Ayes 27, Noes 2 (Braugler, Jaeckel), Absent 1 (Mode).

**Board recessed at 8:10 p.m.; resumed 8:20 p.m.**

**Corporation Counsel Philip Ristow, County Administrator Ben Wehmeier, Economic Development Consortium Director Genevieve Borich, Finance Director Brian Lamers and Human Resources Director Terri Palm-Kostroski presented annual reports.** The annual reports were received, placed on file but not printed in the minutes pursuant to Board Rule 3.03(12).

**Ms. Rinard read Ordinance No. 2014-05.**

#### Executive Summary

Health and dental insurance for an employee is estimated at approximately \$18,000 per year. Changing from self-funded health insurance to the State Insurance Plan as of 2009 created eligibility requirements that probably prohibit the Chair from being eligible for the State Plan coverage. Repeal of this ordinance will eliminate the cost and potential problems arising from attempting to provide insurance to a part-time official.

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

Section 1. Ordinance No. 2005-29 allowing the County Board

Chair to be eligible for health and dental insurance upon payment of the contribution required for eligible non-union employees and elected officials is hereby repealed.

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

**Ms. Rinard moved that Ordinance No. 2014-05 be adopted.**  
Seconded and carried.

**Ms. Rinard read Ordinance No. 2014-06.**

Executive Summary

Some years ago language was enacted to provide a meeting fee for the County Board Chair to meet with staff. As the County Board Chair does not have direct line of authority with regard to staff, and is already provided a salary, this amendment eliminates the financial incentive to go outside the chain of command. In the past 10 years about \$30,000 has been paid to Board Chairs for meeting with staff, with a high of \$6,272 in 2008 and a low of \$55 in 2012.

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

Section 1. Section 3.02(6) of the Board of Supervisors' Rules of Order is amended as follows:

**(6)** The County Board Chairperson is authorized and directed to attend meetings and conferences on matters directly related to county government. The County Board Chairperson may direct the Vice Chairperson or some other member of the County Board to attend such meetings and conferences, either in place of the Chairperson or along with the Chairperson. The County Board Chairperson, the Vice Chairpersons and such other board members as may be designated by the Chairperson, shall be entitled to meeting fees or per diem and mileage for attending such meetings and conferences, all subject to the regular rules of the County Board pertaining to meeting fees, per diems, mileage and expenses as currently provided in Ordinance 2001-19, as most recently amended August 8, 2006. The County Board Chair shall be entitled to a meeting fee for meeting with ~~staff~~ or the County Administrator. Board members authorized by the Chairperson to attend meetings and conferences shall notify the County Administrator not less than 72 hours in advance of said meeting or conference in order to permit the County Administrator to give any necessary Open Meeting notices as may be required. No per diems, meeting fees or expenses shall be paid to board members attending meetings who have not been authorized as required in this paragraph. [am. 03/09/10, Ord. 2009-24]

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.

**Mr. Buchanan moved to suspend the rules.** Seconded and carried unanimously.

**Ms. Rinard moved that Ordinance No. 2014-06 be adopted.** Seconded and carried: Ayes 29, Noes 0, Absent 1 (Vote).

**Mr. Jones presented Resolution No. 2014-15.**

Executive Summary

The resolution process adopting 5 policies that are being followed currently, which puts them in official policy form. These policies incorporate best financial practices.

The policies include:

**Debt Service Policy**-The purpose of this policy is to manage debt levels and capital needs of the County.

**Budget Carryover Policy**-The purpose of this policy is to put guidelines into place on carrying over budget funds and the procedure to do so.

**Budget Amendment and Adjustment Policy**-The purpose of this policy sets guidelines in the process of amending or adjusting the budget. This is to assist the departments, Administrator, Finance Committee and County Board on whether a change is a budget adjustment or a budget amendment and what approval level is needed.

**Revenue Policy**-The purpose of this policy is to help the County maintain a steady flow of revenues. It addresses the main sources of revenue such as property tax, sales tax and federal and state funding. It includes fees, rates and charges that are controlled by the County. It also points out that one time revenues should not be used to fund continuing operating costs.

**Capital Projects Policy**-The purpose of the policy is to assist in decision making for current and future capital projects. It addresses the 5-year capital improvement plan and also helps point out the operational impacts with implementing the capital improvement program.

These policies were approved by the Finance Committee at its 4/10/14 and 5/8/14 meetings.

WHEREAS, the Finance Committee has reviewed various policies which attempt to capture current methods, incorporate best practices and create procedures where there is currently need for more precision, and

WHEREAS, the Finance Committee believes that adopting the following policies will result in better budget development and expenditure accountability,

NOW, THEREFORE, BE IT RESOLVED that the Debt Service, Budget Carryover, Budget Amendment & Adjustment, Revenue and Capital Projects Policies be adopted.

*Fiscal Note: No direct fiscal impact.*

**Mr. Jones moved that Resolution No. 2014-15 be adopted.**

Seconded.

**Mr. Zentner moved to postpone consideration of Resolution No. 2014-15 to the next meeting.** Seconded and failed. Mr. Zentner requested a roll call vote: Ayes, 8, Noes 21 (Jones, Tietz, Buchanan, Morris, Wineke, Rinard, Reese, Hartz, Lund, Nass, Payne, Kutz, Hanneman, Schroeder, Kannard, Poulson, Jaeckel, Murley, Foelker, Borland, Schultz), Absent 1 (Mode).

**Resolution No. 2014-15 was adopted:** Ayes 28, Noes 1 (Zentner), Absent 1 (Mode).

### **Jefferson County, Wisconsin Debt Service Policy**

#### **Policy**

The County may borrow money only to finance its Capital Improvement Program and other capital assets. The County's ability to achieve the lowest possible financing costs is tied directly to its fiscal management, including the existence and adherence to formal fiscal policies. Because of the significant annual and long-range cost of debt service, and to assure both taxpayers and bond rating agencies that debt levels and ability to pay debt service are actively managed, the County adopts this policy.

#### **Purpose**

The purpose of this policy is to provide the County with a guide to manage debt levels by evaluating the need for capital investments against the capacity to pay for financing the costs of meeting that need. The goal of this policy is to equip the County Board, Administration, and taxpayers with guidelines and information that can inform good decisions on borrowing money to accomplish the fiscal and program mission of the County.

#### **Governing Factors**

By state statute, the County's debt obligation cannot exceed 5% of the equalized value of all property in the County, including Tax Increment Financing Districts.

By state statute, there is a separate property tax levy rate limit for debt service levy. The baseline for the limit is the 1992 tax rate adopted for the 1993 budget.

The County cannot issue debt to fund current or ongoing operations of the County.

Maturity of debt obligations must be no more than the useful life of the capital investment being financed, or than the final maturity of refunding debt.

Refunding opportunities will be evaluated when they arise to achieve future interest costs savings.

#### **Debt Limitations**

The County's Capital Improvement Plan includes projections for replacement of assets as well as anticipating investment in new assets that may be needed. The plan is expected to be updated periodically to reflect additions, deletions and other changes in assets or cir-

cumstances. It is expected that investment in operating equipment, fleet and technology will be transitioned such that acquisitions will be made through annual budget appropriations when applicable, as determined by management and the County Board.

Bond proceeds should be limited to financing the costs of planning, design, land acquisition, buildings, permanent structures, attached fixtures or equipment, and movable pieces of equipment, or other costs as permitted by law. Acceptable uses of bond proceeds can be viewed as items which can be capitalized. Non-capital furnishings and supplies will not be financed from bond proceeds. Refunding bond issues designed to restructure currently outstanding debt are an acceptable use of bond proceeds.

The County will not use short-term borrowing to finance operating needs except in the case of extreme financial emergency which is beyond its control or reasonable ability to forecast.

Borrowing capacity will be evaluated first by the Governing Principles, and then using a number of factors, specifically:

1. Demand-what is the need for borrowing
  - a. Demand is measured by the needs presented by the Capital Plan. It can also be based on opportunities that arise from time to time which require capital investment by the County.
2. Capacity-what is the maximum amount to borrow
  - a. The maximum amount to be borrowed at any given time will be determined by evaluating the following factors:
    1. Current and projected annual debt service level
    2. Market conditions
    3. Economic conditions
    4. Opportunity for participating in low interest financing, grant opportunities and other situations beneficial to the County.
3. Affordability-what is the fiscal impact
  - a. A projection of annual debt service impact for each borrowing will be done, incorporating the elements of capacity. It will include budgetary impact, as well as a projection of tax impact. Debt service will be calculated as the annual amount needed to satisfy principal and interest payments.
4. Term-length of payback period
5. Payment Structure-how payments are applied
6. Advance Refundings-bond issuance used to pay off another outstanding bond that bears a higher rate of interest

### **Bond Ratings**

Debt issuance is rated by agencies specializing in the analysis of organizations' ability to pay off their debt. The County is rated for each bond issue.

It is the goal of the County to maintain and if possible, to improve these ratings, as it allows easy entry into the bond sale market and favorable interest rates. This policy, in conjunction with other fiscal policies of the County and overall good fiscal management are critical

in rating maintenance.

### **Debt Issuance**

The County relies on the sale of bonds for the majority of its financing needs. These sales are conducted through the use of a financial advisory firm and recognized bond counsel. This allows the County continued access to the bond market and ensures compliance with all the Securities and Exchange Commission (SEC), Municipal Securities Rulemaking Board (MSRB) and IRS regulations.

Bonds will be sold on a competitive basis.

### **Reporting**

The County's debt information is part of the Comprehensive Annual Financial Report (CAFR). Annual debt service requirements are budgeted as part of the annual budget approval process. Bond ratings received by rating agencies are published and available for public review.

### **Administration**

This policy is for use in guiding financing decisions of the County, and can be interpreted by the County Board as part of overall discussions related to debt issuance. It is administered in conjunction with the County's other fiscal policies. It may be amended or revised from time to time as determined by the County Board.

## **Jefferson County, Wisconsin Budget Carryover Policy**

### **Definition**

Budget carryover refers to funds budgeted but unexpended during a budget year which are brought forward as additions to the subsequent year's budget. This policy excludes restricted funds or funds that statutorily are required to be carried over.

### **Policy**

Carryover of funds can only be approved through County Board action. County Board action for carryover shall be requested after approval by the County Administrator.

To be eligible for carryover funding, the following conditions must be satisfied:

- 1) Funds must be available in the requesting department's previous year's unspent balance.
- 2) Carryover is needed for completion of projects or the purchase of specific items approved in the previous year's budget but not accomplished. (Typically for Capital Outlay)
- 3) Carryover is required to meet existing County Board policy or to comply with accounting requirements (Debt Service, Capital Projects, etc.)

### **Procedure**

The departments shall request carryover of funds around mid February (date to be determined by the Finance Department and County Administrator). The request should include the account number, the amount and a specific reason for the carryover.

The Finance Department will compile the information to go to the County Administrator for approval. The request then will be sent on to the Finance Committee for approval and then to the County Board for approval.

If the County Board approves the carryover request, the Finance Department is responsible for getting the approvals published as a class 1 notice within 10 days after approval.

**Administration**

This policy is for use in guiding financing decisions of the County, and can be interpreted by the County Board as part of overall discussions related to budget carryover. It is administered in conjunction with the County's other fiscal policies. It may be amended or revised from time to time as determined by the County Board.

**Jefferson County, Wisconsin Budget Amendment and Adjustment Policy**

**Policy**

The County adopts an annual budget. The detailed budget document is adopted at the department level but monitored at the cost center level. A cost center can be a department or an activity within a department. Management can make transfers within a department or an activity within a department without approval of the Finance Committee or County Board.

To supplement the appropriation for a department, the Finance Committee can approve transfers from contingency. Transfers may not exceed in aggregate the amount set up in the contingency fund and may not for any one department exceed 10% of the funds originally appropriated for that department. Transfers in excess of 10% must follow the budget amendment process and be approved by the County Board.

The County is required to publish budget amendments as a class 1 notice within 10 days after a change is made.

Proposed amendments to the budget are prepared by the requesting department, reviewed by the County Administrator to approve or disapprove and forwarded to the County Board based on the level of adjustment (see below).

County Board approval requires a two-thirds vote of the entire membership (20 votes of the 30 member County Board).

It shall be policy that budget adjustments/amendments shall require approval at the following levels:

- a) Level 1 adjustments may be made at the discretion of the department head.
- b) Level 2 (a) and (b) adjustments shall require approval of the County Administrator.
- c) Level 3 amendments shall require approval of the Finance Committee subsequent to review and approval of the County Administrator.
- d) Level 4 (a), (b), (c) and (d) amendments shall require approval

of the County Administrator, respective standing committee if required and a two-thirds vote of the County Board.

**Procedure**

- a) Level 1 adjustments shall be made at the discretion of the department head to assist with budget monitoring. At this level it is also at the discretion of the department head to forward a copy of a Budget Amendment Request form to the Finance Department for monitoring of budgets and assist in the development of future budgets.
- b) Level 2 adjustment requests shall be requested by the department head to the County Administrator for approval or denial. The County Administrator will notify the department of the decision and forward the Budget Amendment Request form to the Finance Department.
- c) Level 3 amendment requests shall be requested by the department head to the County Administrator for approval or denial. The County Administrator will notify the department of the decision and forward the Budget Amendment Request form to the Finance Department. If the request is approved by the County Administrator the Finance Department will add it to an agenda item for review by the Finance Committee. The department requesting the amendment shall have a representative there that can answer questions at the Finance Committee meeting.
- d) Level 4 amendment requests shall be requested by the department head to the County Administrator for approval or denial. The County Administrator will notify the department of the decision and forward the Budget Amendment Request to the Finance Department and will add it to an agenda item for review by the County Board. The department requesting the amendment shall have a representative there that can answer questions at the County Board meeting.

**Administration**

This policy is for use in guiding financing decisions of the County, and can be interpreted by the County Board as part of overall discussions related to budget amendments. It is administered in conjunction with the County's other fiscal policies. It may be amended or revised from time to time as determined by the County Board.

Note: All purchases are still subject to Ordinance No. 2005-01 "Jefferson County Purchasing Ordinance".

**Jefferson County, Wisconsin Revenue Policy**

**Policy**

The County must be sensitive to the balance between the need for services and the County's ability to raise taxes, charges and fees to support those services.

The County relies on property tax as one of the main sources of revenues to fund state and local programs and services.

The County, as authorized by state statute, enacted a 0.5% County sales tax to help reduce the property tax.

The County attempts to maintain a diversified and stable revenue stream. The County continues its efforts for greater reliance on true user fee service charges to help offset reductions of federal/state funding and to reduce reliance on property tax revenues. Service and user fee charges are implemented for those that can be individually identified and where costs can be directly related to the level of service provided.

The County Board will set all fees, rates and charges for services which are County controlled and independent of any statutory controls.

The County will establish all user charges and fees at a level related to the full cost (operating, indirect and capital, etc.) of providing the services.

The County will regularly review fees and user charges to allow the rates to keep pace with the cost of providing services.

The County will follow an aggressive policy of collecting revenues.

The County maximizes its return on investment consistent with its investment policy. Investment income is used to reduce reliance on the property tax levy.

One-time revenues shall not be used to fund continuing operating costs, except to manage a short-term spike in program costs, the phasing of a new or expanded program, making investments that have future payoffs and to smooth out the impacts of significant state and/or federal funding reductions.

During the budget process the County will estimate its annual revenues by an objective analytical process.

### **Administration**

This policy is for use in guiding financing decisions of the County, and can be interpreted by the County Board as part of overall discussions related to revenue. It is administered in conjunction with the County's other fiscal policies. It may be amended or revised from time to time as determined by the County Board.

## **Jefferson County, Wisconsin Capital Projects Policy**

### **Policy**

A capital project is defined as an active or proposed non-recurrent expenditure in one or more specified plan years for permanent fixed assets (building, land, improvement, equipment or technology installation) which has a significant useful life or extends the useful life of an existing fixed asset.

Highway infrastructure projects are included within the Highway fund, which is an Enterprise Fund.

Capital projects are usually proposed and adopted as part of the annual County budget process.

### **Purpose**

The County prepares a five-year capital improvement plan, which

provides comprehensive planning, budget stability, and analysis of the long-range capital needs of the County

This policy is to plan for infrastructure and other capital improvements as they are needed rather than reacting to emergencies. Project requests need to provide sound justification based on established need. Justification should also include alternatives considered and the future projected impact on operating budgets.

Operational impacts of capital projects indicate the annual on-going and one-time costs or savings associated with implementing the capital improvement program. The additional on-going impacts are included in the departments' operating budget requests. This includes providing for additional personnel, operating cost, needed fixed assets or and new/additional revenues to be achieved. Cost savings are also identified in the department's budget if base budget costs can be reduced or cost increases are offset or avoided.

### **Administration**

This policy is for use in guiding financing decisions of the County, and can be interpreted by the County Board as part of overall discussions related to capital projects. It is administered in conjunction with the County's other fiscal policies. It may be amended or revised from time to time as determined by the County Board.

#### **Mr. Jones read Resolution No. 2014-16.**

WHEREAS, the last two bid packages for the Highway Facility were sought for bulk fluid dispensing systems and the fuel station, and

WHEREAS, such bids were the potential subject of a combined bid if the bidder was so inclined, and

WHEREAS, the following results were received:

US Petroleum	\$599,995 (combined bid)
Walt's Petroleum	\$628,015 (combined bid)
Oil Equipment Co. (no bid bond)	\$195,500 (bulk fluids only)

AND WHEREAS, the Infrastructure Committee recommends accepting the bid of US Petroleum with a combined bid amount of \$599,995, subject to reductions for alternates in the total amount of \$23,600 for the use of the existing propane fuel management system, dispenser, pump, motor and elimination of the performance bond for a net of \$572,395,

NOW, THEREFORE, BE IT RESOLVED that Bid Package #20 and #21, Bulk Fluids Dispensing Systems & Fuel Station, be awarded to US Petroleum in the amount of \$572,395 after the reductions for Alternate #3, Voluntary Alternates #1 and #2.

*Fiscal Note: Target price for the bulk fluid system and fuel station was \$504,500. The final amount of \$68,000 above the target price is due to moving the existing propane system from the current Highway Department to the new location which was not included in the target*

*price. Further savings will result through direct owner purchases of materials such that sales tax in the approximate amount of \$15,000 will not be incurred bringing the final amount to about \$557,000.*

**Mr. Jones moved that Resolution No. 2014-16 be adopted.**  
Seconded and carried: Ayes 29, Noes 0, Absent 1 (Mode).

**Mr. Nass read the following report:**

**REPORT  
TO THE HONORABLE MEMBERS OF THE JEFFERSON  
COUNTY BOARD OF SUPERVISORS**

The Jefferson County Planning and Zoning Committee, having considered petitions to amend the zoning ordinance of Jefferson County, filed for public hearing held on April 17, 2014, as required by law pursuant to Wisconsin Statutes, notice thereof having been given, and being duly advised of the wishes of the town boards and persons in the areas affected, hereby makes the following recommendations:

APPROVAL OF PETITIONS R3724A-14, R3712A-14, R3713A-14,  
R3714A-14, R3715A-14, R3716A-14, R3717A-14, R3718A-14,  
R3719A-14, R3720A-14, R3721A-14, R3722A-14 AND R3723A-14

DATED THIS TWENTY-EIGHTH DAY OF APRIL 2014

Donald Reese, Secretary

THE PRIOR MONTH'S AMENDMENTS R3708A-14, R3709A-14,  
R3710A-14 AND R3711A-14 ARE EFFECTIVE UPON PASSAGE  
BY COUNTY BOARD, SUBJECT TO WIS. STATS. 59.69(5).

**Mr. Nass moved that the Planning and Zoning Committee report be adopted.** Seconded and carried.

**Mr. Nass presented Ordinance No. 2014-07.**

WHEREAS, the Jefferson County Board of Supervisors has heretofore been petitioned to amend the Jefferson County Zoning Ordinance, and

WHEREAS, Petitions R3724A-14, R3712A-14, R3713A-14, R3714A-14, R3715A-14, R3716A-14, R3717A-14, R3718A-14, R3719A-14, R3720A-14, R3721A-14, R3722A-14 and R3723A-14 were referred to the Jefferson County Planning and Zoning Committee for public hearing on April 17, 2014, 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 zoning ordinance of Jefferson County (and official zoning maps) as follows:

FROM A-1, EXCLUSIVE AGRICULTURAL TO A-2, AGRICULTURAL AND RURAL BUSINESS AND A-3,  
AGRICULTURAL/RURAL RESIDENTIAL

Rezone 3 acres of PIN 024-0516-1011-000 (16.578 acres) to A-2 with conditional use for storage of concrete contractor's equipment at W925 Hooper Road. Rezone 2 acres of that parcel to allow for

an adjacent A-3 rural residential lot. The property is in the Town of Palmyra. This action is conditioned upon road access approval from the Town of Palmyra, receipt by Zoning of a soil test showing sites for installation of both initial and replacement private sewage systems for the residential building site, and upon receipt and recording of a final certified survey map showing shared access to both zones being split by the zone boundary. 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. R3724A-14 and R3712A-14 – Tim & Christine Riedel

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

Rezone to create a 1-acre building site on Mansfield Road, on PIN 002-0714-1934-001 (19.942 acres) utilizing consolidation of parcels of record from PIN 002-0714-2033-000. The site is in the Town of Aztalan. This utilizes the last available 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 by the Town of Aztalan, upon receipt by Zoning of a soil test showing sites for installation of both initial and replacement private sewage systems and upon approval and recording of a final certified survey map for the lot. 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. R3713A-14 – Kathy Zimmermann/Ardis Eilenfeldt Trust property

Create a 5-acre farm consolidation lot around the home at N5845 Harvey Road in the Town of Aztalan from part of PIN 002-0714-1941-000 (39.5 acres). Rezoning is conditioned upon approval and recording of a final certified survey map for the lot. 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. We note that a five acre lot will allow for a maximum of five animal units. R3714A-14 – Kathy Zimmermann/Ardis Eilenfeldt Trust property

Enlarge the existing farm consolidation lot by rezoning it, PIN 004-0515-1622-000 (1 acre) owned by William & Shirley McCormick at N1644 Findlay Road and by rezoning two adjacent acres, part of PIN 004-0515-1622-001 (39 acres) owned by Ronald Drost. The properties are in the Town of Cold Spring. 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 or deed transfer document. 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. R3715A-14 – Ronald Drost/William & Shirley McCormick property, Ronald Drost property

Create a 4.5-acre farm consolidation lot at N7143 Shade Road in the Town of Farmington from part of PIN 008-0715-0324-000 (37.834 acres). This action is conditioned upon approval and recording of a

final certified survey map for the lot. 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. We note that 4.5 acres allows a maximum of 4.5 animal units on the property. R3716A-14 – Lorraine Knaack

Rezone 2.6 acres with the home at W5872 Star School Road in the Town of Koshkonong. The site is part of PINs 016-0514-2213-000 (34.1 acres) and 016-0514-2242-000 (36.13 acres). 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 property. 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. R3717A-14 – Keith Moritz/Pond Hill Dairy LP

Rezone PIN 018-0713-3123-001 (0.8 acres) owned by Matthew Workman at N5190 STH 134, and part of PIN 018-0713-3123-000 (10.918 acres) owned by Micheal and Pamela Ziarniks, all in the Town of Lake Mills. This action is conditioned upon approval and recording of a certified survey map or recording of a deed transfer document and payment of all applicable Town of Lake Mills fees. The 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. A Zoning and Land Use Permit must be obtained and a double permit fee paid for beginning construction without a permit. R3718A-14 – Matt Workman/Micheal and Pamela Ziarnik property & Matthew Workman property

Create a 1.2-acre building site on Rome Oak Hill Road from part of PIN 026-0616-2011-003 (6.5 acres) in the Town of Sullivan. 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 by the Town of Sullivan, upon receipt by Zoning of a soil test showing sites for installation of both initial and replacement private septic systems, and upon approval and recording of a final certified survey map for the lot. 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. R3719A-14 – Barry Boos/Royce Boos Trust property

Create a 2.2-acre building site on Hardscrabble Road from part of PIN 026-0616-2523-004 (16.952 acres) in the Town of Sullivan. Rezoning is conditioned upon road access approval by the Town of Sullivan, upon receipt by Zoning of a soil test showing sites for installation of both initial and replacement private sewage systems, and upon approval and recording of a final certified survey map for the property. 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. R3720A-14 – Michael & Matthew Meracle

Rezone 2.1 acres with the home at N2360 CTH A, Town of Sumner from part of PIN 028-0513-0413-001 (35.002 acres). 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 the final certified survey map for the lot. 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. We note that a maximum of two animal units can be allowed on two acres. R3721A-14 – Nathan Stach

**FROM A-1, EXCLUSIVE AGRICULTURAL TO A-3, AGRICULTURAL/RURAL RESIDENTIAL AND N, NATURAL RESOURCE**

Create a 2-acre building site from part of PIN 032-0815-1244-001 (9.4 acres) and a 24-acre Natural Resource zone adjacent to it from part of PINs 032-0815-1244-000 (20.3 acres) and 032-0815-1243-000 (43.8 acres). The sites are on Overland Drive in the Town of Watertown. 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 by the Town of Watertown, upon receipt by Zoning of a soil test for the A-3 zone showing sites for installation of both initial and replacement private sewage systems, and upon approval and recording of a final certified survey map for the property. 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. This action creates one lot with two zones; the Natural Resource zone cannot be sold separately except to an adjoining property owner or after having been granted variance because it does not have its own frontage on and access to a public road. R3722A-14 & R3723A-14 – Doug Saloga/Saloga Property Management LLC property

**Mr. Nass moved that Ordinance No. 2014-07 be adopted as printed.** Seconded and carried with Mr. Kannard abstaining due to possible conflict of interest.

**County Administrator Wehmeier read the following appointments:**

**TO THE JEFFERSON COUNTY BOARD OF SUPERVISORS:  
MEMBERS OF THE BOARD:**

By virtue of the authority vested in me under Section 59.18 of the Wisconsin Statutes, I do hereby appoint and request the County Board's confirmation of the following appointments:

- a. Blane Poulson, Palmyra, Wisconsin, to the Blue Spring Lake Management District Board of Commissioners for a two-year term ending April 19, 2016.
- b. Blane Poulson, Palmyra, Wisconsin, to the Lower Spring Lake Protection & Rehabilitation District for a two-year term ending April 19, 2016.

- c. Steve Nass, Lake Mills, Wisconsin, to the Land Information Council for a two-year term ending April 19, 2016.
- d. Russell Kutz, Jefferson, Wisconsin, to the Human Services Board to fill an unexpired term ending November 1, 2014.

**Mr. Morris moved that the appointments be confirmed.** Seconded and carried.

**County Administrator Wehmeier made the following appointment:**

By virtue of the authority vested in me under Section 59.18 of the Wisconsin Statutes, I do hereby appoint and request the County Board's confirmation of Jon Blair Ward as Corporation Counsel to replace Philip C. Ristow, retired. This appointment will become effective on June 21, 2014.

**Mr. Buchanan moved that the appointment be confirmed.** Seconded and carried.

**Chair Schroeder read the following appointments:**

TO THE JEFFERSON COUNTY BOARD OF SUPERVISORS:  
MEMBERS OF THE BOARD:

By virtue of the authority vested in me I do hereby appoint and request the County Board's confirmation of the following individuals as members of the designated consortiums, commissions and committees:

Economic Development Consortium

- a. Glen Borland, Fort Atkinson, Wisconsin, for a two-year term ending April 19, 2016.
- b. Jim Mode, Jefferson, Wisconsin, for a two-year term ending April 19, 2016.
- c. Augie Tietz, Watertown, Wisconsin, for a two-year term ending April 19, 2016.

Wisconsin River Rail Transit Commission

- a. Mo Hansen, Waterloo, Wisconsin, for a three-year term ending April 30, 2017.
- b. Laura Payne, Town of Oakland, Wisconsin, for a two-year term ending April 30, 2016.
- c. Augie Tietz, Watertown, Wisconsin, for a one-year term ending April 30, 2015.

Local Emergency Planning Committee (LEPC)

- a. Nancy Mortensen, Deerfield, Wisconsin, for an indeterminate term.
- b. Ryan Ellifson, Helenville, Wisconsin, for an indeterminate term.

**Mr. Buchanan moved that the appointments be confirmed.** Seconded and carried.

Supplemental information presented at the May 13, 2014, Jef-

erson County Board meeting will be available at the County Clerk's office upon request.

**There being no further business, Mr. Buchanan moved that the Board adjourn.** Seconded and carried at 9:26 p.m.

**JEFFERSON COUNTY BOARD MINUTES  
TUESDAY, JUNE 10, 2014, 7:00 P.M.**

Chair Jim Schroeder presiding.

County Clerk Barbara Frank called the roll with all members being present except Supervisors Morris and Payne who gave prior notice of their inability to attend.

District 1..... Richard C. Jones	District 2 ..... Mike Kelly
District 3..... Greg David	District 4 ..... Augie Tietz
District 5... James B. Braughler	District 6 ..... Ron Buchanan
District 7..... Dwayne C. Morris	District 8 ..... Michael Wineke
District 9..... Amy Rinard	District 10 ..... Al C. Counsell
District 11..... Donald Reese	District 12 ..... Peter A. Hartz
District 13..... Ed Morse	District 14 ..... Kirk Lund
District 15..... Steven J. Nass	District 16 ..... Laura Payne
District 17..... Russell Kutz	District 18 Jennifer Hanneman
District 19..... Jim Schroeder	District 20 ..... Jim Mode
District 21..... John C. Kannard	District 22 ..... Blane Poulson
District 23..... George Jaeckel	District 24 ..... Kate Murley
District 25..... Matthew Foelker	District 26 ..... Carlton Zentner
District 27..... Glen D. Borland	District 28 ..... Dick Schultz
District 29..... Paul Babcock	District 30 ... Walt Christensen

County Administrator Ben Wehmeier led Pledge of Allegiance. A moment of silence was observed.

Wehmeier certified compliance with the Open Meetings Law.

The Board proceeded with the agenda as printed.

**Rinard moved that the minutes of the May 13, 2014, meeting be approved as presented.** Seconded and carried.

**GENERAL FINANCIAL CONDITION,  
JEFFERSON COUNTY, WISCONSIN  
June 1, 2014**

Available Cash on Hand			
May 1, 2014	\$	899,846.01	
May Receipts		<u>4,887,381.69</u>	
Total Cash			\$ 5,787,227.70
Disbursements			
General – May 2014	\$	4,146,602.19	
Payroll – May 2014		<u>1,816,565.31</u>	
Total Disbursements			<u>5,963,167.50</u>
Total Available Cash			\$ (175,939.80)
Cash on Hand			
(in bank) June 1, 2014	\$	443,500.81	
Less Outstanding Checks		<u>619,440.61</u>	
Total Available Cash			\$ (175,939.80)
Local Government Investment Pool -			
General			\$ 24,384,796.70

Institutional Capital Management	16,129,443.95
Local Government Investment Pool - Clerk of Courts	25,934.43
Local Government Investment Pool - Farmland Preservation	227,635.29
Local Government Investment Pool - Parks/Liddle	87,476.84
Local Government Investment Pool - Highway Bond	3,521,315.76
	\$ 44,376,602.97
2014 Interest - Super N.O.W. Acct.	\$ 396.25
2014 Interest - L.G.I.P. - General Funds	9,336.27
2014 Interest - ICM	78,545.09
2014 Interest - L.G.I.P. - Parks/Carol Liddle Fund	31.43
2014 Interest - L.G.I.P. - Farmland Preservation	85.61
2014 Interest - L.G.I.P. - Clerk of Courts	9.33
2014 Interest - L.G.I.P. - Highway Bond	1,265.44
Total 2014 Interest	\$ 89,669.42

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

**Frank presented the following communications:**

1. Letter dated May 16, 2014, from Watertown Area Cares Clinic thanking Jefferson County for its donation of \$10,000 to provide access to health care for the uninsured.
2. Email dated May 29, 2014, from Rep. Joel Kleefisch regarding Enbridge Line 61 expansion (Resolution 2014-14).
3. Appointment by Chair Schroeder appointing Kirk Lund to the Community Action Coalition for an indeterminate term effective May 29, 2014.
4. Notice of Public Hearing from the Planning & Zoning Committee for a hearing to be held on June 19, 2014, at 7 p.m. in Room 205 of the Jefferson County Courthouse, Jefferson, Wisconsin. The communications and notice were received and placed on file.

**The floor was opened for public comment.** Speaking were Buck Smith, Johnson Creek, on Wisconsin's job growth under Governor Walker and energy uses for the new Highway Facility; and Cindy Arbiture, Town of Concord, introducing herself as a member of the Historic Sites Preservation Commission.

Director/Health Officer Gail Scott, Human Services Director Kathi Cauley and People Against Domestic & Sexual Abuse (PADA) Executive Director Amy Venables O'Neil presented their department's/council's annual report. The annual reports were received and placed on file pursuant to Board Rule 3.03(12). The annual report of the Clerk of Courts will be rescheduled to a later date.

**Rinard presented Ordinance No. 2014-08.**

Executive Summary

During the course of a multi-year process to obtain grant funding for the Jefferson County Alcohol Treatment Court, representatives of various branches of the government and agencies have collab-

orated to generate a successful grant application with the commencement of Alcohol Treatment Court scheduled for June 2014. Following successful completion of that process, the ad hoc group responsible for the grant application has concluded that continuing to meet on a regular basis to enhance public safety through community collaboration is desirable. Review of formal bodies in other counties show the use of a county-wide Criminal Justice Collaborating Council as an umbrella organization can effectively serve the public's interest in this arena. The Chief Judge, County Administrator, County Board Chair, District Attorney, Human Services Director, Public Defender, Sheriff and others recommend the County Board create such a collaborating council for Jefferson County.

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

Section 1. The Jefferson County Criminal Justice Collaborating Council is hereby created.

Section 2. The Council's mission shall be to enhance public safety through community collaboration by ensuring offender accountability, providing rehabilitation programs and supporting the rights and needs of victims.

Section 3. There shall be at least thirteen voting members of the Council whose membership is determined by the position the member occupies or by appointment of the Council:

1. Chief Judge or Presiding Judge for Jefferson County (Chair)
2. County Administrator
3. County Board Chair
4. Sheriff
5. District Attorney
6. Clerk of Circuit Court
7. Local government representative
8. Public Defender – Jefferson County
9. Jefferson County Police Chief & Sheriff's Association representative
10. Human Services Director
11. Parole and Probation Manager for Jefferson County
12. Education representative
13. Jefferson County citizen

The local government representative, education representative and county citizen shall be selected by the other members of the Council. Additional members may be appointed as the Council deems appropriate. Members may designate a staff person to represent them and vote at Council meetings which designation shall be done by written correspondence addressed to the chair of the Council.

Section 4. Compensation. The local government representative, if not a full time government employee, and the county citizen shall be entitled to a county meeting fee and mileage for meetings.

Section 5. The Council shall create by-laws including establishing term lengths for members appointed by it; meet at least quarterly, and make such recommendations to the County Board, or

each members respective organization as is appropriate to facilitate the goals of the Council.

Section 6. This ordinance shall be effective after passage and publication as provided by law.

*Fiscal Note: Estimated annual expenses for per diems and mileage will be approximately \$500 to \$600.*

**Rinard moved that Ordinance No. 2014-08 be adopted.** Seconded and carried.

**Rinard presented Ordinance No. 2014-09.**

Executive Summary

2013 Wisconsin Act 373 clarifies the duties of county clerks. Those changes impact duties assigned by the County Board Rules. Prior law required a county clerk to act as clerk of the county board at the board's meetings, and to keep certain minutes and records regarding the board meetings.

The new law specifies that the clerk has that role at all of the county board's regular, special, limited term, and standing committee meetings. Additionally, Act 373 specifies that the clerk has the responsibility for creating agendas for such meetings, under the direction of the county board chairperson or relevant committee chairperson. The Act also specifies that the minutes of county board meetings, including committee meetings, must be kept and recorded by the clerk, in a format chosen by the clerk.

The proposed rule amendments below seek to incorporate the changes in Act 373.

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

Section 1. Amend Section 3.04(1) of the Board of Supervisors' Rules of Order as follows:

(1) The County Administrator shall receive proposed resolutions, ordinances, reports and petitions and provide copies to the Clerk. The Administrator shall prepare a written agenda of all matters which are to be brought before the Board or Board committees, which agendas shall based on input from the Board Chair or the Committee Chair respectively, and approved by the Clerk or the Clerk's designee prior to distribution. The County Administrator shall attend board meetings and shall assist the Board whenever possible. The County Administrator may present matters to the board for consideration.

Section 2. Amend Section 3.04(3) of the Board of Supervisors' Rules of Order as follows:

(3) ~~The County Clerk shall attend board meetings and shall perform administrative duties related to the Board~~ act as Clerk of the Board at all of the Board's regular, special, limited term, and standing committee meetings thereof; under the direction of the County Board Chairperson or committee chairperson, create the agenda for board meetings; keep and record true minutes of all the proceedings of the Board in a format chosen by the Clerk, including all committee meetings, either personally or through the Clerk's appointee; file in the Clerk's office copies of agendas and

minutes of board meetings and committee meetings; make regular entries of the board's resolutions and decisions upon all questions; record the vote of each supervisor on any question submitted to the Board, if required by any member present; publish ordinances as provided in § 59.14(1); and perform all duties prescribed by law or required by the Board in connection with its meetings and transactions. [am. 3/13/12, Ord. 2011-24]

Section 3. Amend Section 3.07(3) of the Board of Supervisors' Rules of Order as follows:

**(3)** Each committee, board and commission shall select a secretary, who may be appointed by the Clerk to keep and preserve the minutes of committee meetings and attendance in a minute book to be furnished the format determined by the County Clerk. The secretary may request the assistance of the County Administrator, County Clerk, or county employees in keeping minutes or other clerical functions. The secretary shall, if appointed by the Clerk, sign minutes and file the original copies in the office of the County Clerk, and, whenever feasible, shall keep the original minute book in the County Clerk's office. [am. 3/13/12, Ord. 2011-24]

Section 4. 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.

**Rinard moved and, there being no objection, unanimous approval by voice vote was granted to suspend the rules regarding lay over. Rinard moved that Ordinance No. 2014-09 be adopted:** Seconded and carried: Ayes 28 (Jones, Kelly, David, Tietz, Braughler, Buchanan, Wineke, Rinard, Counsell, Reese, Hartz, Morse, Lund, Nass, Kutz, Hanneman, Schroeder, Mode, Kannard, Poulson, Jaeckel, Murley, Foelker, Zentner, Borland, Schultz, Babcock, Christensen), Noes 0, Absent 2 (Morris, Payne).

**Rinard presented Ordinance No. 2014-10.**

Executive Summary

Section 59.72(3m), Stats., directs the County to have a Land Information Council. The Real Property Lister is required to be a member. Andy Erdman was both the Land Information Office Director and the Real Property Lister. The Real Property Lister's duties are now assigned to Tracy Saxby, so the language needs to be rephrased to reflect that two different people now fill the two named positions previously both filled by Andy Erdman.

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

Section 1. Amend Section 3.06(1)(j) of the Board of Supervisors' Rules of Order as follows:

**(j) LAND INFORMATION COUNCIL** – The Council shall be comprised of the Register of Deeds, the Treasurer, the Zoning Director, the Land & Water Conservation Director, the MIS Information Technology Manager, and the ~~real property lister~~ (Land

Information Office Director} and the real property lister, or their designees, and the following members appointed by the County Administrator and confirmed by the County Board: (1) a member of the board, (2) a representative of the land information office, (3) a realtor or a member of the Realtors Association employed within the county, (4) a public safety or emergency communications representative employed within the county, (5) the county surveyor or a registered professional land surveyor employed within the county. [re-lettered 3/13/12, Ord. 2011-24]

.....  
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.

**Rinard moved and, there being no objection, unanimous approval by voice vote was granted to suspend the rules regarding lay over. Rinard moved that Ordinance No. 2014-10 be adopted:** Seconded and carried: Ayes 28 (Jones, Kelly, David, Tietz, Braugher, Buchanan, Wineke, Rinard, Counsell, Reese, Hartz, Morse, Lund, Nass, Kutz, Hanneman, Schroeder, Mode, Kannard, Poulson, Jaeckel, Murley, Foelker, Zentner, Borland, Schultz, Babcock, Christensen), Noes 0, Absent 2 (Morris, Payne).

**Rinard presented Ordinance No. 2014-11.**

Executive Summary

The Board Chair requested this change in order to allow for greater flexibility in appointing persons with appropriate backgrounds and experience in the subject matter to this important committee.

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

Section 1. Section 3.05(2)(c) of the Board of Supervisors' Rules of Order is amended as follows:

**(c) FINANCE COMMITTEE** - Five members. ~~County Board Chair, a Vice Chair designated by County Board Chair, and three other members.~~ This Committee shall receive the proposed county budget from the County Administrator and shall conduct hearings necessary in the review of the proposed budget. The County Administrator and staff shall meet with the Committee and shall assist in the preparation of the budget. [Am. 05/11/04, Ord. 2004-04; 03/09/10, Ord. 2009-24]

.....  
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.

**Jones moved to layover Ordinance No. 2014-11 and refer it to**

**the Finance Committee.** Seconded and carried.

**Mode read Resolution No. 2014-17.**

Executive Summary

The Comprehensive Community Services (CCS) program is a locally-administered program for persons with mental health and/or substance-use disorders that provides a flexible array of individualized, community-based, psycho-social rehabilitation services authorized by a mental health and/or substance abuse professional. The intent of the services and supports is to provide for a maximum reduction of the effects of the individual's mental and substance abuse disorders. The CCS program uses a wraparound model that is flexible, participant directed, recovery oriented, as well as strength and outcome based. The services provided are individualized to each person's need as identified through a comprehensive assessment.

The Wisconsin 2013-2015 biennial budget (Act 20) provides additional funding for CCS. Act 20 allows the Department of Health Services to provide the non-federal share of Medicaid operating costs for CCS when delivered in an approved regional service model. This system allows counties and tribes access to the federal and non-federal share of CCS Medicaid program costs and saves county levy dollars. The Intergovernmental Agreement creates a regional service group to qualify for Act 20 CCS funding.

WHEREAS, Jefferson County is able to access additional state funds available through Act 20 for its CCS program serving persons with mental health and/or substance abuse disorders by joining a regional group with other counties to provide these services, and

WHEREAS, an application has been submitted with the proposed Intergovernmental Agreement executed by the directors of the Human Services Departments for Walworth, Rock and Jefferson counties, pending ratification by the appropriate County Boards, and

WHEREAS, ratification and approval will allow funds to be accessed as soon as July 1, 2014,

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board hereby approves the JRW Tri-County Shared Regional Comprehensive Community Services Intergovernmental Agreement.

*Fiscal Note: The new state funding of the nonfederal share of Medicaid operating costs for CCS is estimated to add \$176,000 in new revenue and replace an equal amount of levy funds previously used.*

**Mode moved that Resolution No. 2014-17 be adopted.** Seconded and carried.

**Braugler read Resolution No. 2014-18.**

Executive Summary

With the approval of the Jefferson-Rock-Walworth Shared Regional Comprehensive Community Services Intergovernmental Agreement, funding will be available to serve an increasing pop-

ulation in need of services. Wisconsin Chapter DHS 36.11 mandates a certain level of clinical collaboration and supervision for the Comprehensive Community Services program. This includes a minimum number of direct supervision hours required each week with each staff member. In addition, DHS 36.11 mandates a minimum level of staff orientation and training hours.

In anticipation of the Regional CCS Intergovernmental agreement, two CCS Facilitator positions were created in the 2014 budget, effective July 1, 2014. Both positions remain vacant at this time. However, it is recommended that the duties mandated under Chapter DHS 36 would best be accomplished by an individual dedicated to the supervision role, while still managing a small caseload of clients. Therefore, it is recommended that one of the facilitator positions be eliminated and a CCS Supervisor position be created.

WHEREAS, the Human Services Director and the Human Services Board request, and the Human Resources Committee recommends, the elimination of one full-time, vacant CCS Facilitator position and the creation of one full-time CCS Supervisor position to accommodate the mandates required by serving a larger population of clients in the Tri-County Shared Regional Comprehensive Community Services program.

NOW, THEREFORE, BE IT RESOLVED that the 2014 County Budget setting forth position allocations and funding at the Human Services Department be and is hereby amended to reflect the above change, to become effective upon passage.

*Fiscal Note: This position is fully funded by Federal Medicaid and State dollars available with the regionalization of the Comprehensive Community Services program. Therefore, no tax levy is required.*

**Braugler moved that Resolution No. 2014-18 be adopted.** Seconded and carried: Ayes 28 (Jones, Kelly, David, Tietz, Braugler, Buchanan, Wineke, Rinard, Counsell, Reese, Hartz, Morse, Lund, Nass, Kutz, Hanneman, Schroeder, Mode, Kannard, Poulson, Jaeckel, Murley, Foelker, Zentner, Borland, Schultz, Babcock, Christensen), Noes 0, Absent 2 (Morris, Payne).

### **Foelker presented Ordinance No. 2014-12.**

#### Executive Summary

Several changes to the ordinance were made to clarify requirements and to acknowledge the Livestock Siting requirements in the Zoning Ordinance. In addition, language was added about the State's agricultural performance standards that the county implements. Other noteworthy changes are highlighted below.

#### Section 2: Definitions

- Definitions were added and amended to be consistent with definitions in State rules and statutes.

#### Section 3: Activities Subject To Regulation

- The cost-sharing requirement language was deleted because the State rules on cost sharing have become more complicated. The requirements are related to various dates of operation and

do not cover all practices (such as closure of manure storage for structures constructed on or after October 2002). Staff will continue to provide cost-sharing to farms according to the State rules.

- Language was added to require storage facilities that are threatening public health, groundwater, or fish and aquatic life to be upgraded, replaced, or abandoned.

#### Section 5: Application for and Issuance of Permits

- The fee structure was changed from a flat fee of \$100 to a fee structure based on the size of the structure.
- Current language only requires that a nutrient management plan be submitted as part of the permit application. New language makes it a requirement that farms submit an annual nutrient management plan update to the Land & Water Conservation Department.
- The current ordinance does not address setbacks of manure storage structures. Language was added to make the manure storage structure setbacks consistent with the setbacks in the Livestock Siting language in the Zoning Ordinance – 350 feet from public road right-of-ways and property lines. This setback is effective for all new facilities and also the expansion of existing facilities (such that they cannot expand toward road right-of-ways or property lines if the structure is already within the 350 foot setback). It should be noted that there is an existing variance process in the ordinance.

#### Section 7: Violations

- The penalty for violations was changed from \$200 to \$500.

#### Additional Information

- The Department of Natural Resources and the Department of Agriculture, Trade and Consumer Protection have both reviewed and provided comments on the proposed revisions. Necessary changes were made as a result of their review.

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

Section 1. The Animal Waste Storage and Nutrient Management Ordinance is amended as follows:

#### **SECTION 1: INTRODUCTION**

##### 1.01 **Authority**

This ordinance is adopted under authority granted by Sections 59.70(1), 92.15, and 92.16 of the Wisconsin Statutes.

##### 1.02 **Title**

This ordinance shall be known as, referred to and may be cited as the Jefferson County Animal Waste Storage and Nutrient Management Ordinance and is hereinafter referred to as the ordinance.

##### 1.03 **Findings and Declaration**

The Jefferson County Board of Supervisors finds that animal waste storage facilities may not meet current technical design and construction standards. Pollution of the surface and safety of county residents and transients, livestock, aquatic life and other animals and plants, and to the property tax base of Jefferson

County. The Jefferson County Board of Supervisors also finds that improper management of animal waste storage facilities, including improper land application of stored animal waste, may cause pollution of the groundwater and surface water of Jefferson County. The Jefferson County Board of Supervisors further finds that the technical standards developed by the U.S.D.A. Natural Resources Conservation Service and adopted by the Jefferson County Land and Water Conservation Committee provide effective, practical and environmentally safe standards and specifications of storing and managing animal wastes.

1.04 **Purpose**

The purpose of this ordinance is to regulate the (a) location, design, construction, and use of all new animal waste storage facilities, (b) modification or closure of all storage facilities, (c) transfer of wastes into storage facilities, and (d) utilization of wastes from storage facilities in order to prevent water pollution, and thereby protect the health and safety of residents and transients, prevent the spread of disease, and promote the prosperity and general welfare of the citizens of Jefferson County. Additionally, the purpose of this ordinance is to implement state manure management prohibitions and enact setbacks to animal storage facilities. It also is intended to provide for the administration and enforcement of the ordinance and to provide penalties for its violation.

1.05 **Applicability**

This ordinance applies to the unincorporated areas of Jefferson County. Facilities constructed prior to the effective date of this ordinance shall be exempt, except as indicated in Subsection 3.02 of this ordinance.

1.06 **Interpretation**

The interpretation and application of the provisions of this ordinance shall be minimum requirements, be liberally construed in favor of Jefferson County, and not be deemed a limitation or repeal of any other power granted by the Wisconsin Statutes.

1.07 **Severability Clause**

If any section, provision, or portion of this ordinance is ruled invalid by a court, the remainder shall not for that reason be rendered ineffective.

1.08 **Effective Date**

This ordinance shall become effective after a public hearing, and upon its adoption and publication by the Jefferson County Board of Supervisors.

**SECTION 2: DEFINITIONS**

2.01 **Adequate sod, or self-sustaining vegetative cover** means maintenance of sufficient vegetation types and densities such that the physical integrity of the streambank or lakeshore is preserved. Self-sustaining vegetative cover includes grasses, forbs, sedges and duff layers of fallen leaves and woody debris.

2.02 **Animal waste or manure** means livestock excreta. "Animal waste or manure" includes livestock the following when intermingled with excreta in normal farming operations: debris includ-

ing bedding, water, soil, hair and feathers; processing derivatives including separated sand, separated manure solids, precipitated manure sludges, supernatants, digested liquids, composted biosolids and process water; and runoff collected from barnyards, animal lots and feed storage areas. And other debris that becomes intermingled with livestock excreta in normal waste handling operations.

2.03 **Animal waste or manure storage facility structure** means a manure storage impoundment made by constructing embankments, excavating a pit or dugout, or fabricating a structure.

2.04 **Animal waste or manure storage facility** means one or more manure storage structures. "Manure storage facility" includes stationary equipment and piping used to load or unload a manure storage facility structure if the equipment is specifically designed for that purpose and is an integral part of the facility. Manure storage facility includes system components used to transfer milking center waste, barnyard runoff and feed storage leachate to the manure storage. "Manure storage facility" does not include equipment used to apply manure to land.

2.054—**Applicant** means any person applying for a permit under this ordinance.

2.06 **Bedrock** means the solid or consolidated rock formation typically underlying loose surficial material such as soil, alluvium or glacial drift. Bedrock includes but is not limited to limestone, dolomite, sandstone, shale and igneous and metamorphic rock.

2.075 **Closure** means removal and proper disposal of accumulated wastes and proper abandonment of a storage facility as in NRCS Technical Standard 360.

2.086 **DATCP** means the Wisconsin Department of Agriculture, Trade, and Consumer Protection.

2.097 **Direct Runoff** means a discharge of a significant amount of pollutants to waters of the state resulting from any of the following practices.

(a) Runoff from a manure storage facility.

(b) Runoff from an animal lot that can be predicted to reach surface waters of the state through a defined or channelized flow path or man-made conveyance.

(c) Discharge of leachate from manure pile.

(d) Seepage from a manure storage facility.

(e) Construction of a manure storage facility in permeable soils or over fractured bedrock without a liner designed in accordance with s. NR 154.04 (3).

2.108 **DNR** means the Wisconsin Department of Natural Resources.

2.11 **Groundwater** means any of the waters of the state occurring in a saturated subsurface geological formation of rock or soil.

2.1209 **Idle Storage Facility** means an animal waste storage facility where the operations cease or manure has not been added or removed for 24 months.

2.130 **Land and Water Conservation Committee** means the

committee of Jefferson County Board members and others, who by authority of Chapter 92, Wisconsin Statutes, guides soil and water conservation activities of the Jefferson County Land and Water Conservation Department.

2.144 **Land and Water Conservation Department** means the department of Jefferson County government which is responsible for administering and enforcing this ordinance.

2.152 **Livestock** means domestic animals such as cattle, horses, sheep, hogs, poultry, fish, etc., or exotic animals such as llamas, ostriches, etc.

2.163 **Livestock Operation** means a feedlot or other facility or pasture where animals are fed, confined, maintained, or stabled.

2.174 **Milking Center Waste** means all wastewater, cleaning ingredients, and waste milk that is discharged from a milkhouse or milking parlor.

2.185 **Modification** means enlargement or reduction to the facility, change in the facility's configuration, addition to the facility (such as ramps, push-off walls, etc.), or repairs that change the facility's configuration or capacity.

2.196 **Nutrient Management Plan** means any of the following:  
(a) A plan required under s. ATCP 50.04 (3) or 50.62 (5) (f).  
(b) A farm nutrient plan prepared or approved for a landowner by a qualified nutrient management planner.

Note: A nutrient management plan must comply with s. ATCP 50.04 (3).

2.20 **Overflow** means discharge of manure to the environment resulting from flow over the brim of a facility or from flow directed onto the ground through a man-made device including a pump or pipe.

2.2147 **Permit** means the signed, written statement issued by the Jefferson County Land and Water Conservation Department under this ordinance authorizing the applicant to construct, install, reconstruct, modify, or close an animal waste storage facility.

2.2248 **Permittee** means any person to whom a permit is issued under this ordinance.

2.2349 **Person** means any individual, corporation, partnership, joint venture, trust, limited liability corporation, agency, unincorporated association, municipal corporation, county or state agency within Wisconsin, the federal government or any combination thereof that owns, rents, leases, or has other interest in land being regulated under this ordinance.

2.240 **Repair** means to restore to sound condition after damage or malfunction of storage facility.

2.25 **Site that is susceptible to groundwater contamination** means any one of the following:

(a) An area within 250 feet of a private well.

(b) An area within 1,000 feet of a municipal well.

(c) An area within 300 feet upslope or 100 feet downslope of a direct conduit to groundwater.

(d) A channel that flows to a direct conduit to groundwater.

(e) An area where the soil depth to groundwater or bedrock is less than 2 feet.

(f) An area where the soil does not exhibit one of the following soil characteristics:

1. At least a 2-foot soil layer with 40% fines or greater above groundwater and bedrock.

2. At least a 3-foot soil layer with 20% fines or greater above groundwater and bedrock.

3. At least a 5-foot soil layer with 10% fines or greater above groundwater and bedrock.

2.264 **Standards** means guidelines that have been adopted by the Natural Resources Conservation Service.

2.272 **Substantially altered** means a change initiated by an owner or operator that results in a relocation of a facility or significant changes to the size, depth or configuration of a facility including:

(a) Replacement of a liner in a manure storage facility.

(b) An increase in the volumetric capacity or area of a facility by greater than 20%.

(c) A change in a facility related to a change in livestock management from one species of livestock to another such as cattle to poultry.

2.283 **Technical Guide** means the current Wisconsin version of the United States Department of Agriculture Natural Resources Conservation Service Technical Guide as adopted by the Jefferson County Land and Water Conservation Committee.

2.29 **Unconfined manure pile** means a quantity of manure that is at least 175 feet in volume and which covers the ground surface to a depth of at least 2 inches and is not confined within a manure storage facility, livestock housing facility or barnyard runoff control facility or covered or contained in a manner that prevents storm water access and direct runoff to surface water or leaching to pollutants to groundwater.

2.302 **USDA – NRCS** means the Natural Resources Conservation Service, an agency of the United States Department of Agriculture.

2.3125 **Water pollution** means contaminating or rendering unclean or impure the groundwater or surface waters of the state, or making the same injurious to public health, harmful for commercial or recreational use, or deleterious to fish, bird, animal or plant life.

2.3226 **Water Quality Management Area** means any of the following:

(a) The area within 1,000 feet from the ordinary high water mark of a navigable lake, pond, or flowage other than a glacial pothole.

(b) The area within 1,000 feet from the high water mark of a glacial pothole lake.

(c) The area within 300 feet from the ordinary high water mark of a navigable river or stream.

(d) An area that is susceptible to groundwater contamination or that has the potential to be a direct conduit for contami-

nation to reach groundwater.

2.3327 **Working day** means a calendar day, except Saturdays, Sundays and County, State, and Federal recognized legal holidays.

### **SECTION 3: ACTIVITIES SUBJECT TO REGULATION**

#### **3.01 General Requirement**

Any person who constructs, installs, substantially alters, or closes an animal waste storage facility, or possesses an idle storage facility; or who employs another person to do the same on land subject to this ordinance shall be subject to the provisions of this ordinance.

#### **3.02 Compliance with Permit Requirements**

A person is in compliance with this ordinance if he or she follows the procedures of this ordinance, receives a permit from the Jefferson County Land and Water Conservation Department before beginning activities subject to regulation under this ordinance, and complies with the requirements of the permit. Modification or closure of preexisting facilities requires a permit, subject to all terms of ordinance.

#### **3.03 Manure Management Prohibitions**

4. All Livestock Operations shall comply with the following:

(a) A livestock operation shall have no overflow of manure storage facilities.

(b) A livestock operation shall have no unconfined manure pile in a water quality management area.

(c) A livestock operation shall have no direct runoff from a feedlot or stored manure into the waters of the state.

(d) A livestock operation may not allow unlimited access by livestock to waters of the state in a location where high concentrations of animals prevent the maintenance of adequate sod or self-sustaining vegetative cover. This prohibition does not apply to properly designed, installed and maintained livestock or farm equipment crossings.

#### **~~2. Cost Sharing Requirement~~**

~~Pursuant to Section 281.16(3) of the Wisconsin Statutes, a livestock operation that is in existence prior to October 1, 2002 shall not be required to comply with the manure management prohibitions unless cost sharing is made available.~~

#### **3.04 Existing Animal Waste Storage Facilities**

1. Manure storage facilities that pose an imminent threat to public health, fish and aquatic life, or groundwater shall be upgraded, replaced, or abandoned in accordance with this ordinance.

2. Levels of materials in storage facilities may not exceed the margin of safety level.

#### **3.05 Livestock Siting**

Facilities that hold a Conditional Use Permit issued by the Jefferson County Planning and Zoning Committee shall follow additional requirements under Jefferson County Zoning Ordinance 11.05(d).

### **SECTION 4: STANDARDS**

#### **4.01 Animal Waste Storage Facilities**

Standards and specifications for design, construction and management of animal waste storage facilities are those in Standard 313 (Waste Storage Facility), and Standard 634 (Waste Transfer) of the Technical Guide. Construction specifications referenced within the above listed standards shall be included.

4.02 **Nutrient Management**

The standards for nutrient management of land-applied animal wastes are those in Standard 590 of the Technical Guide. Livestock operations subject to regulations under Chapter NR 243 of the Wisconsin Administrative Code follow nutrient management requirements contained in NR 243.14.

4.03 **Amendments to Standards**

If approved by the DATCP or DNR, future amendments to Standards 313, 634, and 590 or the current standards for waste management systems, waste storage facilities, waste transfer, and nutrient management of the Technical Guide are incorporated by reference in the ordinance and made part of this ordinance, unless otherwise acted upon by the Jefferson County Board of Supervisors.

4.04 **Variances**

Variances from these standards and Chapter NR151 of the Wisconsin Administrative Code agricultural performance standards can only be granted through an appeal by the applicant in accordance with Section 8 of this ordinance unless otherwise acted upon by the Land and Water Conservation Committee.

4.05 **Human Wastewater**

Human wastewater shall not be discharged into animal waste storage facilities unless permitted by applicable federal, state, or local regulations for the disposal of human wastewater.

4.06 **Animal Waste Storage Facility Closure**

Standards for closure of an idle storage facility are those in Standard 360 of the Technical Guide.

**SECTION 5: APPLICATION FOR AND ISSUANCE OF PERMITS**

5.01 **Permit Required**

Except as hereinafter provided, no person shall undertake an activity subject to this ordinance without first obtaining an **ANIMAL WASTE STORAGE FACILITY PERMIT** or **ANIMAL WASTE STORAGE FACILITY CLOSURE PERMIT** from the Jefferson County Land and Water Conservation Department. The requirement of this ordinance shall be in addition to any other ordinance or administrative rule regulating animal waste storage or applicable technical standards. In the case of conflict, the most restrictive provision shall apply.

5.02 **Exception to Permit Requirements**

Emergency repairs for broken pipes or equipment, leaking dikes or removal of obstructions may be performed without an Animal Waste Storage Facility Permit. Emergency repairs shall not result in increased capacity to the animal waste storage facility. The responsible person (owner or tenant) shall contact the Jefferson County Land and Water Conservation Department on the first working day following emergency repairs for a determination

by the Department on whether a permit will be required for any additional modification or repair to the facility.

5.03 **Fee**

All applicants, except those applying for an Animal Waste Storage Facility Closure Permit, shall be required to pay a non-refundable fee at the time of permit application, see Table 1. Application fees may be waived by the Land and Water Conservation Committee upon finding of economic hardship.

TABLE 1

<u>Gallons of Storage</u>	<u>Fee</u>
<u>Closure</u>	<u>\$0</u>
<u>1 – 1,000,000</u>	<u>\$150</u>
<u>1,000,001 – 3,000,000</u>	<u>\$200</u>
<u>3,000,001 and greater</u>	<u>\$300</u>

If the application is submitted after the commencement of activities requiring a permit, then the fee will be doubled. All applicable federal, state, and local standards and ordinance provisions still apply. Applications received after the commencement of activities requiring a permit do not preclude the Land and Water Conservation Department from taking enforcement action.

5.04 **Permit Application**

An application for an Animal Waste Storage Facility Permit or Animal Waste Storage Facility Closure Permit shall be filed with the Land and Water Conservation Department on forms supplied by the Land and Water Conservation Department. The Land and Water Conservation Department shall mail a copy of the approved permit application to the appropriate Town Board. In addition the Land and Water Conservation Department may mail a copy of the approved permit to other agencies or units of government that may have jurisdiction over the proposed activity.

Each application for an Animal Waste Storage Facility Permit under this ordinance shall include an Animal Waste Storage Facility Plan and a Nutrient Management Plan.

**1. All Animal Waste Storage Facility Plans shall include the following:**

(a) A plan map showing location of the facility with regard to buildings, roads, lot lines and homes within ~~three~~ five hundred (~~300~~ 500) feet of the proposed facility. The map shall be drawn to scale no smaller than one (1) inch equals one hundred (100) feet. The plan map shall include a north arrow.

(b) A complete set of detailed construction plans, including but not limited to facility dimensions, cross-section views, profile views, storage facility liners, concrete thickness of floors and/or walls, steel reinforcement plans, water stops and expansion joints, material specifications, and fencing. Preparation of detailed construction plans may likely require the applicant to hire a registered professional engineer or be designed by federal, state, or local agency staff with appropriate NRCS job approval.

(c) Worksheet 1 (Animal Units) of Chapter ATCP 51 of the Wisconsin Administrative Code will be included. If the type of animal that the facility is to be used for is not on Worksheet 1, then

The number and kinds of animals for which waste storage is to be provided.

(d) Planned duration of storage, expressed in days and/or months, and volume of storage, expressed in cubic feet or gallons.

(e) The location of any wells within three hundred (300) feet of the facility.

(f) The location and elevation of all soil tests pits, including a detailed soil description of each pit, to a depth of at least three (3) feet below the planned bottom elevation of the facility. Soil test pits, which are acceptable to the Jefferson County Land and Water Conservation Department, shall be dug within the outermost boundaries of planned waste storage facility bottom area and shall consist of a minimum of 4 pits located in 4 different quadrants of the planned facility.

(g) The location of drain tiles, sink holes, and drainage ditches.

(h) The elevation of seasonably high groundwater or bedrock if encountered in the soil profile and the date of any such determination.

(i) Provisions for adequate drainage and control of runoff to prevent pollution of surface water and groundwater. This shall include plans for erosion control of disturbed areas and soil stockpiles if the site is in a water quality management area.

(j) The location of and distance to any navigable body of water within three hundred (300) feet of the proposed facility must be shown.

(k) A description of how waste will be delivered to and removed from the facility.

(l) A proposed time schedule for construction of the facility.

(m) A Chapter NR 151 of the Wisconsin Administrative Code Evaluation Form completed by the Land and Water Conservation Department.

(n) Any other additional information required by the Jefferson County Land and Water Conservation Department to determine compliance with this ordinance.

**2. Nutrient Management Plans will be required at the time of permit application for an Animal Waste Storage Facility Permit. All nutrient management plans shall conform to the NRCS standards and specifications for nutrient management (590) and if applicable NR 243.14 as specified in Subsection 4.02. All nutrient management plans shall comply with ATCP 50.04(3) as amended from time to time and the following:**

When the livestock operation that is applying for a permit is proposing to spreading animal waste on another landowner's fields, and that other landowner also spreads animal waste ~~from their own operation~~, then a nutrient management plan accounting for nutrients from all sources for both operations must be provided to the Land and Water Conservation Department.

**3. All applicants' land must be in compliance with the**

**agricultural performance standards and manure management prohibitions contained in NR 151 if cost sharing is made available and is applicable, located in Section 3.03 of this ordinance.**

**4. Animal Waste Storage Facility Closure Requirements**

(a) Closure of an animal waste storage facility shall occur when an operation where the facility is located ceases operations, or manure has not been added or removed from the facility for a period of 24 months. Manure facilities shall be closed in a manner that will prevent future contamination of groundwater and surface waters.

(b) The owner or operator may retain the facility for a longer period of time by demonstrating to the department that all of the following conditions are met: 1. The facility is designed, constructed and maintained in accordance with the applicable standards. 2. The facility is designed to store manure for a period of time longer than 24 months. 3. Retention of the facility is warranted based on anticipated future use.

(c) Each application for an Animal Waste Storage Facility Closure Permit under this ordinance shall include a site-specific design for closure as specified in Standard 360.

**5.05 Review of Application**

The Jefferson County Land and Water Conservation Department shall receive and review all permit applications; including the Animal Waste Storage Facility Construction Plans and the Nutrient Management Plan, or the Animal Waste Storage Facility Closure Design; and shall determine if the proposed facility or closure will comply with ordinance requirements. In making this determination, the department may require a site inspection and/or may consult with an outside agency. Prior to issuance of a permit, the NRCS or DATCP engineer or designee, or a registered professional engineer shall verify that plans meet the applicable standards. Within 30 working days after receiving the completed application and fee, the Jefferson County Land and Water Conservation Department shall inform the applicant in writing whether the permit application is approved, disapproved, or if more information is needed. If additional information is required, the Jefferson County Land and Water Conservation Department shall so notify the permit applicant. The Jefferson County Land and Water Conservation Department has 30 working days from the receipt of the additional information to approve or disapprove the application. If, in addition to the applicant's information, the department required comment from an outside agency, the department has 15 working days from receipt of the comments from the referral agency to approve or disapprove the application. If the Land and Water Conservation Department fails to approve or disapprove the permit application in writing within 30 working days of the receipt of the permit application, within 30 working days of receipt of additional applicant information, or within 15 working days of receipt of referral agency comments, as appropriate, the application shall be deemed approved and the applicant may proceed as if a per-

mit had been issued. Nothing herein shall authorize construction, maintenance, or closure of a facility that does not meet ordinance and technical guide standards.

5.06 **Permit Conditions**

All permits issued under this ordinance shall be issued subject to the following conditions and requirements:

(a) Animal waste storage design, construction, modification, closure, and application shall be carried out in accordance with the construction plan or closure plan and applicable standards specified in Section 4 of this ordinance.

(b) Any person applying for an Animal Waste Storage Facility Permit under this ordinance must develop a Nutrient Management Plan as part of the application process to demonstrate their ability to utilize the animal waste in an environmentally safe manner. This condition may require the applicant to hire a crop consultant to prepare the Nutrient Management Plan. ~~Although not required, a~~ All recipients of Animal Waste Storage Facility Permits are ~~encouraged~~ required to provide annual updates of their Nutrient Management Plans to the Jefferson County Land and Water Conservation Department.

(c) An existing storage that is located within 350 feet of a property line or public road right-of-way cannot be expanded toward that property line or public road right-of-way.

(d) A new waste storage facility may not be located within 350 feet of any property line, or within 350 feet of the nearest point of any public road right-of-way, unless the waste storage facility is a single new waste storage facility constructed no closer to the relevant property line or public road than a waste storage facility that existed on the same tax parcel prior to January 2014, provided that the new structure is no larger than the existing facility and is located within 50 feet of the existing facility. The 350 foot setback does not apply to waste storage completely contained under a building used to house livestock. However, all Jefferson County Zoning Ordinance setbacks for buildings are applicable.

(ee) The permittee certifies in writing that all other local, city, County, State or Federally required permits shall be obtained from the appropriate authorities. The department may require proof of any permit known to be needed prior to issuing an Animal Waste Storage Facility Permit or Animal Waste Storage Facility Closure Permit.

(fd) Any change to an approved Animal Waste Storage Facility Plan or closure design shall be approved in writing by the Jefferson County Land and Water Conservation Department. Written approval by the Department shall occur only after the DATCP engineer or designee, registered professional engineer, or state, federal, or local agency staff person, having the appropriate engineering certification, has reviewed and approved the proposed modifications.

(ge) The permittee shall give no less than 3 working days advance notice to the Jefferson County Land and Water Conservation Department before starting any construction activity autho-

ized by the permit.

(hf) Activities authorized by permit shall be completed within 2 years from the date of issuance after which time such permit shall expire.

(ig) The permittee shall certify in writing, by a professional engineer or a person with appropriate engineering job approval according to NRCS standards, that the animal waste storage was installed or closed as planned. A copy of the signed certification sheet shall be given to the Land and Water Conservation Department within 1 month of completion of installation or closure. Any approved changes made to the Animal Waste Storage Facility Plan or closure design shall be specified in the certification. Land and Water Conservation Department personnel may conduct site inspections during and following construction to determine that the facility was installed or closed as planned and designed.

(j) Before any waste facility is put into use, the structure must be fully constructed as designed including the marking of the maximum operating level and implementing all safety design features.

## **SECTION 6: ADMINISTRATION**

### **6.01 Delegation of Authority**

The Jefferson County Board hereby designates the Jefferson County Land and Water Conservation Department to administer and enforce this ordinance.

### **6.02 Administrative Duties**

In the administration and enforcement of this ordinance, the Jefferson County Land and Water Conservation Department shall:

(a) Keep an accurate record of all permit applications, Animal Waste Storage Facility Plans, Nutrient Management Plans, closure designs, permits issued, inspections made, closure extension requests, extensions issued, and other official actions.

(b) Review permit applications and issue permits in accordance with Section 5 of this ordinance.

(c) Periodically inspect animal waste storage facility construction to insure the facility is being constructed or closed according to plan specifications.

(d) Investigate complaints relating to compliance with this ordinance.

(e) Perform other duties as specified in this ordinance.

### **6.03 Inspection Authority**

The Jefferson County Land and Water Conservation Department is authorized by Section 92.07(14), Wisconsin Statutes, to enter upon any lands affected by this ordinance to inspect the site prior to and after permit issuance to determine compliance with the ordinance. If permission cannot be received from the applicant or permittee, entry shall be according to Sections 66.0119 and 66.0119 (3) as amended, Wisconsin Statutes. Refusal to grant permission to enter lands affected by this ordinance for purposes of inspection may be grounds for denial of a permit or revocation thereof.

6.04 **Enforcement Authority**

The Jefferson County Land and Water Conservation Department is authorized to post an order stopping work upon land which has had a permit revoked or on land currently undergoing activity in violation of this ordinance. Notice is given by both posting upon the land where the violation occurs one or more copies of a poster stating the violation, and by mailing a copy of the order by certified mail to the person whose activity is in violation of this ordinance. The order shall specify that the activity must cease or be brought into compliance.

Any permit revocation or order stopping work shall remain in effect until retracted by the Jefferson County Land and Water Conservation Department, or by a court of general jurisdiction. The Jefferson County Land and Water Conservation Department is authorized to refer any violation of this ordinance or of an order stopping work issued pursuant to this ordinance to the Jefferson County Corporation Counsel for commencement of further legal proceedings.

**SECTION 7: VIOLATIONS**

7.01 **Penalties**

Any person who violates, or fails, neglects, or refuses to comply with any of the provisions of the ordinance shall upon conviction thereof, forfeit up to ~~Two~~ Five Hundred (\$~~2500.00~~ 500.00) Dollars, and costs of prosecution for each violation. Each day a violation exists or continues to exist shall constitute a separate offense. An unlawful violation includes failure to comply with any standard of this ordinance or with any condition or qualification attached to the permit, or any failure to comply with notice of a permit revocation or stop work order.

7.02 **Enforcement by Injunction**

As a substitute for, or in addition to forfeiture actions, Jefferson County may seek enforcement of any part of this ordinance by court actions seeking injunctions or restraining orders.

**SECTION 8: APPEALS**

8.01 **Authority**

Under the authority of Chapter 68 Wisconsin Statutes, the Jefferson County Land and Water Conservation Committee, created under Section 59.878, Wisconsin Statutes and acting as an appeal authority under Section 68.09(2) Wisconsin Statutes, is authorized to hear and decide appeals where it is alleged that there is error in any order, requirement, decision, or determination by the Jefferson County Land and Water Conservation Department in administering this ordinance.

8.02 **Who May Appeal**

Appeals may be taken by any person having a substantial interest that is adversely affected by the order, requirement, decision, or determination made by the Jefferson County Land and Water Conservation Department.

8.03 **Limitations of Appeal**

Only one appeal on a particular concern can be made of an order, requirement, decision, or determination made by the

Jefferson County Land and Water Conservation Department.

8.04 **Procedure**

Any appeal shall be made by written request mailed or delivered to the Jefferson County Land and Water Conservation Department. The request shall state the grounds upon which it is contended that the order, requirement, decision, or determination should be modified or reversed, and/or the grounds upon which a variance is sought. The request shall be filed within 30 calendar days of the date when the order, requirement, decision, or determination was received. The Jefferson County Land and Water Conservation Committee shall schedule a hearing within 15 working days of the filing of the appeal. The hearing shall be conducted in accordance with Chapter 68, Wisconsin Statutes. A copy of the hearing notice shall be sent to the applicant and the appropriate Town Board.

The final decision on an appeal shall be made within 20 working days of completion of the hearing and shall be in the form of a written determination signed by the Chair or Secretary of the Land and Water Conservation Committee. The determination shall state the specific facts, which are the basis for the Committee's decision, and shall affirm, reverse, vary, or modify the order, requirement, decision, or determination appealed, in whole or in part; deny the appeal for lack of justification; or grant or deny the application for a variance. The reasons or justifications for granting an appeal, which were demonstrated by the applicant in the case of a variance, shall be clearly stated in the recorded minutes of the Committee meeting. If a final decision on an appeal is not made within 20 working days, the appeal shall be deemed approved and the applicant may proceed with activities that were requested in the appeal.

8.05 **Variances**

The Land and Water Conservation Committee may upon appeal authorize a variance from the requirements of this ordinance.

1. The granting of a variance shall be consistent with the spirit and purpose of this chapter as stated in Subsection 1.03 and 1.04.

2. The Committee may not grant a variance solely on the basis of economic hardship or gain.

3. The variance shall not permit an activity or practice that may fail structurally or otherwise cause significant water pollution or other off site impacts.

4. The variance shall be due to unique circumstances and not to the general conditions of the area.

5. The variance shall not be granted unless it is shown that the variance will not be contrary to the public interest and will not be damaging to the rights of other persons.

6. The variance shall not be granted solely on the fact that certain conditions existed prior to the effective date of the ordinance.

7. The Land and Water Conservation Committee may au-

thorize a variance from the requirements of this ordinance contingent on the applicant receiving a variance from the technical standards through the Natural Resources Conservation Service or other qualified engineering authority. If public funds are involved, this may be a program requirement.

~~8.~~ 8. The Committee shall not grant a variance to the Chapter NR 151 agricultural performance standards without following Chapter NR 151.097 of the Wisconsin Administrative Code.

~~98.~~ The Committee may grant a variance only if all of the following conditions are met:

(a) Compliance with the standard is not feasible due to site conditions. This condition does not apply to research activities conducted as part of a planned agricultural research and farming curriculum.

(b) The landowner or operator will implement best management practices or other corrective measures that ensure a level of pollution control that will achieve a level of water quality protection comparable to that afforded by the performance standards in located in Chapter NR 151 of the Wisconsin Administrative Code.

(c) The conditions for which the variance is requested are not created by the landowner or operator or their agents or assigns. This condition does not apply to research activities conducted as part of a planned agricultural research and farming curriculum.

~~109.~~ 109. The Committee shall use the following process when administering a variance request:

(a) The landowner or operator shall submit the variance request to the Committee or the Land and Water Conservation Department within 60 days of receiving notice that their operation is not in compliance with this ordinance.

(b) The Land and Water Conservation Department shall forward any variances that it receives to the Committee. The Committee may consider a recommendation from the governmental unit concerning acceptance of the variance request.

(c) The Committee shall make its determination based on the factors in subparagraph ~~98.~~

(d) The Committee shall notify the landowner or operator and the Land and Water Conservation Department of its determination. If the variance is granted, the Committee or Land and Water Conservation Department shall send a notice to the landowner or operator and to the appropriate Town Board.

(e) The period of time required to make a ruling on a variance request does not extend the compliance periods allowed under Chapter NR 151.09 and 151.095 of the Wisconsin Administrative Code.

Note: The Committee may consider decisions made by the Land and Water Conservation Department, in accordance with local ordinance provisions, when making its determination whether to accept or deny the variance.

Section 2. This ordinance shall be effective after passage

and publication as provided by law.

**Foelker moved that Ordinance No. 2014-12 be adopted.** Seconded and carried.

**Rinard presented Resolution No. 2014-19.**

Executive Summary

Jefferson County obtained a 9,800 square foot flood prone parcel on the shore of Lake Ripley (PIN 022-0613-0742-053) in April 2010, using Community Development Block Grant-Emergency Assistance Program funds. In 2013, the Lake Ripley Management District indicated its interest in owning said parcel, which is in the Lake Management District and subject to deed restrictions preventing the construction of any permanent structure on the property and requiring it be kept as green space. The District is aware of the restrictions and pledges to honor them along with any other restrictions imposed by use of the federal grant funds for purchase of the property. The grant funds were provided to Jefferson County for the purpose of remediating flood damage. The parcel has been restored to a natural state and has no structures.

WHEREAS, Jefferson County purchased Parcel 022-0613-0742-053 in April 2010, using Community Development Block-Emergency Assistance program funds, and

WHEREAS, such program requires the property purchased to be maintained in a natural state without any permanent structures on it, and

WHEREAS, the parcel is located on the shore of Lake Ripley within the Lake Ripley Management District, and

WHEREAS, the Lake Ripley Management District desires to own the property, to preserve and protect it, and

WHEREAS, the Law Enforcement/Emergency Management Committee has previously recommended this transfer,

NOW, THEREFORE, BE IT RESOLVED that the County Clerk is authorized to execute a quit claim deed in the form drafted by the Corporation Counsel for no cash consideration to the Lake Ripley Management District for PIN #022-0613-0742-053 which deed will be restricted so as to require the property to be maintained in a natural state without any permanent structures on it in accordance with all the original grant requirements.

*Fiscal Note: There is no fiscal impact.*

**Rinard moved that Resolution No. 2014-19 be adopted.** Seconded and carried: Ayes 27, Jones, David, Tietz, Braughler, Buchanan, Wineke, Rinard, Counsell, Reese, Hartz, Morse, Lund, Nass, Kutz, Hanneman, Schroeder, Mode, Kannard, Poulson, Jaeckel, Murley, Foelker, Zentner, Borland, Schultz, Babcock, Christensen), Noes 1 (Kelly), Absent 2 (Morris, Payne).

**Nass read the following report:**

**REPORT  
TO THE HONORABLE MEMBERS OF THE JEFFERSON  
COUNTY BOARD OF SUPERVISORS**

The Jefferson County Planning and Zoning Committee, having considered petitions to amend the zoning ordinance of Jefferson

County, filed for public hearing held on May 15, 2014, as required by law pursuant to Wisconsin Statutes, notice thereof having been given, and being duly advised of the wishes of the town boards and persons in the areas affected, hereby makes the following recommendations:

APPROVAL OF PETITIONS R3725A-14, R3726A-14,  
R3727A-14, R3728A-14 and R3731A-14  
DATED THIS SECOND DAY OF JUNE 2014

Donald Reese, Secretary

THE PRIOR MONTH'S AMENDMENTS, R3724A-14,  
R3712A-14, R3713A-14, R3714A-14, R3715A-14, R3716A-14,  
R3717A-14, R3718A-14, R3719A-14, R3720A-14, R3721A-14,  
R3722A-14 and R3723A-14 ARE EFFECTIVE UPON PASSAGE  
BY COUNTY BOARD, SUBJECT TO WIS. STATS. 59.69(5).

**Nass moved that the report be adopted.** Seconded and carried.

**Nass presented Ordinance No. 2014-13.**

WHEREAS, the Jefferson County Board of Supervisors has heretofore been petitioned to amend the Jefferson County Zoning Ordinance, and

WHEREAS, Petitions R3725A-14, R3726A-14, R3727A-14, R3728A-14 and R3731A-14 were referred to the Jefferson County Planning and Zoning Committee for public hearing on May 15, 2014, 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 zoning ordinance of Jefferson County (and official zoning maps) as follows:

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

Create two new 1-acre building sites, one from part of PIN 004-0515-1633-001 (20 acres) and one from part of PIN 004-0515-2122-000 (40 acres). They are in the Town of Cold Spring, near N1290 Fremont Road. Conditions of rezoning include road access approval, receipt of a soil test showing initial and replacement systems, approval and recording of a final certified survey map including extraterritorial plat review if necessary, and filing of an affidavit acknowledging that there will be no further A-3 lots for the property. R3725A-14 – Bruce Lucht

Rezone to create a 2-acre building site on Fremont Road in the Town of Cold Spring from part of PIN 004-0515-1742-000 (40 acres). Conditions of rezoning include road access approval, receipt of a soil test showing sites for installation of both initial and replacement systems, approval and recording of a final certified survey map including extraterritorial plat review if necessary, and filing of an affidavit acknowledging that there will be no further A-3 lots for the property. R3726A-14 – John Tincher/Tikalsky Farms LLC property

Rezone 6 acres from PIN 004-0515-1714-001 (20 acres) for a new residential building site with existing barn on Fremont Road,

Town of Cold Spring. Conditions of rezoning include receipt of a soil test showing sites for installation of both initial and replacement systems, approval and recording of a final certified survey map for the property, and filing of an affidavit acknowledging that there will be no further A-3 lots for the property. R3727A-14 – John Tincher/Tikalsky Farms LLC property

Create a 2-acre farm consolidation lot at W4147 Fremont Road in the Town of Cold Spring from part of PIN 004-0515-1741-000 (36.945 acres). A condition of rezoning calls for receipt and recording of a final certified survey map. R3728A-14 – John Tincher/Tikalsky Farms LLC property

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

Rezone 14 acres of PIN 004-0515-1821-001 (15 acres) on Heyse Drive in the Town of Cold Spring. Rezoning is conditioned upon receipt of and recording of a final certified survey map for the lot, and upon restoration of the cropland to its natural state by planting prairie grasses as testified to by the petitioner's representative in public hearing. R3731A-14 – Paul Kramer

All of 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.

**Nass moved that Ordinance No. 2014-13 be adopted as printed.** Seconded and carried.

**Wehmeier presented Ordinance No. 2014-14.**

Executive Summary

Section 59.54(4), Wis. Stats., sets forth the process for destruction of obsolete county records, specifying how long each type of record must be kept, with a default 7 year period for any type of record not listed specifically therein or governed by another statute. The Wisconsin Public Records and Forms Board has approved 79 pages of reduced retention periods for many county records, reducing space needed for storage. Pursuant to County Board Rule 3.04(1) the County Administrator may present matters to the Board for its consideration. This item is presented for action by the Administrator.

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

Section 1. The Records Retention Ordinance is created as follows:

**A. Purpose.** The purpose of this ordinance is to establish a county wide records retention schedule and authorize destruction of county records pursuant to that schedule on an annual basis. Record custodians do not have the authority to destroy records prior to the established retention period unless such records have been photographically reproduced as original records pursuant to § 16.61(7), Wisconsin Statutes. If there is not a specific law requiring a specific retention period, all records must be retained seven (7) years, unless the Wisconsin Public Records and Forms Board has approved a shorter period.

**B. Definitions.** As used in this ordinance:

*Legal custodian* means the individual responsible for maintaining records pursuant to § 19.33, Wisconsin Statutes.

*Record* means record as defined in § 19.32(2), Wisconsin Statutes.

**C. Historical Society Notification.** Prior to the destruction of any public record described in this section, at least sixty (60) days' notice in writing shall be given to the State Historical Society of Wisconsin, unless such notice has been waived in advance by the State Historical Society as part of the Records and Forms Board approval process.

**D. Destruction After Request for Inspection.** No requested record may be destroyed until after the request is granted by the State Historical Society of Wisconsin or sixty (60) days after the request is denied. If any action is commenced under § 19.36(6), Wisconsin Statutes.

**E. Destruction Pending Litigation.** No record subject to pending litigation shall be destroyed until the litigation has been resolved.

**F. Preservation of County Records.** County records may be kept and preserved by any means approved by the County Board and allowed by Wisconsin Statutes. County records may be kept and preserved through the use of microfilming that meets the applicable standards established in § 16.61(7), Wis. Stats. After verification that destruction is allowed, paper records may be destroyed if these records are to be preserved in accordance with this section.

**G. Review and Approval by Public Records and Forms Board.** Retention periods approved by the Public Records and Forms Board from time to time are incorporated in this ordinance as if fully set forth.

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

**Nass moved that Ordinance No. 2014-14 be adopted.** Seconded and carried.

**Murley read Resolution No. 2014-20.**

WHEREAS, the University of Wisconsin-Whitewater baseball team was crowned NCAA Division III champion in May, making UW-Whitewater the only school to ever win a football, men's basketball and baseball national title in the same year, and

WHEREAS, both the men's and women's wheelchair basketball teams and the gymnastic team have also won national titles this year, and

WHEREAS, other UW-Whitewater teams and individual athletes have been successful this year including the softball team and an individual national title in women's track,

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board offers its congratulations to the UW-Whitewater athletes, national championship teams and athletic department for their unprecedented success.

**Murley moved that Resolution No. 2014-20 be adopted.** Seconded and carried.

**Lund presented Resolution No. 2014-21.**

WHEREAS, the State of Wisconsin has yet to take advantage of billions of new federal Medicaid dollars which would improve the state's BadgerCare program - these federal funds are available at any time, and, upon acceptance, would provide access to BadgerCare to 84,000 Wisconsin residents as estimated by the State's Legislative Fiscal Bureau, and

WHEREAS, the decision to reject federal Medicaid funding shrinks the number of Wisconsin residents who have health care coverage while increasing the costs to the state for the BadgerCare program (according to the Legislative Fiscal Bureau, the state budget will require over \$100 million more this budget cycle by rejecting these federal funds), and

WHEREAS, 19 counties have passed resolutions urging Wisconsin to utilize these federal funds, a position that has been reiterated by the Wisconsin Counties Association, and these federal funds would bring an estimated \$30,340,000 into the Jefferson County economy by 2021 and would help an estimated 1,052 parents and childless adults in Jefferson County gain access to BadgerCare, and

WHEREAS, having un-insured and under-insured residents impacts the Jefferson County Human Services Department because it can lead to untreated mental health or substance abuse and lack of preventive health care that can lead to loss of jobs, the inability to function, and loss of self-sufficiency,

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors hereby directs the Jefferson County Clerk to place the following advisory referendum question on the countywide ballot at the election to be held on November 4, 2014: ***"Shall the next State Legislature accept available federal funds for BadgerCare to ensure that thousands of Wisconsin citizens have access to quality and affordable health coverage?"***

BE IT FINALLY RESOLVED that a copy of this resolution be sent to the Jefferson County legislative delegation, the Governor, the Secretary of the Wisconsin Department of Health Services, and the Wisconsin Counties Association.

*Fiscal Note: For the first 3 years the federal government will pay 100% of the cost of new BadgerCare (Medicaid) enrollees, and after those three years the federal government will continue to pay 90% or more of the cost thereafter. This 90 cents on the dollar is a much better deal than standard 60 cents on the dollar Medicaid.*

*This not only means covering more people in a more cost effective way, but that the state will save money over time. Wisconsin would actually save a total of at least \$495 million over the next ten years by accepting the federal money to fill the holes in BadgerCare (Kaiser Family Foundation). Wisconsin would save \$248 million over the next ten years because the federal government*

would pay over 90% of the costs of coverage for many current BadgerCare recipients. Wisconsin would also save an additional \$247 million in the cost of uncompensated medical care because more people would have health coverage.

Jefferson County expenditures for services for individuals with mental illness in 2011: \$7,032,315. (Wisconsin Legislative Fiscal Bureau, December 2013)

**Schroeder referred Resolution No. 2014-21 to the Administration & Rules Committee and the Human Services Board pursuant to Board Rule 3.03(8).**

**Wehmeier read the following:**

TO THE JEFFERSON COUNTY BOARD OF SUPERVISORS:  
MEMBERS OF THE BOARD:

By virtue of the authority vested in me under Sections 59.18 of the Wisconsin Statutes, I do hereby request the County Board's confirmation of the following appointments:

a. Dale Weis, Johnson Creek, Wisconsin, to the Zoning Board of Adjustment for a three-year term ending July 1, 2017.

b. Ed Morse, Lake Mills, Wisconsin, to the Historic Sites Preservation Commission to fill an unexpired term ending April 1, 2016.

c. Mark Hanson, Watertown, Wisconsin, to the Mid-Wisconsin Federated Library Systems Board to fill an unexpired term ending January 1, 2015.

**Buchanan moved that the appointments be confirmed.** Seconded and carried.

**Schroeder read the following:**

TO THE JEFFERSON COUNTY BOARD OF SUPERVISORS:  
MEMBERS OF THE BOARD:

By virtue of the authority vested in me I do hereby appoint and request the County Board's confirmation of the following individuals as members of the designated consortiums, commissions and committees:

Local Emergency Planning Committee (LEPC)

a. Chief Vern Butzine, Waterloo, Wisconsin, for an indeterminate term.

b. Jeff Larkin, Watertown, Wisconsin, for an indeterminate term.

**Buchanan moved that the appointments be confirmed.** Seconded and carried.

**Frank read the following commendation:**

WHEREAS, Philip C. Ristow served as Corporation Counsel from June of 1978 to July 1985 returning April 1996 to 2014 (a really long time), and

WHEREAS, that period has involved significant change in county staff (2 administrative secretaries, 4 county administrators, 2 county clerks, and 5 county board chairs and numerous county board members and county department heads), and

WHEREAS, Phil has guided the County with many cost saving ideas and the development of policies that have promoted stable financial performance and management, and

WHEREAS, Jefferson County has benefited from your ability to

handle a multitude of issues from election recounts to manure, and WHEREAS, we “can appreciate that” Phil’s lengthy legal explanations with hand talking will be missed by all those who have had the pleasure of working with him over the years,

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors meeting this 10th day of June 2014, does hereby honor Phil Ristow and wish him happiness and good health in the years ahead.

BE IT FURTHER RESOLVED that the Jefferson County Board of Supervisors, County Administrator, all elected and appointed department heads, and all Jefferson County employees commend Philip Ristow for a job well done and wish him well in his retirement.

Supplemental information presented at the June 10, 2014, Jefferson County Board meeting will be available at the County Clerk’s office upon request or on the County’s website at [www.jeffersoncountywi.gov](http://www.jeffersoncountywi.gov).

**There being no further business, Buchanan moved that the Board adjourn.** Seconded and carried at 8:18 p.m.

**JEFFERSON COUNTY BOARD MINUTES  
TUESDAY, JULY 8, 2014, 7:00 P.M.**

Chair Jim Schroeder presiding.

County Clerk Barbara A. Frank called the roll. Supervisors Braughler, Morris, Foelker and Zentner gave prior notice of their inability to attend. Supervisor Counsell was also absent.

District 1..... Richard C. Jones	District 2 ..... Mike Kelly
District 3..... Greg David	District 4 ..... Augie Tietz
District 5... James B. Braughler	District 6 ..... Ron Buchanan
District 7..... Dwayne C. Morris	District 8 ..... Michael Wineke
District 9..... Amy Rinard	District 10 ..... Al C. Counsell
District 11..... Donald Reese	District 12 ..... Peter A. Hartz
District 13..... Ed Morse	District 14 ..... Kirk Lund
District 15..... Steven J. Nass	District 16 ..... Laura Payne
District 17..... Russell Kutz	District 18 Jennifer Hanneman
District 19..... Jim Schroeder	District 20 ..... Jim Mode
District 21..... John C. Kannard	District 22 ..... Blane Poulson
District 23..... George Jaeckel	District 24 ..... Kate Murley
District 25..... Matthew Foelker	District 26 ..... Carlton Zentner
District 27..... Glen D. Borland	District 28 ..... Dick Schultz
District 29..... Paul Babcock	District 30 ... Walt Christensen

County Administrator Ben Wehmeier led the Pledge of Allegiance. A moment of silence was observed.

Wehmeier certified compliance with the Open Meetings Law.

The Board proceeded with the agenda as printed.

**Rinard, Chair of the Administration & Rules Committee, moved that the minutes of the June 10, 2014, meeting be approved as presented.** Seconded and carried.

**GENERAL FINANCIAL CONDITION,  
JEFFERSON COUNTY, WISCONSIN  
JULY 1, 2014**

Available Cash on Hand	
June 1, 2014	\$ (175,939.80)
June Receipts	<u>6,109,237.33</u>
Total Cash	\$ 5,933,297.53
Disbursements	
General – June 2014	\$ 4,412,969.81
Payroll – June 2014	<u>1,228,412.35</u>
Total Disbursements	<u>5,641,382.16</u>
Total Available Cash	\$ 291,915.37
Cash on Hand	
(in bank) July 1, 2014	\$ 1,305,594.86
Less Outstanding Checks	<u>1,013,679.49</u>
Total Available Cash	\$ 291,915.37
Local Government Investment Pool -	
General	\$ 22,570,469.29

Institutional Capital Management	16,129,443.95
Local Government Investment Pool - Clerk of Courts	25,936.36
Local Government Investment Pool - Farmland Preservation	227,652.26
Local Government Investment Pool - Parks/Liddle	87,483.36
Local Government Investment Pool - Highway Bond	<u>3,173,345.17</u>
	\$ 42,214,330.39
2014 Interest - Super N.O.W. Acct.	\$ 457.67
2014 Interest - L.G.I.P. - General Funds	11,093.75
2014 Interest - ICM	78,545.09
2014 Interest - L.G.I.P. - Parks/Carol Liddle Fund	37.95
2014 Interest - L.G.I.P. - Farmland Preservation	102.58
2014 Interest - L.G.I.P. - Clerk of Courts	11.26
2014 Interest - L.G.I.P. - Highway Bond	<u>1,510.58</u>
Total 2014 Interest	\$ 91,758.88

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

**Frank presented the following communications:**

1. Treasurer's Report as printed above.
2. A Summons and Complaint for return of seized property was served on Jefferson County on June 27, 2014, from Plaintiff-Petitioner Justin Stanford alleging that his personal property, a dog named Spur, was wrongfully removed from his custody by the Jefferson County Sheriff and others. The claim has been referred to the County's insurance carrier.
3. Communications in support of Resolution No. 2014-21 (Place Health Care Advisory Referendum on the November 4, 2014, General Election) from American College of Physicians, Mental Health America of Wisconsin, National Alliance on Mental Illness of Wisconsin, Wisconsin Breast Cancer Coalition, Wisconsin Council of Churches, Wisconsin Alliance for Retired Americans and Wisconsin State AFL-CIO.
4. Notice of Public Hearing from the Planning & Zoning Committee for a hearing to be held on July 17, 2014, at 7:00 p.m. in Room 205 of the Jefferson County Courthouse, Jefferson.
5. Letter dated July 8, 2014, from Chair Schroeder appointing Wehmeier as the County's representative on the City of Lake Mills Tax Incremental District #2 and #6 TIF Joint Review Board. The communications and notice were received and placed on file.

**Wehmeier recognized the following retirees:** Philip Ristow, Corporation Counsel, 18 years 2 months; Scott Scheele, Sheriff's Office, 23 years 5 months; and Deborah Werner, Sheriff's Office, 25 years 2 months. Sheriff Paul Milbrath presented Judith A. Lins with a certificate for her 16 years 2 months of service with the County.

**The floor was opened for public comment.** Speaking on biomass energy was Tim Baye of Verona, specialist with UW Exten-

sion, and Buck Smith, Johnson Creek.

**Emergency Management Director Donna Haugom, Register of Deeds Staci Hoffman and Sheriff Paul Milbrath presented their department's annual report.** The annual reports were received and placed on file pursuant to Board Rule 3.03(12). Child Support Director Stacey Jensen and District Attorney Susan Happ will present their department's annual report at a later date.

**Milbrath presented merit awards to the following for their donations of food to the jail:** Duane Schumacher of Crystal Farms, Harry Schroeder of Oakdale Farms and Esther Schroeder of Richard Schroeder Farms.

**Rinard introduced Ordinance No. 2014-11.**

Executive Summary

The Board Chair requested this change in order to allow for greater flexibility in appointing persons with appropriate backgrounds and experience in the subject matter to this important committee.

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

Section 1. Section 3.05(2)(c) of the Board of Supervisors' Rules of Order is amended as follows:

**(c) FINANCE COMMITTEE** - Five members. ~~County Board Chair, a Vice Chair designated by County Board Chair, and three other members.~~ This Committee shall receive the proposed county budget from the County Administrator and shall conduct hearings necessary in the review of the proposed budget. The County Administrator and staff shall meet with the Committee and shall assist in the preparation of the budget. [Am. 05/11/04, Ord. 2004-04; 03/09/10, Ord. 2009-24]

.....

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. (First reading: 06-10-2014, referred to Finance Committee on 06-12-2014; Finance Committee recommended passage by 4-1 vote)

**Rinard moved that Ordinance No. 2014-11 be adopted.** Seconded.

**Mode moved to amend Ordinance No. 2014-11 by leaving in the striken material and inserting a sentence at the end of the paragraph as follows:** If the Chair or a Vice Chair does not want to serve, the Chair shall appoint a replacement.

**Amendment to Ordinance No. 2014-11 was seconded and carried. Ordinance No. 2014-11 as amended was adopted:** Ayes 23 (Jones, Kelly, David, Tietz, Buchanan, Wineke, Rinard, Reese, Hartz, Morse, Lund, Payne, Kutz, Hanneman, Schroeder, Mode, Kannard, Poulson, Jaeckel, Murley, Schultz, Babcock,

Christensen), Noes 2 (Nass, Borland), Absent 5 (Braugler, Morris, Counsell, Foelker, Zentner).

**Mode, Vice Chair of the Human Resources Committee, introduced Ordinance No. 2014-15.**

Executive Summary

Section HR0340, Application of Pay Plan to Positions, addresses the normal progression of steps within the step system. This includes satisfying a specific number of hours worked and a minimum of a satisfactory performance evaluation. If either of these criteria is not met, a step increase is delayed or denied. In addition, there are occasionally situations where it is desirable to offer new employees a step above the minimum due to unusual circumstances such as difficulty in recruitment or extraordinary qualifications or experience. There may also be exceptional situations when it would be beneficial to the County to grant a current employee an additional step(s) to promote retention in a fundamental or crucial position. The proposed amendment would authorize the County Administrator to approve step increases on rare occasion to retain a key employee where the long-term savings/benefit to the County would surpass the short-term cost of an extra step(s).

WHEREAS, Personnel Ordinance, Section HR0340, Application of Pay Plan to Positions, does not allow for discretionary advancement of one or more steps in the current pay progression system to respond to competitive pressures to retain key employees, and

WHEREAS, the Human Resources Committee recommends authorizing the County Administrator to grant additional steps as are deemed necessary to secure a benefit to the County through retention of specialized personnel,

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

Section 1. Section HR0340, Application of Pay Plan to Positions, of the Personnel Ordinance shall be amended to create subsection H. as follows:

**HR0340 APPLICATION OF PAY PLAN TO POSITIONS.**

H. The County Administrator may advance the pay of a current employee by one or more steps at any time during the year when the County Administrator determines it is in the County's best interest to offer additional compensation in order to retain an employee who would be excessively costly to replace. The County Administrator shall report such increases to the Human Resources Committee.

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

*Fiscal Note: Cost associated with a potential additional step(s) shall be paid from the applicable department budget. If funding is not available, the Finance Committee may authorize a*

*transfer within the specified limits.*

**Mode moved that Ordinance No. 2014-15 be adopted.** Seconded and carried.

**As a special order of business, a presentation on biomass energy was given by David.**

**Jones, Chair of the Infrastructure Committee, introduced Resolution No. 2014-22.**

Executive Summary

The purpose of this resolution is to elicit Board support for our Climate Quest Challenge proposal to study the feasibility of a biomass energy system that is local, restorative, precautionary and cost effective over time. The idea is to use locally grown biomass to heat and/or power some or all of the Jefferson County-owned buildings. In the Climate Quest Challenge we are addressing the issues of climate change by designing an energy system that sequesters carbon, phosphorus and energy and provides useful ecological services.

WHEREAS, Jefferson County's public facilities are almost exclusively heated by natural gas, and

WHEREAS, exploring the diversification of investment in Jefferson County's energy budget is prudent and fiscally responsible, and

WHEREAS, biomass energy can be produced within Jefferson County, create jobs within Jefferson County, regenerate the environment and provide diversification of energy sources, and

WHEREAS, biomass energy production is a precautionary measure against natural gas shortages and price fluctuations with the costs of implementation ultimately being off-set by reduced energy costs to Jefferson County.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors supports the idea of investigating the potential benefits, costs and funding sources for a biomass energy facility in Jefferson County, and

BE IT FURTHER RESOLVED that the Jefferson County Board of Supervisors supports the submission of Supervisors Christensen, David and Kelly to the UW-Madison Climate Quest Challenge to explore the potential of biomass energy use in Jefferson County facilities.

*Fiscal Note: The Climate Quest Challenge has no fiscal impact on the county budget, except for staff time supplying input for the project. If the Climate Quest submission is successful in the next round for consideration, to be determined in September 2014, biomass team members will receive a planning grant to continue to develop the project. Should the team be successful in the final round of elimination in December 2014, funds will be made available to implement the project. The Jefferson County Board would not be subject to any cash outlays at this time. If the Board deems biomass energy a good investment, the Jefferson County Board of Supervisors must authorize funding before any future costs are incurred by Jefferson County.*

**Jones moved that Resolution No. 2014-22 be adopted.** Seconded and carried.

**Tietz, Chair of the Parks Committee, introduced Resolution No. 2014-23.**

Executive Summary

The Jefferson County Parks Department desires to install a handicapped accessible fishing platform on the Rock River at Blackhawk Island. An 80%/20% Sport Fish Restoration Grant has been obtained from the Wisconsin Department of Natural Resources for this purpose.

This site on Blackhawk Island is the location of Jefferson County's first flood mitigation project. Fishing at the parcel, located just upstream from Lake Koshkonong, is excellent.

Bill Kohls of Fort Atkinson has been a champion of this project for a long time. Bill has been a spokesperson for the non-profit organization Fishing Has No Boundaries, whose goal is to open up the great outdoors for people with disabilities.

WHEREAS, the Jefferson County Board of Supervisors has previously approved the execution of a grant contract with the Wisconsin Department of Natural Resources for the construction of a handicapped accessible fishing platform on Blackhawk Island, including related parking facilities, and

WHEREAS, the Parks Department has solicited written proposals for the purchase of an 8' X 20' accessible fishing wharf including a 6' X 20' gangway, and

WHEREAS, the Parks Department has received two bids, one from Port-A-Pier in the amount of \$35,362, and the other from VW Docks in the amount of \$31,514, and

WHEREAS, the Parks Department recommends purchase of the accessible fishing platform from the low bidder, VW Docks,

NOW, THEREFORE, BE IT RESOLVED that Parks Director Joe Nehmer is authorized to enter into a purchase agreement with VW Docks for the acquisition of a handicapped accessible fishing platform in the amount of \$31,514.

*Fiscal Note: The total project cost is estimated to be approximately \$44,254. Of the \$44,254 cost, \$35,403 will come from grant funding from the Wisconsin Department of Natural Resources. The County's share of \$8,851 shall be provided through in kind labor from Parks Department staff and existing available funds. (On July 7, 2014, the Parks Committee recommended forwarding this resolution to County Board by a 5-0 vote.)*

**Tietz moved to adopt Resolution No. 2014-23.** Seconded and carried: Ayes 25 (Jones, Kelly, David, Tietz, Buchanan, Wineke, Rinard, Reese, Hartz, Morse, Lund, Nass, Payne, Kutz, Hanneman, Schroeder, Mode, Kannard, Poulson, Jaeckel, Murley, Borland, Schultz, Babcock, Christensen), Noes 0, Absent 5 (Braugher, Morris, Counsell, Foelker, Zentner).

**Nass, Chair of the Planning & Zoning Committee, introduced the following report:**

REPORT TO THE HONORABLE MEMBERS  
OF THE JEFFERSON COUNTY BOARD OF SUPERVISORS

The Jefferson County Planning and Zoning Committee, having considered petitions to amend the official zoning map of Jefferson County, filed for public hearing held on May 15 and June 19, 2014, as required by law pursuant to Wisconsin Statutes, notice thereof having been given, and being duly advised of the wishes of the town boards and persons in the areas affected, hereby makes the following recommendations:

APPROVAL OF PETITIONS R3730A-14,

R3732A-14, R3733A-14,

R3734A-14, R3735A-14, R3736A-14, R3737A-14

DATED THIS 30th DAY OF JUNE 2014

Donald Reese, Secretary

THE PRIOR MONTH'S AMENDMENTS R3725A-14,

R3726A-14, R3727A-14,

R3728A-14 and R3731A-14 ARE EFFECTIVE

UPON PASSAGE BY

COUNTY BOARD, SUBJECT TO WIS. STATS. 59.69(5).

**Nass moved that the Planning & Zoning Report be adopted.**  
Seconded and carried.

**Nass introduced Ordinance No. 2014-16.**

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

WHEREAS, Petition R3730A-14 was referred to the Jefferson County Planning and Zoning Committee for public hearing on May 15, 2014, and Petitions R3732A-14, R3733A-14, R3734A-14, R3735A-14, R3736A-14 and R3737A-14 were referred for public hearing on June 19, 2014, 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 EXCLUSIVE AGRICULTURAL A-1 TO A-3,  
AGRICULTURAL/RURAL RESIDENTIAL**

Rezone 2 acres of PIN 020-0814-1624-000 (40 acres) for a new residential building site on CTH Q in the Town of Milford. Approval is conditioned upon road access approval, receipt by Zoning of a soil test showing both initial and replacement sites, approval and recording of a final certified survey map, and recording of an affidavit acknowledging that this utilizes the last available A-3 zone for the property. R3730A-14 – Charles Hutchins/Hutchins Trust property

Rezone 1.3 acres of PIN 026-0616-3232-001 (16.507 acres) for a new residential building site on Boos Lane in the Town of Sullivan. This action is conditioned upon road access approval, receipt by Zoning of a soil test showing both initial and replacement sites and approval and recording of a final certified survey map.

R3732A-14 – Daniel Schieber/Francis Hoff Trust property  
**FROM EXCLUSIVE AGRICULTURAL A-1 TO A-3, AGRICULTURAL/RURAL RESIDENTIAL AND N, NATURAL RESOURCE**

Rezone 0.5 acre of PIN 016-0514-2622-000 (40 acres) to A-3 to allow its inclusion with adjoining PIN 016-0514-2622-002 at W5581 Smiley Lane. Rezone 6.3 acres of PINs 016-0514-2622-000 (40 acres) and 016-0514-2623-000 (40 acres) including the access and home at W5605 Smiley Lane to A-3. Rezone part of PINs 016-0514-2622-000 (40 acres), 016-0514-2623-000 (40 acres), 016-0514-2624-000 (42.427 acres) and 016-0514-2624-001 (10 acres) to create a 15-acre Natural Resource zone. These properties are in the Town of Koshkonong. Rezoning is conditioned upon road access approval, approval and recording of a final certified survey map with Town signatures for road dedication and city extraterritorial plat review if necessary, and recording of an affidavit acknowledging that this utilizes the last available A-3 zone for the property. R3733A-14 & R3734A-14 – Richard A. Nelson/Pond Hill Dairy LP property

Rezone 6 acres of PINs 028-0513-0211-001 (49.9 acres) and 028-0513-0212-000 (52.5 acres) to create a 6-acre A-3 building site. Rezone 1.5 acres of PIN 028-0513-0211-001 to Natural Resource to add to an existing Natural Resource zone. The site is on Schwemmer Lane in the Town of Sumner. This action is conditioned upon road access approval, receipt by Zoning of a soil test showing both initial and replacement sites, approval and recording of a final certified survey map showing the access and building envelope outside the area of 20% or greater slopes, and recording of an affidavit acknowledging that this utilizes the last available A-3 zone for the property. R3735A-14 & R3736A-14 – John Schwemmer/Ruth I. Schwemmer Trust property

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

Rezone approximately 29.4 acres of PIN 028-0513-0822-000 (40 acres) on Danielson Road in the Town of Sumner. This is conditioned upon road access approval and approval and recording of a final certified map. R3737A-14 – Eric Evenson

All of 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.

**Nass moved that Ordinance No. 2014-16 be adopted.** Seconded and carried with Kannard abstaining due to possible conflict of interest.

Supplemental information presented at the July 8, 2014, Jefferson County Board meeting will be available at the County Clerk's office upon request or on the County's website at [www.jeffersoncounty-wi.gov](http://www.jeffersoncounty-wi.gov).

**There being no further business, Mr. Buchanan moved that the Board adjourn.** Seconded and carried at 8:31 p.m.

**JEFFERSON COUNTY BOARD MINUTES  
MONDAY, AUGUST 11, 2014, 7:00 P.M.**

Chair Jim Schroeder presiding.

County Clerk Barbara A. Frank called the roll, all members being present except Supervisors Tietz and Hartz who will be late, Supervisor Vance who gave prior notice of her inability to attend and Supervisor Poulson.

District 1..... Richard C. Jones	District 2 ..... Mike Kelly
District 3..... Greg David	District 4 ..... Augie Tietz
District 5... James B. Braugher	District 6 ..... Ron Buchanan
District 7..... Dwayne C. Morris	District 8 ..... Michael Wineke
District 9..... Amy Rinard	District 10 ..... Al C. Counsell
District 11..... Donald Reese	District 12 ..... Peter A. Hartz
District 13..... Ed Morse	District 14 ..... Kirk Lund
District 15..... Steven J. Nass	District 16 ..... Laura Payne
District 17..... Russell Kutz	District 18 Jennifer Hanneman
District 19..... Jim Schroeder	District 20 ..... Jim Mode
District 21..... John C. Kannard	District 22 ..... Blane Poulson
District 23..... George Jaeckel	District 24 ..... Kate Vance
District 25..... Matthew Foelker	District 26 ..... Carlton Zentner
District 27..... Glen D. Borland	District 28 ..... Dick Schultz
District 29..... Paul Babcock	District 30 ... Walt Christensen

County Administrator Ben Wehmeier led the Pledge of Allegiance. A moment of silence was observed.

Wehmeier certified compliance with the Open Meetings Law.

The Board proceeded with the agenda as printed.

**Rinard, Chair of the Administration & Rules Committee, moved that the minutes of the July 8, 2014, meeting be approved as printed.** Seconded and carried.

**Special Order of Business. Jacob Lenell, representing CliftonLarsonAllen LLP, presented the audited Comprehensive Annual Financial Report (CAFR) for the year ended December 31, 2013.** *(Reporter's Note: Due to the length of the financial statements, they have not been reprinted in the minutes, but are on file in the County Clerk's Office and available for public inspection and examination during regular Courthouse hours.)*

**GENERAL FINANCIAL CONDITION,  
JEFFERSON COUNTY, WISCONSIN  
AUGUST 1, 2014**

Available Cash on Hand		
July 1, 2014	\$	291,915.37
July Receipts		<u>16,410,732.47</u>
Total Cash	\$	16,702,647.84
Disbursements		
General – July 2014	\$	11,707,249.26
Payroll – July 2014		<u>1,288,895.44</u>
Total Disbursements		<u>12,996,144.70</u>

Total Available Cash		\$ 3,706,503.14
Cash on Hand		
(in bank) August 1, 2014	\$ 4,723,298.14	
Less Outstanding Checks	<u>1,016,795.00</u>	
Total Available Cash		\$ 3,706,503.14
Local Government Investment Pool -		
General		\$ 43,583,141.77
Institutional Capital Management		16,094,090.10
Local Government Investment Pool -		
Clerk of Courts		25,938.35
Local Government Investment Pool -		
Farmland Preservation		227,669.72
Local Government Investment Pool -		
Parks/Liddle		87,490.07
Local Government Investment Pool -		
Highway Bond		<u>3,173,588.57</u>
		\$ 63,191,918.58
2014 Interest - Super N.O.W. Acct.	\$	660.88
2014 Interest - L.G.I.P. - General Funds		13,108.91
2014 Interest - ICM		103,363.42
2014 Interest - L.G.I.P. - Parks/Carol Liddle Fund		44.66
2014 Interest - L.G.I.P. - Farmland Preservation		120.04
2014 Interest - L.G.I.P. - Clerk of Courts		13.25
2014 Interest - L.G.I.P. - Highway Bond		<u>1,753.98</u>
Total 2014 Interest	\$	119,065.14

### JOHN E. JENSEN, JEFFERSON COUNTY TREASURER

#### Frank presented the following communications:

1. An email dated August 4, 2014, from Administrative Secretary Tammie Jaeger regarding a telephone call she received from John Neupert who is resigning from the Sheriff's Civil Service Commission and the Traffic Safety Commission effective immediately.
2. Notice of Public Hearing from the Planning & Zoning Committee for a hearing to be held on August 21, 2014, at 7:00 p.m. in Room 205 of the Jefferson County Courthouse, Jefferson. The notice and communication were received and placed on file.

**The floor was opened for public comment.** Speaking on BadgerCare (Resolution No. 2014-24) were Erik Kirkstein, Milwaukee; Lori Compas, Fort Atkinson; and Kate Wichman, Johnson Creek. Dan Kilkenny, Delavan, introduced himself as a candidate for the Wisconsin State Senate 11th District.

#### Supervisor Tietz present.

**Clerk of Courts Carla Robinson, Fair Park Director David Diestler, Highway Commissioner Bill Kern, Parks Director Joe Nehmer and Veterans' Service Officer Yvonne Duesterhoeft presented their department's annual report.** The annual reports were received and placed on file pursuant to Board Rule 3.03(12).

**Supervisor Hartz present.**

**Rinard, Chair of the Administration & Rules Committee, yielded to Lund, sponsor of the original resolution, who introduced Resolution No. 2014-24.**

Executive Summary

Expanded Federal Medicaid funds are presently available to the State of Wisconsin, and upon acceptance by the State of Wisconsin, would provide access to BadgerCare to approximately 84,000 Wisconsin residents, as estimated by the Wisconsin Legislative Fiscal Bureau. The State of Wisconsin Legislative Fiscal Bureau also provides that the State of Wisconsin's decision to not accept expanded Federal Medicaid funds has resulted in fewer Wisconsin residents having health care coverage while increasing the cost of BadgerCare by over \$100 million this budget cycle. If the State of Wisconsin accepts expanded Federal Medicaid funds, the Federal government would pay 100% of the cost of new BadgerCare enrollees and after three years the Federal government would continue to pay at least 90% of the cost.

WHEREAS, the State of Wisconsin has yet to take advantage of billions of new Federal Medicaid dollars which would improve the state's BadgerCare program. These Federal funds are available at any time, and upon acceptance, would provide access to BadgerCare to more than 84,000 Wisconsin residents (1,052 in Jefferson County) as estimated by the State's Legislative Fiscal Bureau, and

WHEREAS, the decision to reject Federal Medicaid funding shrinks the number of Wisconsin residents who have health care coverage while increasing the costs to the state for the BadgerCare program (according to the Legislative Fiscal Bureau, the state budget will require over \$100 million more this budget cycle by rejecting these Federal funds), and

WHEREAS, 19 counties in Wisconsin have passed resolutions urging the State to utilize these Federal funds, a position that has been reiterated by the Wisconsin Counties Association, and these Federal funds would bring an estimated \$30,340,000 into the Jefferson County economy by 2021 and would help an estimated 1,052 parents and childless adults in Jefferson County to gain access to BadgerCare, and

WHEREAS, having uninsured and underinsured residents impacts the Jefferson County Human Services Department because it can lead to untreated mental health or substance abuse and lack of preventive health care that can lead to loss of jobs, the inability to function, and loss of self-sufficiency, and

WHEREAS, an increase in the number of Jefferson County adults with health insurance coverage is expected to reduce the number of adults seeking medical care at the County-subsidized Rock River Free Clinic and also the number of adults using costly hospital emergency room visits as a primary means of obtaining medical care, and

WHEREAS, the Administration and Rules Committee recom-

mends the explanatory statement and effect of vote required for publication in advance of the referendum be stated as follows:

**EXPLANATORY STATEMENT AND EFFECT OF VOTE:**

The Jefferson County Board of Supervisors desires advisory public input on the question of whether or not the State of Wisconsin should accept available Federal Medicaid funds to provide access to BadgerCare to Wisconsin residents up to 133% of the Federal Poverty Level. The result of this vote is advisory, not binding. A "yes" vote means that you want Jefferson County to encourage the State of Wisconsin to accept available Federal Medicaid funds. A "no" vote means that you do not want Jefferson County to encourage the State of Wisconsin to accept available Federal Medicaid funds.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors hereby directs the Jefferson County Clerk to place the following advisory referendum question on the countywide ballot at the election to be held on November 4, 2014:

***"Shall the State of Wisconsin accept available Federal Medicaid funds to provide access to BadgerCare to Wisconsin residents up to 133% of the Federal Poverty Level?"***

BE IT FURTHER RESOLVED that the explanatory statement and effect of vote required by law be as set forth above.

BE IT FINALLY RESOLVED that a copy of this resolution be sent to the Jefferson County legislative delegation, the Governor, the Secretary of the Wisconsin Department of Health Services, and the Wisconsin Counties Association.

*Fiscal Note: Because an election is already scheduled for November 4, 2014, the additional cost to the County for printing the referendum question on the ballot and staff time for tabulating and recording the results is minimal.*

NOTE: This resolution was initially introduced to the County Board as Resolution No. 2014-21 by Supervisor Kirk Lund on June 10, 2014, and then referred to the Administration & Rules Committee pursuant to Board Rule 3.03(8). The Administration & Rules Committee recommended changes to the resolution as originally presented which are incorporated herein.

**Lund moved that Resolution No. 2014-24 be adopted.** Seconded.

**Lund moved to amend the advisory referendum question as follows:** "Shall the State of Wisconsin accept available Federal Medicaid funds to provide access to BadgerCare to an additional 84,000 Wisconsin residents?"

**A voice vote was taken. Morris requested a roll call vote to verify the voice vote. Amendment to Resolution No. 2014-24 failed:** Ayes 9 (Jones, David, Reese, Hartz, Morse, Lund, Payne, Kannard, Zentner), Noes 19 (Kelly, Tietz, Braughler, Buchanan, Morris, Wineke, Rinard, Counsell, Nass, Kutz, Hanneman, Schroeder, Mode, Jaeckel, Foelker, Borland, Schultz, Babcock, Christensen), Absent 2 (Poulson, Vance).

**Resolution No. 2014-24 was adopted:** Ayes 24 (Jones, Kelly, David, Tietz, Buchanan, Wineke, Rinard, Reese, Hartz, Morse,

Lund, Nass, Payne, Kutz, Hanneman, Schroeder, Mode, Kannard, Foelker, Zentner, Borland, Schultz, Babcock, Christensen), Noes 4 (Braugler, Morris, Counsell, Jaeckel), Absent 2 (Poulson, Vance).

**Rinard introduced Resolution No. 2014-25.**

Executive Summary

In 2007 the County Board approved Resolution No. 2006-86 which created the Farmland Preservation Commission and the Purchase of Development Rights Program. As part of adding this program, the County's Planning and Zoning Department was identified to staff the Commission with support of several other departments. Further, Resolution No. 2007-73 was approved by the Board which changed the name of the Commission to the Farmland Conservation Easement Commission, which is the name it continues to operate under today. Recently, the Commission requested staff review the current support of the Commission and provide a recommendation back to the Administration and Rules Committee of what is the best way to support the mission of the Commission.

Based on discussions among staff, it was determined that the Land & Water Conservation Department assumes the responsibility of support functions and administrative responsibilities to the Commission. Other departments will continue to support in areas of expertise as needed in support of the program. This recommendation was forward to the Administration and Rules Committee where it received a unanimous recommendation. It is also being supported by the Farmland Conservation Easement Commission.

WHEREAS, the County Board through Resolution 2006-86 created the Farmland Preservation Commission, and

WHEREAS, the County Board specifically tasked the County's Planning and Zoning Department to provide the support staff function to this program, and

WHEREAS, Resolution 2006-86 also recognized that this program required the collaborative efforts of several departments to include Land and Water Conservation, County Administration, Land Information and Corporation Counsel which continues to today, and

WHEREAS, Resolution 2007-73 changed the name of the Commission to the Farmland Conservation Easement Commission, and

WHEREAS, the County has seen several organizational and personnel changes since the establishment of the program in 2006, and

WHEREAS, the impacted departments have met and recommend that staff support functions and administrative responsibilities should be transitioned to the Land and Water Conservation Department, and

WHEREAS, this recommendation is supported by the Administration and Rules Committee and the Farmland Conservation Easement Commission.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board authorizes the County Administrator to transition staff support functions for the Farmland Conservation Easement Commission to the Land and Water Conservation Department, and

BE IT FURTHER RESOLVED that the County Administrator will have the authority to adjust program support in the future to the Farmland Conservation Easement Commission based on organizational and operational needs.

*Fiscal Note: There is no fiscal impact to the current budget. The County Administrator will be working with impacted departments to enhance the Business Unit in the 2015 Budget to recognize cost allocation to the program.*

**Rinard moved that Resolution No. 2014-25 be adopted.** Seconded.

**Zentner moved to postpone Resolution No. 2014-25 until the September 9, 2014, County Board meeting.** Seconded.

**A voice vote was taken. Zentner requested a roll call vote to verify the voice vote. The motion to postpone Resolution No. 2014-25 until the September 9, 2014, County Board meeting failed:** Ayes 9 (Kelly, David, Hartz, Morse, Mode, Jaeckel, Zentner, Babcock, Christensen), Noes 19 (Jones, Tietz, Braugher, Buchanan, Morris, Wineke, Rinard, Counsell, Reese, Lund, Nass, Payne, Kutz, Hanneman, Schroeder, Kannard, Foelker, Borland, Schultz), Absent 2 (Poulson, Vance).

**Resolution No. 2014-25 adopted by a voice vote.**

**A presentation was given by David Wagner of Ehlers & Associates, Inc. regarding Resolution No. 2014-26.**

**Jones, Chair of the Finance Committee, introduced Resolution No. 2014-26.**

Executive Summary

At the end of 2013, the County Board adopted an initial resolution to provide funding not to exceed \$17.89 million for several projects related to the highway facilities including the Central Highway Facility, satellite facilities and reimbursement for costs associated with Old Countryside demolition. As part of this initial resolution, the County Financial Advisor and staff recommend a plan to have a total of three bond series issues within the parameters of the \$17.89 million limit. This analysis was done based on strong interest rates, issuing bank qualified debt, cash flow and ability to size the amount borrowed based on final pricing. The County issued GO Bonds Series 2013A in 2013 for a total of \$3,505,000.

This resolution authorizes the County to proceed to bond sales for \$9,995,000. Once bids or proposals have been received, the County Board at a future meeting will take action upon review of said proposals or bids. The Finance Committee unanimously recommended moving forward at this time.

WHEREAS, on November 12, 2013, the County Board of Supervisors of Jefferson County, Wisconsin (the "County") adopted an Initial Resolution (the "Initial Resolution") authorizing general

obligation bonds and/or promissory notes in an amount not to exceed \$17,890,000 for public purposes consisting of the construction of a new highway department facility building and highway department satellite shops, including related demolition, environmental remediation, and site improvements, and acquiring and installing related furniture, fixtures, and equipment, and paying costs of financing including capitalized interest (the "Project");

WHEREAS, the County has previously issued its \$3,505,000 General Obligation County Building Bonds, Series 2013A authorized by the Initial Resolution; and

WHEREAS, the County Board of Supervisors now deems it to be necessary, desirable and in the best interest of the County to issue up to an additional \$9,995,000 portion of the bonds authorized by the Initial Resolution for the purpose of paying a portion of the cost of the Project.

NOW, THEREFORE, BE IT RESOLVED that:

Section 1. The Bonds. The County shall issue its General Obligation County Building Bonds, Series 2014A (the "Bonds") in an amount not to exceed \$9,995,000 authorized pursuant to the Initial Resolution for the purpose of paying a portion of the cost of the Project.

Section 2. Sale of Bonds. The County Board of Supervisors of the County hereby authorizes and directs that the Bonds be offered for public sale. At a subsequent meeting, the County Board of Supervisors shall consider such bids or proposals for the Bonds as may have been received and take action thereon.

Section 3. Notice of Bond Sale. The County Clerk be and hereby is directed to cause notice of the sale of the Bonds to be disseminated as the County Clerk may determine and to cause copies of a complete, official Notice of Bond Sale and other pertinent data to be forwarded to interested bidders as the County Clerk may determine.

Section 4. Official Statement. The County Clerk shall cause an Official Statement concerning this issue to be prepared by the County's financial advisor, Ehlers & Associates, Inc. The appropriate County officials shall determine when the Official Statement is final for purposes of Securities and Exchange Commission Rule 15c2-12 and shall certify said Statement, such certification to constitute full authorization of such Statement under this resolution.

*Fiscal Note: Preliminary tables based on the current municipal bond market can be viewed in the County Clerk's Office. Based on the current trends, Jefferson County anticipates the costs will be lower than projected at the end of 2013. In 2013, the net rate for debt service ranged from .200 to .220 with an average annual debt payment of \$1,295,365. Based on the current trends, it is expected that the new net rate for debt service range is .188 to .205 with an average debt payment of \$1,210,212.*

*Note: These are preliminary numbers. Actual numbers will be determined when offered for public sale and are not official until the Board takes final action at a future meeting.*

**Jones moved that Resolution No. 2014-26 be adopted.** Sec-

ended by Braugher and carried: Ayes 28 (Jones, Kelly, David, Tietz, Braugher, Buchanan, Morris, Wineke, Rinard, Counsell, Reese, Hartz, Morse, Lund, Nass, Payne, Kutz, Hanneman, Schroeder, Mode, Kannard, Jaeckel, Foelker, Zentner, Borland, Schultz, Babcock, Christensen), Noes 0, Absent 2 (Poulson, Vance).

**Board recessed 8:49 p.m.; resumed 9:01 p.m.**

**Braugher, Chair of the Human Resources Committee, introduced Ordinance No. 2014-17.**

Executive Summary

In April 2013, Personnel Ordinance, Section HR0360, Hours of Work, Overtime and Compensatory Time was amended to provide a pay premium to Highway Workers and Equipment Operators for operating certain pieces of equipment. In addition, the Board of Supervisors requested that this practice be reviewed in one year, or by May 31, 2014. During the last three committee meetings, the Human Resources Committee gathered feedback from a variety of sources, including the Highway Commissioner who met with Equipment Operators, Highway Workers who operate equipment and Highway Superintendents. Although half of the staff would prefer a different method of compensation for operating equipment, the other half were very satisfied with the current method.

The concept of *requiring certification* to operate equipment was also discussed. The Highway Commissioner requested 6 – 12 months to research different certification processes and recommend an implementation procedure if it was deemed in the best interest of the County. Both the Wisconsin Counties Association and the Wisconsin County Highway Association support a certification requirement and would be a valuable resource to start a program.

WHEREAS, Personnel Ordinance, Section HR0360(B)(8)(e), Hours of Work, Overtime and Compensatory Time, indicates that premium pay for operating equipment shall be reviewed no later than May 31, 2014, and

WHEREAS, the Highway Commissioner and the Human Resources Committee have reviewed this provision and recommend to continue with the current premium pay until such time that a certification requirement to operate equipment be implemented, and

WHEREAS, positions requiring certification(s) would be evaluated for proper grade placement per Personnel Ordinance HR0210, Amendment and Maintenance of the Classification Plan and Personnel Ordinance HR0330, Applicable Pay Rates Upon Reclassification of Position.

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

Section 1. Section HR0360(B)(8)(e), Hours of Work, Overtime and Compensatory Time, of the Personnel Ordinance shall be amended as follows:

**HR0360.B.8. HOURS OF WORK, OVERTIME AND COMPENSATORY TIME.**

- e. Effective December 30, 2012, Highway Workers and Equipment Operators operating E1 equipment shall receive two dollars (\$2.00) per hour in addition to their regular rate of pay for all time operating E1 equipment. Highway Workers and Equipment Operators operating E2 equipment shall receive one dollar (\$1.00) per hour in addition to their regular rate of pay for all time operating E2 equipment. This provision shall be reviewed for cost and effectiveness no later than May 31, 2014; upon implementation of an equipment certification process, no later than July 31, 2015.
  - i. E1 Equipment: Backhoe, Grader, Dozer, Paver, Chip Spreader, Shoulder Machine.
  - ii. E2 Equipment: Rollers, Loader-Backhoe, End Loader, Drill Truck Operator, Hi-Lift Operator. (cr. 04/16/2013, ord. 2013-02)

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

*Fiscal Note: No fiscal impact.*

**Braugler moved that Ordinance No. 2014-17 be adopted.**  
Seconded and carried.

**Braugler introduced Ordinance No. 2014-18.**

Executive Summary

Section HR0645, Holidays, addresses holidays for employees working a regular five 8-hour day workweek schedule. However, there are individual employees or groups of employees throughout the County who have been approved to work a more flexible or different schedule, including a four-10-hour day workweek schedule. When scheduled to work atypical hours during the week of a holiday, employees will either revert back to a five 8-hour day workweek schedule for that week or continue with their scheduled hours and use other accrued time, in addition to the eight hours of paid holiday, to equal their normal scheduled hours. In addition, if the holiday falls on the employee's regularly scheduled day off, the practice has been to take either the day before or the day after the holiday as the paid holiday. The proposed amendment would authorize the supervisor to pre-approve how the holiday will be paid for employees with an atypical schedule so as to best meet the needs of the department and establish a uniform and fair procedure for scheduling employees' holidays.

WHEREAS, Personnel Ordinance, Section HR0645, Holidays, does not address holiday pay for employees with an atypical work schedule, and

WHEREAS, the Human Resources Committee recommends that the employee's immediate supervisor be authorized to adjust the employee's regular workweek schedule for the week while still meeting the needs of the department.

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

Section 1. Section HR0645, Holidays, of the Personnel Ordinance shall be amended as follows:

**HR0645 HOLIDAYS.**

- D. When a paid holiday falls on Saturday, the ~~next~~ preceding Friday shall become the paid holiday. When a paid holiday falls on Sunday, the next following Monday shall become the paid holiday. When December 24 is on Friday, the December 25 holiday shall be December 27. When December 24 is on Sunday, the holiday shall be December 26. [renumbered 12/13/11, ord. 2011-21] When an employee, or a group of employees, works a schedule other than 8 hours per day (i.e. four 10-hour days) the employee may use 8 hours of holiday and substitute 2 hours of other accrued time such as vacation or compensatory time or revert back to a five 8-hour days work week with prior supervisor approval. If the holiday falls on Monday, Tuesday, Wednesday or Thursday and is the employee's scheduled day off, the next following work day shall become the paid holiday. If the holiday falls on Friday and is the employee's scheduled day off, the preceding work day shall become the paid holiday.

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

*Fiscal Note: No fiscal impact.*

**Braugler moved that Ordinance No. 2014-18 be adopted.**  
Seconded and carried.

**Braugler introduced Resolution No. 2014-27.**

Executive Summary

The purpose of the Affirmative Action and Equal Employment Opportunity Policy is to set the standards for a consistent process and treatment of employees regarding equal employment opportunity and affirmative action across Jefferson County. Following Equal Employment Opportunity (EEO) and Affirmative Action (AA) practices ensures fairness in hiring, promotion and other workplace practices, which ultimately encourages a diverse, multi-talented workforce. The Federal and State laws governing EEO and AA regulations are constantly under review and are amended periodically. In response to these changes, as well as a review of the County's practice under our Civil Rights Compliance Plan, recommendations are being made to the Jefferson County Affirmative Action and Equal Employment Opportunity Policy to address these areas:

- Genetic Information Non-Discrimination Act (GINA)
- Designation of EEO Coordinator
- Various grievance and investigation methods described in the Personnel Ordinance
- Updated Federal and State Agency contact information for various programs

WHEREAS, the Jefferson County Affirmative Action and Equal Employment Opportunity Policy was adopted by the County Board of Supervisors in March 2004, and

WHEREAS, changes to State and Federal regulations, as well as County Personnel Ordinance have occurred in the last decade, and

WHEREAS, the Human Resources Committee has reviewed the policy and recommends amendment to comply with State and Federal regulations and County Personnel Ordinance.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Affirmative Action and Equal Employment Opportunity Policy is amended as set forth below, effective upon publication.

NOW, BE IT FURTHER RESOLVED that the Human Resources Committee shall review the Affirmative Action and Equal Employment Opportunity Policy annually and are authorized to make amendments as necessary to comply with changes in State, Federal or County regulations or ordinances.

**JEFFERSON COUNTY  
AFFIRMATIVE ACTION AND EQUAL EMPLOYMENT  
OPPORTUNITY POLICY**

It is the policy of Jefferson County to recruit and select the most qualified persons for positions in the County's service. Recruitment and selection shall be conducted in an affirmative manner which ensures open competition, provides equal employment opportunity without regard to the following, or any other characteristic protected by state or federal law: age, race, religion, color, disability or association with a person with a disability, sex, national origin or ancestry, arrest record or conviction record, sexual orientation, marital status or pregnancy, political belief, or affiliation, military participation, or use or nonuse of lawful products during non-working hours, or genetic information (including improper acquisition of genetic information). This policy shall include, but not limited to, the following: recruitment and employment, promotion, demotion, transfer, compensation, ~~and~~ selection for training including apprenticeship, layoff and termination. Nothing in this policy shall be construed to prevent Jefferson County from exercising its right to determine bona fide occupational qualifications. Jefferson County further agrees to take affirmative action to ensure equal employment opportunities.

~~The County Administrator, Gary R. Petre, and The Human Resources Director Manager, Terri M. Palm, have~~ been appointed Equal Employment Opportunity Officers and ~~is~~ are responsible for planning and implementing Jefferson County's affirmative action program as well as the day-to-day monitoring of affirmative action related decisions and activities. All personnel who are responsible

for hiring and promoting employees and for the development and implementation of programs or activities are to support this program. They shall provide leadership in implementing affirmative action, goals and initiatives.

During the term of contracts with the State of Wisconsin, Jefferson County shall comply with s. 16.765, Wis. Stats., State regulations and Federal laws relating to equal employment opportunities and affirmative action. The County shall continue to work cooperatively with government and community organizations to take affirmative action to insure equal employment and advancement opportunities.

### **CONCEPT**

The employer's goal is to guarantee that all personnel activities will be conducted in a manner to as to assure equal employment opportunity for all, and that such activities will be based solely on individual merit and fitness of applicants and employees related to specific jobs without regard to race, color, religion, sex, age, national origin, disability, political affiliation, sexual orientation, genetic information or other non-merit factors.

### **EMPLOYER'S COMMITMENT**

Included in the personnel ordinance, is the following provision:

**6.015. EQUAL OPPORTUNITY.** It is the policy of the County of Jefferson to not discriminate against any employee or applicant for employment because of age, race, religion, color, disability or association with a person with a disability, sexual orientation, marital status or pregnancy, political belief, or affiliation, military participation, or use or nonuse of lawful products during nonworking hours, sex, national origin, ancestry, arrest record or conviction record. The aforesaid provision shall include, but not be limited to, employment, promotion, demotion, transfer, recruitment or recruitment advertising, layoff, termination, rates of pay or other forms of compensation, and selection for training. Notices shall be posted in conspicuous places, available to employees and applicants for employment, setting forth the provisions of the nondiscrimination clause. Jefferson County shall be an "equal opportunity employer". Nothing in this section shall be construed to prevent Jefferson County from exercising its right to determine bona fide occupational qualifications:

**EQUAL OPPORTUNITY.** It is the policy of the County of Jefferson to not discriminate against any employee or applicant for employment because of age, race, sex, creed (religion), color, disability or association with a person with a disability, sexual orientation, marital status or pregnancy, political belief or affiliation, military participation, use or nonuse of lawful products during nonworking hours, national origin, ancestry, arrest record or conviction record (except as authorized by law), genetic information (including improper acquisition of genetic information), or any other characteristic as prohibited by law. The aforesaid provision shall include, but not be limited to, employment, promotion, demotion, transfer, recruitment or recruitment advertising, layoff, termination, rates of

pay or other forms of compensation, and selection for training. Notices shall be posted in conspicuous places, available to employees and applicants for employment, setting forth the provisions of the nondiscrimination clause. Jefferson County shall be an "equal opportunity employer" and employees may not be harassed in the workplace based on a protected status nor retaliated against for filing a complaint, for assisting with a complaint, or for opposing discrimination in the workplace. Nothing in this section shall be construed to prevent Jefferson County from exercising its right to determine bona fide occupational qualifications. [Ord. 2003-44, 3/9/04; ord. 2010-04, 4-20-10]

### **POLICY ON EQUAL EMPLOYMENT OPPORTUNITY.**

Jefferson County is committed to providing equal opportunity. This requires that no otherwise qualified person shall be excluded from participation, benefits of, or subjected to discrimination in employment, activity or program, in any manner on the basis of any of the following: age, race, religion, color, sex, national origin, ancestry, disability or association with a person with a disability, arrest or conviction record (except as authorized by law), genetic information (including improper acquisition of genetic information), sexual orientation, marital status or pregnancy, political belief or affiliation, military participation, use or nonuse of lawful products during nonworking hours, or any other characteristic protected by state or federal law. All employees are expected to support the County's goals and activities related to nondiscrimination.

### **METHODS OF POLICY DISSEMINATION**

#### 1. Internal

- A The policy statement is included in the County Personnel Ordinance, which is distributed to all County employees.
- Periodically, the policy is reviewed with executive, managerial and supervisory personnel along with instruction on the laws and regulations concerning equal employment opportunity and affirmative action.
- New employees are informed of the policy as part of the new employee orientation process.
- The "Equal Opportunity is the Law" poster is permanently and prominently displayed.

#### 2. External

- The County's Personnel Ordinance is a public document with copies available upon request.
- All job applications will carry the phrase "An Equal Opportunity Employer." The application also carries a removable sheet for protected information concerning minority group status.
- All help-wanted advertising contains the phrase, "An Equal Opportunity Employer."

### **IDENTIFICATION OF THE COORDINATOR**

#### Employment - EEO Coordinator

The ~~County Administrator, Gary R. Petre,~~ and Human Resources Director Manager, Terri M Palm, ~~has~~ve overall responsibility

ity for implementation of the Equal Employment Opportunity Program. The EEO Coordinators have the following responsibilities:

1. EEO Coordinator's Responsibilities:
  - Preparing and presenting the Equal Opportunity Plan and Program.
  - Developing policy statements and recommending policies and programs and then executing those policies and programs.
  - Resolving complaints of discrimination.
  - Identifying problems and assisting management in problem resolution.
  - Implementing all audit and reporting systems designed to measure the effectiveness of the program and reviewing program results with management.
  - Serving as liaison between the organization, compliance agencies and other relevant community organization as necessary.
  - Keeping all departments informed of the latest developments in Equal Employment Opportunity.
  - Ensuring that all technical phases of compliance are met.
2. Management Responsibilities:

The responsibilities of management include assisting in the development and implementation of the EEO Plan and Program in order to meet the program's goal and objectives. Managers are responsible for ensuring that all selection decisions and the application of personnel policies and practices are consistent with the equal employment opportunity policy.
3. Human Resources Responsibilities:
  - Seek to develop and work with recruiting contacts which include minority and female organizations to identify and secure a representative mix of applicants for all positions.
  - Maintain all relevant personnel data necessary to monitor equal opportunity, including but not limited to applicant flow (external and internal), offers, hires, promotions, transfers, demotions, training program participation, terminations, layoffs and recalls.
  - Review all existing job descriptions and specifications for job-relatedness and consistency with the applicable EEO regulations.
  - Review compensation and benefit policies and practices for consistency with the Equal Employment Opportunity policy and all applicable regulations.

## **COMPLAINT PROCESS**

### Complaints related to Employment

Any employee or applicant can file a grievance or complaint for various reasons, including discrimination in employment on the basis of age, race, religion, color, sex, national origin, ancestry, disability or association with a person with a disability, arrest or conviction record (except as authorized by law), genetic information (including improper acquisition of genetic information), sexual orientation, marital status or pregnancy, political belief or affilia-

tion, military participation, use or nonuse of lawful products during nonworking hours, or any other characteristic protected by state or federal law. Such complaints will follow Section(s) HR0145, Human Resources Committee Authority; HR0435, Harassment Policy, Including Sexual Harassment; HR0520, Grievance Resolution Process; or HR560, Rights of Employees Section 6.34 of the County Personnel Ordinances, as appropriate.

#### When to file a complaint for internal investigation

It is preferable that a complaint be filed as soon as possible after the incident and ~~hopefully~~ no later than 48 hours of following the incident or knowledge of the incident. The prompt filing of a complaint will result in a more accurate and effective investigation and resolution when required. Please note the time requirements for filing complaints with agencies designated in the last section.

#### How to file

No particular form is required under the county ordinance, but complaints must be in writing. The same is true under union contract. Complaints may be hand delivered or mailed to the following:

~~Gary R. Petre~~  
~~County Administrator~~  
~~320 S. Main Street~~  
~~Jefferson, WI 53549~~

Terri M. Palm  
Human Resources Manager Director  
~~or 320 S. Main Street~~ 311 S. Center Ave.  
Jefferson, WI 53549

#### Investigation process

The Equal Employment Opportunity Coordinator will make an investigation and prepare a full written report with recommendations to the County Administrator ~~County Board Chairperson~~ regarding the basis of the complaint. Should the EEO Coordinator be under investigation, an outside consultant shall conduct the investigation and prepare a full written report with recommendations to the County Administrator. The findings and resolution of the complaint made by the ~~County Board Chairperson~~ Administrator will be sent to the complainant in writing in a language understandable to the complainant. For visually impaired persons, the resolution of the complaint will be transmitted by a method which will be understood by the complainant.

The report will include a summary of the complaint, the scope of the investigation, facts which support or refute the complaint, the decision and reasons for the decision. The report will be rendered within 30 days of the date of receipt of the complaint.

#### Right of appeal

For Jefferson County employees there is an appeal to the County Board Human Resources Committee, or through the grievance process outlined in Personnel HR0520 if appropriate, which may be further appealed to the courts. In addition, if the complainant is not satisfied with the resolution of the complaint, there is a formal right of appeal to any of the agencies listed under "Process for filing a Complaint."

#### Retention of records

The records and reports relating to the complaint will be retained for ~~two~~ three years from the date of final disposition of the

complaint by the County.

#### Publication of complaint procedure

This complaint procedure is provided to all employees at the time of hiring. The complaint procedure is set out in the Personnel Ordinance. Jefferson County is prepared to provide assistance to persons who are visually impaired or have other difficulties which prevent them from reading the procedures. Such individuals are referred to the EEO Coordinator or the Personnel Office Human Resources Department which will read the information to the individuals and provide it in aurally accessible form (normally tape recording).

#### Non retaliation

No complainant will be intimidated, harassed or subjected to any other form of adverse action because of the filing of a complaint of discrimination. Staff members who are witnesses or knowledgeable parties are urged to cooperate fully in the complaint investigation process without fear of adverse action or retaliation.

#### Process for filing a complaint

All formal complaints with State or Federal agencies must be filed within 180 days of the suspected discrimination event or treatment you feel was discrimination, unless otherwise noted. However, it is highly recommended to you should file the complaint as soon as possible after the event occurred. ~~action took place.~~ If the complaint is not resolved satisfactorily at the County level, you file an informal complaint and you are not satisfied with the resolution, you can still file a formal complaint with a State or Federal agency can still be filed as long as ~~you do it~~ is filed within the required filing time frame.

A non-exhaustive list of formal discrimination complaints may be filed with the directory of agencies listed below: Most complaints must be filed within 180 days of the event ~~complained about~~. Check with the Agency involved to make sure of filing deadlines.

PROGRAM	AGENCY
<p>Wisconsin Works (W-2), Child Support, Emergency Assistance, Food Stamp Employment and Training, Learn fare, Day Care, Community Service Jobs, (W-2) Transitions, Job Access Loans, Refugee Services:</p> <p><u>Wisconsin (WI) Works (W-2), (W-2) Transitions, Temporary Assistance to Needy Families (TANF), Brighter Futures Initiative, Child Support, Early Care and Education, Head Start, Child Care and Day Care Certification Programs, Child Welfare, Milwaukee Child Welfare and Integration Programs, Emergency Assistance, Families and Economic Security, Community Service Jobs, Job Access Loans, Adoption and Foster Care Programs, Safety and Permanence Programs (Out-of-Home Care, Safety and Well Being, Program Integrity), Child Placement Services, Child Abuse and Neglect, Protective Services, Kinship Care, Domestic Abuse/ Domestic Violence Programs, and other programs administered by the WI Department of Children and Families, Refugee and Immigrant Services (Social Services, Older Refugee, Family Strengthening, Health Services, Preventative Health Services, Mental Health, Refugee Cash and Medical Assistance)</u></p>	<p>Wisconsin Dept of Workforce Development Division of Workforce Solutions ATTN: Equal Opportunity Officer PO Box 7972 Madison, WI 53707-7972 V/TDD 608-266-6889</p> <p><b><u>WI Department of Children and Families</u></b>, 201 E. Washington Ave., Second Floor P.O. Box 8916 Madison, WI 53708-8916 608-266-5335 (voice) 800-864-4585 (TTY)</p>
<p>Unsubsidized and Trial Jobs Complaints. Any employment condition as an employee of DWD funded employment:</p> <p><u>Unsubsidized and Trial Jobs Complaints. Any employment condition as an employee of DCF, DHS and/or DWD funded entities and their subcontractors.</u></p>	<p>Equal Rights Office P.O. Box 8928 Madison, WI 53708 Telephone: 608-266-6860 TDD-Hearing Impaired 608-264-8752</p> <p>Equal Rights Office 819 North Sixth St., Room 255 Milwaukee, WI 53203 Telephone: 414-227-4384 TDD: 414-227-4081</p>

Any Employment issues.

*NOTE: Must be filed within 300 days of date of alleged discrimination*

**U.S. Equal Employment Opportunity Commission**

Reuss Federal Plaza  
310 West Wisconsin Ave.,  
Suite 800  
Milwaukee, WI 53203-2292  
800-669-4000 (voice)  
414-297-4133 (fax); 800-669-  
6820 (TTY)

**Milwaukee District Office U.S.**  
**Department of Labor, OFCCP**  
**Federal Building**

310 West Wisconsin Avenue,  
Suite 1115  
Milwaukee, WI 53203  
414-297-3821 (voice);  
414-297-4038 (fax)

Medical Assistance Service,  
Women Infants and Children,  
Food Stamps, BadgerCare,  
Senior Care, Child Placement  
Services, Medicaid, Community  
Aid, and other programs admin-  
istered by the WI Dept. of Health  
and Family Services

Medical Assistance Services,  
Medicaid, BadgerCare Plus,  
FoodShare (formerly Food Stamps  
Program in Wisconsin), TEFAP,  
SeniorCare, Community Aid,  
Long Term Care, Mental Health  
and Substance Abuse, Services  
to the Deaf and Hard of Hearing,  
Blind and Visually Impaired and  
Persons with Disabilities, Family  
Care, Public Health Services,  
Community Health Center Pro-  
grams, WIC (Women, Infants  
and Children), and other pro-  
grams administered by the WI  
Department of Health Services

Wisconsin Dept of Health and  
Family Services

Division of management and  
Technology

Office of Civil Rights Compliance  
1 W. Wilson, Room 564

PO Box 7850

Madison, WI 53707

Voice 608-266-9372

FDD 608-266-2555

**WI Department of Health Services**

Office of Affirmative Action and  
Civil Rights Compliance

1 W. Wilson, Room 656

P.O. Box 7850

Madison, WI 53707

608-266-9372 (voice)

608-266-0583 (fax)

888-701-1251 (TTY) or Wiscon-  
sin Relay 711

Wisconsin Workforce Invest-  
ment Act, and other programs  
administered by the Wisconsin  
Department of Workforce Devel-  
opment.

**WI Department of Workforce**  
**Development**

ATTN: Equal Opportunity Officer  
201 E. Washington Ave.,

Room G100

P.O. Box 7972

Madison, WI 53707-7972

608-266-6889 (voice);

866-275-1165 (TDD)

You also have the right to file a formal complaint with a federal agency.

<p><u>Formal Discrimination Complaint about any of the above services administered by the Wisconsin Department of Health and Family Services</u></p> <p><u>Formal Discrimination Complaints about any of the above services administered by the Wisconsin Department of Health Services.</u></p> <p><u>Formal Discrimination Complaints filed based on the Federal Health Care Providers Conscience Protection Law.</u></p>	<p><u>US Dept of Health and Human Services</u>  <u>Office for Civil Rights</u>  <u>Region V, 233 N Michigan Ave</u>  <u>Chicago, IL 60601</u>  <u>Telephone: 312-886-2359</u>  <u>TDD: 315-353-5693</u></p> <p><b><u>Office for Civil Rights</u></b>  <b><u>U.S. Department of Health and Human Services</u></b>  <u>200 Independence Avenue, SW</u>  <u>Room 509F, HHH Building</u>  <u>Washington, D.C. 20201</u>  <u>800-368-1019 (voice, toll free)</u>  <u>800-537-7697 (TDD toll free)</u></p> <p><b><u>U.S. Dept. of Health and Human Services</u></b>  <b><u>Office for Civil Rights – Region V</u></b>  <u>233 N. Michigan Ave., Suite 240</u>  <u>Chicago, IL 60601</u>  <u>800-368-1019 (voice, toll free)</u>  <u>312-886-1807 (fax)</u>  <u>800-537-7697 (TDD, toll free)</u></p>
<p><u>Formal Discrimination Complaint about any Program receiving federal assistance.</u></p>	<p><u>US Department of Justice</u>  <u>Civil Rights Division</u>  <u>40th and Pennsylvania Ave, NW</u>  <u>Washington, D.C. 20530</u>  <u>Telephone: 202-514-0304</u>  <u>TDD: 800-800-3302</u></p> <p><b><u>Coordination and Review Section - NWB Civil Rights Division</u></b>  <b><u>U.S. Department of Justice</u></b>  <u>950 Pennsylvania Avenue,</u>  <u>NW Washington, D.C. 20530</u>  <u>888-848-5306 - English and Spanish (ingles y español)</u>  <u>202-307-2222 (voice) 202-307-2678 (TDD)</u></p> <p><b><u>Title VI Hotline: 1-888-TITLE-06</u></b>  <b><u>(1-888-848-5306) (Voice / TDD)</u></b></p>

	<p><b><u>Disability Complaints:</u></b>  <b><u>U.S. Department of Justice</u></b>  <b><u>Civil Rights Division 950</u></b>  <u>Pennsylvania Avenue, NW Dis-</u>  <u>ability Rights Section - NYAV</u>  <u>Washington, DC 20530.</u>  <u>800-514-0301 (voice) 800-514-</u>  <u>0383 (TTY) (also in Spanish).</u></p>
<p>Formal—Discrimination—Com-          plaint for Food Stamps</p>	<p>Administrator, Food and Nutri-          tion Service          3101 Park Center Drive          Alexandria, VA 22302</p>
<p>If you wish to file a Civil Rights          Program of Discrimination with          the USDA for the Supplemental          Nutrition Assistance Program          (SNAP) (Formerly known as the          Food Stamp Program at the Fed-          eral level) FoodShare (Formerly          known as the Food Stamps in          Wisconsin), WIC, TEFAP and          the Food Stamp Employment          and Training (FSET) Program  <b><u>complete the USDA Program</u></b>  <b><u>Discrimination Complaint found</u></b>  <b><u>online at: <a href="http://www.ascr.usda.gov/complaint_filing_cust.html">http://www.ascr.usda.gov/complaint_filing_cust.html</a></u></b>  <b><u>or at any USDA office, or call</u></b>  <b><u>866-623-9992 to request a form.</u></b></p>	<p>Food and Consumer Services          Civil Rights Program          US Department of Agriculture          77 Jackson Boulevard, 20th Floor          Chicago, IL 60604          Voice: 312-353-1457</p> <p>US Equal Employment Opportu-          nity Commission          310 W Wisconsin Ave., Suite 800          Milwaukee, WI 53203          Telephone: 414-297-1111          TDD: 414-297-1115</p>
	<p>The Office of Federal Contract          Compliance          US Department of Labor          230 South Dearborn St          Chicago, IL 60603          Telephone: 312-353-2158          TDD: 312-353-2158</p>
<p>Employment Issues:</p>	<p><u>USDA Director, Office of Adjudi-</u>  <u>cation</u>  <u>1400 Independence Avenue, SW</u>  <u>Washington, D.C. 20250-9410</u>  <u>866-632-9992 (request a form)</u>  <u>Email: <a href="mailto:program.intake@usda.gov">program.intake@usda.gov</a></u>  <u>800-877-8339 (Federal Relay</u>  <u>Services)</u>  <u>800-845-6136 (Spanish).</u></p>

Footnote: Adopted by County Board, March 9, 2004; amended August 11, 2014, designating the Human Resources Committee the authority to amend as necessary to remain compliant with State and Federal regulations and best practices.

*Fiscal Note: No fiscal impact.*

**Braugler moved that Resolution No. 2014-27 be adopted.**  
Seconded and carried.

**Braugler introduced Resolution No. 2014-28.**

Executive Summary

Aging and Disability Resource Centers (ADRCs) are welcoming and accessible places where older people and people with disabilities go to obtain information, advice, and help in locating services or applying for benefits. Aging & Disability Resource Specialist I's are responsible for providing reliable and objective information about a broad range of programs and services and help people with long term care needs understand and evaluate the various options available to them. This includes assessing and enrolling people into publicly funded long term care, i.e. Partnership, Family Care and the IRIS Medicaid Waiver Program. A Disability Benefit Specialist (DBS) assists people 18-59 years of age to access a comprehensive array of private and government benefits and programs, including Social Security Disability, SSI, Medicaid, FoodShare and Medicare Subsidies. A DBS can also arrange for legal representation of individuals who are adversely denied benefits to which they are entitled.

Additional staff in the ADR Program will reduce waiting times for services or benefits of County residents and provide an overall higher level of service to the residents of Jefferson County. If deadlines are missed or people cannot be seen in a timely manner, not only would they not have timely access to Medicaid or Social Security Benefits, but Human Services could incur additional costs for serving these individuals through other programs such as counseling, medications, psychiatric services and admission to the Lueder Haus.

Jefferson County received \$554,431 through the ADRC State Contract, designated to specifically assist the Aging and Disability Resource (ADR) Program. However, because of approximately 42% federal Medicaid funding also available for the ADR program, Jefferson County is anticipating a remaining balance of \$156,295 of the ADRC annual State contract. Therefore, it is recommended that one part-time Aging and Disability Resource Specialist I position and one part-time Disability Benefit Specialist position be created.

WHEREAS, the Human Services Director and the Human Services Board request, and the Human Resources Committee recommends, the creation of one part-time Aging and Disability Resource Specialist I position and one part-time Disability Benefit Specialist position to better meet the needs of older individuals and people with disabilities in our County.

NOW, THEREFORE, BE IT RESOLVED that the 2014 Coun-

ty Budget setting forth position allocations at the Human Services Department be and is hereby amended to reflect the above change, to become effective upon passage.

*Fiscal Note: Wages and Benefits for the part-time Aging and Disability Resource Specialist position and the part-time Disability Resource Specialist position are each \$21,792.80, or \$43,585.60 total. These positions are fully funded by the ADRC State contract and Federal Medicaid dollars. Therefore, no tax levy is required. This is a budget amendment and requires 20 affirmative votes for passage.*

**Braugler moved that Resolution No. 2014-28 be adopted.** Seconded and carried: Ayes 28 (Jones, Kelly, David, Tietz, Braugler, Buchanan, Morris, Wineke, Rinard, Counsell, Reese, Hartz, Morse, Lund, Nass, Payne, Kutz, Hanneman, Schroeder, Mode, Kannard, Jaeckel, Foelker, Zentner, Borland Schultz, Babcock, Christensen), Noes 0, Absent 2 (Poulson, Vance).

### **Braugler introduced Resolution No. 2014-29.**

#### Executive Summary

The County conducted a classification/compensation study in 2012, which was adopted and implemented throughout 2013. Early in 2013 employees had the opportunity to appeal recommendations of the study. At that time, Highway Workers were awarded placement into grade 4 (Range \$17.02 - \$21.88), the same pay grade as Equipment Operators. In addition, the Highway Foreman positions were granted a grade 6 placement (\$20.49 - \$26.35). In April 2013, the County Board adopted an amendment to Personnel Ordinance Section HR0360, Hours of Work, Compensatory Time and Overtime, that provided additional pay of \$1.00/hour or \$2.00/hour to Highway Workers and Equipment Operators when operating certain pieces of heavy equipment.

In May 2013, the Highway Foremen expressed concern to the Human Resources Committee that at times the employees they were supervising made more per hour than the Foremen, i.e. that there was a wage compression issue.

(Note, although rare, when it is necessary for a Foreman to operate heavy equipment, that Foreman does not receive the \$1.00/\$2.00 differential.) At that time the Human Resources Committee determined that not enough information was available to make an informed decision and decided to revisit the issue after a year passed and everyone had moved into the new pay system. Jefferson County Human Resources staff reviewed the pay data in May 2014. It appears that pay compression was a concern between Highway Foreman and Highway Workers/Equipment Operators and staff requested to have Carlson Dettmann Associates (CDA) review the data. CDA's analysis concurred and agreed that an adjustment in pay steps for the four Foremen would alleviate the pay compression issue while maintaining the integrity of the pay grade system.

WHEREAS, there is less than an average of a 5% pay differential between Highway Workers/Equipment Operators and High-

way Foreman, resulting in a wage compression, and

WHEREAS, the Human Resources Committee recommends a two-step wage adjustment for each of the four Highway Foremen to rectify the wage compression issue.

NOW, THEREFORE, BE IT RESOLVED that the wages for the four Highway Foreman be adjusted by two pay steps, to be effective **June 29, 2014**.

*Fiscal Note: The annual cost of providing two additional steps for four Highway Foreman is \$5,475.89, inclusive of WRS and FICA, for 2014. Due to the GIS/Engineering Technician position being vacant for six-months, there are sufficient funds in the wages, WRS and FICA Highway accounts to fund the increase. Therefore, no budget amendment or transfer is required.*

**Braugler moved that Resolution No. 2014-29 be adopted.** Seconded and carried: Ayes 28 (Jones, Kelly, David, Tietz, Braugler, Buchanan, Morris, Wineke, Rinard, Counsell, Reese, Hartz, Morse, Lund, Nass, Payne, Kutz, Hanneman, Schroeder, Mode, Kannard, Jaeckel, Foelker, Zentner, Borland, Schultz, Babcock, Christensen), Noes 0, Absent 2 (Poulson, Vance).

**Jones, Chair of the Infrastructure Committee, introduced Resolution No. 2014-30.**

Executive Summary

In the 2014 budget several technology upgrades were included in the UW-Extension's, Planning and Zoning Department's and the Clerk of Court's budget. As part of on-going reviews, a final recommendation from respective staff provided information to develop a final RFP. Based on the RFP, three bids were received with Camera Corner providing the lowest overall cost.

At the Infrastructure Committee meeting discussions occurred reviewing the various components specifically looking to the Mondopads. As a result of this discussion the number of Mondopads at UW-Extension was recommended to be reduced from 3 to 1, elimination of a Mondopad for the Courthouse and maintain the two Mondopads for Courtrooms with the understanding that these could be used by other departments within the Courthouse facility.

Infrastructure Committee approved the bids with amended quantities by a 4-1 vote.

WHEREAS, Jefferson County is upgrading technology such as six (6) Mondopads, six (6) projectors, wiring and annual maintenance contracts at UW-Extension, Courtrooms and Courthouse meeting rooms, and

WHEREAS, funds have been provided in the 2014 budget to install technology upgrades with \$55,000 budgeted in UW Extension and the remainder will be from savings from the Clerk of Court's video conference system purchase, and

WHEREAS, technology upgrade proposals were sought as follows:

Camera Corner	\$	75,225
Vanguard Techteriors/RCH	\$	106,744

Inter-Quest Corporation \$ 82,704

AND WHEREAS, the Infrastructure Committee recommends contracting with Camera Corner for the technology upgrades with the elimination of two (2) Mondopads for UW Extension from the original three (3) and one (1) at the Courthouse and with the understanding that the two (2) Courtroom Mondopads would be shared with other departments,

NOW, THEREFORE, BE IT RESOLVED that the County Administrator is authorized to contract for upgrading technology in the estimated amount of \$60,000, for three (3) Mondopads, six (6) projectors, wiring and annual maintenance contracts with Camera Corner. Additional wiring through Current Electric is estimated at \$6,300.

*Fiscal Note: As a budget amendment, this resolution requires twenty (20) affirmative votes for passage to reflect a 2/3 majority vote of the entire membership of the County Board.*

*The UW Extension capital budget BU 6801 will be reduced by \$20,000.00 and moved to the Central Services budget BU 1901 to be used for the Courthouse upgrades. Remaining capital funds in Clerk of Courts will be used for the courtroom upgrades. No contingency funds will be required.*

**Jones moved that Resolution No. 2014-30 be adopted.** Seconded and carried: Ayes 23 (Jones, David, Tietz, Braughler, Buchanan, Morris, Wineke, Rinard, Counsell, Reese, Hartz, Morse, Nass, Payne, Kutz, Hanneman, Kannard, Jaeckel, Foelker, Zentner, Borland, Babcock, Christensen), Noes 5 (Kelly, Lund, Schroeder, Mode, Schultz), Absent 2 (Poulson, Vance).

**Morris, Chair of the Law Enforcement and Emergency Management Committee, introduced Resolution No. 2014-31.**

Executive Summary

Over the course of the last several years, the County through the Sheriff's Department has invested in the transition of moving the dispatch network county wide to a narrow band system per the requirements of the Federal Communications Commission (FCC). As part of this process the County worked diligently to develop a network that achieved all coverage requirements.

Subsequent to this work being completed, it was determined that there were areas in the Rome and Sullivan area that received less than desirable coverage that could impact response times. As a result, the Sheriff requested funds in the 2014 Budget for a new tower which was approved.

Over the course of the last few months, the Sheriff was able to obtain a lease on an existing tower facility. As a result, the Department is now prepared to move forward with procuring the equipment to provide the coverage needed as well as providing additional redundancy for the system as a whole. This resolution authorizes purchasing the equipment through the state vendor contract.

WHEREAS, the County Board approved the 2014 Budget which included \$180,000 for a new tower facility for the Sullivan

and Rome Area, and

WHEREAS, the County has entered into a lease on an existing tower facility for this purpose, and

WHEREAS, equipment is available through the state vendor contract,

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board authorizes the County Administrator and Sheriff to procure all equipment needed not to exceed \$180,000 to make the tower facility operational through the state vendor contract authorized under Section 3(d) of the County Purchasing Ordinance.

*Fiscal Note: The tower facility for Sullivan and Rome area is budgeted in Business Unit 2006 dispatch and communication.*

**Morris moved that Resolution No. 2014-31 be adopted.** Seconded and carried: Ayes 27 (Jones, Kelly, David, Tietz, Braughler, Buchanan, Morris, Wineke, Rinard, Counsell, Reese, Hartz, Morse, Lund, Nass, Payne, Kutz, Hanneman, Schroeder, Mode, Kannard, Jaeckel, Foelker, Borland, Schultz, Babcock, Christensen), Noes 1 (Zentner), Absent 2 (Poulson, Vance).

**Nass, Chair of the Planning & Zoning Committee, introduced the following report:**

**REPORT TO THE HONORABLE MEMBERS OF THE  
JEFFERSON COUNTY BOARD OF SUPERVISORS**

The Jefferson County Planning and Zoning Committee, having considered petitions to amend the official zoning map of Jefferson County, filed for public hearing held on July 17, 2014, as required by law pursuant to Wisconsin Statutes, notice thereof having been given, and being duly advised of the wishes of the town boards and persons in the areas affected, hereby makes the following recommendations:

**APPROVAL OF PETITIONS R3738A-14, R3739A-14,  
R3740A-14,**

**R3741A-14, R3729A-14, R3742A-14**

DATED THIS TWENTY-EIGHTH DAY OF JULY 2014

Donald Reese, Secretary

**THE PRIOR MONTH'S AMENDMENTS R3730A-14,**

**R3732A-14, R3733A-14,**

**R3734A-14, R3735A-14, R3736A-14, R3737A-14 ARE**

**EFFECTIVE UPON PASSAGE**

**BY COUNTY BOARD, SUBJECT TO WIS. STATS. 59.69(5).**

**Nass moved that the report be adopted.** Seconded and carried.

**Nass introduced Ordinance No. 2014-19.**

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

WHEREAS, Petitions R3738A-14, R3739A-14, R3740A-14, R3741A-14, R3729A-14 and R3742A-14 were referred to the Jefferson County Planning and Zoning Committee for public hearing on July 17, 2014, 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 AND A-1, EXCLUSIVE AGRICULTURAL TO A-2, AGRICULTURAL AND RURAL BUSINESS**

Create a 12.46-acre A-2 zone from part of PIN 012-0816-1912-000 (15.52 acres) which is partially zoned R-2 and partially A-1, owned by Timothy May; and from PIN 012-0816-1913-008 (15.8 acres), also zoned R-2 and A-1, owned by Anthony and Rose Vrtis. Rezone PIN 012-0816-1913-000 (3 acres) owned by Timothy May at N8344 Hustisford Road to A-2. The sites are in the Town of Ixonia, all near Hustisford Rd. This action is conditioned upon receipt and recording of a final certified survey map including extraterritorial plat review, if necessary. R3738A-14 – Timothy May/Anthony & Rose Vrtis

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

Rezone PIN 022-0613-1533-000 (4.195 acres) with conditional use to allow for adaptive reuse of a barn under Section 11.04(f)7 of the Jefferson County Zoning Ordinance, item eee. for conference center, banquet hall and event facility at N3784 N Oakland Road in the Town of Oakland. R3739A-14 – Anthony Buonincontro

**FROM EXCLUSIVE AGRICULTURAL A-1 TO A-2, AGRICULTURAL AND RURAL BUSINESS AND A-3, AGRICULTURAL/RURAL RESIDENTIAL**

Rezone PINs 014-0614-2014-001 (2 acres) and 014-0614-2123-001 (2.6 acres) to create a 0.38-acre A-2 zone with conditional use for storage of contractor's equipment and a 1.72 acre A-3 lot, both at W6510 Kiesling Road and a 2.4-acre A-3 lot at W6490 Kiesling Road, all in the Town of Jefferson. Rezoning is conditioned upon road access approval for the A-3 lots, for receipt by Zoning of a soil test showing sites for installation of both initial and replacement private sewage systems for those lots, and upon approval and recording of a final certified survey map including extraterritorial plat review if necessary. If the A-2 zone is ever proposed to be sold separately, it must have its own access and frontage on the public road. R3740A-14 & R3741A-14 - Jon Bound/Humane Society of Jefferson County

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

Create a 5-acre farm consolidation lot at W2298 STH 16 from part of PINs 012-0816-0743-000 (37.635 acres) and 012-0816-1812-000 (29.08 acres) in the Town of Ixonia. This action is conditioned upon approval and recording of a final certified survey map for the lot, including extraterritorial plat review if necessary. R3729A-14 – John & Geraldine Franz

Create a 1.3-acre farm consolidation lot at N8632 CTH X in the Town of Watertown from part of PIN 032-0815-1532-000 (37.863 acres). This action is conditioned upon approval and re-

ording of a final certified survey map for the lot, including extra-territorial plat review if necessary. R3742A-14 – Lloyd Holterman/Rick Nelson & Dana Leija

All of 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.

**Nass moved that Ordinance No. 2014-19 be adopted.** Seconded and carried with Kannard abstaining.

**Wehmeier read the following:**

TO THE JEFFERSON COUNTY BOARD OF SUPERVISORS:  
MEMBERS OF THE BOARD:

By virtue of the authority vested in me in Ordinance 2007-48, I do hereby request confirmation of this appointment to the following Commission:

Historic Sites Preservation Commission

John Molinaro, Cambridge, Wisconsin, appointed to fill a vacancy for a three-year term ending April 1, 2017.

**Buchanan moved that the appointment be confirmed.** Seconded and carried.

Supplemental information presented at the August 11, 2014, Jefferson County Board meeting will be available at the County Clerk's office upon request or on the County's website at [www.jeffersoncountywi.gov](http://www.jeffersoncountywi.gov).

**There being no further business, Buchanan moved that the Board adjourn.** Seconded and carried at 9:38 p.m.

**JEFFERSON COUNTY BOARD MINUTES  
TUESDAY, SEPTEMBER 9, 2014, 7:00 P.M.**

Chair Jim Schroeder presiding.

County Clerk Barbara A. Frank called the roll, all members being present except Supervisors Hartz and Foelker who gave prior notice of their inability to attend.

District 1.....	Richard C. Jones	District 2 .....	Mike Kelly
District 3.....	Greg David	District 4 .....	Augie Tietz
District 5....	James B. Braughler	District 6 .....	Ron Buchanan
District 7.....	Dwayne C. Morris	District 8 .....	Michael Wineke
District 9.....	Amy Rinard	District 10 .....	Al C. Counsell
District 11.....	Donald Reese	District 12 .....	Peter A. Hartz
District 13.....	Ed Morse	District 14 .....	Kirk Lund
District 15.....	Steven J. Nass	District 16 .....	Laura Payne
District 17.....	Russell Kutz	District 18 .....	Jennifer Hanneman
District 19.....	Jim Schroeder	District 20 .....	Jim Mode
District 21.....	John C. Kannard	District 22 .....	Blane Poulson
District 23.....	George Jaeckel	District 24 .....	Kate Vance
District 25.....	Matthew Foelker	District 26 .....	Carlton Zentner
District 27.....	Glen D. Borland	District 28 .....	Dick Schultz
District 29.....	Paul Babcock	District 30 ...	Walt Christensen

County Administrator Ben Wehmeier led the Pledge of Allegiance. A moment of silence was observed.

Wehmeier certified compliance with the Open Meetings Law.

At the request of the Chair and with no objection, Item 14b of the agenda (awarding the sale of \$9,995,000 general obligation county building bonds, series 2014A) was moved before Item 11.

**Rinard, Chair of the Administration & Rules Committee, moved that the minutes of the August 11, 2014, meeting be approved as printed. Seconded and carried.**

**Special Order of Business.**

**Nass introduced Resolution No. 2014-32.**

WHEREAS, Lisle James Piper, Jr. was born on August 18, 1923, in the Town of Cold Spring, Wisconsin, and died on August 14, 2014; and

WHEREAS, Lisle Piper had served on the Jefferson County Board of Supervisors from September 1988 until April 2004; and

WHEREAS, as a County Board Supervisor, Lisle Piper, Jr., served on the Board of Health, the Planning and Zoning Committee, the Highway Committee and as Chair of the Countryside Farm Committee.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors, assembled in regular session this 9th day of September 2014, extends its sincere sympathy to Lisle's family with this acknowledgement of his dedication to the citizens of the Jefferson County.

**Nass moved that Resolution No. 2014-32 be adopted. Second-**

ed and carried.

**An update on the Osteopathic Medical College was presented by Mark E. Lefebvre and Jennifer Kidon DeKrey.**

**GENERAL FINANCIAL CONDITION,  
JEFFERSON COUNTY, WISCONSIN  
September 1, 2014**

Available Cash on Hand		
August 1, 2014	\$ 3,706,503.14	
August Receipts	<u>29,803,740.38</u>	
Total Cash		\$ 33,510,243.52
Disbursements		
General – August 2014	\$ 32,601,656.13	
Payroll – August 2014	<u>1,232,760.95</u>	
Total Disbursements		<u>33,834,417.08</u>
Total Available Cash		\$ (324,173.56)
Cash on Hand		
(in bank) September 1, 2014	\$ 1,112,277.25	
Less Outstanding Checks	<u>1,436,450.81</u>	
Total Available Cash		\$ (324,173.56)
Local Government Investment Pool -		
General		\$ 21,903,772.74
Institutional Capital Management		16,132,437.33
Local Government Investment Pool -		
Clerk of Courts		25,940.07
Local Government Investment Pool -		
Farmland Preservation		227,684.85
Local Government Investment Pool -		
Parks/Liddle		87,495.89
Local Government Investment Pool -		
Highway Bond		<u>1,763,547.45</u>
		\$ 40,140,873.33
2014 Interest - Super N.O.W. Acct.	\$	1,067.78
2014 Interest - L.G.I.P. - General Funds		15,394.54
2014 Interest - ICM		112,255.04
2014 Interest - L.G.I.P. - Parks/Carol Liddle Fund		50.48
2014 Interest - L.G.I.P. - Farmland Preservation		135.17
2014 Interest - L.G.I.P. - Clerk of Courts		14.97
2014 Interest - L.G.I.P. - Highway Bond		<u>1,952.85</u>
Total 2014 Interest	\$	130,870.83

JOHN E. JENSEN, JEFFERSON COUNTY TREASURER

**Frank presented the following communications:**

1. Letter dated August 25, 2014, from Mo Hansen regarding his resignation as City of Waterloo Clerk/Treasurer effective September 15, 2014. Mr. Hansen is also a representative from the City of Waterloo to the Jefferson County Economic Development Consortium; therefore, the City of Waterloo will be making an appointment for his replacement.
2. Letter dated August 28, 2014, from the Wisconsin State

Tuesday, September 9, 2014

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Building Trades Crafts to support Wisconsin's working families, specifically in relation to construction of crude oil compressor stations.

3. Notice of Public Hearing from the Jefferson County Planning and Zoning Committee for a hearing to be held on September 18, 2014, at 7:00 p.m. in Room 205 of the Jefferson County Courthouse.

The communications and notice were received and placed on file.

**The floor was opened for public comment.** Speaking were James Romlein, Watertown, on the Wisconsin Rock River Initiative, and Buck Smith, Johnson Creek, on energy sources for County buildings.

**Child Support Director Stacey Jensen; Chair of the Historic Sites Preservation Commission Cindy Arbiture; Land Information Office Director Andy Erdman; Land and Water Conservation Director Mark Watkins; Planning & Zoning Director Robert Klotz and District Attorney Susan Happ presented their department's/commission's annual report.** The annual reports were received and placed on file pursuant to Board Rule 3.03(12)

**Jones, Chair of the Finance Committee, introduced Resolution No. 2014-33.**

WHEREAS, on November 12, 2013, the County Board of Supervisors of Jefferson County, Wisconsin (the "County") adopted an Initial Resolution (the "Initial Resolution") authorizing general obligation bonds and/or promissory notes in an amount not to exceed \$17,890,000 for public purposes consisting of the construction of a new highway department facility building and highway department satellite shops, including related demolition, environmental remediation, and site improvements, and acquiring and installing related furniture, fixtures, and equipment, and paying costs of financing including capitalized interest (the "Project");

WHEREAS, the County has previously issued its \$3,505,000 General Obligation County Building Bonds, Series 2013A authorized by the Initial Resolution;

WHEREAS, on August 11, 2014, the County Board of Supervisors of County adopted a resolution providing for the County to issue up to an additional \$9,995,000 portion of the bonds authorized by the Initial Resolution for the purpose of paying a portion of the cost of the Project;

WHEREAS, the County Board of Supervisors deems it to be necessary, desirable and in the best interest of the County that General Obligation County Building Bonds, Series 2014A (the "Bonds") be issued pursuant to the Initial Resolution in the aggregate principal amount of \$9,995,000;

WHEREAS, the County has directed Ehlers & Associates, Inc. ("Ehlers") to take the steps necessary to sell the Bonds;

WHEREAS, Ehlers, in consultation with the officials of the County, prepared a Notice of Sale (a copy of which is attached hereto as Exhibit A and incorporated herein by this reference) set-

ting forth the details of and the bid requirements for the Bonds and indicating that the Bonds would be offered for public sale on September 9, 2014;

WHEREAS, the County Clerk (in consultation with Ehlers) caused a form of notice of the sale to be published and/or announced and caused the Notice of Sale to be distributed to potential bidders offering the Bonds for public sale on September 9, 2014;

WHEREAS, the County has duly received bids for the Bonds as described on the Bid Tabulation attached hereto as Exhibit B and incorporated herein by this reference (the "Bid Tabulation"); and

WHEREAS, it has been determined that the bid proposal (the "Proposal") submitted by the financial institution listed first on the Bid Tabulation fully complies with the bid requirements set forth in the Notice of Sale and is deemed to be the most advantageous to the County. Ehlers has recommended that the County accept the Proposal. A copy of said Proposal submitted by such institution (the "Purchaser") is attached hereto as Exhibit C and incorporated herein by this reference.

NOW, THEREFORE, BE IT RESOLVED by the County Board of Supervisors of the County that:

Section 1A. Ratification of the Notice of Sale and Offering Materials. The County Board of Supervisors of the County hereby ratifies and approves the details of the Bonds set forth in Exhibit A attached hereto as and for the details of the Bonds. The Notice of Sale and any other offering materials prepared and circulated by Ehlers are hereby ratified and approved in all respects. All actions taken by officers of the County and Ehlers in connection with the preparation and distribution of the Notice of Sale, and any other offering materials are hereby ratified and approved in all respects.

Section 1B. Award of the Bonds. The Proposal of the Purchaser offering to purchase the Bonds for the sum set forth on the Proposal (as modified on the Bid Tabulation and reflected in the Pricing Summary referenced below and incorporated herein), plus accrued interest to the date of delivery, resulting in a true interest cost as set forth on the Proposal (as modified on the Bid Tabulation) is hereby accepted. The Chairperson and County Clerk or other appropriate officers of the County are authorized and directed to execute an acceptance of the Proposal on behalf of the County. The good faith deposit of the Purchaser shall be retained by the County Treasurer until the closing of the bond issue, and any good faith deposits submitted by unsuccessful bidders shall be promptly returned. The Bonds shall bear interest at the rates set forth on the Proposal.

Section 2. Terms of the Bonds. The Bonds shall be designated "General Obligation County Building Bonds, Series 2014A"; shall be issued in the aggregate principal amount of \$9,995,000; shall be dated September 25, 2014; shall be in the denomination of \$5,000 or any integral multiple thereof; shall be numbered R-1 and upward; and shall bear interest at the rates per annum; and

mature on April 1 of each year, in the years and principal amounts as set forth on the Pricing Summary attached hereto as Exhibit D-1 and incorporated herein by this reference. Interest is payable semi-annually on April 1 and October 1 of each year commencing on April 1, 2015. Interest shall be computed upon the basis of a 360-day year of twelve 30-day months and will be rounded pursuant to the rules of the Municipal Securities Rulemaking Board. The schedule of principal and interest payments due on the Bonds is set forth on the Debt Service Schedule attached hereto as Exhibit D-2 and incorporated herein by this reference (the "Schedule").

Section 3. Redemption Provisions. The Bonds maturing on April 1, 2024, and thereafter shall be subject to redemption prior to maturity, at the option of the County, on April 1, 2023, or on any date thereafter. Said Bonds shall be redeemable as a whole or in part, and if in part, from maturities selected by the County and within each maturity, by lot, at the principal amount thereof, plus accrued interest to the date of redemption. The Proposal specifies that certain of the Bonds are subject to mandatory redemption, and the terms of such mandatory redemption are set forth on an attachment hereto as Exhibit MRP and incorporated herein by this reference.

Section 4. Form of the Bonds. The Bonds shall be issued in registered form and shall be executed and delivered in substantially the form attached hereto as Exhibit E and incorporated herein by this reference.

Section 5. Tax Provisions.

(A) Direct Annual Irrepealable Tax Levy. For the purpose of paying the principal of and interest on the Bonds as the same becomes due, the full faith, credit and resources of the County are hereby irrevocably pledged, and there is hereby levied upon all of the taxable property of the County a direct annual irrepealable tax in the years 2014 through 2033 for the payments due in the years 2015 through 2034 in the amounts set forth on the Schedule.

(B) Tax Collection. So long as any part of the principal of or interest on the Bonds remains unpaid, the County shall be and continue without power to repeal such levy or obstruct the collection of said tax until all such payments have been made or provided for. After the issuance of the Bonds, said tax shall be, from year to year, carried onto the tax roll of the County and collected in addition to all other taxes and in the same manner and at the same time as other taxes of the County for said years are collected, except that the amount of tax carried onto the tax roll may be reduced in any year by the amount of any surplus money in the Debt Service Fund Account created below.

(C) Additional Funds. 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 Bonds when due, the requisite amounts shall be paid from other funds of the County then available, which sums shall be replaced upon the collection of the taxes herein levied.

Section 6. Segregated Debt Service Fund Account.

(A) Creation and Deposits. There be and there hereby is established in the treasury of the County, if one has not already been created, a debt service fund, separate and distinct from every other fund, which shall be maintained in accordance with generally accepted accounting principles. Debt service or 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 hereby is established a separate and distinct account designated as the "Debt Service Fund Account for General Obligation County Building Bonds, Series 2014A, dated September 25, 2014" (the "Debt Service Fund Account") and such account shall be maintained until the indebtedness evidenced by the Bonds is fully paid or otherwise extinguished. The County Treasurer shall deposit in the Debt Service Fund Account (i) all accrued interest received by the County at the time of delivery of and payment for the Bonds; (ii) any premium which may be received by the County above the par value of the Bonds and accrued interest thereon; (iii) all money raised by the taxes herein levied and any amounts appropriated for the specific purpose of meeting principal of and interest on the Bonds when due; (iv) such other sums as may be necessary at any time to pay principal of and interest on the Bonds when due; (v) surplus monies in the Borrowed Money Fund as specified below; and (vi) such further deposits as may be required by Section 67.11, Wisconsin Statutes.

(B) Use and Investment. No money shall be withdrawn from the Debt Service Fund Account and appropriated for any purpose other than the payment of principal of and interest on the Bonds until all such principal and interest has been paid in full and the Bonds canceled; provided (i) the funds to provide for each payment of principal of and interest on the Bonds prior to the scheduled receipt of taxes from the next succeeding tax collection may be invested in direct obligations of the United States of America maturing in time to make such payments when they are due or in other investments permitted by law; and (ii) any funds over and above the amount of such principal and interest payments on the Bonds may be used to reduce the next succeeding tax levy, or may, at the option of the County, be invested by purchasing the Bonds as permitted by and subject to Section 67.11(2)(a), Wisconsin Statutes, or in permitted municipal investments under the pertinent provisions of the Wisconsin Statutes ("Permitted Investments"), which investments shall continue to be a part of the Debt Service Fund Account. Any investment of the Debt Service Fund Account shall at all times conform with the provisions of the Internal Revenue Code of 1986, as amended (the "Code") and any applicable Treasury Regulations (the "Regulations").

(C) Remaining Monies. When all of the Bonds have been paid in full and canceled, and all Permitted Investments disposed of, any money remaining in the Debt Service Fund Account shall be transferred and deposited in the general fund of the County,

unless the County Board of Supervisors directs otherwise.

Section 7. Proceeds of the Bonds; Segregated Borrowed Money Fund. The proceeds of the Bonds (the "Bond Proceeds") (other than any premium and accrued interest which must be paid at the time of the delivery of the Bonds into the Debt Service Fund Account created above) shall be deposited into a special fund separate and distinct from all other funds of the County and disbursed solely for the purpose for which borrowed or for the payment of the principal of and the interest on the Bonds. In no event shall monies in the Borrowed Money Fund be used to fund operating expenses of the general fund of the County or of any special revenue fund of the County that is supported by property taxes. Monies in the Borrowed Money Fund may be temporarily invested in Permitted Investments. Any monies, including any income from Permitted Investments, remaining in the Borrowed Money Fund after the purpose for which the Bonds have been issued has been accomplished, and, at any time, any monies as are not needed and which obviously thereafter cannot be needed for such purpose shall be deposited in the Debt Service Fund Account.

Section 8. No Arbitrage. All investments made pursuant to this Resolution shall be Permitted Investments, but no such investment shall be made in such a manner as would cause the Bonds to be "arbitrage bonds" within the meaning of Section 148 of the Code or the Regulations and an officer of the County, charged with the responsibility for issuing the Bonds, shall certify as to facts, estimates, circumstances and reasonable expectations in existence on the date of delivery of the Bonds to the Purchaser which will permit the conclusion that the Bonds are not "arbitrage bonds," within the meaning of the Code or Regulations.

Section 9. Compliance with Federal Tax Laws. (a) The County represents and covenants that the projects financed by the Bonds and the ownership, management and use of the projects will not cause the Bonds to be "private activity bonds" within the meaning of Section 141 of the Code. The County further covenants that it shall comply with the provisions of the Code to the extent necessary to maintain the tax exempt status of the interest on the Bonds including, if applicable, the rebate requirements of Section 148(f) of the Code. The County further covenants that it will not take any action, omit to take any action or permit the taking or omission of any action within its control (including, without limitation, making or permitting any use of the proceeds of the Bonds) if taking, permitting or omitting to take such action would cause any of the Bonds to be an arbitrage bond or a private activity bond within the meaning of the Code or would otherwise cause interest on the Bonds to be included in the gross income of the recipients thereof for federal income tax purposes. The County Clerk or other officer of the County charged with the responsibility of issuing the Bonds shall provide an appropriate certificate of the County certifying that the County can and covenanting that it will comply with the provisions of the Code and Regulations.

(b) The County also covenants to use its best efforts to meet

the requirements and restrictions of any different or additional federal legislation which may be made applicable to the Bonds provided that in meeting such requirements the County will do so only to the extent consistent with the proceedings authorizing the Bonds and the laws of the State of Wisconsin and to the extent that there is a reasonable period of time in which to comply.

Section 10. Designation as Qualified Tax Exempt Obligations. The Bonds are hereby designated as “qualified tax exempt obligations” for purposes of Section 265 of the Code, 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.

Section 11. Execution of the Bonds; Closing; Professional Services. The Bonds shall be issued in printed form, executed on behalf of the County by the manual or facsimile signatures of the Chairperson and County Clerk, authenticated, if required, by the Fiscal Agent (defined below), sealed with its official or corporate seal, if any, or a facsimile thereof, and delivered to the Purchaser upon payment to the County of the purchase price thereof, plus accrued interest to the date of delivery (the “Closing”). The facsimile signature of either of the officers executing the Bonds may be imprinted on the Bonds in lieu of the manual signature of the officer but, unless the County has contracted with a fiscal agent to authenticate the Bonds, at least one of the signatures appearing on each Bond shall be a manual signature. In the event that either of the officers whose signatures appear on the Bonds shall cease to be such officers before the Closing, such signatures shall, nevertheless, be valid and sufficient for all purposes to the same extent as if they had remained in office until the Closing. The aforesaid officers are hereby authorized and directed to do all acts and execute and deliver the Bonds and all such documents, certificates and acknowledgements as may be necessary and convenient to effectuate the Closing. The County hereby authorizes the officers and agents of the County to enter into, on its behalf, agreements and contracts in conjunction with the Bonds, including but not limited to agreements and contracts for legal, trust, fiscal agency, disclosure and continuing disclosure, and rebate calculation services. Any such contract heretofore entered into in conjunction with the issuance of the Bonds is hereby ratified and approved in all respects.

Section 12. Payment of the Bonds; Fiscal Agent. The principal of and interest on the Bonds shall be paid by Bond Trust Services Corporation, Roseville, Minnesota, which is hereby appointed as the County’s registrar and fiscal agent pursuant to the provisions of Section 67.10(2), Wisconsin Statutes (the “Fiscal Agent”). The Fiscal Agency Agreement between the County and the Fiscal Agent shall be substantially in the form attached hereto as Exhibit F and incorporated herein by this reference.

Section 13. Persons Treated as Owners; Transfer of Bonds. The County shall cause books for the registration and for the transfer of the Bonds to be kept by the Fiscal Agent. The person

in whose name any Bond shall be registered shall be deemed and regarded as the absolute owner thereof for all purposes and payment of either principal or interest on any Bond 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 Bond to the extent of the sum or sums so paid.

Any Bond may be transferred by the registered owner thereof by surrender of the Bond at the office of the Fiscal Agent, duly endorsed for the transfer or accompanied by an assignment duly executed by the registered owner or his attorney duly authorized in writing. Upon such transfer, the Chairperson and County Clerk shall execute and deliver in the name of the transferee or transferees a new Bond or Bonds of a like aggregate principal amount, series and maturity and the Fiscal Agent shall record the name of each transferee in the registration book. No registration shall be made to bearer. The Fiscal Agent shall cancel any Bond surrendered for transfer.

The County shall cooperate in any such transfer, and the Chairperson and County Clerk are authorized to execute any new Bond or Bonds necessary to effect any such transfer.

Section 14. Record Date. The fifteenth day of each calendar month next preceding each interest payment date shall be the record date for the Bonds (the "Record Date"). Payment of interest on the Bonds on any interest payment date shall be made to the registered owners of the Bonds as they appear on the registration book of the County at the close of business on the Record Date.

Section 15. Utilization of The Depository Trust Company Book-Entry-Only System. In order to make the Bonds eligible for the services provided by The Depository Trust Company, New York, New York ("DTC"), the County agrees to the applicable provisions set forth in the Blanket Issuer Letter of Representations previously executed on behalf of the County and on file in the County Clerk's office.

Section 16. Payment of Issuance Expenses. The County authorizes the Purchaser to forward the amount of the proceeds of the Bonds allocable to the payment of issuance expenses to KleinBank, Chaska, Minnesota at Closing for further distribution as directed by Ehlers.

Section 17. Official Statement. The County Board of Supervisors hereby approves the Preliminary Official Statement with respect to the Bonds and deems the Preliminary Official Statement as "final" as of its date for purposes of SEC Rule 15c2-12 promulgated by the Securities and Exchange Commission pursuant to the Securities and Exchange Act of 1934 (the "Rule"). All actions taken by officers of the County in connection with the preparation of such Preliminary Official Statement and any addenda to it or Addendum are hereby ratified and approved. In connection with the Closing, the appropriate County official shall certify the Preliminary Official Statement and any addenda or Addendum. The County Clerk shall cause copies of the Preliminary Official Statement and any addenda or Addendum to be distributed to the Purchaser.

Section 18. Undertaking to Provide Continuing Disclosure.

The County hereby covenants and agrees, for the benefit of the owners of the Bonds, to enter into a written undertaking (the "Undertaking") if required by the Rule to provide continuing disclosure of certain financial information and operating data and timely notices of the occurrence of certain events in accordance with the Rule. The Undertaking shall be enforceable by the owners of the Bonds or by the Purchaser on behalf of such owners (provided that the rights of the owners and the Purchaser to enforce the Undertaking shall be limited to a right to obtain specific performance of the obligations thereunder and any failure by the County to comply with the provisions of the Undertaking shall not be an event of default with respect to the Bonds).

To the extent required under the Rule, the Chairperson and County Clerk, or other officer of the County charged with the responsibility for issuing the Bonds, shall provide a Continuing Disclosure Certificate for inclusion in the transcript of proceedings, setting forth the details and terms of the County's Undertaking.

Section 19. Record Book. The County Clerk shall provide and keep the transcript of proceedings as a separate record book (the "Record Book") and shall record a full and correct statement of every step or proceeding had or taken in the course of authorizing and issuing the Bonds in the Record Book.

Section 20. Bond Insurance. If the Purchaser determines to obtain municipal bond insurance with respect to the Bonds, the officers of the County are authorized to take all actions necessary to obtain such municipal bond insurance. The Chairperson and County Clerk are authorized to agree to such additional provisions as the bond insurer may reasonably request and which are acceptable to the Chairperson and County Clerk including provisions regarding restrictions on investment of Bond proceeds, the payment procedure under the municipal bond insurance policy, the rights of the bond insurer in the event of default and payment of the Bonds by the bond insurer and notices to be given to the bond insurer. In addition, any reference required by the bond insurer to the municipal bond insurance policy shall be made in the form of Bond provided herein.

Section 21. Conflicting Resolutions; Severability; Effective Date. All prior resolutions, rules or other actions of the County Board of Supervisors or any parts thereof in conflict with the provisions hereof shall be, and the same are, hereby rescinded insofar as the same may so conflict. In the event that any one or more provisions hereof shall for any reason be held to be illegal or invalid, such illegality or invalidity shall not affect any other provisions hereof. The foregoing shall take effect immediately upon adoption and approval in the manner provided by law.

EXHIBIT A

NOTICE OF SALE

**\$9,995,000\* GENERAL OBLIGATION COUNTY BUILDING BONDS, SERIES 2014A  
JEFFERSON COUNTY, WISCONSIN**

Bids for the purchase of \$9,995,000\* General Obligation County Building Bonds, Series 2014A (the "Bonds") of Jefferson County, Wisconsin (the "County") will be received at the offices of Ehlers & Associates, Inc. ("Ehlers"), 3060 Centre Pointe Drive, Roseville, Minnesota 55113-1105, Financial Advisors to the County, until 09:30 A.M., Central Time, and **ELECTRONIC PROPOSALS** will be received via **PARITY**, in the manner described below, until 09:30 A.M. Central Time, on September 9, 2014, at which time they will be opened, read and tabulated. The bids will be presented to the Board of Supervisors for consideration for award by resolution at a meeting to be held at 7:00 PM, Central Time, on the same date. The bid offering to purchase the Bonds upon the terms specified herein and most favorable to the County will be accepted unless all bids are rejected.

**PURPOSE**

The \$9,995,000\* General Obligation County Building Bonds, Series 2014A (the "Bonds") of the Jefferson County, Wisconsin (the "County") are being issued pursuant to Wisconsin Statutes, Section 67.04 for the public purpose of financing the construction of a new highway department facility building and highway department satellite shops, including related demolition, environmental remediation, and site improvements, and acquiring and installing related furniture, fixtures and equipment and paying costs of financing including capitalized interest. The Bonds are valid and binding general obligations of the County, and all the taxable property in the County is subject to the levy of a tax to pay the principal of and interest on the Bonds as they become due which tax may, under current law, be levied without limitation as to rate or amount.

**DATES AND MATURITIES**

The Bonds will be dated September 25, 2014, will be issued as fully registered Bonds in the denomination of \$5,000 each, or any integral multiple thereof, and will mature on April 1 as follows:

<u>Year</u>	<u>Amount*</u>	<u>Year</u>	<u>Amount*</u>	<u>Year</u>	<u>Amount*</u>
2015	\$690,000	2022	\$430,000	2029	\$520,000
2016	380,000	2023	440,000	2030	540,000
2017	385,000	2024	450,000	2031	560,000
2018	390,000	2025	465,000	2032	580,000
2019	395,000	2026	480,000	2033	595,000
2020	405,000	2027	490,000	2034	880,000
2021	415,000	2028	505,000		

**ADJUSTMENT OPTION**

\* The County reserves the right to increase or decrease the amount of any individual maturity of the Bonds in increments of \$5,000 on the day of sale. If individual maturities are increased or decreased, the purchase price proposed will be adjusted to maintain the same gross spread per \$1,000.

#### TERM BOND OPTION

Bids for the Bonds may contain a maturity schedule providing for any combination of serial bonds and term bonds, subject to mandatory redemption, so long as the amount of principal maturing or subject to mandatory redemption in each year conforms to the maturity schedule set forth above. All dates are inclusive.

#### INTEREST PAYMENT DATES AND RATES

Interest will be payable on April 1 and October 1 of each year, commencing April 1, 2015, to the registered owners of the Bonds appearing of record in the bond register as of the close of business on the 15th day (whether or not a business day) of the immediately preceding month. Interest will be computed upon the basis of a 360-day year of twelve 30-day months and will be rounded pursuant to rules of the MSRB. **The rate for any maturity may not be more than 3.00% less than the rate for any preceding maturity. (For example, if a rate of 4.50% is proposed for the 2017 maturity, then the lowest rate that may be proposed for any later maturity is 1.50%.)** All Bonds of the same maturity must bear interest from date of issue until paid at a single, uniform rate. Each rate must be expressed in an integral multiple of 5/100 or 1/8 of 1%.

#### BOOK-ENTRY-ONLY FORMAT

Unless otherwise specified by the purchaser, the Bonds will be designated in the name of Cede & Co., as nominee for The Depository Trust Company, New York, New York ("DTC"). DTC will act as securities depository for the Bonds, and will be responsible for maintaining a book-entry system for recording the interests of its participants and the transfers of interests between its participants. The participants will be responsible for maintaining records regarding the beneficial interests of the individual purchasers of the Bonds. So long as Cede & Co. is the registered owner of the Bonds, all payments of principal and interest will be made to the depository which, in turn, will be obligated to remit such payments to its participants for subsequent disbursement to the beneficial owners of the Bonds.

#### PAYING AGENT

The County has selected Bond Trust Services Corporation ("BTSC"), Roseville, Minnesota, to act as paying agent (the "Paying Agent"). BTSC and Ehlers are affiliate companies. The County will pay the charges for Paying Agent services. The County reserves the right to remove the Paying Agent and to appoint a successor.

#### OPTIONAL REDEMPTION

At the option of the County, Bonds maturing on or after April 1, 2024 shall be subject to redemption prior to maturity on April 1, 2023 and on any date thereafter, at a price of par plus accrued interest.

Redemption may be in whole or in part of the Bonds subject to prepayment. If redemption is in part, the selection of the amounts and maturities of the Bonds to be redeemed shall be at the discretion of the County. If only part of the Bonds having a common maturity date are called for redemption, then the County or Paying Agent, if any, will notify DTC of the particular amount of such maturity to be redeemed. DTC will determine by lot the amount of each participant's interest in such maturity to be redeemed and each participant will then select by lot the beneficial ownership interest in such maturity to be redeemed.

## DELIVERY

On or about September 25, 2014, the Bonds will be delivered without cost to the winning bidder at DTC. On the day of closing, the County will furnish to the winning bidder the opinion of bond counsel hereinafter described, an arbitrage certification, and certificates verifying that no litigation in any manner questioning the validity of the Bonds is then pending or, to the best knowledge of officers of the County, threatened. Payment for the Bonds must be received by the County at its designated depository on the date of closing in immediately available funds.

## LEGAL OPINION

An opinion as to the validity of the Bonds and the exemption from federal taxation of the interest thereon will be furnished by Quarles & Brady LLP, bond counsel to the County, and will accompany the Bonds. The legal opinion will be issued on the basis of existing law and will state that the Bonds are valid and binding general obligations of the County; provided that the rights of the owners of the Bonds and the enforceability of the Bonds may be limited by bankruptcy, insolvency, reorganization, moratorium, and other similar laws affecting creditors' rights and by equitable principles (which may be applied in either a legal or equitable proceeding).

## SUBMISSION OF BIDS

Bids must not be for less than \$9,870,062 nor more than \$10,194,900 plus accrued interest on the principal sum of \$9,995,000 from date of original issue of the Bonds to date of delivery. A signed bid form must be submitted to Ehlers prior to the time established above for the opening of bids as follows:

- 1) In a sealed envelope as described herein; or
- 2) A facsimile submission to Ehlers, Facsimile Number (651) 697-8555; or
- 3) Electronically via **PARITY** in accordance with this Notice of Sale until 09:30 A.M. Central Time, but no bid will be received after the time for receiving bids specified above. To the extent any instructions or directions set forth in **PARITY** conflict with this Notice of Sale, the terms of this Notice of Sale shall control. For further information about **PARITY**, potential bidders may contact Ehlers or i-Deal LLC at 1359 Broadway, 2<sup>nd</sup> Floor, New York, New York 10018, Telephone (212) 849-5021.

Bids must be submitted to Ehlers via one of the methods described above and must be received prior to the time established above for the opening of bids. Each bid must be unconditional except as to legality. Neither the County nor Ehlers shall be responsible for any failure to receive a facsimile submission.

A good faith deposit (the "Deposit") in the amount of \$199,900, complying with the provisions below, must be submitted with each bid. The Deposit must be in the form of a certified or cashier's check, or a financial surety bond or a wire transfer of funds to **KleinBank, 1550 Audubon Road, Chaska, Minnesota, ABA No. 091915654 for credit: Ehlers & Associates Good Faith Account No. 3208138**. The Deposit will be retained by the County as liquidated damages if the bid is accepted and the bidder fails to comply therewith. The Deposit will be returned to the winning bidder at the closing for the Bonds.

The Deposit, payable to the County, shall be retained in the offices of Ehlers with the same effect as if delivered to the County. Alternatively, bidders may wire the Deposit to **KleinBank, 1550 Audubon Road, Chaska, Minnesota, ABA No. 091915654 for credit: Ehlers & Associates Good Faith Account No. 3208138**. The County and any bidder who chooses to so wire the Deposit hereby agree irrevocably that Ehlers shall be the escrow holder of the Deposit wired to such account subject only to these conditions and duties: 1) All income earned thereon shall be retained by the escrow holder as payment for its expenses; 2) If the bid is not accepted, Ehlers shall, at its expense, promptly return the Deposit amount to the losing bidder; 3) If the bid is accepted, the Deposit shall be returned to the winning bidder at the closing; 4) Ehlers shall bear all costs of maintaining the escrow account and returning the funds

to the bidder; 5) Ehlers shall not be an insurer of the Deposit amount and shall have no liability hereunder except if it willfully fails to perform, or recklessly disregards, its duties specified herein; and 6) FDIC insurance on deposits within the escrow account shall be limited to \$250,000 per bidder.

If a financial surety bond is used, it must be from an insurance company licensed to issue such a bond in the State of Wisconsin, and preapproved by the County. Such bond must be submitted to Ehlers prior to the opening of the bids. Such bond must identify each bidder whose Deposit is guaranteed by such financial surety bond. If the Bonds are awarded to a bidder using a financial surety bond, then that bidder is required to submit its Deposit to Ehlers in the form of a certified or cashier's check or wire transfer as instructed by Ehlers not later than 3:00 P.M., Central Time, on the next business day following the award. If such Deposit is not received by that time, the financial surety bond may be drawn by the County to satisfy the Deposit requirement. The amount securing the successful bid will be retained as liquidated damages if the bid is accepted and the bidder fails to comply therewith. No bid can be withdrawn after the time set for receiving bids unless the meeting of the County scheduled for award of the Bonds is adjourned, recessed, or continued to another date without award of the Bonds having been made.

#### **AWARD**

The Bonds will be awarded to the bidder offering the lowest interest rate to be determined on a True Interest Cost (TIC) basis. The County's computation of the interest rate of each bid, in accordance with customary practice, will be controlling. In the event of a tie, the sale of the Bonds will be awarded by lot. The County reserves the right to reject any and all bids and to waive any informality in any bid.

#### **BOND INSURANCE**

If the Bonds are qualified for any bond insurance policy, the purchase of such policy shall be at the sole option and expense of the winning bidder. Any cost for such insurance policy is to be paid by the winning bidder, except that, if the County requested and received a rating on the Bonds from a rating agency, the County will pay that rating fee. Any rating agency fees not requested by the County are the responsibility of the winning bidder.

Failure of the municipal bond insurer to issue the policy after the Bonds are awarded to the winning bidder shall not constitute cause for failure or refusal by the winning bidder to accept delivery of the Bonds.

#### **CUSIP NUMBERS**

The County will assume no obligation for the assignment or printing of CUSIP numbers on the Bonds or for the correctness of any numbers printed thereon, but will permit such numbers to be printed at the expense of the winning bidder, if the winning bidder waives any delay in delivery occasioned thereby.

#### **QUALIFIED TAX-EXEMPT OBLIGATIONS**

The County will designate the Bonds as qualified tax-exempt obligations for purposes of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended.

#### **CONTINUING DISCLOSURE**

In order to assist bidders in complying with SEC Rule 15c2-12, as amended, the County will covenant to undertake (pursuant to a Resolution to be adopted by the Board of Supervisors), to provide annual reports and timely notice of certain events for the benefit of holders of the Bonds. The details and terms of the undertaking are set forth in a Continuing Disclosure Certificate to be executed and delivered by the County, a form of which is included in the Preliminary Official Statement. As a condition of closing, the County will deliver a Continuing Disclosure Certificate at closing (in addition to the legal opinion and non-litigation certificate) setting forth the details and terms of the County's undertaking.

### INFORMATION FROM WINNING BIDDER

The winning bidder will be required to provide, in a timely manner, certain information relating to the initial offering prices of the Bonds necessary to compute the yield on the Bonds pursuant to the provisions of the Internal Revenue Code of 1986, as amended.

### PRELIMINARY OFFICIAL STATEMENT

Bidders may obtain a copy of the Preliminary Official Statement relating to the Bonds prior to the bid opening by request from Ehlers at [www.ehlers-inc.com](http://www.ehlers-inc.com) by connecting to the link to the Bond Sales. The Syndicate Manager will be provided with an electronic copy and up to 10 printed copies upon request of the Final Official Statement within seven business days of the bid acceptance. Additional copies of the Final Official Statement will be available at a cost of \$10.00 per copy.

Information for bidders and bid forms may be obtained from Ehlers at 3060 Centre Pointe Drive, Roseville, Minnesota 55113-1105, Telephone (651) 697-8500.

By Order of the Board of Supervisors

Benjamin Wehmeier, County Administrator  
Jefferson County, Wisconsin

**BID TABULATION**

**\$9,995,000\* General Obligation County Building Bonds, Series 2014A**

Jefferson County, Wisconsin

SALE: September 9, 2014

AWARD: PIPER JAFFRAY & CO.

Rating: Moody's Investor's Service "Aa2"

BBI: 4.09%

NAME OF BIDDER	MATURITY (April 1)	RATE	REOFFERING YIELD	PRICE	NET INTEREST COST	TRUE INTEREST RATE
PIPER JAFFRAY & CO. Minneapolis, Minnesota	2015	0.500%	0.360%	\$10,185,934.60	\$3,069,140.86	2.7777%
	2016	1.000%	0.450%			
	2017	2.000%	0.650%			
	2018	2.000%	0.800%			
	2019	2.000%	1.100%			
	2020	2.000%	1.350%			
	2021	3.000%	1.650%			
	2022	3.000%	1.800%			
	2023	3.000%	2.000%			
	2024	3.000%	2.150%			
	2025	2.500%	2.250%			
	2026	2.500%	2.400%			
	2027	2.750%	2.600%			
	2028	3.000%	2.800%			
	2029	3.000%	2.900%			
	2030	3.000%	3.000%			
	2031 <sup>1</sup>	3.350%	3.350%			
2032 <sup>1</sup>	3.350%	3.350%				
2033 <sup>1</sup>	3.350%	3.350%				
2034 <sup>1</sup>	3.350%	3.350%				

\* Subsequent to bid opening the individual maturity amounts were adjusted.

Adjusted Price - \$10,182,589.55

Adjusted Net Interest Cost - \$3,017,529.16

Adjusted TIC - 2.7751%

<sup>1</sup> \$2,560,000 Term Bond due 2034 with mandatory redemption in 2031-2033.

JANNEY MONTGOMERY SCOTT LLC Philadelphia , Pennsylvania		\$10,190,318.20	\$3,098,618.05	2.8120%
	2015	2.000%		
	2016	2.000%		
	2017	2.000%		
	2018	2.000%		
	2019	3.000%		
	2020	3.000%		
	2021	3.000%		
	2022	3.000%		
	2023	3.000%		
	2024	3.000%		
	2025	2.375%		
	2026	2.500%		
	2027	3.000%		
	2028	3.000%		
	2029	3.000%		
	2030	3.250%		
	2031	3.250%		
	2032	3.250%		
	2033	3.250%		
	2034	3.250%		
FTN FINANCIAL CAPITAL MARKETS Memphis, Tennessee		\$10,131,010.75	\$3,105,460.54	2.8169%
	2015	2.000%		
	2016	2.000%		
	2017	2.000%		
	2018	2.000%		
	2019	2.000%		
	2020	2.000%		
	2021	2.000%		
	2022	2.500%		
	2023	2.500%		
	2024	2.500%		
	2025	2.500%		
	2026	2.750%		
	2027	2.750%		
	2028	3.000%		
	2029	3.250%		
	2030	3.250%		
	2031	3.350%		
	2032	3.350%		
	2033	3.350%		
	2034	3.350%		
RAYMOND JAMES & ASSOCIATES, INC. St. Petersburg, Florida		\$10,085,112.70	\$3,111,816.92	2.8303%
	2015	2.000%		
	2016	2.000%		
	2017	2.000%		
	2018	2.000%		
	2019	2.000%		
	2020	2.000%		
	2021	2.000%		
	2022	2.000%		
	2023	2.250%		
	2024	2.500%		
	2025	2.500%		
	2026	2.750%		
	2027	3.000%		
	2028	3.000%		
	2029	3.000%		
	2030	3.125%		
	2031	3.350%		
	2032	3.350%		
	2033	3.350%		
	2034	3.350%		
WELLS FARGO BANK, NATIONAL ASSOCIATION Charlotte, North Carolina		\$10,165,172.05	\$3,118,263.57	2.8325%
	2015	2.000%		
	2016	2.000%		
	2017	2.000%		
	2018	2.000%		
	2019	2.000%		
	2020	3.000%		
	2021	3.000%		
	2022	3.000%		
	2023	3.000%		
	2024	2.500%		
	2025	2.500%		
	2026	3.000%		
	2027	3.000%		
	2028	3.000%		
	2029	3.000%		
	2030	3.250%		
	2031	3.250%		
	2032	3.250%		
	2033	3.250%		
	2034	3.250%		

BOSC, INC. Dallas, Texas	2015	2.500%	\$10,186,709.10	\$3,162,068.23	2.8641%
	2016	2.500%			
	2017	2.500%			
	2018	2.500%			
	2019	2.500%			
	2020	2.500%			
	2021	2.500%			
	2022	2.500%			
	2023	2.500%			
	2024	2.500%			
	2025	2.750%			
	2026	3.000%			
	2027	3.000%			
	2028	3.000%			
	2029	3.250%			
	2030	3.500%			
	2031	3.350%			
	2032	3.350%			
	2033	3.350%			
	2034	3.350%			
BAIRD Milwaukee, Wisconsin	2015	2.000%	\$10,191,140.00	\$3,163,417.96	2.8658%
	2016	2.000%			
	2017	2.000%			
	2018	2.000%			
	2019	2.000%			
	2020	2.000%			
	2021	3.000%			
	2022	3.000%			
	2023	3.000%			
	2024	3.000%			
	2025	3.000%			
	2026	3.000%			
	2027	3.000%			
	2028	3.000%			
	2029	3.000%			
	2030	3.250%			
	2031	3.350%			
	2032	3.350%			
	2033	3.350%			
	2034	3.350%			
BMO CAPITAL MARKETS GKST INC. Chicago, Illinois	2015	2.000%	\$10,108,831.80	\$3,165,412.82	2.8792%
	2016	2.000%			
	2017	2.000%			
	2018	2.000%			
	2019	2.000%			
	2020	2.000%			
	2021	2.000%			
	2022	2.000%			
	2023	3.000%			
	2024	3.000%			
	2025	3.000%			
	2026	3.000%			
	2027	3.000%			
	2028	3.000%			
	2029	3.000%			
	2030	3.000%			
	2031	3.350%			
	2032	3.350%			
	2033	3.350%			
	2034	3.350%			
HUTCHINSON, SHOCKEY, ERLEY & CO. Chicago, Illinois	2015	1.000%	\$10,188,332.50	\$3,340,275.83	3.0158%
	2016	2.000%			
	2017	2.000%			
	2018	2.000%			
	2019	2.000%			
	2020	2.500%			
	2021	3.000%			
	2022	2.000%			
	2023	3.000%			
	2024	3.000%			
	2025	3.000%			
	2026	3.000%			
	2027	3.000%			
	2028	3.250%			
	2029	3.250%			
	2030	3.500%			
	2031	3.500%			
	2032	3.500%			
	2033	3.750%			
	2034	3.750%			

EXHIBIT C

Winning Bid

BID FORM

The Board of Supervisors  
Jefferson County, Wisconsin

September 9, 2014

RE: \$9,995,000\* General Obligation County Building Bonds, Series 2014A  
DATED: September 25, 2014

For all or none of the above Bonds, in accordance with the Notice of Sale and terms of the Global Book-Entry System (unless otherwise specified by the Purchaser) as stated in this Preliminary Official Statement, we will pay you \$10,185,934.60 (not less than \$9,870,662 nor more than \$10,194,500) plus accrued interest to date of delivery for fully registered Bonds bearing interest rates and maturing in the stated years as follows:

0.50	% due	2015	3.00	% due	2022	3.00	% due	2029
1.00	% due	2016	3.00	% due	2023	3.00	% due	2030
2.00	% due	2017	3.00	% due	2024	3.35	% due	2031 TI
2.00	% due	2018	2.50	% due	2025	3.35	% due	2032 TI
2.00	% due	2019	2.50	% due	2026	3.35	% due	2033 TI
2.00	% due	2020	2.75	% due	2027	3.35	% due	2034 TI
3.00	% due	2021	3.00	% due	2028			

\* The County reserves the right to increase or decrease the amount of any individual maturity of the Bonds in increments of \$5,000 on the day of sale. If individual maturities are increased or decreased, the purchase price proposed will be adjusted to maintain the same gross spread per \$1,000.

The rate for any maturity may not be more than 3.00% less than the rate for any preceding maturity. (For example, if a rate of 4.50% is proposed for the 2017 maturity, then the lowest rate that may be proposed for any later maturity is 1.50%.) All Bonds of the same maturity must bear interest from date of issue until paid at a single, uniform rate. Each rate must be expressed in an integral multiple of 5/100 or 1/8 of 1%.

We enclose our good faith deposit in the amount of \$199,900, to be held by you pending delivery and payment. Alternatively, we have provided a financial surety bond or have wired our good faith deposit to the KleinBank, 1550 Audubon Road, Chaska, Minnesota, ABA No. 091918654 for credit: Ehlers & Associates Good Faith Account No. 3208198. If our bid is not accepted, said deposit shall be promptly returned to us. If the good faith deposit is wired to such escrow account, we agree to the conditions and duties of Ehlers & Associates, Inc. as escrow holder of the good faith deposit, pursuant to the Preliminary Official Statement dated August 29, 2014. This bid is for prompt acceptance and is conditional upon deposit of said Bonds to The Depository Trust Company, New York, New York, in accordance with the Notice of Sale. Delivery is anticipated to be on or about September 25, 2014.

This bid is subject to the County's agreement to enter into a written undertaking to provide continuing disclosure under Rule 15c2-12 promulgated by the Securities and Exchange Commission under the Securities Exchange Act of 1934 as described in the Preliminary Official Statement for this issue.

We have received and reviewed the Preliminary Official Statement and have submitted our requests for additional information or corrections to the Final Official Statement. As Syndicate Manager, we agree to provide the County with the reoffering price of the Bonds within 24 hours of the bid acceptance.

Account Manager: Piper Jaffray & Co.

By: 

Award will be on a true interest cost basis. According to our computations (the correct computation being controlling in the award), the total dollar interest cost (including any discount or less any premium) computed from September 25, 2014 of the above bid is \$3,069,140.86 and the true interest cost (TIC) is 2.777 %.

The foregoing offer is hereby accepted by and on behalf of the Board of Supervisors of Jefferson County, Wisconsin, on September 9, 2014.

By: \_\_\_\_\_ By: \_\_\_\_\_  
Title: \_\_\_\_\_ Title: \_\_\_\_\_

Subsequent to bid opening the individual maturity amounts were adjusted.

Adjusted Price - \$10,182,589.55

Adjusted Net Interest Cost - \$3,017,529.16

Adjusted TIC - 2.7751%

EXHIBIT D-1

Pricing Summary

**Jefferson County, Wisconsin**

\$9,995,000 General Obligation County Building Bonds, Series 2014A

SINGLE PURPOSE

Dated September 25, 2014 Winning Bidder: Piper Jaffray

**Pricing Summary**

Maturity	Type of Bond	Coupon	Yield	Maturity Value	Price	YTM	Call Date	Call Price	Dollar Price	
04/01/2015	Serial Coupon	0.500%	0.360%	850,000.00	100.072%	-	-	-	850,612.00	
04/01/2016	Serial Coupon	1.000%	0.450%	370,000.00	100.830%	-	-	-	373,071.00	
04/01/2017	Serial Coupon	2.000%	0.650%	375,000.00	103.364%	-	-	-	387,615.00	
04/01/2018	Serial Coupon	2.000%	0.800%	380,000.00	104.152%	-	-	-	395,777.60	
04/01/2019	Serial Coupon	2.000%	1.100%	385,000.00	103.954%	-	-	-	402,222.90	
04/01/2020	Serial Coupon	2.000%	1.350%	395,000.00	103.444%	-	-	-	408,603.80	
04/01/2021	Serial Coupon	3.000%	1.650%	405,000.00	108.308%	-	-	-	438,647.40	
04/01/2022	Serial Coupon	3.000%	1.800%	425,000.00	108.400%	-	-	-	466,700.00	
04/01/2023	Serial Coupon	3.000%	2.000%	435,000.00	107.794%	-	-	-	468,903.90	
04/01/2024	Serial Coupon	3.000%	2.150%	450,000.00	106.582%	e	2.229%	04/01/2023	100.000%	479,619.00
04/01/2025	Serial Coupon	2.500%	2.250%	465,000.00	101.927%	e	2.293%	04/01/2023	100.000%	473,960.55
04/01/2026	Serial Coupon	2.500%	2.400%	475,000.00	100.765%	e	2.423%	04/01/2023	100.000%	478,033.75
04/01/2027	Serial Coupon	2.750%	2.600%	485,000.00	101.139%	e	2.643%	04/01/2023	100.000%	490,524.15
04/01/2028	Serial Coupon	3.000%	2.800%	500,000.00	101.505%	e	2.865%	04/01/2023	100.000%	507,525.00
04/01/2029	Serial Coupon	3.000%	2.900%	510,000.00	100.749%	e	2.936%	04/01/2023	100.000%	513,819.90
04/01/2030	Serial Coupon	3.000%	3.000%	530,000.00	100.000%	-	-	-	530,000.00	
04/01/2034	Term 1 Coupon	3.350%	3.350%	2,560,000.00	100.000%	-	-	-	2,560,000.00	
<b>Total</b>				<b>\$9,995,000.00</b>					<b>\$10,218,335.95</b>	

**Bid Information**

Par Amount of Bonds	\$9,995,000.00
Reoffering Premium or (Discount)	223,335.95
Gross Production	\$10,218,335.95
Total Underwriter's Discount (0.357%)	\$35,646.40
Bid (101.877%)	10,182,589.55
<b>Total Purchase Price</b>	<b>\$10,182,589.55</b>
Bond Year Dollars	\$106,439.08
Average Life	10.640 Years
Average Coupon	3.0112233%
Net Interest Cost (NIC)	2.8349823%
True Interest Cost (TIC)	2.7751580%

EXHIBIT D-2

Debt Service Schedule and Irrepealable Tax Levies

**Jefferson County, Wisconsin**

\$9,995,000 General Obligation County Building Bonds, Series 2014A

SINGLE PURPOSE

Dated September 25, 2014 Winning Bidder: Piper Jaffray

**Debt Service Schedule**

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
09/25/2014	-	-	-	-	-
04/01/2015	850,000.00	0.500%	133,763.71	983,763.71	-
10/01/2015	-	-	127,323.75	127,323.75	1,111,087.46
04/01/2016	370,000.00	1.000%	127,323.75	497,323.75	-
10/01/2016	-	-	125,473.75	125,473.75	622,797.50
04/01/2017	375,000.00	2.000%	125,473.75	500,473.75	-
10/01/2017	-	-	121,723.75	121,723.75	622,197.50
04/01/2018	380,000.00	2.000%	121,723.75	501,723.75	-
10/01/2018	-	-	117,923.75	117,923.75	619,647.50
04/01/2019	385,000.00	2.000%	117,923.75	502,923.75	-
10/01/2019	-	-	114,073.75	114,073.75	616,997.50
04/01/2020	395,000.00	2.000%	114,073.75	509,073.75	-
10/01/2020	-	-	110,123.75	110,123.75	619,197.50
04/01/2021	405,000.00	3.000%	110,123.75	515,123.75	-
10/01/2021	-	-	104,048.75	104,048.75	619,172.50
04/01/2022	425,000.00	3.000%	104,048.75	529,048.75	-
10/01/2022	-	-	97,673.75	97,673.75	626,722.50
04/01/2023	435,000.00	3.000%	97,673.75	532,673.75	-
10/01/2023	-	-	91,148.75	91,148.75	623,822.50
04/01/2024	450,000.00	3.000%	91,148.75	541,148.75	-
10/01/2024	-	-	84,398.75	84,398.75	625,547.50
04/01/2025	465,000.00	2.500%	84,398.75	549,398.75	-
10/01/2025	-	-	78,586.25	78,586.25	627,985.00
04/01/2026	475,000.00	2.500%	78,586.25	553,586.25	-
10/01/2026	-	-	72,648.75	72,648.75	626,235.00
04/01/2027	485,000.00	2.750%	72,648.75	557,648.75	-
10/01/2027	-	-	65,980.00	65,980.00	623,628.75
04/01/2028	500,000.00	3.000%	65,980.00	565,980.00	-
10/01/2028	-	-	58,480.00	58,480.00	624,460.00
04/01/2029	510,000.00	3.000%	58,480.00	568,480.00	-
10/01/2029	-	-	50,830.00	50,830.00	619,310.00
04/01/2030	530,000.00	3.000%	50,830.00	580,830.00	-
10/01/2030	-	-	42,880.00	42,880.00	623,710.00
04/01/2031	545,000.00	3.350%	42,880.00	587,880.00	-
10/01/2031	-	-	33,751.25	33,751.25	621,631.25
04/01/2032	570,000.00	3.350%	33,751.25	603,751.25	-
10/01/2032	-	-	24,203.75	24,203.75	627,955.00
04/01/2033	585,000.00	3.350%	24,203.75	609,203.75	-
10/01/2033	-	-	14,405.00	14,405.00	623,608.75
04/01/2034	860,000.00	3.350%	14,405.00	874,405.00	-
10/01/2034	-	-	-	-	874,405.00
<b>Total</b>	<b>\$9,995,000.00</b>	<b>-</b>	<b>\$3,205,118.71</b>	<b>\$13,200,118.71</b>	<b>-</b>

**Yield Statistics**

Bond Year Dollars	\$106,439.08
Average Life	10.649 Years
Average Coupon	3.0112235%
Net Interest Cost (NIC)	2.8349823%
True Interest Cost (TIC)	2.7751580%
Bond Yield for Arbitrage Purposes	2.7344592%
All Inclusive Cost (AIC)	2.8469656%

**IRS Form 8038**

Net Interest Cost	2.7585576%
Weighted Average Maturity	10.579 Years

EXHIBIT MRP

Mandatory Redemption Provision

The Bonds due on April 1, 2034 (the "Term Bonds") are subject to mandatory redemption prior to maturity by lot (as selected by the Depository) at a redemption price equal to One Hundred Percent (100%) of the principal amount to be redeemed plus accrued interest to the date of redemption, from debt service fund deposits which are required to be made in amounts sufficient to redeem on April 1 of each year the respective amount of Term Bonds specified below:

For the Term Bonds Maturing on April 1, 2034

Redemption	
<u>Date</u>	<u>Amount</u>
04/01/2031	\$545,000
04/01/2032	570,000
04/01/2033	585,000
04/01/2034	860,000 (maturity)

EXHIBIT E

(Form of Bond)

UNITED STATES OF AMERICA

REGISTERED STATE OF WISCONSIN DOLLARS

JEFFERSON COUNTY

NO. R\_\_\_ General Obligation County Building Bond, \$\_\_\_\_\_ Series 2014A

MATURITY ORIGINAL DATE INTEREST CUSIP:  
DATE: OF ISSUE: RATE:  
April 1, \_\_\_\_\_ September 25, 2014 \_\_\_\_\_%

DEPOSITORY OR ITS NOMINEE NAME: CEDE & CO.

PRINCIPAL AMOUNT: \_\_\_\_\_ THOUSAND DOLLARS (\$\_\_\_\_\_)

FOR VALUE RECEIVED, Jefferson County, Wisconsin (the "County"), hereby acknowledges itself to owe and promises to pay to the Depository or its Nominee Name (the "Depository") identified above (or to registered assigns), on the maturity date identified above, the principal amount identified above, and to pay interest thereon at the rate of interest per annum identified above, all subject to the provisions set forth herein regarding redemption prior to maturity. Interest is payable semiannually on April 1 and October 1 of each year commencing on April 1, 2015, until the aforesaid principal amount is paid in full. Both the principal of and interest on this Bond are payable to the registered owner in lawful money of the United States. Interest payable on any interest payment date shall be paid by wire transfer to the Depository in whose name this Bond is registered on the Bond Register maintained by Bond Trust Services Corporation, Roseville, Minnesota (the "Fiscal Agent") or any successor thereto at the close of business on the 15th day of the calendar month next preceding the semiannual interest payment date (the "Record Date"). This Bond is payable as to principal upon presentation and surrender hereof at the office of the Fiscal Agent.

For the prompt payment of this Bond together with interest hereon as aforesaid and for the levy of taxes sufficient for that pur-

pose, the full faith, credit and resources of the County are hereby irrevocably pledged.

This Bond is one of an issue of Bonds aggregating the principal amount of \$9,995,000, all of which are of like tenor, except as to denomination, interest rate, maturity date and redemption provision, issued by the County pursuant to the provisions of Section 67.04, Wisconsin Statutes, for the purpose of paying the cost of the construction of a new highway department facility building and highway department satellite shops, including related demolition, environmental remediation, and site improvements, and acquiring and installing related furniture, fixtures and equipment, all as authorized by resolutions of the County Board of Supervisors duly adopted by said governing body at meetings held on November 12, 2013, August 11, 2014 and September 9, 2014. Said resolutions are recorded in the official minutes of the County Board of Supervisors for said dates.

The Bonds maturing on April 1, 2024, and thereafter are subject to redemption prior to maturity, at the option of the County, on April 1, 2023, or on any date thereafter. Said Bonds are redeemable as a whole or in part, and if in part, from maturities selected by the County and within each maturity, by lot (as selected by the Depository), at the principal amount thereof, plus accrued interest to the date of redemption.

The Bonds maturing in the year 2034 are subject to mandatory redemption by lot as provided in the resolution awarding the sale of the Bonds at the redemption price of par plus accrued interest to the date of redemption and without premium.

In the event the Bonds are redeemed prior to maturity, as long as the Bonds are in book-entry-only form, official notice of the redemption will be given by mailing a notice by registered or certified mail, overnight express delivery, facsimile transmission, electronic transmission or in any other manner required by the Depository, to the Depository not less than thirty (30) days nor more than sixty (60) days prior to the redemption date. If less than all of the Bonds of a maturity are to be called for redemption, the Bonds of such maturity to be redeemed will be selected by lot. Such notice will include but not be limited to the following: the designation, date and maturities of the Bonds called for redemption, CUSIP numbers, and the date of redemption. Any notice provided as described herein shall be conclusively presumed to have been duly given, whether or not the registered owner receives the notice. The Bonds shall cease to bear interest on the specified redemption date provided that federal or other immediately available funds sufficient for such redemption are on deposit at the office of the Depository at that time. Upon such deposit of funds for redemption the Bonds shall no longer be deemed to be outstanding.

It is hereby certified and recited that all conditions, things and acts required by law to exist or to be done prior to and in connection with the issuance of this Bond have been done, have existed and have been performed in due form and time; that the aggregate indebtedness of the County, including this Bond and others issued

simultaneously herewith, does not exceed any limitation imposed by law or the Constitution of the State of Wisconsin; and that a direct annual irrevocable tax has been levied sufficient to pay this Bond, together with the interest thereon, when and as payable.

This Bond has been designated by the County Board of Supervisors as a "qualified taxexempt obligation" pursuant to the provisions of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended.

This Bond is transferable only upon the books of the County kept for that purpose at the office of the Fiscal Agent, only in the event that the Depository does not continue to act as depository for the Bonds, and the County appoints another depository, upon surrender of the Bond to the Fiscal Agent, by the registered owner in person or his duly authorized attorney, together with a written instrument of transfer (which may be endorsed hereon) satisfactory to the Fiscal Agent duly executed by the registered owner or his duly authorized attorney. Thereupon a new fully registered Bond in the same aggregate principal amount shall be issued to the new depository in exchange therefor and upon the payment of a charge sufficient to reimburse the County for any tax, fee or other governmental charge required to be paid with respect to such registration. The Fiscal Agent shall not be obliged to make any transfer of the Bonds (i) after the Record Date, (ii) during the fifteen (15) calendar days preceding the date of any publication of notice of any proposed redemption of the Bonds, or (iii) with respect to any particular Bond, after such Bond has been called for redemption. The Fiscal Agent and County may treat and consider the Depository in whose name this Bond is registered as the absolute owner hereof for the purpose of receiving payment of, or on account of, the principal or redemption price hereof and interest due hereon and for all other purposes whatsoever. The Bonds are issuable solely as negotiable, fully-registered Bonds without coupons in the denomination of \$5,000 or any integral multiple thereof.

No delay or omission on the part of the owner hereof to exercise any right hereunder shall impair such right or be considered as a waiver thereof or as a waiver of or acquiescence in any default hereunder.

IN WITNESS WHEREOF, Jefferson County, Wisconsin, by its governing body, has caused this Bond to be executed for it and in its name by the manual or facsimile signatures of its duly qualified Chairperson and County Clerk; and to be sealed with its official or corporate seal, if any, all as of the original date of issue specified above.

JEFFERSON COUNTY, WISCONSIN

By: \_\_\_\_\_  
Jim Schroeder, Chairperson  
(SEAL)

By: \_\_\_\_\_  
Barbara A. Frank, County Clerk

ASSIGNMENT

FOR VALUE RECEIVED, the undersigned sells, assigns and

transfers unto

\_\_\_\_\_  
(Name and Address of Assignee)      \_\_\_\_\_  
(Social Security or other Identifying Number of Assignee)

the within Bond and all rights thereunder and hereby irrevocably constitutes and appoints \_\_\_\_\_, Legal Representative, to transfer said Bond on the books kept for registration thereof, with full power of substitution in the premises.

Dated: \_\_\_\_\_

Signature Guaranteed: \_\_\_\_\_

\_\_\_\_\_  
(e.g. Bank, Trust Company or Securities Firm)      \_\_\_\_\_  
(Depository or Nominee Name)

NOTICE: This signature must correspond with the name of the Depository or Nominee Name as it appears upon the face of the within Bond in every particular, without alteration or enlargement or any change whatever.

\_\_\_\_\_  
(Authorized Officer)

EXHIBIT F

FISCAL AGENCY AGREEMENT

THIS AGREEMENT, made as of the 25th day of September, 2014, between Jefferson County, Wisconsin (“Municipality”), and Bond Trust Services Corporation, Roseville, Minnesota, a wholly owned subsidiary of Ehlers & Associates, Inc. (“Fiscal Agent”), a corporation duly organized and existing as a limited purpose trust company under the laws of the State of Minnesota, Section 48A.03 and authorized by the Department of Financial Institutions of the State of Wisconsin to operate in Wisconsin pursuant to Wisconsin Statutes Section 223.12.

WITNESSETH:

WHEREAS, the Municipality has duly authorized the issuance of its \$9,995,000 General Obligation County Building Bonds, Series 2014A, dated September 25, 2014, (the “Obligations”) pursuant to the applicable provisions of the Wisconsin Statutes and the resolutions adopted by the Municipality on November 12, 2013, August 11, 2014 and September 9, 2014 (collectively, the “Resolution”); and

WHEREAS, the Municipality is issuing the Obligations in registered form pursuant to Section 149 of the Internal Revenue Code of 1986, as amended, and applicable Treasury Regulations promulgated thereunder; and

WHEREAS, pursuant to the Resolution and Section 67.10(2), Wisconsin Statutes the Municipality has authorized the appointment of the Fiscal Agent as agent for the Municipality for any or all of the following responsibilities: payment of principal and interest on, registering, transferring and authenticating the Obligations as well as other applicable responsibilities permitted by Section 67.10(2), Wisconsin Statutes.

NOW, THEREFORE, the Municipality and the Fiscal Agent hereby agree as follows:

### I. APPOINTMENT

The Fiscal Agent is hereby appointed agent for the Municipality with respect to the Obligations for the purpose of performing such of the responsibilities stated in Section 67.10(2), Wisconsin Statutes, as are delegated herein or as may be otherwise specifically delegated in writing to the Fiscal Agent by the Municipality.

### II. INVESTMENT RESPONSIBILITY

The Fiscal Agent shall not be under any obligation to invest funds held for the payment of interest or principal on the Obligations.

### III. PAYMENTS

At least one business day before each interest payment date (commencing with the interest payment date of April 1, 2015, and continuing thereafter until the principal of and interest on the Obligations should have been fully paid or prepaid in accordance with their terms) the Municipality shall pay to the Fiscal Agent, in good funds immediately available to the Fiscal Agent on the interest payment date, a sum equal to the amount payable as principal of, premium, if any, and interest on the Obligations on such interest payment date. Said interest and/or principal payment dates and amounts are outlined on Schedule A which is attached hereto and incorporated herein by this reference.

### IV. CANCELLATION

In every case of the surrender of any Obligation for the purpose of payment, the Fiscal Agent shall cancel and destroy the same and deliver to the Municipality a certificate regarding such cancellation. The Fiscal Agent shall be permitted to microfilm or otherwise photocopy and record said Obligations.

### V. REGISTRATION BOOK

The Fiscal Agent shall maintain in the name of the Municipality a Registration Book containing the names and addresses of all owners of the Obligations and the following information as to each Obligation: its number, date, purpose, amount, rate of interest and when payable. The Fiscal Agent shall keep confidential said information in accordance with applicable banking and governmental regulations.

### VI. INTEREST PAYMENT

Payment of each installment of interest on each Obligation shall be made to the registered owner of such Obligation whose name shall appear on the Registration Book at the close of business on the 15th day of the calendar month next preceding the interest payment date and shall be paid by check or draft of the

Fiscal Agent mailed to such registered owner at his address as it appears in such Registration Book or at such other address as may be furnished in writing by such registered owner to the Fiscal Agent.

### VII. PAYMENT OF PRINCIPAL AND NOTICE OF REDEMPTION

(a) Principal Payments. Principal shall be paid to the registered owner of an Obligation upon surrender of the Obligation on or after its maturity or redemption date.

The Obligations due on April 1, 2034, (the "Term Bonds")

are subject to mandatory redemption prior to maturity by lot at a redemption price equal to One Hundred Percent (100%) of the principal amount to be redeemed plus accrued interest to the date of redemption, from deposits which are required to be made in amounts sufficient to redeem on April 1 of each year the respective amount of Term Bonds specified on the attached Schedule MRP.

The Municipality hereby directs and the Fiscal Agent hereby agrees to select the Term Bonds to be redeemed on the dates set forth above and to give notice of such redemption as set forth in substantially the form attached hereto as Schedule B by registered or certified mail, facsimile transmission, overnight express delivery or electronic transmission at least thirty (30) days prior to the date fixed for redemption to the registered owner of each Obligation selected to be redeemed, in whole or in part, at the address shown on the registration books as of the Record Date.

The Municipality, in accordance with Section III hereof, shall make payments sufficient for the Fiscal Agent to pay the amounts due on the Term Bonds subject to mandatory redemption.

(b) Official Notice of Redemption. In the event the Municipality exercises its option to redeem any of the Obligations, the Municipality shall, at least 35 days prior to the redemption date, direct the Fiscal Agent to give official notice of such redemption by sending an official notice thereof by registered or certified mail, facsimile transmission, overnight express delivery, electronic transmission or in any other manner required by The Depository Trust Company at least 30 days but not more than 60 days prior to the date fixed for redemption to the registered owner of each Obligation to be redeemed in whole or in part at the address shown in the Registration Book. Such official notice of redemption shall be dated and shall state (i) the redemption date and price; (ii) an identification of the Obligations to be redeemed, including the date of original issue of the Obligations; (iii) that on the redemption date the redemption price will become due and payable upon each such Obligation or portion thereof called for redemption, and that interest thereon shall cease to accrue from and after said date; and (iv) the place where such Obligations are to be surrendered for payment of the redemption price, which place of payment shall be the principal office of the Fiscal Agent. Official notice of the redemption of Obligations subject to mandatory redemption shall be given in the same manner.

(c) Additional Notice of Redemption. In addition to the official notice of redemption provided in (b) above, further notice of any redemption shall be given by the Fiscal Agent on behalf of the Municipality to the Municipal Securities Rulemaking Board and The Depository Trust Company of New York, New York but neither a defect in this additional notice nor any failure to give all or any portion of such additional notice shall in any manner defeat the effectiveness of a call for redemption.

Each further notice of redemption given hereunder shall be sent at least 30 days before the redemption date by registered or certified mail, overnight delivery service, facsimile transmission

or email transmission and shall contain the information required above for an official notice of redemption.

(d) Redemption of Obligations. The Obligations to be redeemed at the option of the Municipality shall be selected by the Municipality and, within any maturity, shall be selected by lot by the Depository described in Section VIII hereof. Obligations subject to mandatory redemption shall be selected as described in (a) above. The Obligations or portions of Obligations to be redeemed shall, on the redemption dates, become due and payable at the redemption price therein specified, and from and after such date such Obligations or portions of Obligations shall cease to bear interest. Upon surrender of such Obligations for redemption in accordance with the official notice of redemption, such Obligations shall be paid by the Fiscal Agent at the redemption price. Installments of interest due on or prior to the redemption date shall be payable as herein provided for payment of interest. Upon surrender for any partial redemption of any Obligation, there shall be prepared for the registered owner a new Obligation or Obligations of the same maturity in the amount of the unpaid principal. Each check or other transfer of funds issued in payment of the redemption price of Obligations being redeemed shall bear the CUSIP number identifying, by issue and maturity, the Obligations being redeemed with the proceeds of such check or other transfer.

#### VIII. UTILIZATION OF THE DEPOSITORY TRUST COMPANY

The Depository Trust Company's Book-Entry-Only System is to be utilized for the Obligations. The Fiscal Agent, as agent for the Municipality, agrees to comply with the provisions of The Depository Trust Company's Operational Arrangements, as they may be amended from time to time referenced in the Blanket Issuer Letter of Representations executed by the Municipality. The provisions of the Operational Arrangements and this Section VIII supersede and control any and all representations in this Agreement.

#### IX. OBLIGATION TRANSFER AND EXCHANGE

The Fiscal Agent shall transfer Obligations upon presentation of a written assignment duly executed by the registered owner or by such owner's duly authorized representative. Upon such a transfer, new registered Obligation(s) of the same maturity, in authorized denomination or denominations in the same aggregate principal amount for each maturity shall be issued to the transferee in exchange therefor, and the name of such transferee shall be entered as the new registered owner in the Registration Book. No Obligation may be registered to bearer. The Fiscal Agent may exchange Obligations of the issue for a like aggregate principal amount of Obligations of the same maturity in authorized whole multiples of \$5,000.

The Obligations shall be numbered R1 and upward. Upon any transfer or exchange, the Obligation or Obligations issued shall bear the next highest consecutive unused number or numbers.

The Municipality shall cooperate in any such transfer, and the appropriate officers of the Municipality are authorized to execute

any new Obligation or Obligations necessary to effect any such transfer.

#### X. STATEMENTS

The Fiscal Agent shall furnish the Municipality with an accounting of interest and funds upon reasonable request.

#### XI. FEES

The Municipality agrees to pay the Fiscal Agent fees for its services hereunder in the amounts set forth on Schedule C hereto.

#### XII. MISCELLANEOUS

(a) Nonpresentment of Checks. In the event the check or draft mailed by the Fiscal Agent to the registered owner is not presented for payment within five years of its date, then the monies representing such nonpayment shall be returned to the Municipality or to such board, officer or body as may then be entitled by law to receive the same together with the name of the registered owner of the Obligation and the last mailing address of record and the Fiscal Agent shall no longer be responsible for the same.

#### b) Resignation and Removal; Successor Fiscal Agent.

(i) Fiscal Agent may at any time resign by giving not less than 60 days written notice to Municipality. Upon receiving such notice of resignation, Municipality shall promptly appoint a successor fiscal agent by an instrument in writing executed by order of its governing body. If no successor fiscal agent shall have been so appointed and have accepted appointment within 60 days after such notice of resignation, the resigning fiscal agent may petition any court of competent jurisdiction for the appointment of a successor fiscal agent. Such court may thereupon, after such notice, if any, as it may deem proper and prescribes, appoint a successor fiscal agent. The resignation of the fiscal agent shall take effect only upon appointment of a successor fiscal agent and such successor fiscal agent's acceptance of such appointment.

(ii) The Fiscal Agent may also be removed by the Municipality at any time upon not less than 60 days' written notice. Such removal shall take effect upon the appointment of a successor fiscal agent and such successor fiscal agent's acceptance of such appointment.

(iii) Any successor fiscal agent shall execute, acknowledge and deliver to Municipality and to its predecessor fiscal agent an instrument accepting such appointment hereunder, and thereupon the resignation or removal of the predecessor fiscal agent shall become effective and such successor fiscal agent, without any further act, deed or conveyance, shall become vested with all the rights, powers, trusts, duties and obligations of its predecessor, with like effect as if originally named as fiscal agent herein; but nevertheless, on written request of Municipality, or on the request of the successor, the fiscal agent ceasing to act shall execute and deliver an instrument transferring to such successor fiscal agent, all the rights, powers, and trusts of the fiscal agent so ceasing to act. Upon the request of any such successor fiscal agent, Municipality shall execute any and all instruments in writing for more fully and certainly vesting in and confirming to such successor fiscal agent all such rights, powers and duties. Any predecessor fiscal

agent shall pay over to its successor fiscal agent any funds of the Municipality.

(iv) Any corporation, association or agency into which the Fiscal Agent may be converted or merged, or with which it may be consolidated, or to which it may sell or transfer its corporate trust business and assets as a whole or substantially as a whole, or any corporation or association resulting from any such conversion, sale, merger, consolidation or transfer to which it is a party, ipso facto, shall be and become successor fiscal agent under this Agreement and vested with all the trusts, powers, discretions, immunities and privileges and all other matters as was its predecessor, without the execution or filing of any instrument or any further act, deed or conveyance on the part of any of the parties hereto, anything herein to the contrary notwithstanding.

(v) Any successor fiscal agent shall be qualified pursuant to Sec. 67.10(2), Wisconsin Statutes, as amended.

(c) Termination. This Agreement shall terminate on the earlier of (i) the payment in full of all of the principal and interest on the Obligations to the registered owners of the Obligations or (ii) five years after (aa) the last principal payment on the Obligations is due (whether by maturity or earlier redemption) or (bb) the Municipality's responsibilities for payment of the Obligations are fully discharged, whichever is later. The parties realize that any funds hereunder as shall remain upon termination shall, except as may otherwise by law, be turned over to the Municipality after deduction of any unpaid fees and disbursements of Fiscal Agent or, if required by law, to such officer, board or body as may then be entitled by law to receive the same. Termination of this Agreement shall not, of itself, have any effect on Municipality's obligation to pay the outstanding Obligations in full in accordance with the terms thereof.

(d) Execution in Counterparts. This Agreement may be simultaneously executed in several counterparts, each of which shall be an original and all of which shall constitute but one and the same instrument.

IN WITNESS WHEREOF, the parties have executed this Agreement, being duly authorized so to do, each in the manner most appropriate to it, on the date first above written.

JEFFERSON COUNTY, WISCONSIN

By \_\_\_\_\_  
Jim Schroeder, Chairperson  
(SEAL)

Barbara A. Frank, County Clerk  
Bond Trust Services Corporation,  
Roseville, Minnesota  
Fiscal Agent  
(SEAL)

By \_\_\_\_\_  
Paying Agent Administrator  
Attest \_\_\_\_\_  
Paying Agent Administrator

SCHEDULE A  
Debt Service Schedule  
\$9,995,000 General Obligation County Building Bonds, Series 2014A  
Of Jefferson County, Wisconsin, dated September 25, 2014

**Jefferson County, Wisconsin**

**\$9,995,000 General Obligation County Building Bonds, Series 2014A**

**SINGLE PURPOSE**

Dated September 25, 2014 Winning Bidder: Piper Jaffray

**Debt Service Schedule**

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
09/25/2014	-	-	-	-	-
04/01/2015	850,000.00	0.500%	133,763.71	983,763.71	-
10/01/2015	-	-	127,323.75	127,323.75	1,111,087.46
04/01/2016	370,000.00	1.000%	127,323.75	497,323.75	-
10/01/2016	-	-	125,473.75	125,473.75	622,797.50
04/01/2017	375,000.00	2.000%	125,473.75	500,473.75	-
10/01/2017	-	-	121,723.75	121,723.75	622,197.50
04/01/2018	380,000.00	2.000%	121,723.75	501,723.75	-
10/01/2018	-	-	117,923.75	117,923.75	619,647.50
04/01/2019	385,000.00	2.000%	117,923.75	502,923.75	-
10/01/2019	-	-	114,073.75	114,073.75	616,997.50
04/01/2020	395,000.00	2.000%	114,073.75	509,073.75	-
10/01/2020	-	-	110,123.75	110,123.75	619,197.50
04/01/2021	405,000.00	3.000%	110,123.75	515,123.75	-
10/01/2021	-	-	104,048.75	104,048.75	619,172.50
04/01/2022	425,000.00	3.000%	104,048.75	529,048.75	-
10/01/2022	-	-	97,673.75	97,673.75	626,722.50
04/01/2023	435,000.00	3.000%	97,673.75	532,673.75	-
10/01/2023	-	-	91,148.75	91,148.75	623,822.50
04/01/2024	450,000.00	3.000%	91,148.75	541,148.75	-
10/01/2024	-	-	84,398.75	84,398.75	625,547.50
04/01/2025	465,000.00	2.500%	84,398.75	549,398.75	-
10/01/2025	-	-	78,586.25	78,586.25	627,985.00
04/01/2026	475,000.00	2.500%	78,586.25	553,586.25	-
10/01/2026	-	-	72,648.75	72,648.75	626,235.00
04/01/2027	485,000.00	2.750%	72,648.75	557,648.75	-
10/01/2027	-	-	65,980.00	65,980.00	623,628.75
04/01/2028	500,000.00	3.000%	65,980.00	565,980.00	-
10/01/2028	-	-	58,480.00	58,480.00	624,460.00
04/01/2029	510,000.00	3.000%	58,480.00	568,480.00	-
10/01/2029	-	-	50,830.00	50,830.00	619,310.00
04/01/2030	530,000.00	3.000%	50,830.00	580,830.00	-
10/01/2030	-	-	42,880.00	42,880.00	623,710.00
04/01/2031	545,000.00	3.350%	42,880.00	587,880.00	-
10/01/2031	-	-	33,751.25	33,751.25	621,631.25
04/01/2032	570,000.00	3.350%	33,751.25	603,751.25	-
10/01/2032	-	-	24,203.75	24,203.75	627,955.00
04/01/2033	585,000.00	3.350%	24,203.75	609,203.75	-
10/01/2033	-	-	14,405.00	14,405.00	623,608.75
04/01/2034	860,000.00	3.350%	14,405.00	874,405.00	-
10/01/2034	-	-	-	-	874,405.00
<b>Total</b>	<b>\$9,995,000.00</b>	-	<b>\$3,205,118.71</b>	<b>\$13,200,118.71</b>	-

**Yield Statistics**

Bond Year Dollars	\$106,439.08
Average Life	10.649 Years
Average Coupon	3.0112235%
Net Interest Cost (NIC)	2.8349823%
True Interest Cost (TIC)	2.7751580%
Bond Yield for Arbitrage Purposes	2.7344592%
All Inclusive Cost (AIC)	2.8469656%
<b>IRS Form 8038</b>	
Net Interest Cost	2.7585576%
Weighted Average Maturity	10.579 Years

## SCHEDULE MRP

### Mandatory Redemption Provision

The Obligations due on April 1, 2034, (the "Term Bonds") are subject to mandatory redemption prior to maturity by lot (as selected by the Depository) at a redemption price equal to One Hundred Percent (100%) of the principal amount to be redeemed plus accrued interest to the date of redemption, from debt service fund deposits which are required to be made in amounts sufficient to redeem on April 1 of each year the respective amount of Term Bonds specified below:

#### For the Term Bonds Maturing on April 1, 2034

<u>Date</u>	<u>Amount</u>
04/01/2031	\$545,000
04/01/2032	570,000
04/01/2033	585,000
04/01/2034	860,000 (maturity)

**Jones moved that Resolution No. 2014-33 be adopted.** Seconded by Braughler and carried: Ayes 28 (Jones, Kelly, David, Tietz, Braughler, Buchanan, Morris, Wineke, Rinard, Counsell, Reese, Morse, Lund, Nass, Payne, Kutz, Hanneman, Schroeder, Mode, Kannard, Poulson, Jaeckel, Vance, Zentner, Borland, Schultz, Babcock, Christensen), Noes 0, Absent 2 (Hartz, Foelker).

### **Rinard, Chair of the Administration & Rules Committee, introduced Resolution No. 2014-34.**

#### Executive Summary

In 2009, the State of Wisconsin reduced state funding to counties for their 911 emergency dispatch services. Without this state funding, counties must rely almost entirely on property taxes to pay for equipment, training, and consolidation of municipal and county 911 services. This resolution encourages the State of Wisconsin to fund the County and Municipal Aid Program with state General Purpose Revenue, rather than the Police and Fire Protection Fee, thereby providing a sustainable source of funding for costs associated with county Public Safety Answering Points.

WHEREAS, 911 emergency dispatch services are among the most vital services that counties provide, and Wisconsin residents expect the same level of excellent service throughout the state, regardless of where their emergency occurs; and

WHEREAS, in 2003, the State of Wisconsin established a fee on all wireless phones to fund grants to counties to pay for enhanced 911 services such as wireless call-locating software and equipment; and

WHEREAS, in 2009, the enhanced 911 grant program expired and, in its place, the Wisconsin Counties Association and the state's telecommunications providers advocated to establish a permanent grant program to fund equipment purchases and training for employees of county-designated Public Safety Answering Points (PSAPs), with each county designating one PSAP

per county by resolution, to be funded with a monthly fee of up to 75-cents on all devices capable of dialing 911; and

WHEREAS, instead of funding grants to county Public Safety Answering Points, in 2009, the Wisconsin Legislature and the Governor re-designated the funding as a 75-cent monthly Police and Fire Protection Fee for all such devices and directed the revenue from the fee to fund the county and municipal aid (shared revenue) account to meet other state financial obligations; and

WHEREAS, without the intended state funding, counties must rely almost entirely on property taxes to pay for equipment, training, and consolidation of municipal and county 911 services with many counties unable to upgrade needed equipment to receive texts, video and still photographs, to provide needed training to 911 system operators, and to foster further consolidation of services; and

WHEREAS, eliminating the Police and Fire Protection Fee and restoring the funding for 911 without replacing the lost revenue would result in a roughly \$50 million annual reduction in shared revenue payments to municipalities and counties; and

WHEREAS, under current law, each county must individually contract with a telecommunications provider for telephone lines running into each county 911 center and counties must depend on a maximum 40-cent monthly fee on only landline telephones to pay telecommunications providers for the cost of this service; and

WHEREAS, revenues from the 29-cent landline telephone fee that Jefferson County is receiving are declining due to the increased use of cellular telephones and the resulting decreased use of landline telephones, and the fee is often insufficient to cover the cost of these services, thereby requiring any difference to be paid for with property taxes.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors hereby urges the Wisconsin Legislature and Governor to support legislation and state budget action that accomplishes all of the following goals:

1. Fully funds the County and Municipal Aid Program (shared revenue) with state General Purpose Revenue, rather than the Police and Fire Protection Fee; and

2. Establishes a technology-neutral fee on all cellular telephones, landline telephones and other devices capable of dialing 911; and

3. Uses the revenue from this fee to fund a grant program to pay for equipment purchases and training for one Public Safety Answering Point (911 center) per county, as designated by the county board of each county, and to develop financial incentives to encourage consolidation of 911 services; and

4. Provides a sustainable source of funding for costs associated with providing all telephone lines (landline and cellular) into county Public Safety Answering Points.

BE IT FURTHER RESOLVED that the Jefferson County Clerk is hereby authorized and directed to send a copy of this resolution to:

1. The Board of Directors of the Wisconsin Counties Association for consideration at the Wisconsin Counties Association Annual Business meeting;

2. The County Clerks of all of the other 71 counties within the State of Wisconsin, urging that all county officials support the resolution and request their legislative representatives and the Governor to restore the funding for this vital public safety service; and

3. The Governor of the State of Wisconsin and all Wisconsin State Legislators with a constituency within Jefferson County.

*Fiscal Note: Passage of this resolution has no fiscal impact on Jefferson County.*

**Rinard moved that Resolution No. 2014-34 be adopted.** Seconded and carried.

### **Rinard introduced Resolution No. 2014-35.**

#### Executive Summary

The Wisconsin legislature has proposed bills and enacted laws which abrogate or significantly modify and decrease local control by counties, towns and municipalities over matters related to the health, safety and well-being of residents. Some examples include taking away a municipality's ability to regulate school districts, sand mining, bow hunting, and wind energy systems.

WHEREAS, in recent actions, the state legislature has proposed bills and enacted laws which abrogate or significantly modify and decrease local control by counties, towns and municipalities over matters related to the health, safety and well-being of residents; and

WHEREAS, the general intent of these bills and laws is to decrease local authority over matters which are of central interest and importance to counties, towns and municipalities in their efforts to protect and enhance the health, safety and well-being of their residents; and

WHEREAS, such removal of local authority is not in the best interests of local authorities, the citizens or the State of Wisconsin and is in fact, to their detriment; and

WHEREAS, the mission of Jefferson County is to "provide quality, innovative and cost effective services that safeguard and enhance the well-being of residents and resources."

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board opposes any action by the Wisconsin State Government, specifically the Assembly, the Senate and the Governor, to remove, limit or otherwise impede the current authority of counties, towns, or municipalities to safeguard and enhance the health, safety and well-being of residents, including the actions listed above or any similar actions begun or taken after the passage this resolution.

BE IT FURTHER RESOLVED, that the Jefferson County Clerk is hereby authorized and directed to send a copy of this resolution to:

1. The Board of Directors of the Wisconsin Counties Association

ciation for consideration at the Wisconsin Counties Association Annual Business meeting;

2. The County Clerks of all of the other 71 counties within the State of Wisconsin, urging that all county officials support the resolution and request their legislative representatives and the Governor to restore the funding for this vital public safety service; and

3. The Governor of the State of Wisconsin and all Wisconsin State Legislators with a constituency within Jefferson County.

*Fiscal Note: Passage of this resolution has no fiscal impact on Jefferson County.*

**Rinard moved that Resolution No. 2014-35 be adopted.** Seconded and carried.

**Rinard introduced Resolution No. 2014-36.**

Executive Summary

The 2013-15 State Biennial Budget requires the Wisconsin court system to return a total of \$11.8 million to the state general fund over the next two-year period resulting in budget cuts affecting the Jefferson County circuit court system. Because of this, state funding will be reduced for necessary court services such as interpreter assistance and guardian ad litem appointments. This resolution states Jefferson County's opposition to the lapse of Wisconsin judicial branch funding.

WHEREAS, the 2013-15 State Biennial Budget requires the Wisconsin court system to return a total of \$11.8 million to the state general fund over the next two-year period, resulting in budget cuts affecting the Jefferson County circuit court system; and

WHEREAS, if said budget cuts are made, the Jefferson County circuit court system will no longer receive State funding at its previous level in the form of circuit court payments, interpreter assistance, and guardian ad litem assistance; and

WHEREAS, the proposed reduction of funding and resulting budget cuts would create an enormous financial challenge to Jefferson County, potentially resulting in an increased tax levy, while striving to meet the challenge of the state levy cap; and

WHEREAS, it is in the best interests of Jefferson County to oppose this proposed budget reduction.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors hereby states its opposition to the lapse of Wisconsin judicial branch funding over the next two-year period; and

BE IT FURTHER RESOLVED, that the Jefferson County Clerk is hereby authorized and directed to send a copy of this resolution to:

1. The Board of Directors of the Wisconsin Counties Association for consideration at the Wisconsin Counties Association Annual Business meeting;

2. The County Clerks of all of the other 71 counties within the State of Wisconsin, urging that all county officials support the resolution and request their legislative representatives and the

Governor to oppose the lapse of Wisconsin judicial branch funding; and

3. The Governor of the State of Wisconsin and all Wisconsin State Legislators with a constituency within Jefferson County.

*Fiscal Note: Passage of this resolution has no fiscal impact on Jefferson County.*

**Rinard moved that Resolution No. 2014-36 be adopted.** Seconded and carried.

**Rinard introduced Resolution No. 2014-37.**

WHEREAS, Margaret Burlingham, of Palmyra, has been a member of the Jefferson County Farmland Conservation Easement Commission since its inception in 2007, serving as chair since 2010, and has been instrumental in the commission's success in permanently protecting hundreds of acres of the county's best farmland, and

WHEREAS, her dedication to the cause of preserving farmland has made her a statewide leader in Wisconsin farmland preservation planning, easements, advocacy and education and helped place Jefferson County at the forefront of farmland preservation, and

WHEREAS, in recognition of her tireless work for Wisconsin farmland preservation and her successful efforts to permanently protect Jefferson County's productive farmland, the statewide Gathering Waters Conservancy has honored her this year with its prestigious Rod Nilsestuen Award for Working Lands Preservation.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors commends Margaret Burlingham on receiving the 2014 Rod Nilsestuen Award for Working Lands Preservation and thanks her for her service on behalf of Jefferson County citizens – present and future.

**Rinard moved that Resolution No. 2014-37 be adopted.** Seconded and carried.

**Tietz, representative of the Economic Development Commission, introduced Resolution No. 2014-38.**

Executive Summary

This EPA grant program is soliciting proposals from eligible entities to conduct research, technical assistance, and/or training activities that will enable the entity to develop an area-wide plan for brownfields assessment, cleanup, and subsequent reuse. Brownfields area-wide planning (BF AWP) grant-funded activities must be directed to one or more brownfield site(s) located in a specific area, such as a neighborhood, a district (e.g., downtown, arts or shopping area), a local commercial corridor, a community waterfront, or a city block. Each project funded under this grant must result in an area-wide plan which includes specific plan implementation strategies for assessing, cleaning up, and reusing the brownfields site(s) as well as related brownfields and project area revitalization strategies.

WHEREAS, Federal monies are once again available under

the U. S. Environment Protection Agency (EPA) for the assessment of and planning for brownfields, and

WHEREAS, Jefferson County Economic Development Consortium, under Resolution 2008-05, adopted on November 12, 2008, authorized staff to prepare an application to the EPA on behalf of Jefferson County, Wisconsin, and

WHEREAS, Jefferson County Economic Development Consortium, under Resolution 2011-03, adopted on November 9, 2011, authorized staff to prepare an application to the EPA on behalf of Jefferson County, Wisconsin, and

WHEREAS, Jefferson County Economic Development Consortium, under Resolution 2012-03, adopted on August 8, 2012, authorized staff to prepare an application to the EPA on behalf of Jefferson County, Wisconsin, which application was postponed in an effort to strengthen the application following EPA's guidance and incorporation of its recommendations, and

WHEREAS, Jefferson County Economic Development Consortium, under Resolution 2013-02, adopted on May 8, 2013, authorized staff to prepare an application to the EPA on behalf of Jefferson County, Wisconsin, and

WHEREAS, after due consideration, the Jefferson County Economic Development Consortium again authorizes staff to prepare an application on behalf of Jefferson County, Wisconsin to be submitted to the EPA, and

WHEREAS, the grant is to develop an area-wide plan for brownfields assessment, cleanup, and subsequent reuse. This funding is for research, technical assistance, and/or training activities directed to one or more brownfield site(s) located in a specific area (such as a neighborhood, district, local commercial corridor, community waterfront or city block). Each project funded under this grant must result in an area-wide plan which includes specific plan implementation strategies for assessing, cleaning up, and reusing the brownfields site(s) as well as related brownfields and project area revitalization strategies, and

WHEREAS, the Jefferson County Economic Development Consortium Board of Directors has reviewed the need for the proposed projects and the benefits to be gained therefrom and will reconvene or create a countywide Brownfields Advisory Committee, and

WHEREAS, the Jefferson County Economic Development Consortium Board of Directors under Resolution 2014-01 adopted on August 12, 2014, approved and authorized the preparation and filing of an application for the above-named projects; authorized staff to work with Jefferson County and its Administrator and staff to prepare all necessary documents on behalf of the County; to take the necessary steps to prepare and file the appropriate application for funds, and administer this program in accordance with this resolution.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors does approve and authorize the preparation and filing of an application for the above named proj-

ects; the Jefferson County Administrator is authorized to execute the original application; and that authority is hereby granted to the Jefferson County Economic Development Consortium Director to take the necessary steps to prepare, file the appropriate application for funds, administer this program in accordance with this resolution and execute any ongoing documents necessary to effectuate this program.

*Fiscal Note: The County will receive up to \$200,000 for assessment and cleanup planning of Jefferson County's brownfields, with no county matching funds required.*

**Tietz moved that Resolution No. 2014-38 be adopted.** Seconded and carried.

**Christensen, representative of the Farmland Conservation Easement Commission, introduced Resolution No. 2014-39.**

Executive Summary

The Jefferson County Comprehensive Plan seeks to preserve the County's agricultural resources by minimizing nonagricultural development of prime agricultural soils. One way to accomplish this is purchasing conservation easements using grant funds from the Natural Resource Conservation Service (NRCS) Farm and Ranch Land Protection Program to fund 50% of the purchase price of conservation easements. The Natural Resource Conservation Service (NRCS) has approved grant funding in the amount of \$82,500 for the purchase of the easement described below consisting of 201.06 acres, with the remaining amount contributed by the land owner and Jefferson County.

WHEREAS, the Jefferson County Comprehensive Plan seeks to guide and manage growth and development in the County in a manner that will preserve the rural character, agricultural base and natural resources of the countryside and contribute to the high quality of life and prosperity of the County's communities, and to specifically preserve the County's agricultural resources by minimizing nonagricultural development of prime agricultural soils, and

WHEREAS, the Jefferson County Farmland Conservation Easement Commission has applied for grant funds from the Natural Resource Conservation Service (NRCS) Farm and Ranch Land Protection Program to fund 50% of the purchase price of one conservation easement in the Town of Waterloo, County of Jefferson and owned by Clifford and Susan Haberman, consisting of 201.06 acres for a total cost of \$165,000, and

WHEREAS, the Natural Resource Conservation Service (NRCS) has approved grant funding in the amount of \$82,500 for such purchase, and

WHEREAS, the landowners will donate a portion of the land which will be subject to the conservation easement having a value of \$41,250, and

WHEREAS, Jefferson County's contribution toward this easement is \$41,250, and

WHEREAS, the Farmland Conservation Easement Commis-

sion requests authority to contract with Clifford and Susan Haberman in the amount of \$165,000 for a conservation easement consisting of 201.06 acres.

NOW, THEREFORE, BE IT RESOLVED that the Farmland Conservation Easement Commission is authorized to enter into a contract to purchase an agricultural conservation easement from Clifford and Susan Haberman in the amount of \$165,000 consisting of 201.06 acres.

*Fiscal Note: The County's share of the purchase price for this easement is \$41,250 in addition to title insurance and appraisal costs in the amount of \$4,000. Funding for this easement will be through the use of carryover funds resulting from the sale of county owned right-of-way land to the State of Wisconsin Department of Transportation used for the Highway 26 Jefferson bypass. These funds will be allocated in the 2015 budget.*

**Christensen moved that Resolution No. 2014-39 be adopted.** Seconded and carried: Ayes 28 (Jones, Kelly, David, Tietz, Braugher, Buchanan, Morris, Wineke, Rinard, Counsell, Reese, Morse, Lund, Nass, Payne, Kutz, Hanneman, Schroeder, Mode, Kannard, Poulson, Jaeckel, Vance, Zentner, Borland, Schultz, Babcock, Christensen), Noes 0, Absent 2 (Hartz, Foelker).

#### **Jones introduced Ordinance No. 2014-20.**

##### Executive Summary

These ordinance changes were reviewed and approved at the August 8, 2014, Finance Committee meeting. The majority of the changes deal with cleaning up the language because the Finance Department is no longer under the County Clerk's Office and now reports directly to the County Administrator. Another change is Section 2, L, which authorizes payment registers and vouchers to be submitted to boards and committees for approval.

WHEREAS, the Administrative Services Operational Audit recommended review of the bill approval process, and

WHEREAS, after consideration, the Finance Committee recommends amendments to Ordinance No. 2008-12 as follows:

Section 1. The Finance Committee, the Human Services Board, ~~and the Highway Committee and the Countryside Board of Trustees~~ shall be authorized to approve vouchers in the amounts budgeted for the affected departments. ~~The County Clerk Finance Department~~ shall make payment upon approval by said committees or boards. Each of the named committees or boards may delegate authority to staff to approve particular types of payments by filing a list thereof with the ~~Clerk Finance Department~~ who is authorized to make payments of such items without further approval. Staff shall report all such authorized payments to the respective committee or board at its next meeting. [am. 2/16/10, Ord. 2009-26]

Section 2. Notwithstanding the foregoing, the ~~County Clerk Finance Department~~ is authorized to pay the following charges before committee approval:

A. Court ordered payments. These may include, but are not

limited to:

- (1) Birth record requests
- (2) Juror and witness payments
- (3) Attorney billings

B. Payments to vendors early to capture any early payment discounts

C. Payments to vendors to avoid late and/or interest charges. These typically include, but are not limited to:

- (1) Repetitive monthly lease payments
- (2) Overnight delivery services
- (3) Credit card issuers

D. Fiduciary funds held in trust for others. These may include, but are not limited to:

- (1) Drainage Board
- (2) Monthly/quarterly/annual amounts due to the State of Wisconsin

E. Self-funded insurance payments to claim administrators

- (1) Workers compensation
- (2) Unemployment compensation
- (3) Health/dental claims

F. Billings from internet applications to avoid interruption in service

G. Payments contractually required for immediate payment. These are typically medical and construction contracts.

H. Postage meter replenishment

I. Utility billings

- (1) Telephone
- (2) Electric
- (3) Natural gas

J. Payroll deduction and payroll tax items

K. For items not listed above, the Finance Director, Assistant Finance Director or County Clerk or Accounting Manager may authorize payment based on the circumstances. In the event a question exists concerning the propriety of early payment, the issue shall be decided by the County Administrator.

L. ~~The County Clerk's office~~ Finance, Highway or Human Services Departments shall submit ~~a~~ payment registers or vouchers to each approving board or committee monthly, showing payments made under this policy.

Section 3. This ordinance shall be effective upon passage and publication as permitted by law.

NOW, THEREFORE, the County Board of Supervisors of Jefferson County does hereby ordain the above amendments to Ordinance No. 2008-12 as stated above.

**Jones moved that Ordinance No. 2014-20 be adopted.** Seconded and carried.

**Jones introduced Resolution No. 2014-40.**

Executive Summary

In 2006, Jefferson County contracted with Clifton Gunder-son, which is now CliftonLarsonAllen to provide auditing services

for the County through 2010. In 2010, the County approved an extension of the contract through 2013 fiscal year end. County Administration decided in 2014 to seek Requests for Proposals for Auditing Services for 2014 through 2016 with an optional 2 year extension through 2018. Three staff and two Finance Committee members reviewed the Request for Proposals to determine which firm should be awarded the contract based on criteria such as cost, proposal requirements, experience and audit approach. The Finance Committee recommends contracting with Sikich LLP for county auditing services as described in the Request for Proposals.

WHEREAS, Jefferson County is required to obtain annual auditing services from independent Certified Public Accountants, and

WHEREAS, based on the end of the current contract in 2013 of CliftonLarsonAllen, the County's independent auditor for the last eight years, the County requested proposals for county auditing services commencing for fiscal year 2014, and

WHEREAS, proposals were received for up to a five-year term from CliftonLarsenAllen, Schenck SC, Sikich LLP, Baker Tilly and Wipfli as shown below:

Audit Fees	Wipfli LLP Eau Claire	Sikich LLP Brookfield	Schenck SC Green Bay	CliftonLarsonAllen LLP Milwaukee	Baker Tilly Virchow Krause LLP Madison
2014	\$46,100	\$37,400	\$48,100	\$55,200	\$50,000
2015	47,500	37,400	49,000	56,900	51,500
2016	48,900	38,750	49,900	58,600	53,000
2017	50,400	39,900	50,800	60,400	54,600
2018	51,900	41,000	51,800	62,200	56,200
<b>TOTAL</b>	<b>\$244,800</b>	<b>\$194,450</b>	<b>\$249,600</b>	<b>\$293,300</b>	<b>\$265,300</b>

WHEREAS, the Finance Committee recommends contracting with Sikich for county auditing services as described in the Request for Proposals,

NOW, THEREFORE, BE IT RESOLVED that the Finance Director is authorized to negotiate a contract with Sikich at the price contained in their proposal, and for such number of years up to five as approved by the Finance Committee.

*Fiscal Note: The cost of the 2014 Audit Services will be budgeted in the 2015 budget and each year after.*

**Jones moved that Resolution No. 2014-40 be adopted.** Seconded and carried: Ayes 28 (Jones, Kelly, David, Tietz, Braugher, Buchanan, Morris, Wineke, Rinard, Counsell, Reese, Morse, Lund, Nass, Payne, Kutz, Hanneman, Schroeder, Mode, Kannard, Poulson, Jaeckel, Vance, Zentner, Borland, Schultz, Babcock, Christensen), Noes 0, Absent 2 (Hartz, Foelker).

**Schroeder informed the Board that the resolution from the Human Services Board on the authorization to purchase an**

**electronic health record system would be laid over.**

**Mode, Chair of the Human Services Board, introduced Resolution No. 2014-41.**

Executive Summary

**National Recovery Month** is meant to educate Americans about mental illnesses and substance abuse disorders and that treatment helps those affected to live a healthy and rewarding life.

Mental illnesses are widespread in the population. In Jefferson County, the Substance Abuse and Mental Health Services Administration (SAMHSA) estimates that Wisconsin's overall adult rate of mental illness is 19%. Projected out, this means 12,203 people in Jefferson County have a mental illness at some point in their lives. Mental illnesses continue to be a leading cause of disability in the U.S. and Canada. It is one of the leading reasons for hospitalization.

The 2010 National Survey on substance abuse disorders found that 9.5% of people age 12 and older have a substance abuse disorder in Wisconsin. Projected out, this means 6,100 people in Jefferson County have a substance abuse disorder. Further, each year in Wisconsin there are 1,300 deaths, 6,800 traffic injuries, 8,500 traffic crashes, 2,400 substantiated cases of child abuse or neglect, 90,000 arrests, and economic costs exceeding \$4.6 billion dollars, all attributed to substance abuse. Alcohol and other drug abuse is the fourth leading cause of death in Wisconsin behind heart disease, cancer and stroke and it is the fourth leading reason for hospitalization behind mental illness, heart disease and cancer.

We, Jefferson County Human Services Department, know that treatment works and that there is hope. Please help us spread the word by issuing the attached proclamation.

WHEREAS, behavioral health is an essential part of health and one's overall wellness; and

WHEREAS, prevention of mental and/or substance use disorders works, treatment is effective, and people recover in our area and around the nation; and

WHEREAS, preventing and overcoming mental and/or substance use disorders is essential to achieving healthy lifestyles, both physically and emotionally; and

WHEREAS, we must encourage relatives and friends of people with mental and/or substance use disorders to implement preventive measures, recognize the signs of a problem, and guide those in need to appropriate treatment and recovery support services; and

WHEREAS, in 2012, 2.5 million people aged 12 or older received specialty treatment for a substance use disorder and 34.1 million adults aged 18 or older received mental health services, according to the 2012 National Survey on Drug Use and Health. Given the serious nature of this public health problem, we must continue to reach the millions more who need help; and

WHEREAS, to help more people achieve and sustain long-

term recovery, the U.S. Department of Health and Human Services (HHS), the Substance Abuse and Mental Health Services Administration (SAMHSA), the White House Office of National Drug Control Policy (ONDCP), and Jefferson County Human Services Department invite all residents of Jefferson County to participate in National Recovery Month. The people of Jefferson County are invited to observe this month with appropriate programs, activities, and ceremonies to support this year's Recovery Month.

NOW, THEREFORE, be it resolved that Jefferson County does hereby proclaim the month of September 2014 as NATIONAL RECOVERY MONTH in Jefferson County.

*Fiscal Note: No fiscal impact.*

**Mode moved that Resolution No. 2014-41 be adopted.** Seconded and carried.

**Jones, Chair of the Infrastructure Committee, introduced Resolution No. 2014-42.**

Executive Summary

Included in the 2014 Budget under Central Services was a total of \$48,000 for the Security Camera Project which included the replacement of existing cameras and added new cameras to the Courthouse Facility. This project has been discussed over the course of the past two years through the Courthouse Security & Facilities Committee as part of the review of the security improvements for the Courthouse Facility. New cameras would replace cameras in the interior of the Courthouse as well as courtrooms. In addition, new cameras would be added for exterior coverage of hallways within the Courthouse. The new security camera system will be an integrated Internet Protocol (IP) based system which will have the capability to expand easily with operations in the Sheriff's department. A Request for Proposal (RFP) was developed with the assistance of a consultant and bids were solicited which included a mandatory inspection of county facilities so bidders could properly determine the county's requirements. A total of four bids have been received which meet the requirements of the RFP.

WHEREAS, the security cameras in the Courthouse are in need of replacement, and

WHEREAS, additional cameras are being added to ensure appropriate coverage of the new security camera system, and

WHEREAS, bids were solicited for the Security Camera Project at the Courthouse with the following results:

	<u>Base Bid</u>
Voyager Communications LLC	
<u>Cudahy, WI</u>	<u>\$218,360</u>
Digi Corp, Inc.	
<u>Brookfield, WI</u>	<u>\$88,132</u>
Fuse Systems LLC	
<u>Milwaukee, WI</u>	<u>\$55,400</u>
911 Security	
<u>Milwaukee, WI</u>	<u>\$44,000</u>

NOW, THEREFORE, BE IT RESOLVED that Central Ser-

vices Director Mark Miller may contract with 911 Security for the installation of a new security camera system at the Courthouse, subject to review and approval by the County Administrator and the Corporation Counsel, in the amount of \$44,000.

*Fiscal Note: Currently there is \$48,000 in the Central Services budget for the Security Camera Project.*

**Jones moved that Resolution No. 2014-42 be adopted.** Seconded and carried: Ayes 27 (Jones, Kelly, David, Tietz, Braugler, Buchanan, Morris, Wineke, Rinard, Counsell, Reese, Morse, Lund, Nass, Payne, Kutz, Hanneman, Schroeder, Mode, Kanard, Poulson, Jaeckel, Vance, Borland, Schultz, Babcock, Christensen), Noes 1 (Zentner), Absent 2 (Hartz, Foelker).

**Tietz, Chair of the Parks Committee, introduced Resolution No. 2014-43.**

Executive Summary

The City of Lake Mills Electric Utility is requesting from Jefferson County two permanent utility easements through Korth Park. One easement to replace existing overhead power lines with underground power lines and another easement to construct, install, repair, alter, maintain and operate new underground power lines where there had previously been no overhead power lines. The underground power lines are expected to provide more reliable electric service to the west side of Rock Lake. The installation will be by directional boring of conduit and will not require extensive access to the utility corridor during construction. There will be minimal motor vehicle access during construction. Following completion of this project, existing overhead power lines and poles will be removed.

WHEREAS, the City of Lake Mills Electric Utility presently provides public utilities at Korth Park, and

WHEREAS, the City of Lake Mills Electric Utility is requesting permission from Jefferson County to replace existing overhead power lines with underground power lines, and

WHEREAS, the City of Lake Mills Electric Utility is further requesting permission from Jefferson County to install new underground power lines where there had previously been no overhead power lines, and

WHEREAS, the new underground power lines are expected to provide more reliable electric service to the west side of Rock Lake, and

WHEREAS, underground power lines will be placed using horizontal directional boring of conduit and will not require extensive access to the utility corridor during construction, and

WHEREAS, granting utility easements will give the City of Lake Mills Electric Utility the legal right to construct, install, repair, alter, maintain and operate underground power lines, and

WHEREAS, the attached exhibits describe the location of the utility easements. {Exhibits are available at the County Clerk's office upon request.}

NOW, THEREFORE, BE IT RESOLVED that Jefferson Coun-

ty is authorized to enter into two utility easements with Lake Mills Electric Utility through Korth Park as described in the attached exhibits, with the easements subject to review and approval by the Corporation Counsel and executed by the County Clerk, and

BE IT FURTHER RESOLVED that Lake Mills Electric Utility shall remove all overhead power lines and poles which are no longer being used for their intended purpose of providing electric service and return the utility corridor to its natural state on or before April 1, 2015.

BE IT FURTHER RESOLVED as a condition precedent to granting these easements, the Jefferson County Parks Department and the Wisconsin Department of Natural Resources (DNR) must review and approve all site plans, project timelines and draft easements which shall be reflected in a Letter of Consent from the DNR to the Jefferson County Parks Department.

*Fiscal Note: Granting these utility easements with Lake Mills Electric Utility will have no fiscal impact to Jefferson County.*

**Tietz, moved that Resolution No. 2014-43 be adopted.** Seconded and carried.

#### **Tietz introduced Resolution No. 2014-44.**

##### Executive Summary

This year's project will be to continue woodland restoration at Dorothy Carnes County Park and Rose Lake State Natural Area. Numerous plant and animal species will benefit as a result of the scope of the project. Work will include cutting and removal of non-native woody vegetation, and hand pulling and spraying of non-native herbaceous plants.

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,

NOW, THEREFORE, BE IT RESOLVED by the Jefferson County Board of Supervisors, that the Board is hereby authorized to expend the funds appropriated and the funds to be received from the State of Wisconsin for the improvement of fish and wildlife habitat, and to operate and maintain or to cause to be operated and maintained the projects for their intended purpose, and

BE IT FURTHER RESOLVED that the Jefferson County Board authorizes the Parks Director to act on behalf of Jefferson County to submit a state grant application to the Wisconsin Department of Natural Resources (DNR) for financial aid for county fish and game projects, sign documents, and take necessary action to undertake, direct and complete the approved projects.

BE IT FURTHER RESOLVED that the Jefferson County Board does hereby appropriate a matching allocation for such project and such appropriations shall continue as long as state matching aids are available, or until this resolution is modified by

this Board.

*Fiscal Note: The County's 2015 state allocation is \$2,310. The County's match is force account (in kind) labor to do the project.*

**Tietz moved that Resolution No. 2014-44 be adopted.** Seconded and carried.

**Nass, Chair of the Planning & Zoning Committee, introduced the following report:**

**REPORT TO THE HONORABLE MEMBERS OF THE  
JEFFERSON COUNTY BOARD OF SUPERVISORS**

The Jefferson County Planning and Zoning Committee, having considered petitions to amend the official zoning map of Jefferson County, filed for public hearing held on August 21, 2014, as required by law pursuant to Wisconsin Statutes, notice thereof having been given, and being duly advised of the wishes of the town boards and persons in the areas affected, hereby makes the following recommendations:

**APPROVAL OF PETITIONS R3743A-14, R3744A-14,  
R3745A-14,**

**R3746A-14, R3683A-13 and R3747A-14**

**DATED THIS TWENTY-FIFTH DAY OF AUGUST 2014**

Donald Reese, Secretary

**THE PRIOR MONTH'S AMENDMENTS R3738A-14,  
R3739A-14, R3740A-14,**

**R3741A-14, R3729A-14 AND R3742A-14**

**ARE EFFECTIVE UPON**

**PASSAGE BY COUNTY BOARD, SUBJECT TO  
WIS. STATS. 59.69(5).**

**Nass moved that the report be adopted.** Seconded and carried.

**Nass introduced Ordinance No. 2014-21.**

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

WHEREAS, Petitions R3743A-14, R3744A-14, R3745A-14, R3746A-14, R3683A-13 and R3747A-14 were referred to the Jefferson County Planning and Zoning Committee for public hearing on August 21, 2014, 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 3-acre lot around the home at W4684 Alvoss Lane in the Town of Watertown from PIN 032-0815-0713-001 (20 acres). Action is conditioned upon approval and recording of a final certified survey map for the lot, including extraterritorial plat review if necessary. (R3745A-14 – E. E. Hoffer/Richard Zastrow property)

**FROM A-1, EXCLUSIVE AGRICULTURAL TO A-3,**

### **AGRICULTURAL/RURAL RESIDENTIAL**

Rezone to create a 5-acre farm consolidation lot around the home at N1388 CTH N. The site is in the Town of Cold Spring on PIN 004-0515-1834-000 (52.054 acres). Rezoning is conditioned upon approval and recording of a final certified survey map for the lot, including extraterritorial plat review if necessary. Residential zoning controls apply, which do not allow for storage of junk or salvage materials, or more than two unlicensed vehicles. (R3743A-14 – Jerry Wolfram/Florence E Wolfram Trust property)

Create a 2-acre farm consolidation lot around the home at N2819 Willing Road in the Town of Hebron from PIN 010-0615-3112-000 (40 acres). This action is conditioned upon approval and recording of a final certified survey for the lot. (R3744A-14 – Jan Arndt/D & J Arndt Trust property)

Create a 4-acre farm consolidation lot at N9163 E Horsehoe Road in the Town of Watertown from PIN 032-0815-0724-000 (45.214 acres). A condition of the rezoning calls for approval and recording of a final certified survey map for the lot, including extraterritorial plat review if necessary. (R3746A-14 – Mike Walter/Walter Trust property)

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

Modify the area rezoned by R3343A-08 to create a 2.329-acre A-3 lot from PIN 032-0814-1043-001 (2.329 acres). Rezone a part of PIN 032-0814-1044-000 (62.01 acres) from A-3 to A-1. The site is at N8944 West Road in the Town of Watertown. This is conditioned upon approval and recording of a final certified survey map for the newly formed lot, including extraterritorial plat review if necessary. (R3683A-13 & R3747A-14 – Brad Walter/Michael R. & Sarah S. Walter Trust property)

Each of 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.

**Nass moved that Ordinance No. 2014-21 be adopted.** Seconded and carried.

### **Mode, Chair of the Human Services Board, introduced the following appointments:**

TO THE JEFFERSON COUNTY BOARD OF SUPERVISORS:  
MEMBERS OF THE BOARD:

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 to the Aging and Disability Resource Center Advisory Committee:

- a. Dan Krause, Fort Atkinson, appointed for a three-year term commencing July 2014.
- b. Carol Battenberg, Johnson Creek, appointed for a three-year term commencing July 2014.

**Buchanan moved that the appointments be confirmed.** Sec-

ended and carried.

Supplemental information presented at the September 9, 2014, Jefferson County Board meeting will be available at the County Clerk's office upon request or on the County's website at [www.jeffersoncountywi.gov](http://www.jeffersoncountywi.gov).

**There being no further business, Buchanan moved that the Board adjourn.** Seconded and carried at 9:03 p.m.

**JEFFERSON COUNTY BOARD MINUTES  
TUESDAY, OCTOBER 14, 2014, 7:00 P.M.**

Chair Jim Schroeder presiding.

County Clerk Barbara A. Frank called the roll with all members being present except Supervisors Hartz, Lund and Babcock who gave prior notice of their inability to attend. District 24 is vacant.

District 1.....	Richard C. Jones	District 2 .....	Mike Kelly
District 3.....	Greg David	District 4 .....	Augie Tietz
District 5....	James B. Braughler	District 6 .....	Ron Buchanan
District 7.....	Dwayne C. Morris	District 8 .....	Michael Wineke
District 9.....	Amy Rinard	District 10 .....	Al C. Counsell
District 11.....	Donald Reese	District 12 .....	Peter A. Hartz
District 13.....	Ed Morse	District 14 .....	Kirk Lund
District 15.....	Steven J. Nass	District 16 .....	Laura Payne
District 17.....	Russell Kutz	District 18 .....	Jennifer Hanneman
District 19.....	Jim Schroeder	District 20 .....	Jim Mode
District 21.....	John C. Kannard	District 22 .....	Blane Poulson
District 23.....	George Jaeckel	District 24 .....	Vacant
District 25.....	Matthew Foelker	District 26 .....	Carlton Zentner
District 27.....	Glen D. Borland	District 28 .....	Dick Schultz
District 29.....	Paul Babcock	District 30 ...	Walt Christensen

County Administrator Wehmeier certified compliance with the Open Meetings Law.

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

There being no objection, the recognition resolutions (#7b and c on the agenda) will be introduced before the presentation of the Clean Sweep Program merit awards (#7a). Also, the retirement recognitions (#8e) will be presented before the presentation of the 2015 Recommended Budget (#7d).

**Rinard, Chair of the Administration & Rules Committee, moved that the minutes of the September 9, 2014, meeting be approved as presented.** Seconded and carried.

**Special Order of Business.**

**Reese, Chair of the Solid Waste/Air Quality Committee, introduced Resolution No. 2014-45.**

WHEREAS, Jefferson County wishes to recognize Fort HealthCare for their monetary support and their pharmacists who service the Fort HealthCare Community by volunteering their time at Clean Sweep events and drug education efforts, and

WHEREAS, Fort HealthCare's mission is to improve the health and well-being of the community, and

WHEREAS, Chris Barron, Pharmacy Director at Fort Health-Care, has made it his mission along with his fellow pharmacists to do their part by taking on prescription drug abuse in the communities served by Fort HealthCare, and

WHEREAS, Chris has sent a letter (said letter is available at

the County Clerk's office upon request or on the County's website at [www.jeffersoncountyiwi.gov](http://www.jeffersoncountyiwi.gov)) to all Community Partners in Health to educate them about the Wisconsin Prescription Drug Monitoring Program. Chris encourages all area providers to make use of these free resources as well as get registered with the PDMP website, and

WHEREAS, the letter addresses the methods for funding and participating in the drug disposal efforts which include the Clean Sweep programs and secure drug drop off sites, and

WHEREAS, Jefferson County, its Solid Waste Committee and Sheriff Paul Milbrath and his office would like to thank Fort HealthCare and their pharmacists for the education they give to the community and for volunteering at the Clean Sweep program events, and

WHEREAS, we recognize that, without their support, our Clean Sweep program and drug collection sites would not be successful,

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors gratefully accepts and appreciates the donations, volunteers and partners of the Solid Waste/Air Quality Committee's Clean Sweep and Recycling Programs.

BE IT FURTHER RESOLVED that upon passage, a copy of this resolution be sent to the two local newspapers, posted on the Jefferson County website and the Jefferson County Facebook page.

*Fiscal Note: Jefferson County expenditures for Clean Sweeps are covered by the Solid Waste/Air Quality Account 7109.451009, which is currently funded by contract fees from Waste Management-Deer Track Park Landfill. The City of Watertown donated \$20,000 each year since 2010 for the Clean Sweep Program. Fort HealthCare has donated \$5,000 for two years and in 2013, \$2,500 for prescription/non-prescription drug collections and disposal. No tax levy dollars are currently used for this program.*

**Reese moved that Resolution No. 2014-45 be adopted.** Seconded and carried.

**Reese introduced Resolution No. 2014-46.**

WHEREAS, Jefferson County wishes to recognize UW Health Partners Watertown Regional Medical Center for their monetary support and their pharmacists who service the Watertown Regional Community by volunteering their time at Clean Sweep events and drug education efforts, and

WHEREAS, Watertown Regional Medical Center was the first hospital to place a drug take back container in a police station and donate money to the Clean Sweep program for proper drug disposal, and

WHEREAS, John Schloemer, Watertown Regional Pharmacist, helped the Solid Waste Committee implement the drug take back program and found volunteer pharmacists to support the program, and

WHEREAS, Jefferson County, its Solid Waste Committee

and Sheriff Paul Milbrath and his office would like to thank UW Health Partners Watertown Regional Medical Center and their pharmacists for the education they give to the community and for volunteering at the Clean Sweep program events, and

WHEREAS, we recognize that, without their support, our Clean Sweep program and drug collection sites would not be successful,

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors gratefully accepts and appreciates the donations, volunteers and partners of the Solid Waste/Air Quality Committee's Clean Sweep and Recycling Programs.

BE IT FURTHER RESOLVED that upon passage, a copy of this resolution be sent to the two local newspapers, posted on the Jefferson County website and the Jefferson County Facebook page.

*Fiscal Note: Jefferson County expenditures for Clean Sweeps are covered by the Solid Waste/Air Quality Account 7109.451009, which is currently funded by contract fees from Waste Management-Deer Track Park Landfill. The City of Watertown donated \$20,000 each year since 2010 for the Clean Sweep Program. UW Health Partners Watertown Regional Medical Center has donated \$250 every year since 2008 for prescription/non-prescription drug collections and disposal. No tax levy dollars are currently used for this program.*

**Reese moved that Resolution No. 2014-46 be adopted.** Seconded and carried.

**In recognition of the monetary support, time and drug education efforts regarding the Clean Sweep program for proper drug disposal,** Reese presented merit awards to Fort HealthCare, Christopher Barron, R.Ph.; UW Health Partners Watertown Regional Medical Center and John Schloemer, R.Ph. Certificates of merit were presented to the following pharmacists who volunteered their time to the Clean Sweep events: Richard Courtois, R.Ph.; James Brown, R.Ph.; Merlin Borchardt, R.Ph.; Thomas Heckenkamp, R.Ph.; John Fosdal, R.Ph.; Tom Derleth, R.Ph.; Jason Schwager, R.Ph.; John Bass, R.Ph.; Jackie Ulm, R.Ph.; Grant McCullouth, R.Ph.; Laurie Kiernat, R.Ph.; Dawn Nell, R.Ph.; Abigail Freeman, C.Ph.T.; Kim Gailloreto, C.Ph.T.; Deborah Bowen, C.Ph.T.; Hannah Schultz, Pharmacy Student; and Ilse Fritz, Pharmacy Student.

**Terri Palm-Kostroski, Human Resources Director, recognized the following retirees:** Martha Parker, Human Services, 9 years 4 months; Clayton Lester, Highway, 28 years 2 months; and Jeff Endl, Central Services, 7 years 11 months. Kathy Cauley, Human Services Director, recognized E. Scott Scheibel, Assistant Corporation Counsel, for his 10 years of service to the County.

**Senator Scott Fitzgerald presented a Wisconsin Legislative Citation to Fort HealthCare and UW Health Partners Watertown Regional Medical Center for their support to the Clean Sweep Program drug disposal.**

## **Wehmeier presented the 2015 Recommended Budget.**

To The Honorable Members of the Jefferson County Board of Supervisors:

I am pleased to present the 2015 Budget for your review and consideration, as recommend by the Finance Committee. As you will see significant work has gone into its preparation with a focus on transforming the budget process; aligning the budgetary document itself with operational priorities and placing the County in the position for its financial future. I would like to thank the Finance Committee for the time and feedback provided in this process.

This year's budget is new in its physical form. The new format works to provide greater narrative presentation with graphical enhancement to provide a transparent document to help explain how the budget works within the County and how resources are allocated. In addition, each department now has summary pages to serve as quick reference points for information while still providing detailed line items. This budget also begins the process to utilize performance measurements to help provide major outcomes by department for operations done on a day-to-day basis. The ultimate goal is for the Public and County Board to see policy guidance and priorities transcend both into the budgetary process and department annual reports.

The budget will continue to be an evolving document with changes predicated on strategic goal setting and the impact to services provided by the County. This will be part of an on-going analysis into 2015 in reviewing the operation and organization. As this process proceeds and the County continues to face competing interest with limited resources, the need to enhance a priority based budget process which will be crucial to the County's long term success. This will include having proven outcomes by business functions which will become more crucial to ensure that staff maximizes opportunities of efficiency to provide the high level of services at the best value possible. This process will enhance funding opportunities at the state and federal level, as performance based management is the new standard.

### **Key Operational Changes:**

#### **Revenue:**

The County continues to examine various revenue streams to maintain its day-to-day operations. With operating under the levy tax cap, the County may capture up to an additional \$218,000 in net new construction levy. The County also is seeing a 5.2% in projected sales tax growth for an increase of \$275,665. At the same time, the County is seeing reduced revenue from interest, investments and land related fees. Several departments have received new or increased grants and donations to help provide increased services. One example of this is Human Services where several new positions will be created in the FY 2015 Budget that will provide services needed with no direct levy impact due to these grants.

#### **Expenditures:**

As part of preparation for this coming year budget, the focus was looking at current challenges and looking forward to the future years in preparing cost saving measures. The total projected 2015 County Budget is \$73,316,138.

Some highlights in this year's budget include:

1) Operational Expenditure Reductions: As part of the current year budget, all departments were asked to provide 2% operational reduction. This achieved over \$500,000 in savings. This will include transitioning away from administering the Personal Care Program in the Health Department.

2) Health Insurance: The budget includes the transition in the plan design for health care. The County has been on a no-deductible plan offered by the State Employee Trust Fund since 2009, where it moved from being self-funded. In FY 2014, health insurance costs are about \$7 million a year with the County picking up \$6.75 million. With health insurance costs increasing significantly beyond the cost of inflation it became necessary to look at the long term projections and the direction the County should head. As a result, it was determined that the best solution was to move to the low deductible plan offered through the statewide plan. This change had the following results:

a. Stabilization of Cost. If the County remained status quo in health insurance offering, the cost to the County would exceed \$500,000 a year with projections on an annual basis of 7-10%. This plan change allows the County to pay what it has for all employees last year with the exception of law enforcement where there is a slight increase due to contractual obligations.

b. Limited increase to employees' premium. By switching plans, there are limited impacts to employees' premium cost towards their health insurance versus what the cost would be in maintaining a no-deductible plan. Employees' deductible will be \$500 for single and \$1,000 for family.

c. Cost savings. The cost savings provided by this plan switch allows for three significant items. First, it provides the savings necessary to provide a small cost of living increase of 1%. Second, it allows the County to provide 25% of deductible cost to employees FSA accounts. Third, it provides close to \$100,000 in operational savings.

#### **Contingency:**

The recommendation for the budget is to increase the contingency fund to \$560,000. There are two primary purposes for this. First, staff has worked to reduce expenditures from their budgets that do not routinely occur. However, there are cases where these expenditures may still arise causing a greater need for contingency than in the past. In addition, the state 2015-2017 Biennium Budget is effective July 1, 2015. It is unknown as to the impact to the various County programs that could arise during this process. As a result, this will help create a buffer in a proactive measure versus being reactive to any impacts that may occur.

#### **Tax Impacts**

The County has seen an increase of 3% equalized assessed

valuation (EAV) within the County. This impact results in the operational mill rate being reduced from 4.2655 in FY 2014 to 4.1962 in FY 2015. With debt being issued, an additional .1955 will be added bringing the total mill rate to 4.3917.

A home valued at \$150,000 would maintain a no increase operational levy of \$629.33 with an additional \$29.33 for debt for a total property tax bill of approximately \$658.76.

The proposed levy is broken down as follows:

- General Levy - \$25,330,795
- County Library - \$1,012,092
- Health Department - \$875,223
- Debt - \$1,180,096

**Capital Projects:**

The County continues to utilize savings from previous fiscal years and direct levy dollars to invest in the infrastructure, facilities and equipment to perform the key day-to-day functions for various County activities. Some key capital expenditure highlights include:

- Replacement of seven squad vehicles with propane systems - \$262,500
- Replacement of 911 Phone Interface - \$380,000
- Highway Department Vehicles and Equipment - \$1,410,000
- Highway Construction Projects
  - o CTH A - \$3,806,989 (1.25 Miles Construction; 10 Miles Resurfacing)
  - o CTH J - \$697,000 (1 Mile Construction)
- Main Highway Facility Construction and Satellite Facility Construction - \$4.4 million
- Facility Improvements - \$250,000
- Technology - \$186,500

**Long Term Outlook:**

As the County begins to look at the long term financial outlook, the County is in a very favorable financial position. We have a full three months operational reserve with liabilities fully funded; limited debt projected to be .3% of full evaluation, well below the maximum allowed by state statute; and a very positive bond rating of Aa2. To preserve this position, the County will need to look long term at several key areas to ensure it remains in a financial position that balances projected revenue streams with expenditures while still providing the level services as needed. Below are some key long term areas that are crucial as we move forward.

**Personnel:**

As in most organizations, a significant portion of County's expenditures are tied to the cost of its employees composed of salary, health insurance and pension contributions. The County needs to determine long term what the proper mix of the compensation package is, specifically as it relates to salaries, health insurance, participation in the Wisconsin Retirement System and other benefits. But on-going considerations need to be reviewed:

Health Insurance – One of the biggest cost considerations is

the County's Health Insurance. Approximately 10% of the total operational budget (\$7 million) pays for health insurance. The 2015 Budget includes the change to a low deductible plan. The County will need to continue to monitor and review cost balanced with the impacts to employees. This may include looking to providers beyond the state plan to maximize the value.

Salaries – Jefferson County utilizes a classification program for all employees except sworn representative law enforcement. The County will need to continue to monitor the validity of this study to ensure it is in range with internal and external comparison. This is necessary to ensure we are competitive in the recruitment and retention of our employees. The County is beginning to see greater impacts of market pressures in this area.

**Operational Budgets:**

In preparation for the 2015 budget, all departments were directed to find 2% in operational reductions. The majority of departments met this direction. This was accomplished despite several departments seeing an increase in costs for things such as contractual services, market impacts of commodities and energy costs. Although these changes helped towards a savings of a half million dollars, this will not be the ultimate answer for budgetary constraints for all departments. Several of the smaller departments will not be able to answer this direction in future years without seeing specific changes to operations. Further, flat spending changes need to be balanced versus operation priorities for programs. This will be impacted as well due to state priorities and the direct and indirect funding to specified programs. This will be a key component for analysis in future years.

**Technology:**

With the ever changing world of technology, there needs to be a long term discussion as the costs to maintain and operate these systems along with capital costs continue to rise at a significant rate which impacts all departments' operational budgets. At the same time, investments in new systems may assist in greater efficiency. Primary areas to review for future consideration will be reviewing the current budgetary process for funding technology and further enhancement of long term projects with impacts to infrastructure.

**Capital:**

Currently, Jefferson County does not have a designated funding source for capital projects and expenditures. The past several years, the majority of capital has been paid through savings on previous fiscal years that exceed the 3 month operational fund balance with the exception of the Highway Department. The Highway Department spends approximately a million dollars a year on equipment/vehicles through a depreciation account. The depreciation account is established by charging an hourly rate for work done on behalf of the County, State and other local government entities. In addition, the County provides direct levy to support road projects of approximately \$4 million per year.

The remaining departments share approximately \$1 million

a year which covers the purchase of all capital equipment, major maintenance cost for buildings, parks, trails and county wide dispatch. The County has several older facilities that have greater needs. To help look long term and prioritize projects, the County will be conducting a facility audit. The goal is to develop a plan to determine if we can maintain a "pay-as-you-go" process for the buildings we have versus having to look at other expenditure options. There will be a challenge to develop dedicated revenues towards these expenditures, but is achievable through these conversations.

The staff of Jefferson County deserves a lot of credit in the development of the budget. A significant amount of work went into the FY 2015 Budget from the development of a new format and thoughtful quantifiable outcomes, which are key to providing an educational component for the return on investment made by the taxpayers at the local and state level. Significant time also was devoted to achieve cost savings to help support current staffing levels and facilitating raises for employees. A sincere thanks is in order to all the department heads; the respective financial divisions in Highway, Human Services and Health; the Finance Department, specifically Brian Lamers and Tammy Worzalla; the Human Resources Department, especially Terri Palm; Kathy Hart from Duplicating and Tammie Jaeger, my Administrative Assistant. They all put tremendous time and effort into the development of this budget.

Respectfully submitted,  
Benjamin Wehmeier, County Administrator

**CLASSIFICATION OF AUTHORIZED POSITIONS**

<b>ADMINISTRATION (3 FT)</b>	NOTE: 2 Assistant Corporation Counsel budgeted in CSA, but authorized in Corporation Counsel budget
1 County Administrator	
1 Administrative Secretary	
*** 1 Management Analyst	
<b>CENTRAL SERVICES (7 FT)</b>	<b>CLERK of COURTS (29 FT, 2 PT, 8 SE)</b>
1 Maintenance Director	1 Clerk of Circuit Court, (Also appointed Register in Probate)
1 Building Maintenance Worker II	* 1 Chief Deputy Court Clerk
1 Building Maintenance Worker I	1 Lead Deputy Court Clerk
3 Custodian (1 FT funded PT)	*** 1 Lead Deputy Clerk
1 Central Services Worker	1 Deputy Register in Probate/Lead Juvenile Clerk
<b>CHILD SUPPORT AGENCY (12 FT, 1 student)</b>	3 Deputy Court Clerk III
1 Child Support Director	13 Deputy Court Clerk I/II (12 FT, 1 PT)
6 Enforcement Specialist I/II	1 Deputy Register in Probate/Court Clerk II
2 Legal Assistant	3 Judicial Assistant
2 Financial Support Specialist	2 Circuit Court Commis-
1 Administrative Assistant II	
1 Co-op Student	



	tered Dietetic Technician (PT), previously unfunded	1 Director of Human Services
****	Eliminate 1 Public Health Technician effective 5/1/15	1 Administrative Services Manager
****	Eliminate 1 Administrative Assistant II effective 3/31/15	1 Office Manager
	<b>HIGHWAY (57 FT, pool of seasonal workers)</b>	1 Maintenance Supervisor
	1 Highway Commissioner	3 Accounting Specialist II
	1 Operations Manager	1 Accountant I
	1 Fleet Manager	1 Accountant II
	1 Accounting Manager	1 Advanced Accountant
	1 Patrol Superintendent	2 Administrative Assistant II
	1 Heavy Maintenance Superintendent	1 Lead Custodian
	1 Operations Superintendent	2 Custodian (PT)
	2 Accounting Specialist I	1 IT Specialist/Compliance Officer
	1 Bridge Crew Foreman	1 Protective Payee
	1 Highway Foreman	2 Building Maintenance Worker I
	1 Grade Crew Foreman	3 Administrative Assistant I
	1 Sign Foreman	1 Medical Office Assistant
	4 Equipment Mechanic II	1 Financial Intake Worker
	1 Equipment Parts Person	<u>ADRC AND AGING SERVICES DIVISION</u>
	1 Welder Fabricator	1 Aging and Disability Resources Division Manager
30	Highway Worker	1 ADRC Supervisor
	7 Equipment Operator	2 Elder Benefits Specialist (1FT, 1PT)
	1 GIS/Engineering Technician Seasonal Positions (2,800 hrs)	2 Disability Benefit Specialist (1FT, 1PT)
	<b>HUMAN RESOURCES (4.5 FT)</b>	1 Home Delivered Meal Assessor (PT)
	1 Human Resources Director	5 Nutrition Site Manager (PT)
	1 Benefits Administrator	1 Nutrition Program Coordinator
	1 Human Resources Specialist	1 ADRC Paraprofessional
	.5 Safety Coordinator (shared FT with Walworth County)	1 Transportation Coordinator/Van Driver
***	1 Human Resources Associate	3 Van Driver (PT)
****	Eliminate 1 Volunteer Services Coordinator, previously unfunded	2 Adult Protective Services Case Manager
	<b>HUMAN SERVICES (155 FT, 17 PT, pool)</b>	1 Aging & Disability Resource Specialist II
	<u>ADMINISTRATIVE SERVICES DIVISION</u>	4 Aging & Disability Resource Specialist I (3 FT, 1 PT)
		1 Dementia Care Specialist
		<u>BEHAVIORAL HEALTH DIVISION</u>

- 1 Mental Health/AODA Supervisor
  - 1 Community Support Program Supervisor
  - 1 Comprehensive Community Services Supervisor
  - \*\* 1 Crisis Services Supervisor
  - 7 Behavioral Health Specialist
  - \* 1 Behavioral Health Specialist
  - 6 Comprehensive Community Services Facilitator
  - 1 Group Home Supervisor
  - 1 Mental Health Technician
  - 1 Community Outreach Worker
  - 6 Group Home Worker (4 FT, 2 PT and pool)
  - 2 Administrative Assistant II
  - 1 Jail Case Manager/Behavioral Health Specialist
  - 11 Community Support Program Professional I/II
  - 1 Alternate Care Coordinator
  - 1 Human Services Professional I/Counselor/AODA Assessor
  - 1 Financial Assistance Worker
  - 1 Intake/On-Call Worker
  - \* 1 Community Outreach Worker/Group Home Worker
  - \* 1 Project Coordinator
  - \* 1 Comprehensive Community Services Facilitator/Transition Specialist
  - \* 1 Youth Community Outreach Worker (PT)
- ECONOMIC SUPPORT DIVISION**
- 1 Economic Support Division Manager
  - 1 Economic Support Supervisor
  - 14 Economic Support Specialist I/II
  - 4 Financial Planner
- 2 Administrative Assistant I
  - 1 Community Outreach Worker/Interpreter
  - \*\*\*\* Eliminate 1 Economic Support Assistant II
- CHILD AND FAMILY RESOURCES DIVISION**
- 1 Child and Family Resources Division Manager
  - 1 Child Protective Services Supervisor
  - 1 Intake Supervisor
  - 1 Birth-to-Three/Preschool Supervisor
  - 1 Wraparound/Youth Services Supervisor
  - 1 Juvenile Justice Supervisor
  - 3 Community Services Wraparound Coordinator
  - 5 Community Outreach Worker (4 FT, 1 PT)
  - 2 Family Development Worker (1FT, 1 PT)
  - 8 Child Protective Services Ongoing Prof I
  - 11 Intake/On-Call Worker
  - 2 Early Intervention Service Coordinator
  - 3 Early Intervention Teacher
  - 1 Foster Care Coordinator
  - 2 Personal Assistance Case Manager/Family Support Coordinator
  - 1 Human Services Professional I/II
  - 5 Juvenile Justice Workers
  - \* 1 Juvenile Justice Worker
- LAND & WATER CONSERVATION (6FT, Intern)**
- 1 Land & Water Conservationist Director
  - 2 Resource Conservationist
  - 1 Water Resource Management Specialist
  - 1 Administrative Specialist I
  - 1 GIS & Land Use Technician
  - \*\*\* 1 Student Intern
- LAND INFORMATION OFFICE (4.4 FT, Intern)**
- 1 Land Information Direc-

- tor
- 1 Surveyor
- 1 Cartographer
- 1 Real Property Lister
- 4 Administrative Specialist
- I/Deputy Treasurer (FT shared with Treasurer)
- \*\*\* Student Intern
- MANAGEMENT INFORMATION SYSTEMS (MIS) (9FT, 2 PT, 1 Student)**
- 1 Systems and Applications Manager
- 1 Information Technology Manager
- \*\*\* 1 Systems Analyst
- 1 Programmer Analyst
- 2 Senior Systems Analyst
- \* 1 Senior Systems Analyst (PT)
- 1 Senior Microcomputer Specialist
- 1 Microcomputer Specialist
- 1 Microcomputer Technician
- 1 Central Duplicating Clerk (PT)
- Student Hardware Technician
- MEDICAL EXAMINER OFFICE (1 FT, 1 PT, OPTs)**
- \*\*\* 1 Medical Examiner (funded PT)
- 1 Chief Deputy Medical Examiner (PT)
- Pool of Occasional part-time Deputy Medical Examiners, as needed
- PARKS DEPARTMENT (5 FT, 5 PT, 7 seasonal/OPT)**
- 1 Parks Director
- 1 Parks Supervisor
- 1 Parks Construction & Maintenance Lead Worker
- 1 Building & Grounds Maintenance Worker
- 3 Parks Maintenance Worker (PT)
- 1 Program Assistant
- 1 Administrative Assistant
- II (PT)
- 2 Seasonal Worker
- 4 Grounds Worker (OPT)
- \*\*\* 1 Volunteer Coordinator (PT)
- 1 Dog Park Attendant (OPT)
- REGISTER OF DEEDS (5 FT)**
- 1 Register of Deeds
- 1 Chief Deputy Register of Deeds
- 1 Deputy Register of Deeds
- 1 Administrative Assistant I
- \*\*\* 1 Deputy Register of Deeds I
- SHERIFF (125.4 FT, 5 PT, 1 LTE, 2 OPT, pool positions)**
- ADMINISTRATIVE/DETECTIVE DIVISION
- 1 Sheriff
- 1 Chief Deputy
- \*\*\* 1 Undersheriff (OPT)
- 1 Captain
- 1 Administrative Specialist II
- 1 Accounting Specialist I
- 2 Sergeant
- 8 Detective
- 5.4 Administrative Assistant II (1 shared FT with Emergency Management)
- \*\*\* 1 Grant Funded LTE
- PATROL DIVISION
- 1 Captain
- 6 Sergeant
- 34 Deputy
- 1 Administrative Assistant II
- 1 Mechanic
- SUPPORT SERVICES
- 1 Sergeant
- 5 Deputy
- \*\*\* 4 Deputy
- 1 Administrative Assistant II
- Pool of part-time deputies, as needed
- COMMUNICATION DIVISION
- 9 Communication Operator I/II
- 1 Communication Supervisor

Pool of part-time Communication Operators, as needed

**JAIL DIVISION**

- 1 Captain
- 6 Sergeant
- 30 Deputy
- \*\*\* 2 Accounting Assistant I (1 FT funded PT)
- 1 Jail Food Service Supervisor
- 5 Cook (1 FT, 3 PT, 1 OPT)
- 2 Custodian (PT)
- \*\*\*\* Eliminate 1 Cook (previously unfunded)
- TREASURER (1.6 FT, 1 PT)**
- 1 County Treasurer
- .6 Administrative Specialist I/Deputy Treasurer (shared with Land Information Office)
- 1 Assistant Deputy Treasurer (PT)

**UNIVERSITY EXTENSION (2 FT, 4 SE, 1 intern)**

- 1 Agricultural Agent (SE)
- 1 Family Living Agent (SE)
- 1 Community Development Agent (SE)
- 1 Youth Development Agent (SE)
- 1 4-H Summer Intern
- 2 Administrative Specialist I
- \*\*\*\* Eliminate Clerical Pool

hours

**VETERANS SERVICE (3 FT, Pool)**

- 1 Veterans Service Officer
- 1 Deputy Veteran Services Officer
- \*\*\* 1 Veteran Benefits Specialist
- 1 Veterans Service Clerk (Pool – 1039 hours)

**ZONING (8 FT)**

- 1 Planning and Zoning Director
- 1 Zoning/Onsite Waste Systems Technician
- \*\*\* 2 Zoning/Onsite Waste Systems Technician
- 1 Onsite Waste Systems Technician
- 1 Solid Waste/Clean Sweep Specialist
- 1 Program Assistant
- 1 Administrative Specialist I

\* **New Positions**

\*\* **Reclassified/New Job Title Positions**

\*\*\* **Unfunded Positions**

\*\*\*\* **Eliminated Positions**

**SE = STATE EMPLOYEE**

<b>2014</b>	<b>2015</b>	<b>Change</b>	<b>Type</b>
477	482.5	5.5	Full Time Position
35	39	4.0	Part Time Position
30	30	0.0	County Board Supervisors (PT)
22	22	0.0	Seasonal/Occasional/LTE Position
564	573.5	9.5	Total County Positions
17.3	17.3	0.0	State Positions
581.3	590.8	9.5	Total Positions
19.0	18.0	(1.0)	Unfunded Positions
562.3	572.8	10.5	Total funded Positions

Note: The PT WIC Dietetic Technician was inadvertently missed on the 2014 position listing.

Since the 2014 budget was adopted, County Board approved creating a net total of 4.5 full time positions, 3 part time positions and 1 pool position.

**POSITION CHANGES**

Department	Position Title	Action	Requested by Department Head	Recommended by County Administrator	Finance Committee Recommended	Adopted by County Board	Comments
Central Services	1 Custodian (1.0 FTE)	Unfund Part-time	No	Yes	Yes		Previously funded full-time. Decrease hours from 40 to 19 hours/week. Savings of \$32,116 applied to tax-levy.
	1 Lead Deputy Clerk of Courts (1.0 FTE)	Eliminate	No (Recommend to Unfund)	Yes	Yes		Elimination of Lead Deputy position is contingent on creating the Chief Deputy position. Increase of additional \$3609 possible
	1 Chief/Deputy Clerk of Courts (1.0 FTE)	Create	Yes	Yes	Yes		
County Board	1 Communications Intern (.48 FTE)	Eliminate	Yes	Yes	Yes		Savings of \$5,723
Health Department	1 WIC Registered Dietetic Technician (.48 FTE)	Eliminate	No	Yes	Yes		1 WIC Registered Dietetic Technician (PT) is currently vacant and unfunded. No tax-levy impact.
	1 Public Health Technician (1.0 FTE)	Eliminate	Yes	Yes	Yes		Eliminate effective 5/1/15. Savings of \$46,500
	1 Administrative Assistant II (1.0 FTE)	Eliminate	Yes	Yes	Yes		Eliminate effective 3/31/15. Savings of \$47,366
Human Resources	1 Volunteer Services Coordinator (1.0 FTE)	Eliminate	Yes	Yes	Yes		Previously unfunded. No tax-levy impact.
Human Services	1 Behavioral Health Specialist (1.0 FTE)	Create	Yes	Yes	Yes		Total cost of position is \$75,369. However, no tax-levy impact as position is fully funded.
	1 Community Outreach Worker/Group Home Worker (1.0 FTE)	Create	Yes	Yes	Yes		Total cost of position is \$60,755, which is funded 16% with Medical Assistance and 84% or \$51,034 with tax-levy.
	1 Juvenile Justice Worker (1.0 FTE)	Create	Yes	Yes	Yes		Total cost of position is \$72,140, which \$41,841 is covered with various funding sources and \$30,299 with tax-levy.
	1 Economic Support Assistant II (1.0 FTE)	Eliminate	Yes	Yes	Yes		Position is currently vacant. Total savings of position is \$50,732

Human Services (Continued)	1 Program Coordinator (1.0 FTE)	Create	Yes	Yes	N/A	Total cost of position is \$80,577. However, no tax-levy impact as position is fully funded.
	1 Comprehensive Community Services Facilitator/Transition Specialist (1.0 FTE)	Create	Yes	Yes	N/A	Total cost of position is \$76,418. However, no tax-levy impact as position is fully funded.
	1 Youth Community Outreach Worker (.45 FTE)	Create	Yes	Yes	N/A	Total cost of position is \$17,321. However, no tax-levy impact as position is fully funded.
MIS	1 Senior Systems Analyst (0.5 FTE)	Create	Yes	Yes	Yes	Total cost of position is \$53,744
Medical Examiner office	Medical Examiner (1.0 FTE)	Create, fund PT	Yes	Yes	Yes	Per Resolution 2013.21, the office of elected Coroner was abolished and the office of Medical Examiner was created
Sheriff Office	1 Cook (1.0 FTE)	Eliminate	Yes	Yes	Yes	Previously unfunded. No tax lev impact.
	1 Accounting Assistant I (1.0 FTE)	Unfund PT	Yes	Yes	Yes	Funded from Full-time to Part-time effective 3/31/15. Cost savings of \$19,974.
University Extension	Clerical Pool Hours	Eliminate	No	Yes	Yes	Cost savings of \$2,000.

Total FTEs Created	4.50	6.95
Total FTEs Eliminated	(5.48)	(7.02)
Sub-Total (in FTEs)	(.98)	(0.07)
Total FTEs Unfunded	(1.52)	(1.04)
Total FTEs Funded	0.00	0.00
Net Change (in FTEs)	(2.50)	(1.11)
Tax-levy change in overall budget	\$(35,609)	\$(67,725)

**2015 JEFFERSON COUNTY  
RECOMMENDED BUDGET (ALL FUNDS)**

	<b>2014 Adopted Budget</b>	<b>2015 Proposed Budget</b>	<b>Increase (Decrease)</b>	<b>Percent Change</b>
<b>REVENUES</b>				
Property Tax Levy	27,004,367	28,398,206	1,393,839	5.16%
Taxes	6,162,477	6,384,131	221,654	3.60%
Intergovernmental Revenues	14,119,628	14,761,900	642,272	4.55%
Licenses and Permits	168,330	174,395	6,065	3.60%
Fines, Forfeitures and Penalties	446,664	399,700	(46,964)	-10.51%
Public Charges for Services	7,237,943	6,913,361	(324,582)	-4.48%
Intergovernmental Charges	6,306,198	6,483,456	177,258	2.81%
Miscellaneous Revenue	1,552,561	1,578,708	26,147	1.68%
Fund Balance Applied	1,536,119	1,311,723	(224,396)	-14.61%
Restricted Funds Applied	1,640,703	6,122,119	4,481,416	273.14%
Non-lapsing (discretionary) Funds Applied	433,691	788,439	344,748	77.70%
Other Sources	<u>17,890,000</u>	<u>0</u>	<u>(17,890,000)</u>	<u>-100.00%</u>
<b>TOTAL REVENUES</b>	<u><u>84,508,681</u></u>	<u><u>73,316,138</u></u>	<u><u>(11,192,543)</u></u>	<u><u>-13.24%</u></u>
<b>EXPENDITURES</b>				
General Government	9,919,144	10,028,192	109,048	1.10%
Public Safety	13,879,058	13,835,773	(43,285)	-0.31%
Health and Human Services	24,037,150	24,659,872	622,722	2.59%
Public Works	11,091,979	11,319,431	227,452	2.05%

Culture, Recreation and Education	3,650,128	3,599,922	(50,206)	-1.38%
Conservation and Development	1,600,378	1,648,392	48,014	3.00%
Capital Items	20,330,845	6,856,870	(13,473,975)	-66.27%
Debt Services	0	1,367,686	1,367,686	-%
<b>TOTAL EXPENDITURES</b>	<u>84,508,692</u>	<u>73,316,138</u>	<u>(11,192,544)</u>	<u>-13.24%</u>

**Regular Order of Business.**

**GENERAL FINANCIAL CONDITION,  
JEFFERSON COUNTY, WISCONSIN  
OCTOBER 1, 2014**

Available Cash on Hand			
September 1, 2014	\$	(324,173.56)	
September Receipts		<u>6,817,097.73</u>	
Total Cash	\$		6,492,924.17
Disbursements			
General – September 2014	\$	5,560,498.49	
Payroll – September 2014		<u>1,249,339.40</u>	
Total Disbursements			<u>6,809,837.89</u>
Total Available Cash	\$		(316,913.72)
Cash on Hand			
(in bank) October 1, 2014	\$	343,847.21	
Less Outstanding Checks		<u>660,760.93</u>	
Total Available Cash	\$		(316,913.72)
Local Government Investment Pool -			
General	\$	19,452,851.65	
Institutional Capital Management		16,102,873.82	
Local Government Investment Pool -			
Clerk of Courts		25,941.79	
Local Government Investment Pool -			
Farmland Preservation		227,699.98	
Local Government Investment Pool -			
Parks/Liddle		87,501.70	
Local Government Investment Pool -			
Highway Bond		<u>10,533,338.01</u>	
	\$		46,430,206.95
2014 Interest - Super N.O.W. Acct.	\$	1,126.96	
2014 Interest - L.G.I.P. - General Funds		16,766.95	
2014 Interest - ICM		116,154.12	
2014 Interest - L.G.I.P. - Parks/Carol Liddle Fund		56.29	
2014 Interest - L.G.I.P. - Farmland Preservation		150.30	
2014 Interest - L.G.I.P. - Clerk of Courts		16.69	
2014 Interest - L.G.I.P. - Highway Bond		<u>2,135.74</u>	
Total 2014 Interest	\$		136,407.05

JOHN E. JENSEN, JEFFERSON COUNTY TREASURER

**Frank presented the following communications:**

1. Proclamation for Fair Housing Week:

PROCLAMATION

WHEREAS, 2014 is the 46th anniversary of the passage of Title VIII of the Civil Rights Act of 1968, known as the Federal Fair Housing Law, and Wisconsin is celebrating the 49th anniversary of the Wisconsin Open Housing Law; and

WHEREAS, fair housing occurs when people have a wide range of housing choices based on their income and needs regardless of race, color, sex, sexual orientation, religion, national origin, ancestry, age marital status, lawful source of income, dis-

ability, family status or status as a victim of domestic abuse, sexual abuse or stalking.

NOW, THEREFORE, BE IT HEREBY RESOLVED that I, Jim Schroeder, Jefferson County Board Chair, do hereby proclaim the week of October 20th, 2014 to be FAIR HOUSING WEEK in Jefferson County and commend all those who have been involved with the struggle for fair housing. I wish continued success in breaking the barriers that limit the realization of equal housing opportunity for everyone.

IN TESTIMONY WHEREOF, I Jim Schroeder Jefferson County Board Chair, hereby sign the commendation and affix the seal of Jefferson County on the 24th day of September in the year two thousand and fourteen.

s/Jim Schroeder

Jim Schroeder, County Board Chair

2. Letter dated September 30, 2014, from Supervisor Katherine R. Vance, District 24, submitting her resignation from the County Board effective October 5, 2014.

3. Corporation Counsel J. Blair Ward introduced Christine L. Hansen, new Assistant Corporation Counsel, along with her resume which is available at the County Clerk's office upon request or on the County's website at [www.jeffersoncountyiwi.gov](http://www.jeffersoncountyiwi.gov).

4. Reports from the Wisconsin Department of Revenue:

**REPORT USED FOR APPORTIONMENT OF COUNTY LEVY  
JEFFERSON COUNTY  
2014 COUNTY APPORTIONMENT**

<u>DISTRICT</u>	<u>EQUALIZED VALUE REDUCED BY TID VALUE INCREMENT</u>	<u>% TO TOTAL</u>
Aztalan	127,655,100	.021146752
Cold Spring	72,438,100	.011999760
Concord	169,109,900	.028013962
Farmington	127,922,500	.021191048
Hebron	93,512,900	.015490914
Ixonia	408,818,400	.067722961
Jefferson	171,926,200	.028480498
Koshkonong	347,217,800	.057518492
Lake Mills	279,859,800	.046360277
Milford	101,409,000	.016798945
Oakland	331,064,000	.054842528
Palmyra	172,770,600	.028620377
Sullivan	176,814,500	.029290271
Sumner	110,081,300	.018235558
Waterloo	82,040,500	.013590449
Watertown	179,068,300	.029663625
<b>Town Total</b>	<b>2,951,708,900</b>	<b>.488966417</b>
Cambridge	5,115,900	.000847476
Johnson Creek	192,225,500	.031843185
Lac La Belle	792,100	.000131216
Palmyra	107,369,100	.017786268
Sullivan	43,946,200	.007279924

<b>Village Total</b>	<b>349,448,800</b>	<b>.057888069</b>
Fort Atkinson	829,199,100	.137361280
Jefferson	437,874,300	.072536227
Lake Mills	464,979,200	.077026299
Waterloo	181,430,800	.030054985
Watertown	772,347,700	.127943541
Whitewater	49,640,300	.008223182
<b>City Total</b>	<b>2,735,471,400</b>	<b>.453145515</b>
<b>County Total</b>	<b>6,036,629,100</b>	<b>1.00000000</b>

**TID VALUE INCREMENTS**

<u>DISTRICT</u>	<u>TID #</u>	<u>YEAR</u>	<u>BASE VALUE</u>	<u>CURRENT VALUE</u>	<u>INCREMENT</u>
V. Johnson Creek	002	1994	11,378,800	67,557,500	56,178,700
V. Johnson Creek	003	1995	701,400	46,533,600	45,832,200
V. Palmyra	003	2006	430,300	7,948,800	7,518,500
C. Fort Atkinson	006	2000	1,135,400	7,535,400	6,400,000
C. Fort Atkinson	007	2000	11,587,900	24,842,200	13,254,300
C. Fort Atkinson	008	2009	28,584,200	30,595,200	2,011,000
C. Jefferson	002	1997	9,125,900	19,502,500	10,376,600
C. Jefferson	004	2000	0	1,110,200	1,110,200
C. Jefferson	005	2001	19,442,200	28,929,400	9,487,200
C. Jefferson	006	2009	0	2,384,300	2,384,300
C. Jefferson	007	2012	0	501,500	501,500
C. Lake Mills	002	1998	11,445,700	25,488,100	14,042,400
C. Lake Mills	003	2006	6,993,800	8,426,000	1,432,200
C. Lake Mills	004	2006	7,848,200	16,123,300	8,275,100
C. Waterloo	001	2005	5,961,500	13,125,400	7,163,900
C. Waterloo	002	2011	5,302,600	4,933,900	*
C. Waterloo	003	2012	1,583,100	3,213,700	1,630,600
C. Watertown	003	1991	2,081,800	63,996,700	61,914,900
C. Watertown	004	2005	1,047,600	16,706,100	15,658,500
C. Watertown	005	2005	39,631,000	55,733,100	16,102,100
C. Watertown	006	2005	225,800	2,845,900	2,620,100
C. Whitewater	004	1990	968,200	25,829,100	24,860,900
C. Whitewater	005	2007	14,500	12,900	*
C. Whitewater	008	2007	503,700	523,400	19,700

\*This district has a zero or negative increment, no increment shown

**NET NEW CONSTRUCTION 2014**

COMMUNITY CODE	MUNICIPALITY	2013		2014		PERCENT
		EQUALIZED VALUE	\$	NET NEW CONSTRUCTION	\$	
28002	TOWN OF AZTALAN	125,600,600		432,500		0.34%
28004	TOWN OF COLD SPRING	69,292,800		573,600		0.83%
28006	TOWN OF CONCORD	163,129,500		459,300		0.28%
28008	TOWN OF FARMINGTON	130,458,600		-287,200		-0.22%
28010	TOWN OF HEBRON	93,823,900		293,000		0.31%
28012	TOWN OF IXONIA	402,984,100		7,576,700		1.88%
28014	TOWN OF JEFFERSON	171,908,600		929,000		0.54%
28016	TOWN OF KOSHKONONG	334,051,100		1,713,700		0.51%
28018	TOWN OF LAKE MILLS	273,183,400		1,916,200		0.70%
28020	TOWN OF MILFORD	99,510,500		3,999,900		4.02%
28022	TOWN OF OAKLAND	314,320,800		2,134,100		0.68%
28024	TOWN OF PALMYRA	168,513,400		1,674,300		0.99%
28026	TOWN OF SULLIVAN	180,452,500		352,500		0.20%
28028	TOWN OF SUMNER	114,800,300		-126,900		-0.11%
28030	TOWN OF WATERLOO	81,500,600		315,000		0.39%
28032	TOWN OF WATERTOWN	173,206,700		748,700		0.43%
28111	VILLAGE OF CAMBRIDGE*	4,835,200		-16,400		-0.34%
28141	VILLAGE OF JOHNSON CREEK	286,308,900		3,588,600		1.25%
28146	VILLAGE OF LAC LA BELLE*	665,900		2,600		0.39%
28171	VILLAGE OF PALMYRA	111,081,300		247,000		0.22%
28181	VILLAGE OF SULLIVAN	42,889,300		278,100		0.65%
28226	CITY OF FORT ATKINSON	824,011,600		1,728,700		0.21%
28241	CITY OF JEFFERSON	450,975,400		10,106,800		2.24%

28246	CITY OF LAKE MILLS	460,031,600	7,866,200	1.71%
28290	CITY OF WATERLOO	184,140,200	446,800	0.24%
28291	CITY OF WATERTOWN*	849,803,100	4,458,000	0.52%
28292	CITY OF WHITEWATER*	75,509,200	651,100	0.86%
<b>28999</b>	<b>COUNTY OF JEFFERSON</b>	<b>6,186,989,100</b>	<b>52,061,900</b>	<b>0.84%</b>

\*Split districts

5. Notice of Public Hearing from the Planning & Zoning Committee for a hearing to be held on October 16, 2014, at 7:00 p.m. in Room 205 of the Jefferson County Courthouse, Jefferson.

The communications, reports and notice were received and placed on file.

**Public Comment.** Yvonne Duesterhoeft, Veterans Service Officer, spoke on the need for volunteer VA Hospital van drivers and the 100th Anniversary of the American Field Service organization.

**Braugler, Chair of the Human Resources Committee, introduced Ordinance No. 2014-22.**

Executive Summary

Currently, to take the examination for promotion to Sergeant, a candidate must have not less than five (5) years of service with the Sheriff's Office. Over the last 30 years, individuals were promoted to Sergeant with an average of 12 years of service with the County and in only one case was an individual promoted with only the five years of experience that is required. In addition, many other comparable supervisory positions within Jefferson County require experience beyond five years.

In consideration of past promotional practices, and in consideration of the internal review of comparable positions, the Civil Service Commission, the Law Enforcement/Emergency Management Committee and the Human Resources Committee recommend requiring at least one additional year of service in order to be promoted to Sergeant.

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

Section 1. Section 6.A.3 of the Civil Service Ordinance shall be amended as follows:

**SECTION 6. PROMOTIONS.** Promotions and divisional reassignment shall be made according to this ordinance:

A. **Promotion Eligibility.** Those eligible for promotion shall be limited as follows:

3. Sergeant. To take the examination for promotion to Sergeant, a candidate must have not less than ~~five~~ six (6) years of service with the Sheriff's Office.

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

**Braugler moved that Ordinance No. 2014-22 be adopted.** Seconded and carried.

**Braugler introduced Resolution No. 2014-47.**

Executive Summary

The weighted-average increase of premiums for the County's top three HMO's of the current health plan (Traditional or Full Pay Uniform Benefits Option, or P02 plan) will be 7.75% for 2015. This is an increase of approximately \$542,500, over ½ million dollars, in total premiums.

The Wisconsin Public Employers' Group Health Insurance Program offers other options to plan design that could save both the employee and the County increased premium contributions.

These plans are:

1. Coinsurance Uniform Benefits Option, P06 Plan (90/10% copay until a maximum out-of-pocket of \$500/\$1000 is met) approximately 4.7% lower than the County's current premiums
2. Deductible Uniform Benefits Option, P04 Plan (\$500/\$1000 deductible) approximately 7.87% lower than the County's current premiums
3. High Deductible Plan, P07 Plan, new in 2015 (\$1500/\$3000 deductible followed with a 90/10% copay until a maximum out-of-pocket of \$2500/\$5000 is met) approximately 12.3% lower than the County's current premiums

If the County's current contribution to employee health insurance premiums remains the same for 2015, and the County changes to a \$500/\$1000 deductible plan with a Section 125b account (Flexible Spending Plan), contribution equal to 25% of the deductible, the majority of County employees will spend less in health care costs than under the current Traditional (no-deductible) plan.

This change in employee health plans and FSA contribution would also apply to all sworn represented and nonrepresented Sheriff's Deputies.

WHEREAS, all participants in the WPE Group Health Insurance program are required to be enrolled in a program option. Jefferson County is currently enrolled in program option one below which does not have an employee deductible or copay requirement. Each program option may be offered to different employee classifications, but not to individual employees.

WHEREAS, the options available through the WPE Group Health Insurance program are:

1. Traditional HMO-Standard PPO, P02
2. Deductible HMO-Standard PPO, P04
3. Coinsurance HMO-Standard PPO, P06
4. High Deductible Health Plan HMO-Standard HDHP PPO, P07

WHEREAS, the Group Health Insurance Board allows local employers to select a different plan option for each classification of employees annually, and

WHEREAS, electing to change from the current Traditional (no-deductible) plan to the \$500/\$1000 Deductible HMO-Standard PPO, P04 plan with a Section 125b account (Flexible Spending Plan), contribution equal to 25% of the deductible for all Jefferson County employees who participate in the WPE Group Health Insurance Program will reduce health insurance costs for the County and for the majority of its employees in 2015, and

WHEREAS, the Department of Employee Trust Funds (ETF) has agreed to allow a change in plan options provided this resolution is passed by the Jefferson County Board of Supervisors and received by the ETF no later than October 15, 2014, and

WHEREAS, the proper officers are herewith authorized and directed to take all actions and make salary deductions for premiums and submit payments required by the State of Wisconsin

Group Insurance Board to provide such Group Health Insurance.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of Jefferson County that pursuant to the provisions of § 40.51(7) of the Wisconsin Statutes, Jefferson County hereby determines to continue to offer the Group Health Insurance Program electing the Deductible Uniform Benefits Option, P04 Plan, through the program of the State of Wisconsin Group Insurance Board, effective on January 1, 2015, and agrees to abide by the terms of the program as set forth in the contract between the Group Insurance Board and the participating health insurance providers.

BE IT FURTHER RESOLVED that the County Clerk shall execute the Certification for the Employer Option Selection and submit to the Wisconsin Department of Employee Trust Funds on behalf of Jefferson County reflecting this action taken by the Jefferson County Board of Supervisors.

*Fiscal Note: It is anticipated that the County's contribution to health insurance will increase by \$37,493 by assigning the protective service employees to the Deductible Standard Plan, with no increase anticipated for other non-represented employees. This is compared to an increase of \$119,343 by keeping the protective service employees in the current Traditional plan, with no increase of contributions to other non-represented employees and compared to an increase of approximately \$520,000 by remaining with the current Traditional plan for all employees and the County contributing the current overall percentage of the total premium.*

**Braugler moved that Resolution No. 2014-47 be adopted.** Seconded and carried: Ayes 25, Noes 0, Absent 4 (Hartz, Lund, Zentner, Babcock), Vacant 1.

**Jones, Chair of the Infrastructure Committee, yielded to Mode, Chair of the Human Services Board, who introduced Resolution No. 2014-48.**

Executive Summary

Due to increased compliance requirements, increasing numbers of clients being served, and federal regulations, the Jefferson County Human Services Department is in need of an electronic health record system. This system will provide all the software for clinical documentation, billing, scheduling, and data related to consumer services. The system will be paid for by savings the department has realized in hospital and out of home placement expenses this year.

On August 13, 2014, a Request for Qualifications and Cost Proposal was published. Nine vendors expressed interest and five responded. All responses were reviewed and scored using the same tool by the project team, comprised of Human Services and Management Information staff. The table below shows the responses in summary form.

<b>Name of vendor</b>	<b>WI County Exp</b>	<b>Number of No's on scoring tool</b>	<b>Cost of implementation</b>	<b>Cost of ongoing annual fees</b>
eClinical Works	<b>No</b>	<b>5</b>	<b>868,000</b>	<b>868,000</b>
NextGen	<b>No</b>	<b>6</b>	<b>329,914</b>	<b>54,947</b>
GE Healthcare	<b>No</b>	<b>3</b>	<b>488,886</b>	<b>112,232</b>
Echo	<b>1</b>	<b>0</b>	<b>170,798</b>	<b>73,021</b>
Netsmart	<b>19</b>	<b>0</b>	<b>500,000</b>	<b>93,460</b>

From these responses, Echo and Netsmart were chosen as the preferred vendors for further consideration. The project team met with both vendors for onsite demonstrations and viewed the products at counties that have implemented them. The table below shows the cost comparison.

**Comparison on Pricing of Two Final Vendors**

Name of Vendor	Licensing As a Service	Implementation & Conversion	Training	Travel	Customization	Total Implementation Cost	Estimated Annual Recurring Cost (Licensing Subscription Hosting)
ECHO							
Concurrent users	\$70,621	\$67,550	\$28,000	\$20,000	\$175 per hr \$100,000	\$286,171	\$70,621
e-Prescribing (2)	\$1,200		\$2,450			\$3,650	\$1,200
Lab interface	\$1,200		\$3,500			\$4,700	\$1,200
Signature Pads/Crystal Report Writing		\$9,222				\$9,222	
<b>ECHO Total</b>	<b>\$73,021</b>	<b>\$76,772</b>	<b>\$33,950</b>	<b>\$20,000</b>	<b>\$100,000</b>	<b>\$303,743</b>	<b>\$73,021</b>
<b>Netsmart</b>							
Assigned users	\$74,500	\$367,035	included	\$20,000	\$200 per hr \$114,200	\$595,735	\$70,204
e-Prescribing (2)		\$10,800	included			\$10,800	\$9,996
Lab Interface		\$11,000	included			\$11,000	\$7,200
Redundancy \$10.00 per user per month						\$0	\$12,000
Signature Pads/Crystal Report Writing		\$9,222				\$9,222	
<b>Netsmart Total</b>	<b>\$74,500</b>	<b>\$398,057</b>	<b>\$0</b>	<b>\$20,000</b>	<b>\$114,200</b>	<b>\$626,757</b>	<b>\$93,400</b>

The project team recommends Echo as the vendor for the electronic health record system at the Human Services Department.

WHEREAS, a Request for Proposals was published seeking an electronic health record system, and

WHEREAS, all responses were thoroughly reviewed, and

WHEREAS, the Human Services Board recommends Echo as the preferred vendor for the cost of \$303,743 which includes the needed customization which would be required of any vendor, as well as the training, travel, and implementation costs.

NOW, THEREFORE, BE IT RESOLVED that the County Administrator is authorized to contract with Echo up to the amount of \$303,743 for an electronic health record system at Human Services.

*Fiscal Note: Funding for this contract will require transferring \$123,022 from Account 5001-552504 and \$180,721 from account 5001-552203-072 for a total of \$303,743 to Account 5210-594820. As a budget amendment, 20 affirmative votes are required.*

**Mode moved that Resolution No. 2014-48 be adopted.** Seconded and carried: Ayes 26, Noes 0, Absent 3 (Hartz, Lund, Babcock), Vacant 1.

**Jones introduced Resolution No. 2014-49.**

Executive Summary

As part of the 2014 Budget, funds had been allocated to run the fiber optic backbone to the Fair Park and to the new Highway Facility location. During the course of the past year, it was determined that it was necessary to upgrade the Sheriff's Office communication tower with fiber optic cable. In addition, the City of Jefferson has plans over the course of the next few years to remove utility poles that the County utilizes to run fiber optic cable to various county facilities. If the utility poles are removed, the County would be required to run the fiber optic cable underground. As a result, the County bundled these projects to determine if it could achieve an economy of scale.

A total of 10 firms responded. Trace Technologies and Lan-Tel were determined to be the lowest bidders. After conducting a background check, the Infrastructure Committee determined that neither of these two bidders was a responsible bidder. The next lowest bid was from Central Cable Contractors which the Infrastructure Committee determined to be the lowest responsible bidder. The Infrastructure Committee is recommending that at the present time fiber optic cable installation be limited to Leg 1 (Sheriff's Office Communication Tower), Leg 4 (Fair Park) and Leg 5 (New Highway Shop) with the other legs being completed at a later time. Staff determined that there would be savings to purchase the materials directly instead of through the contractor which would reduce the total cost for the three legs to \$159,546 by accepting the bid from Central Cable Contractors. The county will contract for the new Highway Shop to be completed in 2014. The county will contract for the Sheriff's Office communication tower and the Fair Park to be completed in 2015 provided that there is adequate funding.

WHEREAS, a Request for Proposals was published seeking installation of fiber optic cable for multiple independent projects with the bids being presented in the table below, and

Company	Leg 1	Leg 4	Leg 5	Leg 7	Fair Opt 1	Fair Opt 2	Fair Opt 3	Total
Trace Technologies								
Tulsa, OK	47,100	62,500	28,995	13,995	6,650	7,150	9,050	175,440
Lan-Tel								
Liberty, MO	52,835	64,166	28,429	150,870	2,716	3,450	8,426	310,892
Central Cable Contractors								
Waupun, WI	55,049	76,457	33,015	173,449	3,086	5,790	9,750	356,596
Underground Systems, Inc								
Eau Claire, WI	65,042	87,183	42,478	203,075	4,836	6,445	13,186	422,245
Pro Electric, Inc								
Janesville, WI	68,810	97,730	41,958	230,358	5,051	8,136	13,556	465,599
J & R Underground								
Blancgardville, WI	64,410	90,668	37,741	256,264	4,263	6,588	12,533	472,467
Pieper Electric								
Milwaukee, WI	104,039	120,428	48,499	283,050	4,359	8,616	15,801	584,792
Koch's Telecommunications								
Hustisford, WI	105,831	143,015	59,272	303,696	5,644	9,817	18,197	645,472
Michels Corporation								
Brownsville, WI	129,088	144,812	62,763	427,355	10,561	14,606	21,782	810,967

Leg 1-Sheriff's Office Communication Tower

Leg 4-Fair Park

Leg 5-New Highway Shop

Leg 7-City Request

Option-Fair Park

WHEREAS, all bids are subject to a 10.5 percent savings from materials to be deducted from the original bid amounts listed above, and

WHEREAS, all bids were reviewed by county staff and the Infrastructure Committee, and

WHEREAS, the Infrastructure Committee recommends proceeding with Leg 1 (Sheriff's Office Communication Tower), Leg 4 (Fair Park) and Leg 5 (New Highway Shop), and

WHEREAS, the Infrastructure Committee approved the bid with Central Cable Contractors as the lowest responsible bidder.

NOW, THEREFORE, BE IT RESOLVED that the County Administrator is authorized to contract with Central Cable Contractors for fiber optic cable installation for the new Highway Shop to be completed in 2014. The County Administrator is further authorized to contract for the Sheriff's Office communication tower and the Fair Park to be completed in 2015 provided that there is adequate funding.

*Fiscal Note: The Sheriff's Office Communication tower (Leg 1) cost is \$53,193. The Fair Park (Leg 4) cost is \$74,223; \$40,000 of this amount is included in the 2014 budget. The New Highway Shop (Leg 5) cost is \$32,130 which has already been allocated as part of the construction costs for the new highway shop.*

**Jones moved that Resolution No. 2014-49 be adopted.** Seconded and carried: Ayes 25, Noes 1 (Zentner), Absent 3 (Hartz, Lund, Babcock), Vacant 1.

**Nass, Chair of the Planning & Zoning Committee, introduced the following:**

**REPORT TO THE HONORABLE MEMBERS OF THE  
JEFFERSON COUNTY BOARD OF SUPERVISORS**

The Jefferson County Planning and Zoning Committee, having considered petitions to amend the official zoning map of Jefferson County, filed for public hearing held on September 18, 2014, as required by law pursuant to Wisconsin Statutes, notice thereof having been given, and being duly advised of the wishes of the town boards and persons in the areas affected, hereby makes the following recommendations:

**APPROVAL OF PETITIONS R3748A-14, R3749A-14,  
R3751A-14 AND R3752A-14**

DATED THIS TWENTY-NINTH DAY OF SEPTEMBER 2014

Donald Reese, Secretary

**THE PRIOR MONTH'S AMENDMENTS R3743A-14,  
R3744A-14, R3745A-14, R3746A-14,  
R3683A-13 AND R3747A-14 ARE EFFECTIVE UPON PAS-  
SAGE BY COUNTY BOARD,  
SUBJECT TO WIS. STATS. 59.69(5).**

**Nass moved that the report be adopted.** Seconded and carried.

**Nass introduced Ordinance No. 2014-23.**

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

WHEREAS, Petitions R3748A-14, R3749A-14, R3751A-14 and R3752A-14 were referred to the Jefferson County Planning and Zoning Committee for public hearing on September 18, 2014, 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 BUSINESS**

Rezone 1.7 acres of PIN 008-0715-1011-000 (20.951 acres) on Saucer Drive near W3315 Ranch Road in the Town of Farmington. (R3748A-14 – Frederick Plautz)

**FROM A-1, EXCLUSIVE AGRICULTURAL & A-3,  
AGRICULTURAL/RURAL RESIDENTIAL  
TO A-2, AGRICULTURAL & RURAL BUSINESS**

Rezone to A-2, PIN 022-0613-2433-000 (31.78 acres) owned by Telfer Farms LLC and currently zoned A-1, and PIN 022-0613-2432-001 (4.032 acres) owned by Gary & Mary Telfer and currently zoned A-3, at W7591 and W7675 USH 12 in the Town of Oakland. (R3749A-14–Telfer Farms LLC and Gary & Mary Telfer property)

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

Create a 1.29-acre lot around the home at N7261 Ceasar Road in the Town of Farmington, on PIN 008-0715-0121-000 (51 acres). This action is conditioned upon receipt and recording of a final certified survey map for the lot. (R3751A-14 – David Christian/David & Karen Christian Family Farms LLC)

Rezone 2 acres of PIN 008-0715-1321-000 (28.382 acres) for a new residential building site on CTH B in the Town of Farmington. This utilizes the last available A-3 zone for the property; therefore, approval is conditioned upon recording of an affidavit acknowledging that fact. It is further conditioned upon road access approval by the County Highway Department, upon receipt by Zoning of a soil test showing sites for installation of both initial and replacement private sewage systems, and upon receipt and recording of a final certified survey map for the lot. (R3752A-14 – Andrew Mindemann/Mindemann Trust property)

The above approvals 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.

**Nass moved that Ordinance No. 2014-23 be adopted.** Seconded and carried.

**Schroeder, County Board Chair, made the following appointment:**

By virtue of the authority vested in me I do hereby appoint and request the County Board's confirmation of the following individual as a member of the designated commission:

Wisconsin River Rail Transit Commission: John David, Watertown, Wisconsin, to fill an unexpired term ending April 30, 2017. **Braugler moved that the appointment be confirmed.** Seconded and carried.

Supplemental information presented at the October 14, 2014, Jefferson County Board meeting will be available at the County Clerk's office upon request or on the County's website at [www.jeffersoncountywi.gov](http://www.jeffersoncountywi.gov).

**There being no further business, Buchanan moved that the Board adjourn.** Seconded and carried at 9:12 p.m.

**JEFFERSON COUNTY BOARD/PUBLIC HEARING MINUTES  
TUESDAY, OCTOBER 28, 2014, 7:00 P.M.**

Chair Jim Schroeder presiding.

County Clerk Barbara A. Frank called the roll, all members being present except Supervisor Zentner who gave prior notice of his inability to attend.

District 1.....	Richard C. Jones	District 2 .....	Mike Kelly
District 3.....	Greg David	District 4 .....	Augie Tietz
District 5....	James B. Braughler	District 6 .....	Ron Buchanan
District 7.....	Dwayne C. Morris	District 8 .....	Michael Wineke
District 9.....	Amy Rinard	District 10 .....	Al C. Counsell
District 11.....	Donald Reese	District 12 .....	Peter A. Hartz
District 13.....	Ed Morse	District 14 .....	Kirk Lund
District 15.....	Steven J. Nass	District 16 .....	Laura Payne
District 17.....	Russell Kutz	District 18 .....	Jennifer Hanneman
District 19.....	Jim Schroeder	District 20 .....	Jim Mode
District 21.....	John C. Kannard	District 22 .....	Blane Poulson
District 23.....	George Jaeckel	District 24 .....	Vacant
District 25.....	Matthew Foelker	District 26 .....	Carlton Zentner
District 27.....	Glen D. Borland	District 28 .....	Dick Schultz
District 29.....	Paul Babcock	District 30 ...	Walt Christensen

County Administrator Ben Wehmeier led the Pledge of Allegiance. A moment of silence was observed.

Wehmeier certified compliance with the Open Meetings Law.

The agenda was approved as printed.

**Communications.** Frank reported no communications.

**Public comment on non-budget items.** No public comment.

**Jones, Chair of the Finance Committee, moved to open the public hearing on the 2015 Recommended Budget.** Seconded and carried.

**The public hearing on the proposed 2015 County Budget commenced at 7:04 p.m.** Twenty-eight supervisors were present with one absent (Zentner) and one vacant.

**The floor was opened for public comment on the 2015 Recommended Budget.** No public comment.

**Jones moved to close the public hearing.** Seconded and carried at 7:05 p.m.

**Special Order of Business.** No new issues concerning the 2015 Recommended Budget were presented by Wehmeier.

**Regular Business. County Administrator Wehmeier requested confirmation of the following appointments:**

TO THE JEFFERSON COUNTY BOARD OF SUPERVISORS:

MEMBERS OF THE BOARD:

By virtue of the authority vested in me under Section 59.18 of the Wisconsin Statutes and Jefferson County Ordinance 2007-48,

I do hereby appoint and request your confirmation of the following individuals as members of the designated board or commission:

- a. James Levy, Whitewater, Wisconsin, to the Historic Sites Preservation Commission for a three-year term ending November 15, 2017.

**Morris moved for confirmation.** Seconded and carried.

- b. Russell Kutz, Jefferson, Wisconsin, to the Human Services Board for a three-year term ending November 1, 2017.
- c. Augie Tietz, Watertown, Wisconsin, to the Human Services Board for a three-year term ending November 1, 2017.

**Buchanan moved that the Human Services Board appointments be confirmed.** Seconded and carried.

Supplemental information presented at the October 28, 2014, Jefferson County Board/Public Hearing meeting will be available at the County Clerk's office upon request or on the County's website at [www.jeffersoncountywi.gov](http://www.jeffersoncountywi.gov).

**There being no further business, Buchanan moved that the Board adjourn at 7:08 p.m.** Seconded and carried.

**JEFFERSON COUNTY BOARD MINUTES  
WEDNESDAY, NOVEMBER 12, 2014, 7:00 P.M.**

Chair Jim Schroeder presiding.

County Clerk Barbara A. Frank called the roll, all members being present except Supervisor Morris who gave prior notice of his absence.

District 1..... Richard C. Jones	District 2 ..... Mike Kelly
District 3..... Greg David	District 4 ..... Augie Tietz
District 5... James B. Braughler	District 6 ..... Ron Buchanan
District 7..... Dwayne C. Morris	District 8 ..... Michael Wineke
District 9..... Amy Rinard	District 10 ..... Al C. Counsell
District 11..... Donald Reese	District 12 ..... Peter A. Hartz
District 13..... Ed Morse	District 14 ..... Kirk Lund
District 15..... Steven J. Nass	District 16 ..... Laura Payne
District 17..... Russell Kutz	District 18 Jennifer Hanneman
District 19..... Jim Schroeder	District 20 ..... Jim Mode
District 21..... John C. Kannard	District 22 ..... Blane Poulson
District 23..... George Jaeckel	District 24 ..... Vacant
District 25..... Matthew Foelker	District 26 ..... Carlton Zentner
District 27..... Glen D. Borland	District 28 ..... Dick Schultz
District 29..... Paul Babcock	District 30 ... Walt Christensen

Wehmeier, County Administrator, certified compliance with the Open Meetings Law.

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

Agenda was approved as printed.

**Rinard, Chair of the Administration & Rules Committee, moved that the minutes of the October 14, 2014, meeting be approved as presented.** Seconded and carried.

**Communications.**

**GENERAL FINANCIAL CONDITION,  
JEFFERSON COUNTY, WISCONSIN  
November 1, 2014**

Available Cash on Hand			
October 1, 2014	\$	(316,913.72)	
October Receipts		<u>7,530,188.14</u>	
Total Cash	\$		7,213,274.42
Disbursements			
General – October 2014	\$	5,267,694.49	
Payroll – October 2014		<u>1,852,152.31</u>	
Total Disbursements			<u>7,119,846.80</u>
Total Available Cash	\$		93,427.62
Cash on Hand			
(in bank) November 1, 2014	\$	713,893.10	
Less Outstanding Checks		<u>620,465.48</u>	
Total Available Cash	\$		93,427.62

Local Government Investment Pool - General	\$ 18,523,018.98
Institutional Capital Management	16,152,131.23
Local Government Investment Pool - Clerk of Courts	25,943.47
Local Government Investment Pool - Farmland Preservation	227,714.75
Local Government Investment Pool - Parks/Liddle	87,507.38
Local Government Investment Pool - Highway Bond	<u>7,928,158.13</u>
	\$ 42,944,473.94
2014 Interest - Super N.O.W. Acct.	\$ 1,186.18
2014 Interest - L.G.I.P. - General Funds	18,011.52
2014 Interest - ICM	132,195.67
2014 Interest - L.G.I.P. - Parks/Carol Liddle Fund	61.97
2014 Interest - L.G.I.P. - Farmland Preservation	165.07
2014 Interest - L.G.I.P. - Clerk of Courts	18.37
2014 Interest - L.G.I.P. - Highway Bond	<u>2,685.99</u>
Total 2014 Interest	\$ 154,324.77

JOHN E. JENSEN, JEFFERSON COUNTY TREASURER

**Frank presented the following communications:**

1. Notice of Injuries/Intent: (a) Received October 15, 2014, from Shalesa Davis who was injured in a car accident involving a Jefferson County employee; (b) Received October 15, 2014, from Britton McKenzie who claims the Sheriff's Department was unusually cruel, excessively harsh, physically abusive and medically negligent; and (c) Received October 9, 2014, from Britton McKenzie as a matter of employment discrimination.
2. Notice of Public Hearing from the Jefferson County Planning and Zoning Committee on November 20, 2014, at 7:00 p.m. in Room 205 of the Jefferson County Courthouse to solicit comments on repealing and recreating the floodplain ordinance with flood storage and revised FIRM maps and flood storage maps.
3. Notice of Public Hearing from the Jefferson County Planning and Zoning Committee for a hearing to be held on November 20, 2014, at 7:30 p.m. in Room 205 of the Jefferson County Courthouse.

The communication and notices were received and placed on file.

**Public Comment.** Parks Director Joseph Nehmer thanked the Parks Committee and other partnerships for their support on numerous Parks' projects.

**Special Order of Business.**

County Board Chair Schroeder introduced Callie Edwards as the candidate for the District 24 County Board supervisory seat to fill the unexpired term of Kate Vance who resigned.

**Buchanan moved to confirm the appointment of Callie Edwards to fill the vacancy in Supervisory District 24 ending**

**April 19, 2016. Seconded and carried.**  
**Frank administered the oath of office to Callie Edwards.**

**Frank introduced Resolution No. 2014-50.**

WHEREAS, Kate Vance served as the County Board Supervisor for District 24 from April of 2014 to October 2014, and

WHEREAS, Supervisor Kate Vance served on the Solid Waste/Air Quality and UW Extension Education Committees, and

WHEREAS, the Jefferson County Board of Supervisors recognizes Kate for her public service which will be missed and her ability to balance her education and family in Jefferson County,

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors meeting this 12th day of November 2014 does hereby honor Kate Vance and wish her happiness and good health in the years ahead.

**Braugler moved that Resolution No. 2014-50 be adopted.**  
Seconded and carried.

**Buchanan introduced Resolution No. 2014-51.**

WHEREAS, Susan L. Lidholm was born on September 12, 1944, and died on October 24, 2014, and

WHEREAS, Susan L. Lidholm had served on the Jefferson County Board of Supervisors from April 1996 until April 2000, and

WHEREAS, as a County Board Supervisor, Susan Lidholm served on the Building and Insurance/Veterans, Legislation and Rules and Budget Committees.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors, assembled in regular session this 12th day of November 2014, extends its sincere sympathy to Susan's family with this acknowledgement of her dedication to the citizens of the County of Jefferson, Wisconsin.

**Buchanan moved that Resolution No. 2014-51 be adopted.**  
Seconded and carried.

**Rinard introduced Resolution No. 2014-52.**

Executive Summary

Operational costs for Jefferson County government are rising at a faster rate than revenues. One method to address these rising operational costs is to determine how county government can be operated more efficiently without reducing or eliminating services to the citizens of Jefferson County. This can be accomplished by creating a Task Force on County Government Organization and Operations which will work with the County Administrator and staff of county departments. This task force will be charged with conducting research and making policy recommendations to the Board that would reduce operational costs and enhance the ability of county government to provide and sustain delivery of quality services to its citizens as mandated and/or desired by the citizens of Jefferson County.

WHEREAS, Jefferson County government is operating in a fiscal environment where operational costs rise at a faster rate than revenues, and

WHEREAS, Jefferson County government provides services

that are mandated by the State of Wisconsin and/or desired by its citizens, and

WHEREAS, the best way to address the rising operational costs is to determine how county government can be operated more efficiently without reducing or eliminating services to the citizens of Jefferson County.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors hereby establishes the Task Force on County Government Organization and Operations, with support from the County Administrator and respective staff, which is charged with conducting research and making policy recommendations to the Board that would reduce operational costs and enhance the ability of county government to provide and sustain delivery of quality services to its citizens as mandated and/or desired by the citizens of Jefferson County.

BE IT FURTHER RESOLVED that the Task Force shall be comprised of between 7 and 9 members appointed by the County Board Chair consisting of county board supervisors, county employees, elected officials and/or other interested participants. The Task Force may assemble advisory groups and/or working groups to address specific issues and/or functional areas of County Government.

BE IT FURTHER RESOLVED that the Task Force shall report its findings and recommendations to the County Board no later than May 12, 2015, at which time the Task Force shall be dissolved, or if additional research is needed, continued until its mission is complete.

*Fiscal Note: Estimated expenses for per diems and mileage will be approximately \$3,000. The actual amount will be determined by the number of Task Force meetings and the number of County Board members appointed to the Task Force. Expenses will be paid using budgeted funds.*

**Rinard moved for the adoption of Resolution No. 2014-52.**  
Seconded and carried.

**Jones, Chair of the Finance Committee, moved to adopt the department totals and levies in the 2015 Recommended Budget.** Seconded. No budget amendments were introduced.

**Jones moved to divide the question of the general levy budget and the limited levy budget.** Seconded and carried.

**Jones introduced Resolution No. 2014-53.**

WHEREAS, the proposed 2015 County Budget was submitted to the Board by the County Administrator on October 14, 2014, and

WHEREAS, the proposed 2015 County Budget was the subject of a public hearing on October 28, 2014, and

WHEREAS, the Board has considered all amendments.

NOW, THEREFORE, BE IT RESOLVED that the authorized positions, the total department appropriation for each department, Fund Balance application and assignments in the Recommended Budget book, and the levy

contained in the countywide portion of the 2015 Budget, as amended, be adopted and the sum of \$26,510,891 be levied as a county tax to be raised on the 2014 tax roll, and

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. (Fee Schedule is available at the County Clerk's office upon request or on the County's website at [www.jeffersoncountywi.gov](http://www.jeffersoncountywi.gov).)

*Fiscal Note: As presented, the countywide levy is proposed at \$26,510,891, which is a mill rate of \$4.1962 for general operations and \$.1955 for debt service fund for a total of \$4.3917 per \$1,000 of equalized value. In 2014 the general operations mill rate was \$4.2655 for a reduction of \$.0693 per \$1,000 from the 2015 general operations.*

**Jones moved that Resolution No. 2014-53 be adopted.** Seconded and carried: Ayes 27 (Jones, Kelly, David, Tietz, Braughler, Buchanan, Wineke, Rinard, Counsell, Reese, Hartz, Morse, Lund, Nass, Payne, Kutz, Hanneman, Schroeder, Mode, Kannard, Poulson, Jaeckel, Foelker, Borland, Schultz, Babcock, Christensen), Noes 1 (Zentner), Abstain 1 (Edwards), Absent 1 (Morris).

**Jones introduced Resolution No. 2014-54.**

WHEREAS, the non-countywide budget for 2015 containing total department appropriations and levies is apportioned to the municipalities benefiting from the services furnished.

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	\$	875,223
Library Services	\$	1,012,092

BE IT FURTHER RESOLVED that the above amounts be apportioned to equalized values as established by the State Department of Revenue.

*Fiscal Note: Health mill rate is \$.1663; library mill rate is \$.3378 per \$1,000 of equalized value.*

**Jones moved that Resolution No. 2014-54 be adopted.** Seconded and carried: Ayes 28 (Jones, Kelly, David, Tietz, Braughler, Buchanan, Wineke, Rinard, Counsell, Reese, Hartz, Morse, Lund, Nass, Payne, Kutz, Hanneman, Schroeder, Mode, Kannard, Poulson, Jaeckel, Foelker, Zentner, Borland, Schultz, Babcock, Christensen), Abstain 1 (Edwards), Absent 1 (Morris).

**Braughler, Chair of the Human Resources Committee, introduced Ordinance No. 2014-24.**

Executive Summary

New 9-1-1 Communications Operators receive over 560 hours of training before they are able to work on their own. An additional year of necessary experience is then required before they are allowed to work with a part-time Communications Operator.

During new Communications Operator training, an experienced Communications Operator is assigned the role of training officer. The Training Officer is required to document all of the activities the new Communications Operator has performed and was trained on. This important documentation is required so that Jefferson County and the Training Officer are both protected against any possible liability claims. The Training Officer is continuously documenting during the shift along with watching and assisting the new 9-1-1 Communications Operator so that no call is missed and officer safety is maintained. Almost all of the training is conducted at the work station where it is real time radio traffic, actual 9-1-1 calls and actual Sheriff's Department phone calls. All of these extra responsibilities are placed upon the Training Officer. The Training Officer is held responsible for the complete and accurate training of a new 9-1-1 Communications Operator. The Training Officer is also looked at by their peers within the division as being the person with the answers because of their training.

Currently, Communications Operators are compensated an additional \$.35/hour when they assume the duties of Training Officer. This is compared to an additional \$2.00/hour that deputies receive when they assume similar responsibilities. Therefore, the Human Resources Committee recommends increasing the Field Training Officer (FTO) pay for Communications Operators to an additional \$2.00/hour, effective January 1, 2015. This would equate to an additional \$1,053.36 for each new Communications Operator hired. The County has hired an average of 1.5 Communication Operators per year over the past 11 years.

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

Section 1. Section HR0360(B)(8)(a), Hours of Work, Overtime and Compensatory Time shall be amended as follows:

**HR0360 HOURS OF WORK, OVERTIME AND COMPENSATORY TIME.**

**B. Non-exempt Employees**

8. Shift Differentials and Premium Pay: [cr. 12/13/11, ord. 2011-21; am. 04/16/2013, ord. 2013-02; am. 06/11/2013, ord. 2013-07]
  - a. Communications Operators working the second shift shall receive ten cents (\$.10) per hour in addition to their regular rate of pay; employees working the third shift shall receive twenty (\$.20) cents per hour in addition to their regular rate of pay; employees working a swing shift shall receive twenty-five (\$.25) cents per hour in addition to their regular rate of pay. Dispatchers Communications Operators working in a Field Training Officer (FTO) capacity for four (4) hours or more will receive a thirty-five (\$.35) cents per hour shift differential for those hours. Effective January 1, 2015, Communications Operators working in a Field Training Officer (FTO)

capacity for four (4) hours or more will receive two (\$2.00) dollars per hour shift differential for those hours. [cr. 12/13/11, ord. 2011-21]

Section 2. This ordinance shall be effective January 1, 2015.

*Fiscal Note: The total cost will vary on the number of new Communications Operators hired each year.*

**Braugler moved to adopt Ordinance No. 2014-24.** Ayes 29 (Jones, Kelly, David, Tietz, Braugler, Buchanan, Wineke, Rinnard, Counsell, Reese, Hartz, Morse, Lund, Nass, Payne, Kutz, Hanneman, Schroeder, Mode, Kannard, Poulson, Jaeckel, Edwards, Foelker, Zentner, Borland, Schultz, Babcock, Christensen), Noes 0, Absent 1 (Morris).

**Braugler introduced Ordinance No. 2014-25.**

Executive Summary

Historically, sergeants at the Sheriff's Department have been promoted from a deputy or detective position. The current language in the County Personnel Ordinance states that following a promotion, an employee will be placed in the corresponding pay grade and step that provides a minimum of a 5% increase. Over time, the following inequities have occurred:

First, during the last 15 years, promotions have been implemented differently. Before 2003 and between 2004 and 2011, employees receiving a promotion would be placed into the appropriate pay grade and step that provided a pay increase, but not the minimum 5 percent. This increase could be as little as \$.01/hour. Between 2003 and 2004, and beginning in early in 2012, employees received the minimum of a 5% increase.

Second, because the rate of pay for a deputy and a detective is significantly different, there is internal inequity when a newly promoted detective starts out making more than an experienced sergeant (who was promoted from a deputy position).

Therefore, the Human Resources Committee recommends the following changes to address the current internal pay inequity issue when a deputy or detective is promoted to a Sergeant position and to prevent this from recurring in the future.

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

Section 1. Section HR0120, Differences for Sworn, Non-Represented Law Enforcement Employees shall be amended to create Section C as follows:

**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 Personnel Ordinance, except as it relates to employee contribution to WRS, health insurance premium contributions in the State Health plan, and accruals for vacation, sick, holiday, shift differentials and hazardous pay, to which the current LAW contract language 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 1st of each year and the sick leave payout being paid on the first pay period following the employees retirement date. Sergeants shall be granted compensatory time and receive uniform allowance as set forth in the current LAW union contract. [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]

- B. Notwithstanding any other provision of this ordinance, effective January 2, 2011, patrol sergeants shall be scheduled for 10.5 hour shifts in a 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]
- C. 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.

Section 2. This ordinance shall be effective January 1, 2015, after passage and publication as provided by law.

**Braugler moved for the adoption of Ordinance No. 2014-25.**  
Seconded and carried.

**Rinard, Chair of the Law Enforcement & Emergency Management Committee, introduced Ordinance No. 2014-26.**

Executive Summary

The original Boating Ordinance used a gage located 80 feet east of Pottawatomie Trail Bridge at Bingham's Point Estates on Lake Koshkonong. This covered the entire Rock River within Jefferson County. Water levels experienced in Watertown did not support a slow-no wake versus the water levels further downstream. The second half of the revised ordinance brings Jefferson County in line with the slow-no wake levels identified for the Rock River in Rock County.

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

Section 1. Amend Section 4 of the Boating Ordinance as follows:

**SECTION 4. SLOW - NO WAKE AREA.** The term "Slow - No Wake Area" shall mean that area within which boats and/or watercraft shall be operated at the slowest speed at which said boat and/or watercraft can be operated and still maintain forward motion and steering control. Slow - No Wake Areas shall be so designated by notices posted at points of public access, and buoys. ~~Such posting and buoys shall be made when the water level is 779.5 feet above sea level at Jefferson County Hydrologic Unit 07090001 which is located 80 feet east of Pottawatomie Trail Bridge at Bingham Point Estates on Lake Koshkonong. No person shall operate a power-driven boat faster than a "Slow - No Wake" speed in an area so marked.~~

No person shall operate a boat and/or watercraft at greater than Slow-No-Wake speed on any portion of the Rock River downstream from the Dodge/Jefferson County lines to the West Milwaukee Street Bridge when the water level at the USGS gauge 0542550 (Rock River @ Watertown) is 3.5 feet above Datum gauge height of 792.38; and

No person shall operate a boat and/or watercraft at greater than Slow-No-Wake speed on any portion of the Rock River downstream from the West Milwaukee Street Bridge (Watertown) to Lake Koshkonong when the water level at the USGS gauge 05427235 (Lake Koshkonong near Newville) is 8 feet above Datum gauge height of 769.77.

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

**Rinard moved that Resolution No. 2014-26 be adopted.** Seconded and carried.

**Rinard introduced Ordinance No. 2014-27.**

Executive Summary

SECTION 1 of the Jefferson County Ordinances, MAINTENANCE AND BOARD FOR COUNTY JAIL PRISONERS, is amended to delete references to fees for the maintenance and board for county jail prisoners because these fees are now set forth in the annual Jefferson County Budget.

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

Section 1. Subsections (2)(a) and (b), (3)(a), (4)(a), (b), (c) and (d), (5)(a) and (7) of the Maintenance and Board for County Jail Prisoners ordinance is amended as follows:

(2) Jail Processing Fee.

(a) A processing fee of ~~Twenty and 00/100 Dollars (\$20.00)~~ will be charged for inmates each time they are initially booked into the jail on a sentence (circuit court, municipal sentence) or probation hold. Said fee is reflected in the annual Jefferson County Budget.

(b) A ~~Twenty and 00/100 Dollars (\$20.00)~~ jail processing fee will be deducted from the account of a pretrial detainee who is sentenced while incarcerated. Said fee is reflected in the Annual Jefferson County Budget. [Created 4-21-2009, Ordinance 2009-

05]

(3) Daily Inmate Fee. [renumbered 04-21-09, Ord. 2009-05]

(a) For expenses incurred by the County in relation to the crime for which a person was sentenced to a county jail, or for which the person was placed on probation and confined in jail, the County Board hereby sets a daily per person jail rate of ~~Six and 00/100 Dollars (\$6.00)~~ for each day or any part of a day, pursuant to Wis. Stat. §302.372. Said fee is reflected in the annual Jefferson County Budget. [Amended 4-21-2009, Ordinance 2009-05]

(4) Huber Law Prisoners. [renumbered 04-21-09, Ord. 2009-05]

(a) Every prisoner who is sentenced to the Jefferson County Jail under the provisions of Wis. Stat. §303.08(4), (Huber Law) and is gainfully employed, receives unemployment insurance or employment training benefits while in custody in the jail, shall be liable to Jefferson County for daily maintenance and board costs ~~at the rate of Seventeen and 00/100 Dollars (\$17.00)~~ and shall reimburse the County for the same as provided by law. Said fee is reflected in the annual Jefferson County Budget. [Amended 4-21-2009, Ordinance 2009-05]

(b) Inmates granted release for purposes of child care or for attending to the needs of a person's family while in custody in the jail, shall be liable to Jefferson County ~~of Seventeen and 00/100 Dollars (\$17.00)~~ for each day released from the jail and shall reimburse the County for the same as provided by law. Said fee is reflected in the annual Jefferson County Budget. [Amended 4-21-2009, Ordinance 2009-05]

(c) Inmates granted release to pursue educational studies, other than required high school attendance, shall be liable to Jefferson County for each day released from the jail and shall reimburse the County for the same as provided by law. Said fee is reflected in the annual Jefferson County Budget. [Amended 4-21-2009, Ordinance 2009-05]

(d) Inmates subject to drug screening, initially, randomly or with cause, during incarceration shall be charged ~~Six and 00/100 Dollars (\$6.00)~~ for each test. Said fee is reflected in the annual Jefferson County Budget. [Amended 4-21-2009, Ordinance 2009-05]

(5) Electronic Monitoring Program (EMP). [renumbered 04-21-09, Ord. 2009-05]

(a) Inmates placed in the electronic monitoring program under Wis. Stat. §302.425 shall be liable to Jefferson County and charged a daily fee of ~~Twenty and 00/100 Dollars (\$20.00)~~ as provided by law. Said fee is reflected in the annual Jefferson County Budget. [Amended 4-21-2009, Ordinance 2009-05]

(7) Warrant Fee. [renumbered 04-21-09, Ord. 2009-05]

(a) The Sheriff may impose a fee of ~~Twenty and 00/100 Dollars (\$20.00)~~ for all criminal, ordinance and civil warrants, together with mileage at the IRS rate. Said fee is reflected in the annual Jefferson County Budget.

Section 2. This ordinance shall be effective after passage

and publication as provided by law.

**Rinard moved that Ordinance No. 2014-27 be adopted.** Seconded and carried: Ayes 29 (Jones, Kelly, David, Tietz, Braughler, Buchanan, Wineke, Rinard, Counsell, Reese, Hartz, Morse, Lund, Nass, Payne, Kutz, Hanneman, Schroeder, Mode, Kannard, Poulson, Jaeckel, Edwards, Foelker, Zentner, Borland, Schultz, Babcock, Christensen), Noes 0, Absent 1 (Morris).

**Tietz, Chair of the Parks Committee, introduced Ordinance No. 2014-28.**

Executive Summary

Section 8.07(4)(c) of the Parks Ordinance is amended to clarify that municipal dog licenses are required for all dogs using the dog park. The Parks Ordinance is also amended to delete references to dog park permit fees because these fees are now set forth in the annual Jefferson County Budget.

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

Section 1. Section 8.07(4)(c) of the Parks Ordinance is amended as follows

(c) ~~No person shall bring a dog shall be allowed~~ into the dog park without a municipal license and Jefferson County dog park permit therefore. ~~Fees for a Dog park permits fees shall be as set forth in the Jefferson County Budget adopted each November, County Residents: annual permit \$20.00, permit for additional dog \$10.00, senior citizen annual permit \$10.00, replacement permit \$10.00, daily permit \$5.00; Nonresidents: annual permit \$25.00, permit for additional dog \$10.00, senior citizen annual permit \$10.00, replacement permit \$10.00, daily permit \$5.00.~~ [Section 8.07(4) adopted on 10/14/03, Ord. 2003-18; am. 09/11/07, Ord. 2007-20; Res. No. 2011-64, 11-15-2011]

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

**Tietz moved that Ordinance No. 2014-28 be adopted.** Seconded and carried.

**Tietz introduced Resolution No. 2014-55.**

Executive Summary

Jefferson County Parks Department accepted bids for a 3-year lease for rental of approximately 76 acres of cropland located in Dorothy Carnes County Park off Kiesling Road, Section 20 of Jefferson Township. Three bids were submitted and accepted.

WHEREAS, the Dorothy Carnes Park (Kemmeter acreage) agricultural lease expired upon removal of the tenant's crops, and

WHEREAS, the Parks Committee has solicited bids for a three-year lease commencing March 1, 2015, running through February 28, 2018, with the following results expressed on a per acre basis:

Bidder	3 Year Bid	Annual	Per Acre
W.D. Hoard and Sons Co.	\$70,000.00	\$23,333.33	\$307.02
Jeff & Monica			

Gerner	\$64,866.00	\$21,622.00	\$284.50
G.C.W. Schultz Farm Inc.	\$45,600.00	\$15,200.00	\$200.00

AND WHEREAS, it is recommended by the Parks Committee that the 76 acres be leased to W.D. Hoard and Sons Company.

NOW, THEREFORE, BE IT RESOLVED that the County Administrator is authorized to enter into a three-year lease with W.D. Hoard and Sons Company for the 76 acres for the price bid.

*Fiscal Note: Total rent for the three-year term is \$70,000.00, which will be used for habitat restoration or future park development.*

**Tietz moved that Resolution No. 2014-55 be adopted.** Seconded and carried: Ayes 28 (Jones, Kelly, David, Tietz, Braughler, Buchanan, Wineke, Rinard, Counsell, Reese, Hartz, Morse, Lund, Nass, Payne, Kutz, Hanneman, Schroeder, Kannard, Poulson, Jaeckel, Edwards, Foelker, Zentner, Borland, Schultz, Babcock, Christensen), Noes 0, Abstain 1 (Mode), Absent 1 (Morris).

**Nass, Chair of the Planning & Zoning Committee, introduced the following:**

**REPORT  
TO THE HONORABLE MEMBERS OF THE  
JEFFERSON COUNTY BOARD OF SUPERVISORS**

The Jefferson County Planning and Zoning Committee, having considered petitions to amend the official zoning map of Jefferson County, filed for public hearing held on October 16, 2014, as required by law pursuant to Wisconsin Statutes, notice thereof having been given, and being duly advised of the wishes of the town boards and persons in the areas affected, hereby makes the following recommendations:

**APPROVAL OF PETITIONS R3754A-14, R3756A-14,  
R3759A-14, R3760A-14, R3761A-14,  
R3762A-14, R3763A-14, R3764A-14 AND R3765A-14  
DATED THIS 27th DAY OF OCTOBER 2014**

Donald Reese, Secretary

**THE PRIOR MONTH'S AMENDMENTS R3748A-14,  
R3749A-14, R3751A-14 AND R3752A-14  
ARE EFFECTIVE UPON PASSAGE BY COUNTY BOARD,  
SUBJECT TO WIS. STATS. 59.69(5).**

**Nass moved that the report be adopted.** Seconded and carried.

**Nass introduced Ordinance No. 2014-29.**

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

WHEREAS, Petitions R3754A-14, R3756A-14, R3759A-14, R3760A-14, R3761A-14, R3762A-14, R3763A-14, R3764A-14 and R3765A-14 were referred to the Jefferson County Planning and Zoning Committee for public hearing on October 16, 2014, 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**

Create a 2-acre farm consolidation lot around the home at W6904 Schwemmer Lane in the Town of Koshkonong from part of PIN 016-0514-1844-000 (49.166 acres). Rezoning is conditioned upon approval and recording of the final certified survey map, including extraterritorial plat review if necessary. Access for the remaining A-1 zoned land shall be created over the newly dedicated town road. R3754A-14 – Kurt Reed

Create a 2-acre building site near N7274 Faville Road in the Town of Milford from part of PIN 020-0714-0622-000 (28.17 acres). Rezoning of this non-prime ag land lot is conditioned upon road access approval by the Town, upon receipt by Zoning of a soil test showing sites for installation of both initial and replacement private sewage systems, and upon approval and recording of the final certified survey map, including extraterritorial plat review if necessary. R3756A-14 – Dennis Riedl/Steven Smith property

Rezone PIN 030-0813-0311-002 (1 acre) owned by Robidoux and 0.35 acre of PIN 030-0813-0311-000 (41 acres) owned by Pribbenow to enlarge the lot at N9634 Peschel Road in the Town of Waterloo. This will not count against the number of A-3 lots that can be requested from the Pribbenow Trust property. The action is conditioned upon approval and recording of a final certified survey map or deed transfer document for the property. R3759A-14 – Mark Robidoux/Mark & Donna Robidoux Trust & Maynard Pribbenow Trust properties

**FROM A-1, EXCLUSIVE AGRICULTURAL TO A-3,  
AGRICULTURAL/RURAL RESIDENTIAL AND N, NATURAL  
RESOURCES**

Create a 4.3-acre A-3 lot around the home at W1555 Northside Drive and a 5.1 Natural Resource zone adjacent to it. The property is in the Town of Concord, part of PIN 006-0716-0421-000 (46.94 acres). This will utilize 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 approval and recording of a final certified survey map for the property. There shall be one lot with two zones. R3760A-14 & R3761A-14 – Dennis & Patti Loppnow Trust

Rezone to create a 1.6-acre vacant building site and a 20.1-acre Natural Resource zone from part of PIN 006-0716-0822-000 (40 acres) in the Town of Concord on Hillside Drive. Creation of the non-prime ag land A-3 zone is conditioned upon road access approval by the Town, upon receipt by Zoning of a suitable soil test and upon approval and recording of a final certified survey map for the lot. Conditions of Natural Resource lot creation include road access approval and approval and recording of a final certified survey map for the lot. R3762A-14 & R3763A-14 – John & Dee Winkelman

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

Rezone to create a 7-acre and a 29-acre Natural Resource zone to be attached to two adjoining properties on CTH X. The zones are part of PIN 032-0815-3423-000 (33.744 acres) in the Town of Watertown. This action is conditioned upon approval and recording of a final certified survey map for the lots, including extraterritorial plat review if necessary. R3764A-14 - Cheryl Bott/Stanley & Carol Beranek Trusts property

Create a 24.1-acre Natural Resource zone with access over an easement near N5556 Christberg Road in the Town of Farmington. The site is on PIN 008-0715-2924-000 (24.146 acres). Rezoning is conditioned upon approval and recording of the final certified survey map for the lot, including extraterritorial plat review if necessary. R3765A-14 – Cambridge State Bank

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.

**Nass moved that Ordinance No. 2014-29 be adopted as printed.** Seconded and carried with Kannard abstaining for possible conflict of interest.

**County Administrator Wehmeier read the following appointments:**

TO THE JEFFERSON COUNTY BOARD OF SUPERVISORS:  
MEMBERS OF THE BOARD:

By virtue of the authority vested in me under Section 59.18 of the Wisconsin Statutes, I do hereby appoint and request your confirmation of the following individuals as members of the designated board and commission:

Veterans Service Commission

- a. Ronald Buchanan, Watertown, Wisconsin, for a three-year term ending December 11, 2017.
- b. Jack Standley, Palmyra, Wisconsin, for a three-year term ending December 11, 2017.
- c. Bill McPherson, Watertown, Wisconsin, for a three-year term ending December 11, 2017.

**Braugler moved that the appointments be confirmed.** Seconded and carried.

Jefferson County Library Board

- a. Elizabeth Stoffel, Cambridge, Wisconsin, for a three-year term ending December 31, 2017.
- b. Sue Hartwick, Fort Atkinson, Wisconsin, for a three-year term ending December 31, 2017.

**Buchanan moved that the appointments be confirmed.** Seconded and carried.

**County Board Chair Schroeder made the following appointment:**

I, Jim Schroeder, Chairman of the County Board of Supervisors, Jefferson County, Wisconsin, as the appointing authority, hereby appoint Dick Schultz to the UW Extension Education Com-

mittee to fill an unexpired term ending April 19, 2016. Effective November 6, 2014.

Supplemental information presented at the November 12, 2014, Jefferson County Board meeting will be available at the County Clerk's office upon request or on the County's website at [www.jeffersoncountyiwi.gov](http://www.jeffersoncountyiwi.gov).

**There being no further business, Buchanan moved that the Board adjourn.** Seconded and carried at 7:40 p.m.

**JEFFERSON COUNTY BOARD MINUTES  
TUESDAY, DECEMBER 9, 2014, 7:00 P.M.**

Chair Jim Schroeder presiding.

County Clerk Barbara A. Frank called the roll with all supervisors present except Supervisors Counsell and Hartz who gave prior notice of their absence.

District 1..... Richard C. Jones	District 2 ..... Mike Kelly
District 3..... Greg David	District 4 ..... Augie Tietz
District 5... James B. Braughler	District 6 ..... Ron Buchanan
District 7..... Dwayne C. Morris	District 8 ..... Michael Wineke
District 9..... Amy Rinard	District 10 ..... Al C. Counsell
District 11..... Donald Reese	District 12 ..... Peter A. Hartz
District 13..... Ed Morse	District 14 ..... Kirk Lund
District 15..... Steven J. Nass	District 16 ..... Laura Payne
District 17..... Russell Kutz	District 18 Jennifer Hanneman
District 19..... Jim Schroeder	District 20 ..... Jim Mode
District 21..... John C. Kannard	District 22 ..... Blane Poulson
District 23..... George Jaeckel	District 24 ..... Callie Edwards
District 25..... Matthew Foelker	District 26 ..... Carlton Zentner
District 27..... Glen D. Borland	District 28 ..... Dick Schultz
District 29..... Paul Babcock	District 30 ... Walt Christensen

County Administrator Wehmeier led the Pledge of Allegiance. A moment of silence was observed.

Wehmeier certified compliance with the Open Meetings Law.

Agenda was approved as revised on December 8, 2014.

**Rinard, Chair of the Administration & Rules Committee, moved that the minutes of the October 28 and November 12, 2014, meetings be approved as presented.** Seconded and carried.

**Special Order of Business.** David W. Pluymers, Southern Regional Director of Public Health, made a presentation of the 140 Review Award to the Jefferson County Health Department. Director/Health Officer Gail Scott and Diane Nelson, Public Health Program Manager, accepted the award.

**Communications.**

**GENERAL FINANCIAL CONDITION  
JEFFERSON COUNTY, WISCONSIN  
December 1, 2014**

Available Cash on Hand		
November 1, 2014	\$	93,427.62
November Receipts		<u>6,574,597.07</u>
Total Cash	\$	6,668,024.69
Disbursements		
General – November 2014	\$	5,610,422.91
Payroll – November 2014		<u>1,219,344.42</u>
Total Disbursements		<u>6,829,767.33</u>

Total Available Cash	\$	(161,742.64)
Cash on Hand		
(in banks) December 1, 2014	\$	724,864.67
Less Outstanding Checks		<u>886,607.31</u>
Total Available Cash	\$	(161,742.64)
Local Government Investment Pool -		
General	\$	17,466,564.92
Institutional Capital Management		16,206,381.73
Local Government Investment Pool -		
Clerk of Courts		25,945.31
Local Government Investment Pool -		
Farmland Preservation		227,730.87
Local Government Investment Pool -		
Parks/Liddle		81,513.53
Local Government Investment Pool -		
Highway Bond		<u>6,295,918.01</u>
	\$	40,304,054.37
2014 Interest - Super N.O.W. Acct.	\$	1,262.27
2014 Interest - L.G.I.P. - General Funds		19,316.55
2014 Interest - ICM		154,700.80
2014 Interest - L.G.I.P. - Parks/Carol Liddle Fund		68.12
2014 Interest - L.G.I.P. - Farmland Preservation		181.19
2014 Interest - L.G.I.P. - Clerk of Courts		20.21
2014 Interest - L.G.I.P. - Highway Bond		<u>3,139.27</u>
Total 2014 Interest	\$	178,688.41

JOHN E. JENSEN, JEFFERSON COUNTY TREASURER

**Frank presented the following communications:**

1. County Board Chair appointments, dated November 20, 2014, to the Task Force on County Operations and Organizations under § 59.54(8), Wisconsin Statutes, effective November 20, 2014: Supervisor Jennifer Hanneman, City of Jefferson, County Board; Supervisor George Jaeckel, Town of Koshkonong, County Board; Supervisor Russell Kutz, City of Jefferson, County Board; Supervisor Steven Nass, Town of Lake Mills, County Board; Ronald Krueger, City of Watertown, citizen; Timothy A. Smith, City of Fort Atkinson, citizen; Human Services Director Kathi Cauley, County employee; Parks Director Joseph Nehmer, City of Fort Atkinson, County employee; and District Attorney Susan Happ, elected official.
2. County Board Chair appointment, dated December 3, 2014, of Ron Buchanan to the Solid Waste/Air Quality Committee to fill an unexpired term ending April 19, 2016 (effective December 3, 2014).
3. Correspondence and attachments dated November 20, 2014, from Stephen Fischer, Sullivan, to the Jefferson County Board of Supervisors, Jefferson County Planning & Zoning and Zoning Administrator Rob Klotz regarding Ken and Sue Rheingans request for a zoning change to expand.
4. Notice of Public Hearing from the Jefferson County Planning

and Zoning Committee for a hearing to be held on December 18, 2014, at 7:00 p.m. in Room 205 of the Jefferson County Courthouse.

5. Press Release dated December 4, 2014, from Jefferson County Solid Waste/Air Quality Committee regarding Jefferson County having recycled three million pounds of electronic waste from 2010 through December 4, 2014, through its partnership with Universal Recycling Technologies headquartered in Janesville, Wisconsin.

**Public Comment on Agenda Items.** Buck Smith, Johnson Creek, spoke to the Board on what is happening in Wisconsin since the election of Governor Walker.

**Rinard, Chair of the Administration & Rules Committee, introduced Ordinance No. 2014-30.**

Executive Summary

The Jefferson County Board of Supervisors Rules of Order 2014 – 2016 do not set forth the procedure for electing officers for Jefferson County governing bodies unless the governing bodies are designated as a Committee, Board or Commission. The amendment to section 3.07(1) to the Rules of Order would establish a procedure for the election of officers for all County governing bodies such as the Land Information Council which is not regulated by the current Jefferson County Board of Supervisors Rules of Order.

There is no language in the Jefferson County Board of Supervisors Rules of Order 2014 – 2016 that addresses the public's opportunity to give public comment at meetings of County committees, boards, commissions, or other bodies or addressing the Committee Chair's authority to regulate public comment. Creating section 3.07(9) would require all meetings of County committees, boards, commissions, or other bodies to allow public comment and creating section 3.07(10) would give the Chair the ability to maintain reasonable control of public comments.

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

Section 1. Section 3.07(1) of the Board of Supervisors Rules of Order 2014 – 2016 is amended as follows:

**3.07 RULES OF COMMITTEES, BOARDS, AND COMMISSIONS- AND OTHER BODIES.**

(1) The committee, board, or commission or other body shall select its Chairperson, Vice-Chairperson and Secretary, except where committee organization is otherwise governed by law; after the County Board organizational meeting in April of even-numbered years. A Chairperson, Vice-Chairperson or Secretary may be removed by majority vote of the committee, board; ~~or commission-~~ or other body. [am. 03/11/08, Ord. 2007-43].

Section 2. Section 3.07 (9) of the Board of Supervisors Rules of Order 2014 – 2016 is created as follows:

**(9) All agendas of County committees, boards, commissions and other bodies shall include the following language: "Members**

of the public who wish to address the (committee) (board) (commission) (other body) on specific agenda items must register their request at this time.”

Section 3. Section 3.07(10) of the Board of Supervisors Rules of Order 2014 – 2016 is created as follows:

**(10) The Committee Chair has the right to maintain reasonable control and impose reasonable time limitations on all public comments as set forth in Robert’s Rules of Order.”**

Section 3. These ordinances shall be effective after passage and publication as provided by law.

**Rinard moved for the adoption of Ordinance No. 2014-30.**  
Seconded.

**Nass moved to suspend Board Rule 3.09 regarding laying over Ordinance No. 2014-30. Unanimous approval was given to suspend the rules.**

**Zentner moved to amend Ordinance No. 2014-30 as follows: (10) The Committee Chair has the right to maintain reasonable control and impose reasonable time limitations to a 10 minute minimum, if needed, on all public comments as set forth in Robert’s Rules of Order.** Seconded.

**Zentner revised his amendment to read as follows: (10) The Committee Chair has the right to maintain reasonable control and impose reasonable time limitations but not to exceed 10 minutes per person, if the speaker so needs, on all public comments as set forth in Robert’s Rules of Order.** Seconded and failed.

**Christensen moved to amend Ordinance No. 2014-30 as follows: (9) All agendas of County committees, boards, commissions and other bodies shall include the following language: “Members of the public who wish to address the (committee) (board) (commission) (other body) shall keep comments pertinent to the work of the committee on specific agenda items and must register their request at this time.”** Seconded and carried.

**Nass moved to refer Ordinance No. 2014-30 back to the Administration & Rules Committee.** Seconded and carried.

**Rinard introduced Ordinance No. 2014-31.**

Executive Summary

Jefferson County currently does not have a formal written procedure or rule for filling a vacancy on the County Board of Supervisors. Because Jefferson County has been declared as a self-organized county, section 59.10 of the Wisconsin Statutes gives the Jefferson County Board the authority to determine the procedure for filling a vacancy in the event of the death, removal or resignation of a county board supervisor.

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

Section 1. Section 3.02(8) of the Board of Supervisors Rules of Order 2014-2016 is created as follows:

**3.02(8). Vacancies. If a vacancy occurs on the board, the County Board Chairperson shall appoint a person who is a qualified elector and resident of the supervisory district to fill the vacan-**

cy subject to confirmation by majority vote of the County Board of Supervisors. The successor shall serve for the unexpired portion of the term to which the person is appointed, unless the board orders a special election to fill the vacancy, in which case the person appointed shall serve until his or her successor is elected and qualified. A person so elected shall serve for the remainder of the unexpired term.

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

**Rinard moved for the adoption of Ordinance No. 2014-31.**  
Seconded.

**Rinard moved to suspend Board Rule 3.09 regarding laying over Ordinance No. 2014-31. Unanimous approval was given to suspend the rules.**

**Under Section 3.09 of the County Board Rules an amendment to the rules shall need a 2/3 vote to be adopted. Ordinance No. 2014-31 was adopted:** Ayes 28 (Jones, Kelly, David, Tietz, Braughler, Buchanan, Morris, Wineke, Rinard, Reese, Morse, Lund, Nass, Payne, Kutz, Hanneman, Schroeder, Mode, Kannard, Poulson, Jaeckel, Edwards, Foelker, Zentner, Borland, Schultz, Babcock, Christensen), Noes 0, Absent 2 (Counsell, Hartz).

**Tietz, County representative to the Jefferson County Economic Development Consortium, introduced Resolution No. 2014-56.**

#### Executive Summary

Jefferson County was awarded an Environmental Protection Agency brownfields assessment grant for environmental investigations and remedial planning activities for hazardous substances sites. Following the grant award, Jefferson County published a request for proposals to determine the most cost-effective responsible bidder to provide environmental investigations and remedial planning activities. All proposals were reviewed by a working group created by the County Administrator consisting of members of the Jefferson County Economic Development Consortium and County staff. The working group has made a recommendation to contract with SCS Engineers finding that this consultant was the most cost-effective responsible bidder. This recommendation is endorsed by the County Administrator.

WHEREAS, the Environmental Protection Agency has awarded Jefferson County a brownfields assessment grant for environmental investigations and remedial planning activities for hazardous substances sites, and

WHEREAS, a Request for Proposals was published seeking a consultant to provide and perform certain environmental engineering services related to performing brownfield assessments, and

WHEREAS, a working group created by the County Administrator consisting of members of the Jefferson County Economic Development Consortium and County staff has reviewed the proposals and recommends SCS Engineers as the most cost-ef-

fective bidder to contract with and perform professional services. This recommendation is endorsed by the County Administrator.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors finds that SCS Engineering is the most cost-effective responsible bidder.

BE IT FURTHER RESOLVED that the County Administrator is authorized to enter into a multi-year contract with SCS Engineers for an amount not to exceed \$169,300.00 for environmental investigations and remedial planning activities for hazardous substances sites.

*Fiscal Note: The cost to Jefferson County in entering into this contract will not exceed \$169,300.00. This amount has been fully funded through a 2014 EPA grant. No tax levy dollars will be used.*

**Tietz moved that Resolution No. 2014-56 be adopted.** Seconded and carried: Ayes 28 (Jones, Kelly, David, Tietz, Braugher, Buchanan, Morris, Wineke, Rinard, Reese, Morse, Lund, Nass, Payne, Kutz, Hanneman, Schroeder, Mode, Kannard, Poulson, Jaeckel, Edwards, Foelker, Zentner, Borland, Schultz, Babcock, Christensen), Noes 0, Absent 2 (Counsell, Hartz).

**Poulson, Chair of the Fair Park Committee, introduced Resolution No. 2014-57.**

Executive Summary

The Jefferson County Fair Park solicited bids for a 3-year exclusive signage marketing partnership agreement with a fermented malt beverage distributor. The bid from Miller/Ott Schweitzer Distributors, Inc. is being recommended for acceptance.

WHEREAS, the Fair Park Director published a request for proposals and advertised the opportunity for a Fair Park signage agreement for fermented malt beverage products, and

WHEREAS, Miller/Ott Schweitzer Distributors, Inc. has offered \$25,000 per year for a three-year contract on the terms and conditions set forth in the proposed agreement attached hereto, and

WHEREAS, the Fair Park Director and Fair Park Committee recommend entering into a signage agreement with Miller/Ott Schweitzer Distributors, Inc. on the terms and conditions proposed,

NOW, THEREFORE, BE IT RESOLVED that the Fair Park Director is authorized to execute a contract with Miller/Ott Schweitzer Distributors, Inc. in the amount of \$75,000 for an exclusive three-year signage agreement.

*Fiscal Note: The County will receive \$25,000 per year for 3 years, which was the same as the 2012-2014 agreement with Miller/Ott Schweitzer Distributors, Inc.*

**Poulson moved that Resolution No. 2014-57 be adopted.** Seconded.

**Buchanan moved to refer Resolution No. 2014-57 back to the Fair Park Committee.** Seconded and carried.

**Jones, Chair of the Finance Committee, introduced Resolution No. 2014-58.**

## Executive Summary

Currently the 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 stay self-insured. The estimated amount per year for the premium would be approximately \$620,295 or \$1,860,885 for three years. From 2011 through 2013 the County spent \$680,061 on claims, administration costs and excess premiums.

WHEREAS, Jefferson County is a qualified political subdivision of the State of Wisconsin, and

WHEREAS, the Wisconsin Worker's Compensation Act (Act) provides 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 (Department) 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) Barbara A. Frank, 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 about 37% of conventional insurance when last priced by the County's insurance consultant in 2014.*

**Jones moved that Resolution No. 2014-58 be adopted.** Seconded and carried: Ayes 28 (Jones, Kelly, David, Tietz, Braughler, Buchanan, Morris, Wineke, Rinard, Reese, Morse, Lund, Nass, Payne, Kutz, Hanneman, Schroeder, Mode, Kannard, Poulson, Jaeckel, Edwards, Foelker, Zentner, Borland, Schultz, Babcock, Christensen), Noes 0, Absent 2 (Counsell, Hartz).

**Jones introduced Resolution No. 2014-59.**

Executive Summary

Section 59.21 of the Wisconsin Statutes requires that specified county officers execute and file an official bond following election or appointment, or in the alternative, the County Board may provide a schedule or blanket bond that includes any or all of these officials. Resolution No. 2006-54 currently designates surety protection through multiple policies covering specific elected and appointed officials, including members of the Veterans Service Commission as well as county employees. These policies are reviewed by Jefferson County's consultant, T. E. Brennan Company. T. E. Brennan Company is recommending that the County rescind Resolution No. 2006-54 and pass a resolution authorizing a blanket employee dishonesty policy covering County employees and elected and appointed officials.

WHEREAS, On December 12th, 2006, the Jefferson County Board of Supervisors passed Resolution 2006-54 authorizing surety protection through multiple policies covering specific elected and appointed officials, including members of the Veterans Service Commission as well as county employees, and

WHEREAS, Jefferson County's consultant, T. E. Brennan and Company, is recommending that the County rescind its current resolution and pass a resolution authorizing replacement of the current individual bonds with a blanket employee dishonesty policy covering elected and appointed positions, including members of the Veterans Service Commission as well as County employees in an amount not less than \$250,000, and

WHEREAS, Wisconsin Statute section 59.21 requires that the County Treasurer execute and file an official bond in an amount of not less than \$500,000, and

WHEREAS, additional coverage may be required for elected and appointed positions responsible for handling funds in excess of the blanket policy amounts of \$250,000.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors hereby authorizes replacement of the current individual bonds with a blanket employee dishonesty policy covering all elected and appointed positions including members of the Veterans Service Commission as well as county employees, in an amount not less than \$250,000 with the County Administrator having authority to increase coverage for elected and appointed positions responsible for handling funds in excess of the blanket policy amount.

BE IT FURTHER RESOLVED that the County Treasurer be named individually for any required excess coverage up to a total bond amount of \$500,000.

*Fiscal Note: For 2015 the estimated expenses for insuring County officials and employees as described above is \$9,200, which is an approximate cost savings of \$4,600 with this coverage change.*

**Jones moved that Resolution No. 2014-59 be adopted.** Seconded and carried: Ayes 28 (Jones, Kelly, David, Tietz, Braugler,

Buchanan, Morris, Wineke, Rinard, Reese, Morse, Lund, Nass, Payne, Kutz, Hanneman, Schroeder, Mode, Kannard, Poulson, Jaeckel, Edwards, Foelker, Zentner, Borland, Schultz, Babcock, Christensen, Noes 0, Absent 2 (Counsell, Hartz.)

**Jaeckel, Chair of the Highway Committee, introduced Resolution No. 2014-60.**

Executive Summary

On November 11, 2014 the Highway Department received bids on five items of heavy equipment (loader backhoe, pad-foot soil compactor, smooth drum soil compactor, road widener, skid-steer loader). The Highway Department also received a quote for a replacement water truck that will be set-up and utilized for construction projects and winter maintenance anti-icing. The new equipment will replace five existing equipment items that average 17 years old, all existing items will be traded or auctioned off, except the skid-steer which will be retained for use by the Highway Department. A bid summary is included in an additional report for your review.

WHEREAS, the Jefferson County Highway Department is updating highway construction and maintenance equipment, and

WHEREAS, bids were solicited for a loader backhoe, soil compactor (2), skid-steer tractor, and road widener, and

WHEREAS, numerous used trucks were reviewed in the last twelve (12) months for replacement of the existing water tanker truck, and

WHEREAS, the recommended used truck will be configured for use on construction sites and for winter maintenance anti-icing,

NOW, THEREFORE, BE IT RESOLVED that the following equipment is approved for purchase by the Highway Department:

Brooks Tractor: 2015 Loader Backhoe, John Deer 410K	Net Bid = \$88,100
FABCO: 2015 Pad Foot Compactor, Cat CP74B	Net Bid = \$152,500
FABCO: 2015 Smooth Drum Compactor, Cat CS68B	Net Bid = \$122,250
FABCO: 2015 Road Widener, Weiler W530	Bid = \$204,000
Midstate Equip.: 2015 Skid Steer Loader, Bobcat T750	Bid = \$52,764
Oscro Tank/Truck Sales: 2004 Kenworth T800, Tank	Quote = \$65,000

*Fiscal Note: Money to come from the Highway Department Equipment Operations Cost Center 53241.*

**Jaeckel moved that Resolution No. 2014-60 be adopted.** Seconded and carried: Ayes 28 (Jones, Kelly, David, Tietz, Braughler, Buchanan, Morris, Wineke, Rinard, Reese, Morse, Lund, Nass, Payne, Kutz, Hanneman, Schroeder, Mode, Kannard, Poulson, Jaeckel, Edwards, Foelker, Zentner, Borland, Schultz, Babcock, Christensen), Noes 0, Absent 2 (Counsell, Hartz).

**Braughler, Chair of the Human Resources Committee, intro-**

## **duced Ordinance No. 2014-32.**

### Executive Summary

Intake Workers at the Human Services Department who are regularly assigned on-call duties are required to work after regular work hours, including nights, weekends and holidays. Shifts could range from 12 hours to 36 or more hours. During this time, an employee is allowed to take rest or sleep time within the shift as time and work allows. This “down” time is paid at a lower rate of pay equal to 75% of the employee’s normal hourly wage. Therefore, employees are allowed to use banked compensatory time to provide the employee with additional time to equal their full hourly pay. This allows employees to have a paycheck equal to the amount as if all hours were paid at the regular rate of pay. If an employee does not have hours in his or her compensatory bank, the employee receives a decreased paycheck. If the Intake On-call Worker’s compensatory time would be paid out November 30 of each year, the employee would not immediately have a bank of hours to make up for their lower rate of pay during on-call hours. Therefore, the Human Services Director and the Human Resources Committee recommend that the Human Services Director have the authority to allow non-exempt, Intake On-call workers to carry over up to 80 hours of compensatory time into the following year, but not to exceed 240 hours at any one time.

The other section of Personnel Ordinance HR0360 is being amended to address bonus pay provided to Public Health Nurses and the WIC Project Director. The recommendation is to clarify and move this language from the “non-exempt” section to the appropriate “other exempt” section.

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

Section 1. Sections HR0360(A)(3)(c) and (B)(8)(b), Hours of Work, Overtime and Compensatory Time shall be amended as follows:

### **HR0360 HOURS OF WORK, OVERTIME AND COMPENSATORY TIME.**

#### **A. Exempt Employees**

3. Other classified exempt employees are eligible to use and accumulate compensatory time in accordance with the provisions of this policy.

c. Any altered daily work schedule from the assigned 40 hours per week will be at the discretion of the employee’s department head, and may be granted if the needs of the department allow for such alteration. Public Health Nurses or the WIC Project Director assigned to work as Clinical Instructors for nursing students shall receive a bonus equal to one-dollar (\$1.00) for each hour spent by the employee with nursing students.

#### **B. Non-exempt Employees**

8. Shift Differentials and Premium Pay

b. Public Health. Full-time Public Health Technicians working in the jail receive seventy-five cents (\$.75) per hour in addition to their regular rate of pay. ~~Public Health Nurses or WIC~~

Project Director assigned to work as Clinical Instructors for nursing students shall receive a one-dollar (\$1.00) per hour premium, for all hours spent by the employee with the student nurse.

Section 2. Sections HR0360(B)(5)(d), Hours of Work, Overtime and Compensatory Time shall be amended, Section HR0360(B)(5)(e) shall be created and the remaining sections re-numbered (f-g) as follows:

**HR0360 HOURS OF WORK, OVERTIME AND COMPENSATORY TIME.**

**B. Non-exempt Employees**

5. When accrual of compensatory time is authorized, the following provisions shall apply:

d. The maximum amount of compensatory time which may be accumulated is 160 hours of overtime worked or 240 hours of compensatory time. ~~Any compensatory time not used by November 30 shall be paid on the next regular pay check in December.~~ An employee who has accrued the maximum number of hours of compensatory time may reduce the hours below the maximum by the use of time off and resume accrual of compensatory time. [am. ord. 2006-30, 3/13/06; am. 12/13/11, ord. 2011-21].

e. Any compensatory time not used by November 30 shall be paid on the next regular paycheck in December. On-call Intake Social Workers may request to carry over a maximum of 80 hours of compensatory time by November 30. The decision to authorize the carry over of compensatory time is at the discretion of the Human Services Director and in no case shall banked compensatory time exceed 240 hours.

Section 3. This ordinance shall be effective upon passage.

*Fiscal Note: There is no fiscal impact.*

**Braugler moved that Ordinance No. 2014-32 be adopted.** Seconded and carried: Ayes 28 (Jones, Kelly, David, Tietz, Braugler, Buchanan, Morris, Wineke, Rinard, Reese, Morse, Lund, Nass, Payne, Kutz, Hanneman, Schroeder, Mode, Kannard, Poulson, Jaekel, Edwards, Foelker, Zentner, Borland, Schultz, Babcock, Christensen), Noes 0, Absent 2 (Counsell, Hartz).

**Braugler introduced Resolution No. 2014-61.**

Executive Summary

The Human Resources Committee has discussed the issue of pay compression within the Sheriff's Department, in particular, between Sergeant and Deputy pay. At the July 15, 2014 HR Committee meeting, Carlson Dettmann Associates presented its analysis of pay compression within the Sheriff's Department. The determination was that presently there is not a pay compression issue when evaluating annual salaries. However, with the pay raises established for 2014, 2015 and 2016 that were negotiated for deputies and detectives, wage compression between sergeants and deputies/detectives may occur if the current non-represented pay plan is not adjusted. Therefore, the County Administrator requests, and the HR Committee recommends, a one-time non-cumulative lump sum wage adjustment for non-represented, sworn employees at the rate of 0.96% of their regular base hourly earn-

ings. This one-time adjustment is equal to the adjustment provided to other non-represented (general municipal) employees in 2011, when these employees began contributing to the Wisconsin Retirement System (WRS).

WHEREAS, it has been a regular practice of Jefferson County to review and adjust wages for non-represented employees in order to maintain internal pay equity among county employees, and

WHEREAS, in 2011 a one-time, non-cumulative lump sum wage adjustment for non-represented (general municipal) employees (excluding Sheriff's Department sworn staff and elected officials) of 0.96% of the employees' regular base hourly earnings was provided to off-set newly mandated WRS employee contributions, and

WHEREAS, the Human Resources Committee recommends the same one time, non-cumulative lump sum wage adjustment for non-represented Sheriff's Department sworn staff at the rate of 0.96% of the employees' regular base hourly earnings in 2014, exclusive of shift differential, overtime or other premiums, payable with the final paycheck in 2014.

NOW, THERFORE, BE IT RESOLVED that the Board adopts the recommendation of the Human Resources Committee to make a one-time lump sum payment to non-represented Sheriff's Department Sworn employees of 0.96% as calculated above.

*Fiscal Note: The estimated cost of this proposal is \$15,881.20. This is a budget amendment which requires a two-thirds vote of the entire membership of the County Board (20 votes of the 30 member County Board).*

**Braugler moved that Resolution No. 2014-61 be adopted:** Seconded and carried: Ayes 28 (Jones, Kelly, David, Tietz, Braugler, Buchanan, Morris, Wineke, Rinard, Reese, Morse, Lund, Nass, Payne, Kutz, Hanneman, Schroeder, Mode, Kannard, Poulson, Jaekel, Edwards, Foelker, Zentner, Borland, Schultz, Babcock, Christensen), Noes 0, Absent 2 (Counsell, Hartz).

**Mode, Chair of the Human Services Board, introduced Resolution No. 2014-62.**

Executive Summary

Jefferson County Human Services Department is required by state statute to have a budget and contracts in place with State departments and providers by the end of each year. Jefferson County Human Services Department contracts with several different state agencies, consortiums and in excess of 100 professionals and care providers. 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. The Director or Administrative Services Manager is authorized to sign all other contracts with state agencies, consortiums, and pursuant to § 46.23(6m)(c), Stats., all professional services/care provider contracts as approved by the Human Services Board throughout the year.

WHEREAS, the Jefferson County Human Services Department contracts with several different state agencies, consortiums and in excess of 100 professionals and care providers in fulfillment of its statutory duties, and

WHEREAS, the Social Services & Community Programs contracts with the Department of Health Services and the Department of Children and Families, and the Youth Aids Program contracts with the Department of Corrections must be authorized by the County Board, and

WHEREAS, the Human Services Board recommends approval of the Social Services & Community Programs contracts with the Department of Health Services in the anticipated amount of \$3,566,094, the Department of Children and Families in the anticipated amount of \$1,068,542, the AAA Older American Programs in the anticipated amount of \$354,199, the Department of Transportation in the anticipated amount of \$185,118, the Department of Health Services Division of Long Term Care in the anticipated amount of \$499,756 with anticipated federal funds of \$394,787 for the Aging and Disability Resource Center Grant, Wisconsin Home Energy Assistance Program in the anticipated amount \$194,235, and the Youth Aids contract with the Department of Corrections in the anticipated amount of \$734,521, and

WHEREAS, the consortium agreement requires Board approval for the State/Federal Income Maintenance Programs through Southern Consortium in the anticipated amount of \$1,421,602, and

WHEREAS, the Department contracts with numerous professional service providers and care providers, usually on an annual basis, as approved by the Human Services Board,

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 Director or Administrative Services Manager are authorized to sign all other contracts with state agencies, consortiums and pursuant to § 46.23(6m) (c), Stats., all professional services/care provider contracts as approved by the Human Services Board.

*Fiscal Note: State law requires County Board approval of the state contracts set forth above. The contracts have not been reproduced because they total in excess of 100 pages. The contracts are standard state forms which are not subject to negotiation by individual counties. The state human services association, WCHSA, does negotiate the basic agreements on behalf of the counties. The professional/care provider contract list for 2015 is available in the County Clerk's office upon request or on the County's website at [www.jeffersoncountywi.gov](http://www.jeffersoncountywi.gov).*

**Mode moved that Resolution No. 2014-62 be adopted.** Seconded and carried: Ayes 28 (Jones, Kelly, David, Tietz, Braughler, Buchanan, Morris, Wineke, Rinard, Reese, Morse, Lund, Nass, Payne, Kutz, Hanneman, Schroeder, Mode, Kannard, Poulson, Jaeckel, Edwards, Foelker, Zentner, Borland, Schultz, Babcock, Christensen), Noes 0, Absent 2 (Counsell, Hartz).

**Nass, Chair of the Planning & Zoning Committee, introduced the following:**

**REPORT**

**TO THE HONORABLE MEMBERS OF THE  
JEFFERSON COUNTY BOARD OF SUPERVISORS**

The Jefferson County Planning and Zoning Committee, having considered petitions to amend the official zoning map of Jefferson County, filed for public hearing held on October 16 and November 20, 2014, as required by law pursuant to Wisconsin Statutes, notice thereof having been given, and being duly advised of the wishes of the town boards and persons in the areas affected, hereby makes the following recommendations:

**APPROVAL OF PETITIONS R3753A-14, R3755A-14,  
R3757A-14, R3758A-14, R3767A-14, R3769A-14, R3770A-14,  
R3771A-14 AND R3766T-14**

DATED THIS TWENTY-FOURTH DAY OF NOVEMBER 2014

Donald Reese, Secretary

**THE PRIOR MONTH'S AMENDMENTS R3754A-14,  
R3756A-14, R3759A-14, R3760A-14, R3761A-14, R3762A-14,  
R3763A-14, R3764A-14, R3765A-14 ARE EFFECTIVE  
UPON PASSAGE BY COUNTY BOARD, SUBJECT TO WIS.  
STATS. 59.69(5).**

**Nass moved that the report be adopted.** Seconded and carried.

**Nass introduced Ordinance No. 2014-33.**

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

WHEREAS, Petitions R3753A-14, R3755A-14, R3757A-14 and R3758A-14 were referred to the Jefferson County Planning and Zoning Committee for public hearing on October 16, and Petitions R3767A-14, R3769A-14, R3770A-14, R3771A-14 were referred for public hearing on November 20, 2014, 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 to create a 2.2935-acre farm consolidation lot around the home at N6534 CTH N. The site is on PIN 002-0714-1143-000 (30 acres) in the Town of Aztalan. This action is conditioned upon receipt and recording of a final certified survey map, including extraterritorial plat review if necessary. It is further conditioned

upon having a letter from the petitioner indicating that they will be creating a drive from the new fire number to the new home. (R3753A-14 – Dean & Susan Anderson)

Rezone 0.26 acre of PIN 020-0714-0712-000 (19.485 acres) at N6877 Hoopers Mill Lane to add it to the A-3 zoned lot at N6885 Hoopers Mill Lane. This is requested for a new shed site in the Town of Milford. Rezoning is conditioned upon either receipt and recording of a final certified survey map for the expanded lot or a deed transfer document for the additional area. (R3755A-14 – David Messmer/Edwin & Kathleen Messmer Trust property)

Rezone approximately 2.1 acres from PINs 030-0813-1412-002 (37.233 acres) and 030-0813-1413-002 (37.921 acres) to add it to an adjoining A-3 lot at W7877 Kowski Lane in the Town of Waterloo. This action is conditioned upon either receipt and recording of a final certified survey map for the expanded lot or deed transfer document for the additional area. (R3757A-14 – Joshua Davis/Carl & Bonnie Eggert property)

Rezone part of PINs 030-0813-2642-000 (33.867 acres) and 030-0813-2643-001 (2.698 acres) to create a 3-acre farm consolidation lot around the home at N7728 STH 89; to add approximately 1.2 acre to an existing A-3 zone at N7726 STH 89; and to create a 2-acre vacant lot, also on STH 89. The sites are in the Town of Waterloo. This will utilize 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 upon receipt by Zoning of a soil test showing sites for installation of both initial and replacement private sewage systems for the vacant lot, and upon approval and recording of a final certified survey map for the proposal. (R3758A-14 – Burkhard Laas Trust & Jens Laas)

#### **FROM RESIDENTIAL R-2 TO A-1, EXCLUSIVE AGRICULTURAL**

Rezone approximately 0.5 acre of PIN 016-0514-0222-007 (1.5 acres) to allow its inclusion with an adjoining A-1 zoned property. The site is in the Town of Koshkonong, part of N2464 Rock River Road. Rezoning is conditioned upon recording of either a final certified survey map for the enlarged property or a deed transfer document. (R3767A-14 – Don Pettit/D&F Scott Trust property)

#### **FROM A-1, EXCLUSIVE AGRICULTURAL TO A-3, AGRICULTURAL & RURAL RESIDENTIAL AND N, NATURAL RESOURCES**

Create a 5-acre farm consolidation lot at N6689 Newville Road and create a 4-acre rural residential building site adjacent to it, both from PIN 018-0713-0911-000 (45 acres). Rezone 12.6 adjoining acres to Natural Resource from PINs 018-0713-0911-000 (45 acres) and 018-0713-0912-000 (40 acres). These sites are all in the Town of Lake Mills. Conditions of the action call for receipt by Zoning of a soil test for the vacant building site showing area for installation of both initial and replacement private sewage systems, road access approval and approval and recording of a final certified survey map for the lots. (R3769A-14 & R3770A-14 –

Michael Stade)

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

Rezone 0.48 acre of PIN 006-0716-3634-000 (24.609 acres) from A-3 to A-1 to allow a legal transfer to the adjoining property which is zoned A-1. The site is in the Town of Concord near W344 USH 18. Approval is conditioned upon recording of a deed transfer document.(R3771A-14 – HAF Golden Acres LLC/Richard & Jody Herr Trust)

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.

**Nass moved that Ordinance No. 2014-33 be adopted.** Seconded and carried with Kannard and Jaeckel abstaining for possible conflict of interest.

**Nass introduced Ordinance No. 2014-34.**

Executive Summary

As a participant in the national Flood Insurance program, Jefferson County is required to periodically revise its floodplain ordinance and FIRM (Flood Insurance Rate Maps) maps to remain compliant with the FEMA and DNR floodplain program. This enables our citizens to purchase flood insurance, which is a requirement for any property issued a federally backed mortgage and located in a mapped floodplain. It also allows the County to pursue grants from the federal and state governments for our buy-out program.

The most recent adoption of our floodplain ordinance and maps had an effective date of June 1, 2009. The data supporting this flood study and mapping effort was completed before and during the flood event of 2008. As a result, DNR and FEMA decided to revise the work that had just been completed to incorporate new flood data and elevation that were attained during the 2008 event.

On March 26, 2013, the DNR in cooperation with FEMA hosted a Flood Risk Information Open House for Jefferson County residents and local officials. Jefferson County Zoning staff also participated. The proposed preliminary FIRM (Flood Insurance Rate Maps) maps and flood stage maps, Summary of Map Amendments (SOMA), and the Flood Insurance Study Report (FIS), were available for viewing, and DNR and County staff were available for comments or questions.

During the map adoption process, the County and affected property owners were given a chance to comment or appeal the maps. All appeals and comments were received by the Jefferson County Zoning Department and sent in to FEMA together on August 27, 2013. On December 17, 2013, FEMA responded to our comments and appeal of the preliminary maps, which was mainly related to inaccurate line work and matching up the floodplain lines to our 2 foot contours. No changes were accepted or made by FEMA.

On August 20, 2014, County Board Chair Jim Schroeder was notified that Jefferson County had received a letter of Final Determination, dated August 4, 2014, from FEMA, and that Jefferson County must adopt the updated FIRMS and FIS into their floodplain ordinance within six months. As part of this process the DNR also required adoption of new flood storage maps and adoption of the updated Model Floodplain Ordinance with Flood Storage Modifications effective January 1, 2012.

We have received the final maps which have an effective date of February 4, 2015.

In order to complete the ordinance and map adoption process within the six months and meet the effective date of the maps, the Zoning Department will be holding a public hearing on November 20, 2014, with the Zoning Committee making its recommendation on November 24, 2014, and forwarding this ordinance and map adoption request to the County Board for action at its December 9th meeting. This has to be done in December because there is no meeting in January and the process has to be completed by February 4, 2015. Note: Approval of the 16 towns is not required for the adoption of the Floodplain Ordinance or maps.

The main changes to the Floodplain Ordinance are the inclusion of regulation of flood storage areas. This is part of the mapped floodplain where there is naturally occurring flood storage capacity in the local watershed which was used in the calculations of the flood study. The regulation of flood storage also includes a new set of maps depicting where these regulations will apply. The other main change to the FIRM maps is the fact that the 1% chance flood (100 year) has increased in elevation by just under a foot in the Lake Koshkonong/Rock River corridor.

The Zoning Department has hard copies of the final FIRM maps and has also placed links to them on the Zoning's website or at <http://bit.ly/Z3buQY>.

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

Section 1. Jefferson County's Floodplain Ordinance adopted September 13, 2005 (Ord. 2005-24), and last amended March 8, 2011, is hereby repealed and recreated as follows:

**14.1.0 STATUTORY AUTHORIZATION, FINDING OF FACT, STATEMENT OF PURPOSE, TITLE AND GENERAL PROVISIONS**

**14.1.1 STATUTORY AUTHORIZATION**

This ordinance is adopted pursuant to the authorization in ss. 61.35 and 62.23, for villages and cities; 59.69, 59.692, and 59.694 for counties; and the requirements in s. 87.30, Stats.

**14.1.2 FINDING OF FACT**

Uncontrolled development and use of the floodplains and rivers of this municipality would impair the public health, safety, convenience, general welfare and tax base.

**14.1.3 STATEMENT OF PURPOSE**

This ordinance is intended to regulate floodplain development to:

- (1) Protect life, health and property;
- (2) Minimize expenditures of public funds for flood control projects;
- (3) Minimize rescue and relief efforts undertaken at the expense of the taxpayers;
- (4) Minimize business interruptions and other economic disruptions;
- (5) Minimize damage to public facilities in the floodplain;
- (6) Minimize the occurrence of future flood blight areas in the floodplain;
- (7) Discourage the victimization of unwary land and homebuyers;
- (8) Prevent increases in flood heights that could increase flood damage and result in conflicts between property owners; and
- (9) Discourage development in a floodplain if there is any practicable alternative to locate the activity, use or structure outside of the floodplain.

**14.1.4 TITLE**

This ordinance shall be known as the Floodplain Zoning Ordinance for Jefferson County Wisconsin.

**14.1.5 GENERAL PROVISIONS**

(1) **AREAS TO BE REGULATED**

This ordinance regulates all areas that would be covered by the regional flood or base flood as shown on the Flood Insurance Rate Map (FIRM) or other maps approved by DNR. Base flood elevations are derived from the flood profiles in the Flood Insurance Study (FIS) and are shown as AE, A1-30, and AH Zones on the FIRM. Other regulatory zones are displayed as A and AO zones. Regional Flood Elevations (RFE) may be derived from other studies. If more than one map or revision is referenced, the most restrictive information shall apply.

(2) **OFFICIAL MAPS & REVISIONS**

The boundaries of all floodplain districts are designated as A, AE, AH, AO or A1-30 on the maps based on the Flood Insurance Study (FIS) listed below. Any change to the base flood elevations (BFE) or any changes to the boundaries of the floodplain or floodway in the FIS or on the Flood Insurance Rate Map (FIRM) must be reviewed and approved by the DNR and FEMA through the Letter of Map Change process (see s. 14.8.0 *Amendments*) before it is effective. No changes to RFE's on non-FEMA maps shall be effective until approved by the DNR. These maps and revisions are on file in the office of the Jefferson County Planning and Zoning Department, Jefferson County. If more than one map or revision is referenced, the most restrictive information shall apply.

(a) OFFICIAL MAPS: Based on the FIS: (<http://store.msc.fema.gov> **to access the FEMA Map Store**)

1. Flood Insurance Rate Map (FIRM), panel numbers, 55055C0019E, 55055C0066E, 55055C0092E, 55055C0195E, 55055C0210E, 55055C0305E, 55055C0310E, 55055C0407E, 55055C0430E, 55055C0435E, 55055C0460E, dated 06/02/2009.
2. Panel numbers 55055C0017F, 55055C0028F, 55055C0029F, 55055C0033F, 55055C0034F, 55055C0036F, 55055C0037F, 55055C0040F, 55055C0041F, 55055C0042F, 55055C0043F, 55055C0044F, 55055C0053F, 55055C0055F, 55055C0061F, 55055C0063F, 55055C0065F, 55055C0067F, 55055C0068F, 55055C0069F, 55055C0079F, 55055C0083F, 55055C0086F, 55055C0087F, 55055C0088F, 55055C0089F, 55055C0091F, 55055C0093F, 55055C0094F, 55055C0104F, 55055C0108F, 55055C0111F, 55055C0112F, 55055C0113F, 55055C0114F, 55055C0116F, 55055C0118F, 55055C0134F, 55055C0135F, 55055C0142F, 55055C0144F, 55055C0153F, 55055C0154F, 55055C0155F, 55055C0156F, 55055C0157F, 55055C0158F, 55055C0159F, 55055C0161F, 55055C0162F, 55055C0163F, 55055C0167F, 55055C0170F, 55055C0176F, 55055C0177F, 55055C0178F, 55055C0179F, 55055C0181F, 55055C0182F, 55055C0183F, 55055C0184F, 55055C0186F, 55055C0187F, 55055C0188F, 55055C0189F, 55055C0191F, 55055C0193F, 55055C0205F, 55055C0207F, 55055C0215F, 55055C0220F, 55055C0226F, 55055C0227F, 55055C0228F, 55055C0229F, 55055C0231F, 55055C0233F, 55055C0239F, 55055C0240F,

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55055C0402F, 55055C0406F,  
55055C0432F, 55055C0434F,  
55055C0451F, 55055C0452F,  
55055C0453F, 55055C0454F,  
55055C0476F, 55055C0477F,  
dated 02/04/2015, with corresponding  
profiles that are based on the Flood  
Insurance Study (FIS) 55055CV001B  
and 55025CV002B, dated 02/04/2015.  
Approved by: The DNR and FEMA

(b) OFFICIAL MAPS: Based on other studies. Any maps referenced in this section must be approved by the DNR and be more restrictive than those based on the FIS at the site of the proposed development.

1. Lake Ripley floodplain delineation prepared for the Lake Ripley Management District, dated October 3, 2008, prepared by Montgomery Associates.
2. Deer Creek floodplain analysis for Jason Dey property, dated September 4, 2008, prepared by Montgomery Associates.
3. Rock Creek floodplain analysis for the Hooper's Dam Mill Building, dated October 15, 2007, prepared by RSV Engineering,

Inc.

4. Carlin Dam Analysis for reconstruction of Carlin Dam, dated November 26, 2008, prepared by STS.
5. STH 26 Watertown Bypass and Frontage Road for the Wisconsin Department of Transportation Project 1390-04-02, dated October 29, 2008, prepared by the Wisconsin Department of Transportation. [am. 04/21/09, Ord. 2009-1]
6. Carlin Dam (Upper Spring Lake) a) Floodway map dated 11/19/09 and titled "Carlin Dam – Condition 1. Dam In-Place, Dam Failure Inundation Map"; b) Flood profile dated 09/17/09 and titled "Scuppernong Plan: 1) Condition 1. Scuppernong Carlin Dam", and c) Floodway data table dated 11/19/09 and titled "Carlin Dam – Condition 1. Dam In-Place, Dam Failure Inundation Map. HEC-RAS Standard Output Table"
7. Dam Failure Analysis and Assessment – Blue Spring Lake, dated June 5, 2012, prepared by General Engineering Co. (GEC)
8. Town of Palmyra on Spring Creek for S&R Egg Farms, dated 09/02/2011, prepared by Hayes Engineering Co. S.C.
9. Golden Lake LOMR with modified BFE dated 4-12-10, effective 9/3/10 (Case #10-05-0806P)
10. Jefferson County Flood Storage Map, Panel number 1-13, dated February 4, 2015
11. Whitewater Dam Failure Analysis-Old Stone Mill Hydraulic Shadow, dated November 11, 2013

Approved by: The DNR

(3) ESTABLISHMENT OF FLOODPLAIN ZONING DISTRICTS

The regional floodplain areas are divided into four districts as follows:

- (a) The Floodway District (FW), is the channel of a river or stream and those portions of the floodplain adjoining the channel required to carry the regional floodwaters and are contained within AE Zones as shown on the FIRM.
- (b) The Floodfringe District (FF) is that portion between the regional flood limits and the floodway and displayed as AE Zones on the FIRM.
- (c) The General Floodplain District (GFP) is those areas that may be covered by floodwater during the regional flood and does not have a BFE or floodway boundary determined, including A, AH

and AO zones on the FIRM.

- (d) The Flood Storage District (FSD) is that area of the floodplain where storage of floodwaters is calculated to reduce the regional flood discharge.

(4) LOCATING FLOODPLAIN BOUNDARIES

Discrepancies between boundaries on the official floodplain zoning map and actual field conditions shall be resolved using the criteria in subd (a) or (b) below. If a significant difference exists, the map shall be amended according to s. 14.8.0 *Amendments*. The zoning administrator can rely on a boundary derived from a profile elevation to grant or deny a land use permit, whether or not a map amendment is required. The zoning administrator shall be responsible for documenting actual pre-development field conditions and the basis upon which the district boundary was determined and for initiating any map amendments required under this section. Disputes between the zoning administrator and an applicant over the district boundary line shall be settled according to s. 14.7.3(3) and the criteria in (a) and (b) below. Where the flood profiles are based on established base flood elevations from a FIRM, FEMA must approve any map amendment or revision pursuant to s. 14.8.0 *Amendments*.

- (a) If flood profiles exist, the map scale and the profile elevations shall determine the district boundary. The regional or base flood elevations shall govern if there are any discrepancies.
- (b) Where flood profiles do not exist for projects, the location of the boundary shall be determined by the map scale.

(5) REMOVAL OF LANDS FROM FLOODPLAIN

Compliance with the provisions of this ordinance shall not be grounds for removing land from the floodplain unless it is filled at least two feet above the regional or base flood elevation, the fill is contiguous to land outside the floodplain, and the map is amended pursuant to s. 14.8.0 *Amendments*.

(6) COMPLIANCE

Any development or use within the areas regulated by this ordinance shall be in compliance with the terms of this ordinance, and other applicable local, state, and federal regulations.

(7) MUNICIPALITIES AND STATE AGENCIES REGULATED

Unless specifically exempted by law, all cities, villages, towns, and counties are required to comply with this ordinance and obtain all necessary permits. State agencies are required to comply if s. 13.48(13),

Stats., applies. The construction, reconstruction, maintenance and repair of state highways and bridges by the Wisconsin Department of Transportation are exempt when s. 30.2022, Stats., applies.

(8) ABROGATION AND GREATER RESTRICTIONS

(a) This ordinance supersedes all the provisions of any municipal zoning ordinance enacted under ss. 59.69, 59.692 or 59.694 for counties; s. 62.23 for cities; s. 61.35 for villages; or s. 87.30, Stats., which relate to floodplains. A more restrictive ordinance shall continue in full force and effect to the extent of the greater restrictions, but not otherwise.

(b) This ordinance is not intended to repeal, abrogate or impair any existing deed restrictions, covenants or easements. If this ordinance imposes greater restrictions, the provisions of this ordinance shall prevail.

(9) INTERPRETATION

In their interpretation and application, the provisions of this ordinance are the minimum requirements liberally construed in favor of the governing body and are not a limitation on or repeal of any other powers granted by the Wisconsin Statutes. If a provision of this ordinance, required by ch. NR 116, Wis. Adm. Code, is unclear, the provision shall be interpreted in light of the standards in effect on the date of the adoption of this ordinance or in effect on the date of the most recent text amendment to this ordinance.

(10) WARNING AND DISCLAIMER OF LIABILITY

The flood protection standards in this ordinance are based on engineering experience and research. Larger floods may occur or the flood height may be increased by man made or natural causes. This ordinance does not imply or guarantee that non-floodplain areas or permitted floodplain uses will be free from flooding and flood damages. This ordinance does not create liability on the part of, or a cause of action against, the municipality or any officer or employee thereof for any flood damage that may result from reliance on this ordinance.

(11) SEVERABILITY

Should any portion of this ordinance be declared unconstitutional or invalid by a court of competent jurisdiction, the remainder of this ordinance shall not be affected.

(12) ANNEXED AREAS FOR CITIES AND VILLAGES

The Jefferson County floodplain zoning provisions in effect on the date of annexation shall remain in effect and shall be enforced by the municipality for all annexed areas until the municipality adopts and en-

forces an ordinance which meets the requirements of ch. NR 116, Wis. Adm. Code and 44 CFR 59-72, *National Flood Insurance Program* (NFIP). These annexed lands are described on the municipality's official zoning map. County floodplain zoning provisions are incorporated by reference for the purpose of administering this section and are on file in the office of the municipal zoning administrator. All plats or maps of annexation shall show the regional flood elevation and the floodway location.

**14.2.0 GENERAL STANDARDS APPLICABLE TO ALL FLOODPLAIN DISTRICTS**

The community shall review all permit applications to determine whether proposed building sites will be reasonably safe from flooding. If a proposed building site is in a flood-prone area, all new construction and substantial improvements shall be designed and anchored to prevent flotation, collapse, or lateral movement of the structure resulting from hydrodynamic and hydrostatic loads; be constructed with flood-resistant materials; be constructed to minimize flood damages and to ensure that utility and mechanical equipment is designed and/or located so as to prevent water from entering or accumulating within the equipment during conditions of flooding.

Subdivisions shall be reviewed for compliance with the above standards. All subdivision proposals (including manufactured home parks) shall include regional flood elevation and floodway data for any development that meets the subdivision definition of this ordinance and all other requirements in s. 14.7.1(2). Adequate drainage shall be provided to reduce exposure to flood hazards and all public utilities and facilities, such as sewer, gas, electrical, and water systems are located and constructed to minimize or eliminate flood damages.

**14.2.1 HYDRAULIC AND HYDROLOGIC ANALYSES**

- (1) No floodplain development shall:
  - (a) Obstruct flow, defined as development which blocks the conveyance of floodwaters by itself or with other development, causing any increase in the regional flood height; or
  - (b) Cause any increase in the regional flood height due to floodplain storage area lost.
- (2) The zoning administrator shall deny permits if it is determined the proposed development will obstruct flow or cause any increase in the regional flood height, based on the officially adopted FIRM or other adopted map, unless the provisions of s. 14.8.0 *Amendments* are met.

**14.2.2 WATERCOURSE ALTERATIONS**

No land use permit to alter or relocate a watercourse in a mapped floodplain shall be issued until the local offi-

cial has notified in writing all adjacent municipalities, the Department and FEMA regional offices, and required the applicant to secure all necessary state and federal permits. The standards of s. 14.2.1 must be met and the flood carrying capacity of any altered or relocated watercourse shall be maintained.

As soon as is practicable, but not later than six months after the date of the watercourse alteration or relocation and pursuant to s. 14.8.0 *Amendments*, the community shall apply for a Letter of Map Revision (LOMR) from FEMA. Any such alterations must be reviewed and approved by FEMA and the DNR through the LOMC process.

#### **14.2.3 CHAPTER 30, 31, WIS. STATS., DEVELOPMENT**

Development which requires a permit from the Department, under chs. 30 and 31, Stats., such as docks, piers, wharves, bridges, culverts, dams and navigational aids, may be allowed if the necessary permits are obtained and amendments to the floodplain zoning ordinance are made according to s. 14.8.0 *Amendments*.

#### **14.2.4 PUBLIC OR PRIVATE CAMPGROUNDS**

Public or private campgrounds shall have a low flood damage potential and shall meet the following provisions:

- (1) The campground is approved by the Department of Health Services;
- (2) A land use permit for the campground is issued by the zoning administrator;
- (3) The character of the river system and the campground elevation are such that a 72-hour warning of an impending flood can be given to all campground occupants;
- (4) There is an adequate flood warning procedure for the campground that offers the minimum notice required under this section to all persons in the campground. This procedure shall include a written agreement between the campground owner, the municipal emergency government coordinator and the chief law enforcement official which specifies the flood elevation at which evacuation shall occur, personnel responsible for monitoring flood elevations, types of warning systems to be used and the procedures for notifying at-risk parties, and the methods and personnel responsible for conducting the evacuation;
- (5) This agreement shall be for no more than one calendar year, at which time the agreement shall be reviewed and updated - by the officials identified in sub. (4) - to remain in compliance with all applicable regulations, including those of the state Department of Health Services and all other applicable regulations;
- (6) Only camping units that are fully licensed, if required,

- and ready for highway use are allowed;
- (7) The camping units shall not occupy any site in the campground for more than 180 consecutive days, at which time the camping unit must be removed from the floodplain for a minimum of 24 hours;
  - (8) All camping units that remain on site for more than 30 days shall be issued a limited authorization by the campground operator, a written copy of which is kept on file at the campground. Such authorization shall allow placement of a camping unit for a period not to exceed 180 days and shall ensure compliance with all the provisions of this section;
  - (9) The municipality shall monitor the limited authorizations issued by the campground operator to assure compliance with the terms of this section;
  - (10) All camping units that remain in place for more than 180 consecutive days must meet the applicable requirements in either s. 14.3.0, 14.4.0 or 14.5.0 for the floodplain district in which the structure is located;
  - (11) The campground shall have signs clearly posted at all entrances warning of the flood hazard and the procedures for evacuation when a flood warning is issued; and
  - (12) I service facilities, including but not limited to refuse collection, electrical service, gas lines, propane tanks, sewage systems and wells shall be properly anchored and placed at or floodproofed to the flood protection elevation.

**14.3.0 FLOODWAY DISTRICT (FW)**

**14.3.1 APPLICABILITY**

This section applies to all floodway areas on the floodplain zoning maps and those identified pursuant to s. 14.5.1(4).

**14.3.2 PERMITTED USES**

The following open space uses are allowed in the Floodway District and the floodway areas of the General Floodplain District, if:

- they are not prohibited by any other ordinance;
  - they meet the standards in s. 14.3.3 and 14.3.4; and
  - all permits or certificates have been issued according to s. 14.7.1.
- (1) Agricultural uses, such as: farming, outdoor plant nurseries, horticulture, viticulture and wild crop harvesting.
  - (2) Nonstructural industrial and commercial uses, such as loading areas, parking areas and airport landing strips.
  - (3) Nonstructural recreational uses, such as golf courses, tennis courts, archery ranges, picnic grounds,

boat ramps, swimming areas, parks, wildlife and nature preserves, game farms, fish hatcheries, shooting, trap and skeet activities, hunting and fishing areas and hiking and horseback riding trails, subject to the fill limitations of s. 14.3.3(4).

- (4) Uses or structures accessory to open space uses, or classified as historic structures that comply with ss. 14.3.3 and 14.3.4.
- (5) Extraction of sand, gravel or other materials that comply with s. 14.3.3(4).
- (6) Functionally water dependent uses, such as docks, piers or wharves, dams, flowage areas, culverts, navigational aids and river crossings of transmission lines, and pipelines that comply with chs. 30 and 31, Stats.
- (7) Public utilities, streets and bridges that comply with s. 14.3.3(3).

#### **14.3.3 STANDARDS FOR DEVELOPMENTS IN THE FLOODWAY**

##### **(1) GENERAL**

- (a) Any development in the floodway shall comply with s. 14.2.0 and have a low flood damage potential.
- (b) Applicants shall provide the following data to determine the effects of the proposal according to s. 14.2.1 and 14.7.1 (2)(c):
  1. A cross section elevation view of the proposal, perpendicular to the watercourse, showing if the proposed development will obstruct flow; or
  2. An analysis calculating the effects of this proposal on regional flood height.
- (c) The zoning administrator shall deny the permit application if the project will cause any increase in the flood elevations upstream or downstream, based on the data submitted for subd. (b) above.

##### **(2) STRUCTURES**

Structures accessory to permanent open space uses or functionally dependent on a waterfront location may be allowed by permit if the structures comply with the following criteria:

- (a) Not designed for human habitation, does not have a high flood damage potential and is constructed to minimize flood damage;
- (b) Shall have a minimum of two openings on different walls having a total net area not less than one square inch for every square foot of enclosed area, and the bottom of all such openings being no higher than one foot above grade. The openings shall be equipped with screens, louvers, or other coverings or devices provided

that they permit the automatic entry and exit of floodwaters.

- (c) Must be anchored to resist flotation, collapse, and lateral movement;
  - (d) Mechanical and utility equipment must be elevated or flood proofed to or above the flood protection elevation; and
  - (e) It must not obstruct flow of flood waters or cause any increase in flood levels during the occurrence of the regional flood.
- (3) **PUBLIC UTILITIES, STREETS AND BRIDGES**  
Public utilities, streets and bridges may be allowed by permit, if:
- (a) Adequate floodproofing measures are provided to the flood protection elevation; and
  - (b) Construction meets the development standards of s. 14.2.1.
- (4) **FILLS OR DEPOSITION OF MATERIALS**  
Fills or deposition of materials may be allowed by permit, if:
- (a) The requirements of s. 14.2.1 are met;
  - (b) No material is deposited in navigable waters unless a permit is issued by the Department pursuant to ch. 30, Stats., and a permit pursuant to s. 404 of the Federal Water Pollution Control Act, Amendments of 1972, 33 U.S.C. 1344 has been issued, if applicable, and all other requirements have been met;
  - (c) The fill or other materials will be protected against erosion by riprap, vegetative cover, sheet piling or bulkheading; and
  - (d) The fill is not classified as a solid or hazardous material.

#### **14.3.4 PROHIBITED USES**

All uses not listed as permitted uses in s. 14.3.2 are prohibited, including the following uses:

- (1) Habitable structures, structures with high flood damage potential, or those not associated with permanent open space uses;
- (2) Storing materials that are buoyant, flammable, explosive, injurious to property, water quality, or human, animal, plant, fish or other aquatic life;
- (3) Uses not in harmony with or detrimental to uses permitted in the adjoining districts;
- (4) Any private or public sewage systems, except portable latrines that are removed prior to flooding and systems associated with recreational areas and Department-approved campgrounds that meet the applicable provisions of local ordinances and ch. SPS 383, Wis. Adm. Code;
- (5) Any public or private wells which are used to obtain

potable water, except those for recreational areas that meet the requirements of local ordinances and chs. NR 811 and NR 812, Wis. Adm. Code;

(6) Any solid or hazardous waste disposal sites;

(7) Any wastewater treatment ponds or facilities, except those permitted under s. NR 110.15(3)(b), Wis. Adm. Code; and

(8) Any sanitary sewer or water supply lines, except those to service existing or proposed development located outside the floodway which complies with the regulations for the floodplain area occupied;

(9) Any accessory residential structures.

**14.4.0 FLOODFRINGE DISTRICT (FF)**

**14.4.1 APPLICABILITY**

This section applies to all floodfringe areas shown on the floodplain zoning maps and those identified pursuant to s.14.5.4.

**14.4.2 PERMITTED USES**

Any structure, land use, or development is allowed in the Floodfringe District if the standards in s. 14.4.3 are met, the use is not prohibited by this or any other ordinance or regulation and all permits or certificates specified in s. 14.7.1 have been issued.

**14.4.3 STANDARDS FOR DEVELOPMENT IN THE FLOODFRINGE**

S. 2.1 shall apply in addition to the following requirements according to the use requested. Any existing structure in the floodfringe must meet the requirements of s. 14.6.0 *Nonconforming Uses*;

**(1) RESIDENTIAL USES**

Any structure, including a manufactured home, which is to be newly constructed or moved into the floodfringe, shall meet or exceed the following standards. Any existing structure in the floodfringe must meet the requirements of s. 14.6.0 *Nonconforming Uses*;

(a) The elevation of the lowest floor shall be at or above the flood protection elevation on fill unless the requirements of s. 14.4.3 (1)(b) can be met. The fill shall be one foot or more above the regional flood elevation extending at least 15 feet beyond the limits of the structure.

(b) The basement or crawlway floor may be placed at the regional flood elevation if it is dry flood-proofed to the flood protection elevation. No basement or crawlway floor is allowed below the regional flood elevation;

(c) Contiguous dryland access shall be provided from a structure to land outside of the floodplain, except as provided in subd. (d).

(d) In developments where existing street or sewer

line elevations make compliance with subd. (c) impractical, the municipality may permit new development and substantial improvements where roads are below the regional flood elevation, if:

1. The municipality has written assurance from police, fire and emergency services that rescue and relief will be provided to the structure(s) by wheeled vehicles during a regional flood event; or
2. The municipality has a DNR-approved emergency evacuation plan.

(2) ACCESSORY STRUCTURES OR USES

Accessory structures shall be constructed on fill with the lowest floor at or above the regional flood elevation.

(3) COMMERCIAL USES

Any commercial structure which is erected, altered or moved into the floodfringe shall meet the requirements of s. 14.4.3(1). Subject to the requirements of s. 14.4.3(5), storage yards, surface parking lots and other such uses may be placed at lower elevations if an adequate warning system exists to protect life and property.

(4) MANUFACTURING AND INDUSTRIAL USES

Any manufacturing or industrial structure which is erected, altered or moved into the floodfringe shall have the lowest floor elevated to or above the flood protection elevation or meet the flood-proofing standards in s. 14.7.5. Subject to the requirements of s. 14.4.3(5), storage yards, surface parking lots and other such uses may be placed at lower elevations if an adequate warning system exists to protect life and property.

(5) STORAGE OF MATERIALS

Materials that are buoyant, flammable, explosive, or injurious to property, water quality or human, animal, plant, fish or aquatic life shall be stored at or above the flood protection elevation or floodproofed in compliance with s. 14.7.5. Adequate measures shall be taken to ensure that such materials will not enter the water body during flooding.

(6) PUBLIC UTILITIES, STREETS AND BRIDGES

All utilities, streets and bridges shall be designed to be compatible with comprehensive floodplain development plans; and

- (a) When failure of public utilities, streets and bridges would endanger public health or safety, or where such facilities are deemed essential, construction or repair of such facilities shall only be permitted if they are de-

- signed to comply with s. 14.7.5.
- (b) Minor roads or non-essential utilities may be constructed at lower elevations if they are designed to withstand flood forces to the regional flood elevation.
- (7) SEWAGE SYSTEMS  
All sewage disposal systems shall be designed to minimize or eliminate infiltration of flood water into the system, pursuant to s. 14.7.5(3), to the flood protection elevation and meet the provisions of all local ordinances and ch. SPS 383, Wis. Adm. Code.
- (8) WELLS  
All wells shall be designed to minimize or eliminate infiltration of flood waters into the system, pursuant to s. 14.7.5(3), to the flood protection elevation and shall meet the provisions of chs. NR 811 and NR 812, Wis. Adm. Code.
- (9) SOLID WASTE DISPOSAL SITES  
Disposal of solid or hazardous waste is prohibited in floodfringe areas.
- (10) DEPOSITION OF MATERIALS  
Any deposited material must meet all the provisions of this ordinance.
- (11) MANUFACTURED HOMES
- (a) Owners or operators of all manufactured home parks and subdivisions shall provide adequate surface drainage to minimize flood damage, and prepare, secure approval and file an evacuation plan, indicating vehicular access and escape routes, with local emergency management authorities.
  - (b) In existing manufactured home parks, all new homes, replacement homes on existing pads, and substantially improved homes shall:
    1. have the lowest floor elevated to the flood protection elevation; and
    2. be anchored so they do not float, collapse or move laterally during a flood
  - (c) Outside of existing manufactured home parks, including new manufactured home parks and all single units outside of existing parks, all new, replacement and substantially improved manufactured homes shall meet the residential development standards for the floodfringe in s. 14.4.3(1).
- (12) MOBILE RECREATIONAL VEHICLES  
All mobile recreational vehicles that are on site for 180 consecutive days or more or are not fully licensed and ready for highway use shall meet

the elevation and anchoring requirements in s. 14.4.3 (11)(b) and (c). A mobile recreational vehicle is ready for highway use if it is on its wheels or jacking system, is attached to the site only by quick-disconnect utilities and security devices and has no permanently attached additions.

**14.5.0 OTHER FLOODPLAIN DISTRICTS**

Other floodplain districts may be established under the ordinance and reflected on the floodplain zoning map. These districts may include general floodplain districts and flood storage districts.

**14.5.1 GENERAL FLOODPLAIN DISTRICT (GFP)**

(1) APPLICABILITY

The provisions for this district shall apply to all floodplains mapped as A, AO or AH zones.

(2) PERMITTED USES

Pursuant to s. 14.5.4, it shall be determined whether the proposed use is located within the floodway or floodfringe.

Those uses permitted in the Floodway (s. 14.3.2) and Floodfringe (s. 14.4.2) Districts are allowed within the General Floodplain District, according to the standards of s. 14.5.1(3), provided that all permits or certificates required under s. 14.7.1 have been issued.

(3) STANDARDS FOR DEVELOPMENT

S. 14.3.0 applies to floodway areas, s. 14.4.0 applies to floodfringe areas. The rest of this ordinance applies to either district.

(a) In AO/AH Zones the structure's lowest floor must meet one of the conditions listed below which ever is higher:

1. at or above the flood protection elevation; or
2. two (2) feet above the highest adjacent grade around the structure; or
3. the depth as shown on the FIRM.

(b) In AO/AH zones, provide plans showing adequate drainage paths to guide floodwaters around structures.

(4) DETERMINING FLOODWAY AND FLOODFRINGE LIMITS

Upon receiving an application for development within the general floodplain district, the zoning administrator shall:

(a) Require the applicant to submit two copies of an aerial photograph or a plan which shows the proposed development with respect to the general floodplain district limits, stream channel, and existing floodplain developments, along

with a legal description of the property, fill limits and elevations, building floor elevations and flood proofing measures; and the flood zone as shown on the FIRM.

- (b) Require the applicant to furnish any of the following information deemed necessary by the Department to evaluate the effects of the proposal upon flood height and flood flows, regional flood elevation and to determine floodway boundaries.
  1. A Hydrologic and Hydraulic Study as specified in s. 14.7.1(2)(c).
  2. Plan (surface view) showing elevations or contours of the ground; pertinent structure, fill or storage elevations; size, location and layout of all proposed and existing structures on the site; location and elevations of streets, water supply, and sanitary facilities; soil types and other pertinent information;
  3. Specifications for building construction and materials, floodproofing, filling, dredging, channel improvement, storage, water supply and sanitary facilities.

#### **14.5.2 FLOOD STORAGE DISTRICT**

The flood storage district delineates that portion of the floodplain where storage of floodwaters has been taken into account and is relied upon to reduce the regional flood discharge. The district protects the flood storage areas and assures that any development in the storage areas will not decrease the effective flood storage capacity which would cause higher flood elevations.

(1) APPLICABILITY

The provisions of this section apply to all areas within the Flood Storage District (FSD), as shown on the official floodplain zoning maps.

(2) PERMITTED USES

Any use or development which occurs in a flood storage district must meet the applicable requirements in s. 14.4.3.

(3) STANDARDS FOR DEVELOPMENT IN FLOOD STORAGE DISTRICTS

(a) Development in a flood storage district shall not cause an increase equal or greater than 0.00 of a foot in the height of the regional flood.

(b) No development shall be allowed which removes flood storage volume unless an equal volume of storage as defined by the pre-development ground surface and the regional flood elevation shall be provided in the immediate area of the proposed development to compensate for the volume of storage which is lost,

(compensatory storage). Excavation below the groundwater table is not considered to provide an equal volume of storage.

- (c) If compensatory storage cannot be provided, the area may not be developed unless the entire area zoned as flood storage district – on this waterway – is rezoned to the floodfringe district. This must include a revision to the floodplain study and map done for the waterway to revert to the higher regional flood discharge calculated without floodplain storage, as per s.14.8.0 Amendments of this ordinance.
- (d) No area may be removed from the flood storage district unless it can be shown that the area has been filled to the flood protection elevation and is contiguous to other lands lying outside of the floodplain.

**14.6.0 NONCONFORMING USES**

**14.6.1 GENERAL**

**(1) APPLICABILITY**

If these standards conform with s. 59.69(10), Stats., for counties or s. 62.23(7)(h), Stats., for cities and villages, they shall apply to all modifications or additions to any nonconforming use or structure and to the use of any structure or premises which was lawful before the passage of this ordinance or any amendment thereto.

- (2) The existing lawful use of a structure or its accessory use which is not in conformity with the provisions of this ordinance may continue subject to the following conditions:

- (a) No modifications or additions to a nonconforming use or structure shall be permitted unless they comply with this ordinance. The words “modification” and “addition” include, but are not limited to, any alteration, addition, modification, structural repair, rebuilding or replacement of any such existing use, structure or accessory structure or use. Maintenance is not considered a modification; this includes painting, decorating, paneling and other nonstructural components and the maintenance, repair or replacement of existing private sewage or water supply systems or connections to public utilities. Any costs associated with the repair of a damaged structure are not considered maintenance.

The construction of a deck that does not exceed 200 square feet and that is adjacent to the exterior wall of a principal structure is not an extension, modification or addition. The roof of the structure may extend over a portion of the deck

in order to provide safe ingress and egress to the principal structure.

- (b) If a nonconforming use or the use of a nonconforming structure is discontinued for 12 consecutive months, it is no longer permitted and any future use of the property, and any structure or building thereon, shall conform to the applicable requirements of this ordinance;
- (c) The municipality shall keep a record which lists all nonconforming uses and nonconforming structures, their present equalized assessed value, the cost of all modifications or additions which have been permitted, and the percentage of the structure's total current value those modifications represent;
- (d) No modification or addition to any nonconforming structure or any structure with a nonconforming use, which over the life of the structure would equal or exceed 50% of its present equalized assessed value, shall be allowed unless the entire structure is permanently changed to a conforming structure with a conforming use in compliance with the applicable requirements of this ordinance. Contiguous dry land access must be provided for residential and commercial uses in compliance with s. 14.4.3(1). The costs of elevating the lowest floor of a nonconforming building or a building with a nonconforming use to the flood protection elevation are excluded from the 50% provisions of this paragraph;
- (e) No maintenance to any nonconforming structure or any structure with a nonconforming use, the cost of which would equal or exceed 50% of its present equalized assessed value, shall be allowed unless the entire structure is permanently changed to a conforming structure with a conforming use in compliance with the applicable requirements of this ordinance. Contiguous dry land access must be provided for residential and commercial uses in compliance with s. 14.4.3(1).
- (f) If on a per event basis the total value of the work being done under (d) and (e) equals or exceeds 50% of the present equalized assessed value the work shall not be permitted unless the entire structure is permanently changed to a conforming structure with a conforming use in compliance with the applicable requirements of this ordinance. Contiguous dry land access must be provided for residential and commercial uses in compliance with s. 14.4.3(1).

- (g) Except as provided in subd. (h), if any nonconforming structure or any structure with a nonconforming use is destroyed or is substantially damaged, it cannot be replaced, reconstructed or rebuilt unless the use and the structure meet the current ordinance requirements. A structure is considered substantially damaged if the total cost to restore the structure to its pre-damaged condition equals or exceeds 50% of the structure's present equalized assessed value.
- (h) For nonconforming buildings that are substantially damaged or destroyed by a nonflood disaster, the repair or reconstruction of any such nonconforming building shall be permitted in order to restore it to the size and use in effect prior to the damage event, provided that the minimum federal code requirements below are met and all required permits have been granted prior to the start of construction.
  - 1. Residential Structures
    - a. Shall have the lowest floor, including basement, elevated to or above the base flood elevation using fill, pilings, columns, posts or perimeter walls. Perimeter walls must meet the requirements of s. 14.7.5(2).
    - b. Shall be anchored to prevent flotation, collapse, or lateral movement of the structure resulting from hydrodynamic and hydrostatic loads, including the effects of buoyancy and shall be constructed with methods and materials resistant to flood damage.
    - c. Shall be constructed with electrical, heating, ventilation, plumbing and air conditioning equipment and other service facilities that are designed and/or elevated so as to prevent water from entering or accumulating within the components during conditions of flooding.
    - d. In A Zones, obtain, review and utilize any flood data available from a federal, state or other source.
    - e. In AO Zones with no elevations specified, shall have the lowest floor, including basement, meet the standards in s. 14.5.3(1).
    - f. In AO Zones, shall have adequate drainage paths around structures on slopes to guide floodwaters around

- and away from the structure.
2. Nonresidential Structures
    - a. Shall meet the requirements of s. 14.6.1(2)(h)1a-f.
    - b. Shall either have the lowest floor, including basement, elevated to or above the regional flood elevation; or, together with attendant utility and sanitary facilities, shall meet the standards in s. 14.7.5(1) or (2).
    - c. In AO Zones with no elevations specified, shall have the lowest floor, including basement, meet the standards in s. 14.5.3(1).
  - (3) A nonconforming historic structure may be altered if the alteration will not preclude the structure's continued designation as a historic structure, the alteration will comply with s. 14.3.3(1), flood resistant materials are used, and construction practices and floodproofing methods that comply with s. 14.7.5 are used. Repair or rehabilitation of historic structures shall be exempt from the development standards of s. 14.6.1(2)(h)1 if it is determined that the proposed repair or rehabilitation will not preclude the structure's continued designation as a historic structure and is the minimum necessary to preserve the historic character and design of the structure.

#### **14.6.2 FLOODWAY DISTRICT**

- (1) No modification or addition shall be allowed to any nonconforming structure or any structure with a nonconforming use in the Floodway District, unless such modification or addition:
  - (a) Has been granted a permit or variance which meets all ordinance requirements;
  - (b) Meets the requirements of s. 14.6.1;
  - (c) Shall not increase the obstruction to flood flows or regional flood height;
  - (d) Any addition to the existing structure shall be floodproofed, pursuant to s. 14.7.5, by means other than the use of fill, to the flood protection elevation; and
  - (e) If any part of the foundation below the flood protection elevation is enclosed, the following standards shall apply:
    1. The enclosed area shall be designed by a registered architect or engineer to allow for the efficient entry and exit of flood waters without human intervention. A minimum of two openings must be provided with a minimum net area of at least one square inch for every one square foot of the enclosed

- area. The lowest part of the opening can be no more than 12 inches above the adjacent grade;
  - 2. The parts of the foundation located below the flood protection elevation must be constructed of flood-resistant materials;
  - 3. Mechanical and utility equipment must be elevated or floodproofed to or above the flood protection elevation; and
  - 4. The use must be limited to parking, building access or limited storage.
- (2) No new on site sewage disposal system, or addition to an existing on site sewage disposal system, except where an addition has been ordered by a government agency to correct a hazard to public health, shall be allowed in the Floodway District. Any replacement, repair or maintenance of an existing on site sewage disposal system in a floodway area shall meet the applicable requirements of all municipal ordinances, s. 14.7.5(3) and ch. SPS 383, Wis. Adm. Code.
- (3) No new well or modification to an existing well used to obtain potable water shall be allowed in the Floodway District. Any replacement, repair or maintenance of an existing well in the Floodway District shall meet the applicable requirements of all municipal ordinances, s. 14.7.5(3) and chs. NR 811 and NR 812, Wis. Adm. Code.

**14.6.3 FLOODFRINGE DISTRICT**

- (1) No modification or addition shall be allowed to any nonconforming structure or any structure with a nonconforming use unless such modification or addition has been granted a permit or variance by the municipality, and meets the requirements of s. 14.4.3 except where s. 14.6.3(2) is applicable.
- (2) Where compliance with the provisions of subd. (1) would result in unnecessary hardship and only where the structure will not be used for human habitation or be associated with a high flood damage potential, the Board of Adjustment/Appeals, using the procedures established in s. 14.7.3, may grant a variance from those provisions of subd. (1) for modifications or additions using the criteria listed below. Modifications or additions which are protected to elevations lower than the flood protection elevation may be permitted if:
- (a) No floor is allowed below the regional flood elevation for residential or commercial structures;
  - (b) Human lives are not endangered;
  - (c) Public facilities, such as water or sewer, shall not be installed;

- (d) Flood depths shall not exceed two feet;
  - (e) Flood velocities shall not exceed two feet per second; and
  - (f) The structure shall not be used for storage of materials as described in s. 14.4.3(5).
- (3) All new private sewage disposal systems, or addition to, replacement, repair or maintenance of a private sewage disposal system shall meet all the applicable provisions of all local ordinances, 14.7.5(3) and ch. SPS 383, Wis. Adm. Code.
- (4) All new wells, or addition to, replacement, repair or maintenance of a well shall meet the applicable provisions of this ordinance, s. 14.7.5(3) and ch. NR 811 and NR 812, Wis. Adm. Code.

**14.6.4 FLOOD STORAGE DISTRICT**

No modifications or additions shall be allowed to any nonconforming structure in a flood storage area unless the standards outlined in 14.5.2(3) are met.

**14.7.0 ADMINISTRATION**

Where a zoning administrator, planning agency or a board of adjustment/appeals has already been appointed to administer a zoning ordinance adopted under ss. 59.69, 59.692 or 62.23(7), Stats., these officials shall also administer this ordinance.

**14.7.1 ZONING ADMINISTRATOR**

(1) **DUTIES AND POWERS**

The zoning administrator is authorized to administer this ordinance and shall have the following duties and powers:

- (a) Advise applicants of the ordinance provisions, assist in preparing permit applications and appeals, and assure that the regional flood elevation for the proposed development is shown on all permit applications.
- (b) Issue permits and inspect properties for compliance with provisions of this ordinance and issue certificates of compliance where appropriate.
- (c) Inspect and assess all damaged floodplain structures to determine if substantial damage to the structures has occurred.
- (d) Keep records of all official actions such as:
  - 1. All permits issued, inspections made, and work approved;
  - 2. Documentation of certified lowest floor and regional flood elevations;
  - 3. Floodproofing certificates.
  - 4. Water surface profiles, floodplain zoning maps and ordinances, nonconforming uses and structures including changes, appeals, variances and amendments.
  - 5. All substantial damage assessment reports

for floodplain structures.

6. List of nonconforming structures and uses.
- (e) Submit copies of the following items to the Department Regional office:
    1. Within 10 days of the decision, a copy of any decisions on variances, appeals for map or text interpretations, and map or text amendments;
    2. Copies of case by case analyses and other required information including an annual summary of floodplain zoning actions taken.
    3. Copies of substantial damage assessments performed and all related correspondence concerning the assessments.
  - (f) Investigate, prepare reports, and report violations of this ordinance to the municipal zoning agency and attorney for prosecution. Copies of the reports shall also be sent to the Department Regional office.
  - (g) Submit copies of amendments to the FEMA Regional office.
- (2) LAND USE PERMIT

A land use permit shall be obtained before any new development; repair, modification or addition to an existing structure; or change in the use of a building or structure, including sewer and water facilities, may be initiated. Application to the zoning administrator shall include:

(a) GENERAL INFORMATION

1. Name and address of the applicant, property owner and contractor;
2. Legal description, proposed use, and whether it is new construction or a modification;

(b) SITE DEVELOPMENT PLAN

A site plan drawn to scale shall be submitted with the permit application form and shall contain:

1. Location, dimensions, area and elevation of the lot;
2. Location of the ordinary highwater mark of any abutting navigable waterways;
3. Location of any structures with distances measured from the lot lines and street center lines;
4. Location of any existing or proposed on site sewage systems or private water supply systems;
5. Location and elevation of existing or future access roads;

6. Location of floodplain and floodway limits as determined from the official floodplain zoning maps;
7. The elevation of the lowest floor of proposed buildings and any fill using the vertical datum from the adopted study – either National Geodetic Vertical Datum (NGVD) or North American Vertical Datum (NAVD);
8. Data sufficient to determine the regional flood elevation in NGVD or NAVD at the location of the development and to determine whether or not the requirements of s. 14.3.0 or 14.4.0 are met; and
9. Data to determine if the proposed development will cause an obstruction to flow or an increase in regional flood height or discharge according to s. 14.2.1. This may include any of the information noted in s. 14.3.3(1).

(c) HYDRAULIC AND HYDROLOGIC STUDIES TO ANALYZE DEVELOPMENT

All hydraulic and hydrologic studies shall be completed under the direct supervision of a professional engineer registered in the State. The study contractor shall be responsible for the technical adequacy of the study. All studies shall be reviewed and approved by the Department.

1. Zone A floodplains:
  - a. Hydrology
    - i. The appropriate method shall be based on the standards in ch. NR 116.07(3), Wis. Admin. Code, *Hydrologic Analysis: Determination of Regional Flood Discharge*.
  - b. Hydraulic modeling
 

The regional flood elevation shall be based on the standards in ch. NR 116.07(4), Wis. Admin. Code, *Hydraulic Analysis: Determination of Regional Flood Elevation* and the following:

    - i. determination of the required limits of the hydraulic model shall be based on detailed study information for downstream structures (dam, bridge, culvert) to determine adequate starting WSEL for the study.
    - ii. channel sections must be surveyed.
    - iii. minimum four foot contour data in

- the overbanks shall be used for the development of cross section overbank and floodplain mapping.
- iv. a maximum distance of 500 feet between cross sections is allowed in developed areas with additional intermediate cross sections required at transitions in channel bottom slope including a survey of the channel at each location.
  - v. the most current version of HEC-RAS shall be used.
  - vi. a survey of bridge and culvert openings and the top of road is required at each structure.
  - vii. additional cross sections are required at the downstream and upstream limits of the proposed development and any necessary intermediate locations based on the length of the reach if greater than 500 feet.
  - viii. standard accepted engineering practices shall be used when assigning parameters for the base model such as flow, Manning's N values, expansion and contraction coefficients or effective flow limits. The base model shall be calibrated to past flooding data such as high water marks to determine the reasonableness of the model results. If no historical data is available, adequate justification shall be provided for any parameters outside standard accepted engineering practices.
  - ix. the model must extend past the upstream limit of the difference in the existing and proposed flood profiles in order to provide a tie-in to existing studies. The height difference between the proposed flood profile and the existing study profiles shall be no more than 0.00 feet.
- c. Mapping
- A work map of the reach studied shall be provided, showing all cross section locations, floodway/floodplain limits based on best available topographic

data, geographic limits of the proposed development and whether the proposed development is located in the floodway.

- i. If the proposed development is located outside of the floodway, then it is determined to have no impact on the regional flood elevation.
  - ii. If any part of the proposed development is in the floodway, it must be added to the base model to show the difference between existing and proposed conditions. The study must ensure that all coefficients remain the same as in the existing model, unless adequate justification based on standard accepted engineering practices is provided.
2. Zone AE Floodplains
- a. Hydrology  
If the proposed hydrology will change the existing study, the appropriate method to be used shall be based on ch. NR 116.07(3), Wis. Admin. Code, *Hydrologic Analysis: Determination of Regional Flood Discharge*.
  - b. Hydraulic model  
The regional flood elevation shall be based on the standards in ch. NR 116.07(4), Wis. Admin. Code, *Hydraulic Analysis: Determination of Regional Flood Elevation* and the following:
    - i. Duplicate Effective Model  
The effective model shall be reproduced to ensure correct transference of the model data and to allow integration of the revised data to provide a continuous FIS model upstream and downstream of the revised reach. If data from the effective model is available, models shall be generated that duplicate the FIS profiles and the elevations shown in the Floodway Data Table in the FIS report to within 0.1 foot.
    - ii. Corrected Effective Model.  
The Corrected Effective Model shall not include any man-made physical changes since the effective model date, but shall import

the model into the most current version of HEC-RAS for Department review.

iii. Existing (Pre-Project Conditions) Model.

The Existing Model shall be required to support conclusions about the actual impacts of the project associated with the Revised (Post-Project) Model or to establish more up-to-date models on which to base the Revised (Post-Project) Model.

iv. Revised (Post-Project Conditions) Model.

The Revised (Post-Project Conditions) Model shall incorporate the Existing Model and any proposed changes to the topography caused by the proposed development. This model shall reflect proposed conditions.

v. All changes to the Duplicate Effective Model and subsequent models must be supported by certified topographic information, bridge plans, construction plans and survey notes.

vi. Changes to the hydraulic models shall be limited to the stream reach for which the revision is being requested. Cross sections upstream and downstream of the revised reach shall be identical to those in the effective model and result in water surface elevations and topwidths computed by the revised models matching those in the effective models upstream and downstream of the revised reach as required. The Effective Model shall not be truncated.

c. Mapping

Maps and associated engineering data shall be submitted to the Department for review which meet the following conditions:

i. Consistency between the revised hydraulic models, the revised floodplain and floodway delineations, the revised flood profiles,

- topographic work map, annotated FIRMs and/or Flood Boundary Floodway Maps (FBFMs), construction plans, bridge plans.
- ii. Certified topographic map of suitable scale, contour interval, and a planimetric map showing the applicable items. If a digital version of the map is available, it may be submitted in order that the FIRM may be more easily revised.
  - iii. Annotated FIRM panel showing the revised 1% and 0.2% annual chance floodplains and floodway boundaries.
  - iv. If an annotated FIRM and/or FBFM and digital mapping data (GIS or CADD) are used then all supporting documentation or metadata must be included with the data submission along with the Universal Transverse Mercator (UTM) projection and State Plane Coordinate System in accordance with FEMA mapping specifications.
  - v. The revised floodplain boundaries shall tie into the effective floodplain boundaries.
  - vi. All cross sections from the effective model shall be labeled in accordance with the effective map and a cross section lookup table shall be included to relate to the model input numbering scheme.
  - vii. Both the current and proposed floodways shall be shown on the map.
  - viii. The stream centerline, or profile baseline used to measure stream distances in the model shall be visible on the map.

(d) EXPIRATION

All permits issued under the authority of this ordinance shall expire no more than 180 days after issuance. The permit may be extended for a maximum of 180 days for good and sufficient cause.

(3) CERTIFICATE OF COMPLIANCE

No land shall be occupied or used, and no building which is hereafter constructed, altered, added to, modified, repaired, rebuilt or replaced shall be oc-

cupied until a certificate of compliance is issued by the zoning administrator, except where no permit is required, subject to the following provisions:

- (a) The certificate of compliance shall show that the building or premises or part thereof, and the proposed use, conform to the provisions of this ordinance;
- (b) Application for such certificate shall be concurrent with the application for a permit;
- (c) If all ordinance provisions are met, the certificate of compliance shall be issued within 10 days after written notification that the permitted work is completed;
- (d) The applicant shall submit a certification signed by a registered professional engineer, architect or land surveyor that the fill, lowest floor and floodproofing elevations are in compliance with the permit issued. Floodproofing measures also require certification by a registered professional engineer or architect that the requirements of s. 14.7.5 are met.

(4) **OTHER PERMITS**

Prior to obtaining a floodplain development permit the applicant must secure all necessary permits from federal, state, and local agencies, including but not limited to those required by the U.S. Army Corps of Engineers under s. 404 of the Federal Water Pollution Control Act, Amendments of 1972, 33 U.S.C. 1344.

**14.7.2 ZONING AGENCY**

- (1) The Jefferson County Planning and Zoning Committee shall:
  - (a) oversee the functions of the office of the zoning administrator; and
  - (b) review and advise the governing body on all proposed amendments to this ordinance, maps and text.
- (2) The Jefferson County Planning and Zoning Committee shall not:
  - (a) grant variances to the terms of the ordinance in place of action by the Board of Adjustment/ Appeals; or
  - (b) amend the text or zoning maps in place of official action by the governing body.

**14.7.3 BOARD OF ADJUSTMENT/APPEALS**

The Board of Adjustment/Appeals, created under s. 59.694, Stats., for counties or s. 62.23(7)(e), Stats., for cities or villages, is hereby authorized or shall be appointed to act for the purposes of this ordinance. The Board shall exercise the powers conferred by Wisconsin Statutes and adopt rules for the conduct of business. The

zoning administrator shall not be the secretary of the Board.

(1) POWERS AND DUTIES

The Board of Adjustment/Appeals shall:

- (a) Appeals Hear and decide appeals where it is alleged there is an error in any order, requirement, decision or determination made by an administrative official in the enforcement or administration of this ordinance;
- (b) Boundary Disputes Hear and decide disputes concerning the district boundaries shown on the official floodplain zoning map; and
- (c) Variances Hear and decide, upon appeal, variances from the ordinance standards.

(2) APPEALS TO THE BOARD

(a) Appeals to the board may be taken by any person aggrieved, or by any officer or department of the municipality affected by any decision of the zoning administrator or other administrative officer. Such appeal shall be taken within 30 days unless otherwise provided by the rules of the board, by filing with the official whose decision is in question, and with the board, a notice of appeal specifying the reasons for the appeal. The official whose decision is in question shall transmit to the board all records regarding the matter appealed.

(b) NOTICE AND HEARING FOR APPEALS INCLUDING VARIANCES

1. Notice The board shall:

- a. Fix a reasonable time for the hearing;
- b. Publish adequate notice pursuant to Wisconsin Statutes, specifying the date, time, place and subject of the hearing; and
- c. Assure that notice shall be mailed to the parties in interest and the Department Regional office at least 10 days in advance of the hearing.

2. Hearing Any party may appear in person or by agent. The board shall:

- a. Resolve boundary disputes according to s. 14.7.3(3);
- b. Decide variance applications according to s. 14.7.3(4); and
- c. Decide appeals of permit denials according to s. 14.7.4.

(c) DECISION: The final decision regarding the appeal or variance application shall:

- 1. Be made within a reasonable time;
- 2. Be sent to the Department Regional office

within 10 days of the decision;

3. Be a written determination signed by the chairman or secretary of the Board;
4. State the specific facts which are the basis for the Board's decision;
5. Either affirm, reverse, vary or modify the order, requirement, decision or determination appealed, in whole or in part, dismiss the appeal for lack of jurisdiction or grant or deny the variance application; and
6. Include the reasons for granting an appeal, describing the hardship demonstrated by the applicant in the case of a variance, clearly stated in the recorded minutes of the Board proceedings.

(3) BOUNDARY DISPUTES

The following procedure shall be used by the Board in hearing disputes concerning floodplain district boundaries:

- a) If a floodplain district boundary is established by approximate or detailed floodplain studies, the flood elevations or profiles shall prevail in locating the boundary. If none exist, other evidence may be examined;
- (b) The person contesting the boundary location shall be given a reasonable opportunity to present arguments and technical evidence to the Board; and
- (c) If the boundary is incorrectly mapped, the Board should inform the zoning committee or the person contesting the boundary location to petition the governing body for a map amendment according to s. 14.8.0 Amendments.

(4) VARIANCE

- (a) The Board may, upon appeal, grant a variance from the standards of this ordinance if an applicant convincingly demonstrates that:
  1. Literal enforcement of the ordinance will cause unnecessary hardship;
  2. The hardship is due to adoption of the floodplain ordinance and unique property conditions, not common to adjacent lots or premises. In such case the ordinance or map must be amended;
  3. The variance is not contrary to the public interest; and
  4. The variance is consistent with the purpose of this ordinance in s. 14.1.3.
- (b) In addition to the criteria in subd. (a), to qualify for a variance under FEMA regulations, the following criteria must be met:

1. The variance shall not cause any increase in the regional flood elevation;
  2. Variances can only be granted for lots that are less than one-half acre and are contiguous to existing structures constructed below the RFE; and
  3. Variances shall only be granted upon a showing of good and sufficient cause, shall be the minimum relief necessary, shall not cause increased risks to public safety or nuisances, shall not increase costs for rescue and relief efforts and shall not be contrary to the purpose of the ordinance.
- (c) A variance shall not:
1. Grant, extend or increase any use prohibited in the zoning district;
  2. Be granted for a hardship based solely on an economic gain or loss;
  3. Be granted for a hardship which is self created.
  4. Damage the rights or property values of other persons in the area;
  5. Allow actions without the *amendments* to this ordinance or map(s) required in s. 14.8.0 Amendments; and
  6. Allow any alteration of an historic structure, including its use, which would preclude its continued designation as an historic structure.
- (d) When a floodplain variance is granted the Board shall notify the applicant in writing that it may increase risks to life and property and flood insurance premiums could increase up to \$25.00 per \$100.00 of coverage. A copy shall be maintained with the variance record.

**14.7.4 TO REVIEW APPEALS OF PERMIT DENIALS**

- (1) The Zoning Agency (s. 14.7.2) or Board shall review all data related to the appeal. This may include:
  - (a) Permit application data listed in s. 14.7.1(2);
  - (b) Floodway/floodfringe determination data in s. 14.5.1(4);
  - (c) Data listed in s. 14.3.3(1)(b) where the applicant has not submitted this information to the zoning administrator; and
  - (d) Other data submitted with the application, or submitted to the Board with the appeal.
- (2) For appeals of all denied permits the Board shall:
  - (a) Follow the procedures of s. 14.7.3;
  - (b) Consider zoning agency recommendations; and
  - (c) Either uphold the denial or grant the appeal.
- (3) For appeals concerning increases in regional flood

elevation the Board shall:

- (a) Uphold the denial where the Board agrees with the data showing an increase in flood elevation. Increases may only be allowed after amending the flood profile and map and all appropriate legal arrangements are made with all adversely affected property owners as per the requirements of s. 14.8.0 *Amendments*; and
- (b) Grant the appeal where the Board agrees that the data properly demonstrates that the project does not cause an increase provided no other reasons for denial exist.

**14.7.5 FLOODPROOFING STANDARDS FOR NONCONFORMING STRUCTURES OR USES**

- (1) No permit or variance shall be issued for a non-residential structure designed to be watertight below the regional flood elevation until the applicant submits a plan certified by a registered professional engineer or architect that the floodproofing measures will protect the structure or development to the flood protection elevation and submits a FEMA Floodproofing Certificate.
- (2) For a structure designed to allow the entry of floodwaters, no permit or variance shall be issued until the applicant submits a plan either:
  - (a) certified by a registered professional engineer or architect; or
  - (b) meets or exceeds the following standards:
    - 1. a minimum of two openings having a total net area of not less than one square inch for every square foot of enclosed area subject to flooding;
    - 2. the bottom of all openings shall be no higher than one foot above grade; and
    - 3. openings may be equipped with screens, louvers, valves, or other coverings or devices provided that they permit the automatic entry and exit of floodwaters.
- (3) Floodproofing measures shall be designed, as appropriate, to:
  - (a) Withstand flood pressures, depths, velocities, uplift and impact forces and other regional flood factors;
  - (b) Protect structures to the flood protection elevation;
  - (c) Anchor structures to foundations to resist flotation and lateral movement;
  - (d) Minimize or eliminate infiltration of flood waters; and
  - (e) Minimize or eliminate discharges into flood waters.

**14.7.6 PUBLIC INFORMATION**

- (1) Place marks on structures to show the depth of inundation during the regional flood.
- (2) All maps, engineering data and regulations shall be available and widely distributed.
- (3) Real estate transfers should show what floodplain district any real property is in.

**14.8.0 AMENDMENTS**

Obstructions or increases may only be permitted if amendments are made to this ordinance, the official floodplain zoning maps, floodway lines and water surface profiles, in accordance with s. 14.8.1.

- (1) In AE Zones with a mapped floodway, no obstructions or increases shall be permitted unless the applicant receives a Conditional Letter of Map Revision from FEMA and amendments are made to this ordinance, the official floodplain zoning maps, floodway lines and water surface profiles, in accordance with s. 14.8.1. Any such alterations must be reviewed and approved by FEMA and the DNR.
- (2) In A Zones increases equal to or greater than 1.0 foot may only be permitted if the applicant receives a Conditional Letter of Map Revision from FEMA and amendments are made to this ordinance, the official floodplain maps, floodway lines, and water surface profiles, in accordance with s. 14.8.1.

**14.8.1 GENERAL**

The governing body shall change or supplement the floodplain zoning district boundaries and this ordinance in the manner outlined in s. 14.8.2 below. Actions which require an amendment to the ordinance and/ or submittal of a Letter of Map Change (LOMC) include, but are not limited to, the following:

- (1) Any fill or floodway encroachment that obstructs flow causing any increase in the regional flood height;
- (2) Any change to the floodplain boundaries and/or watercourse alterations on the FIRM;
- (3) Any changes to any other officially adopted floodplain maps listed in 14.1.5 (2)(b);
- (4) Any floodplain fill which raises the elevation of the filled area to a height at or above the flood protection elevation and is contiguous to land lying outside the floodplain;
- (5) Correction of discrepancies between the water surface profiles and floodplain maps;
- (6) Any upgrade to a floodplain zoning ordinance text required by s. NR 116.05, Wis. Adm. Code, or otherwise required by law, or for changes by the municipality; and
- (7) All channel relocations and changes to the maps to alter floodway lines or to remove an area from the

floodway or the floodfringe that is based on a base flood elevation from a FIRM requires prior approval by FEMA.

**14.8.2 PROCEDURES**

Ordinance amendments may be made upon petition of any party according to the provisions of s. 62.23, Stats., for cities and villages, or 59.69, Stats., for counties. The petitions shall include all data required by ss. 14.5.1(4) and 14.7.1(2). The Land Use Permit shall not be issued until a Letter of Map Revision is issued by FEMA for the proposed changes.

- (1) The proposed amendment shall be referred to the zoning agency for a public hearing and recommendation to the governing body. The amendment and notice of public hearing shall be submitted to the Department Regional office for review prior to the hearing. The amendment procedure shall comply with the provisions of s. 62.23, Stats., for cities and villages or s. 59.69, Stats., for counties.
- (2) No amendments shall become effective until reviewed and approved by the Department.
- (3) All persons petitioning for a map amendment that obstructs flow causing any increase in the regional flood height, shall obtain flooding easements or other appropriate legal arrangements from all adversely affected property owners and notify local units of government before the amendment can be approved by the governing body.

**14.9.0 ENFORCEMENT AND PENALTIES**

Any violation of the provisions of this ordinance by any person shall be unlawful and shall be referred to the municipal attorney who shall expeditiously prosecute all such violators. A violator shall, upon conviction, forfeit to the municipality a penalty of not less than \$25.00 and not more than \$50.00 (50 dollars), together with a taxable cost of such action. Each day of continued violation shall constitute a separate offense. Every violation of this ordinance is a public nuisance and the creation may be enjoined and the maintenance may be abated by action at suit of the municipality, the state, or any citizen thereof pursuant to s. 87.30, Stats.

**14.10.0 DEFINITIONS**

Unless specifically defined, words and phrases in this ordinance shall have their common law meaning and shall be applied in accordance with their common usage. Words used in the present tense include the future, the singular number includes the plural and the plural number includes the singular. The word "may" is permissive, "shall" is mandatory and is not discretionary.

1. A ZONES – Those areas shown on the Official Floodplain Zoning Map which would be inundated by

- the regional flood. These areas may be numbered or unnumbered A Zones. The A Zones may or may not be reflective of flood profiles, depending on the availability of data for a given area.
2. AH ZONE – See “AREA OF SHALLOW FLOODING”.
  3. AO ZONE – See “AREA OF SHALLOW FLOODING”.
  4. ACCESSORY STRUCTURE OR USE – A facility, structure, building or use which is accessory or incidental to the principal use of a property, structure or building.
  5. ALTERATION – An enhancement, upgrading or substantial change or modifications other than an addition or repair to a dwelling or to electrical, plumbing, heating, ventilating, air conditioning and other systems within a structure.
  6. AREA OF SHALLOW FLOODING – A designated AO, AH, AR/AO, AR/AH, or VO zone on a community’s Flood Insurance Rate Map (FIRM) with a 1 percent or greater annual chance of flooding to an average depth of 1 to 3 feet where a clearly defined channel does not exist, where the path of flooding is unpredictable, and where velocity flood may be evident. Such flooding is characterized by ponding or sheet flow.
  7. BASE FLOOD – Means the flood having a one percent chance of being equaled or exceeded in any given year, as published by FEMA as part of a FIS and depicted on a FIRM.
  8. BASEMENT – Any enclosed area of a building having its floor sub-grade, i.e., below ground level, on all sides.
  9. BUILDING – See STRUCTURE.
  10. BULKHEAD LINE – A geographic line along a reach of navigable water that has been adopted by a municipal ordinance and approved by the Department pursuant to s. 30.11, Stats., and which allows limited filling between this bulkhead line and the original ordinary highwater mark, except where such filling is prohibited by the floodway provisions of this ordinance.
  11. CAMPGROUND – Any parcel of land which is designed, maintained, intended or used for the purpose of providing sites for nonpermanent overnight use by 4 or more camping units, or which is advertised or represented as a camping area.
  12. CAMPING UNIT – Any portable device, no more than 400 square feet in area, used as a temporary shelter, including but not limited to a camping trailer, motor home, bus, van, pick-up truck, or tent that is

- fully licensed, if required, and ready for highway use.
13. CERTIFICATE OF COMPLIANCE – A certification that the construction and the use of land or a building, the elevation of fill or the lowest floor of a structure is in compliance with all of the provisions of this ordinance.
  14. CHANNEL – A natural or artificial watercourse with definite bed and banks to confine and conduct normal flow of water.
  15. CRAWLWAYS or CRAWL SPACE – An enclosed area below the first usable floor of a building, generally less than five feet in height, used for access to plumbing and electrical utilities.
  16. DECK – An unenclosed exterior structure that has no roof or sides, but has a permeable floor which allows the infiltration of precipitation.
  17. DEPARTMENT – The Wisconsin Department of Natural Resources.
  18. DEVELOPMENT – Any artificial change to improved or unimproved real estate, including, but not limited to, the construction of buildings, structures or accessory structures; the construction of additions or alterations to buildings, structures or accessory structures; the repair of any damaged structure or the improvement or renovation of any structure, regardless of percentage of damage or improvement; the placement of buildings or structures; subdivision layout and site preparation; mining, dredging, filling, grading, paving, excavation or drilling operations; the storage, deposition or extraction of materials or equipment; and the installation, repair or removal of public or private sewage disposal systems or water supply facilities.
  19. DRYLAND ACCESS – A vehicular access route which is above the regional flood elevation and which connects land located in the floodplain to land outside the floodplain, such as a road with its surface above regional flood elevation and wide enough for wheeled rescue and relief vehicles.
  20. ENCROACHMENT – Any fill, structure, equipment, use or development in the floodway.
  21. FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) – The federal agency that administers the National Flood Insurance Program.
  22. FLOOD INSURANCE RATE MAP (FIRM) – A map of a community on which the Federal Insurance Administration has delineated both the floodplain and the risk premium zones applicable to the community. This map can only be amended by the Federal Emergency Management Agency.
  23. FLOOD or FLOODING – A general and temporary

condition of partial or complete inundation of normally dry land areas caused by one of the following conditions:

- The overflow or rise of inland waters;
  - The rapid accumulation or runoff of surface waters from any source;
  - The inundation caused by waves or currents of water exceeding anticipated cyclical levels along the shore of Lake Michigan or Lake Superior; or
  - The sudden increase caused by an unusually high water level in a natural body of water, accompanied by a severe storm, or by an unanticipated force of nature, such as a seiche, or by some similarly unusual event.
24. FLOOD FREQUENCY – The probability of a flood occurrence which is determined from statistical analyses. The frequency of a particular flood event is usually expressed as occurring, on the average once in a specified number of years or as a percent (%) chance of occurring in any given year.
  25. FLOODFRINGE – That portion of the floodplain outside of the floodway which is covered by flood waters during the regional flood and associated with standing water rather than flowing water.
  26. FLOOD HAZARD BOUNDARY MAP – A map designating approximate flood hazard areas. Flood hazard areas are designated as unnumbered A Zones and do not contain floodway lines or regional flood elevations. This map forms the basis for both the regulatory and insurance aspects of the National Flood Insurance Program (NFIP) until superseded by a Flood Insurance Study and a Flood Insurance Rate Map.
  27. FLOOD INSURANCE STUDY – A technical engineering examination, evaluation, and determination of the local flood hazard areas. It provides maps designating those areas affected by the regional flood and provides both flood insurance rate zones and base flood elevations and may provide floodway lines. The flood hazard areas are designated as numbered and unnumbered A Zones. Flood Insurance Rate Maps, that accompany the Flood Insurance Study, form the basis for both the regulatory and the insurance aspects of the National Flood Insurance Program.
  28. FLOODPLAIN – Land which has been or may be covered by flood water during the regional flood. It includes the floodway and the floodfringe, and may include other designated floodplain areas for regulatory purposes.

29. FLOODPLAIN ISLAND – A natural geologic land formation within the floodplain that is surrounded, but not covered, by floodwater during the regional flood.
30. FLOODPLAIN MANAGEMENT – Policy and procedures to insure wise use of floodplains, including mapping and engineering, mitigation, education, and administration and enforcement of floodplain regulations.
31. FLOOD PROFILE – A graph or a longitudinal profile line showing the relationship of the water surface elevation of a flood event to locations of land surface elevations along a stream or river.
32. FLOODPROOFING – Any combination of structural provisions, changes or adjustments to properties and structures, water and sanitary facilities and contents of buildings subject to flooding, for the purpose of reducing or eliminating flood damage.
33. FLOOD PROTECTION ELEVATION – An elevation of two feet of freeboard above the water surface profile elevation designated for the regional flood. (Also see: FREEBOARD.)
34. FLOOD STORAGE – Those floodplain areas where storage of floodwaters has been taken into account during analysis in reducing the regional flood discharge.
35. FLOODWAY – The channel of a river or stream and those portions of the floodplain adjoining the channel required to carry the regional flood discharge.
36. FREEBOARD – A safety factor expressed in terms of a specified number of feet above a calculated flood level. Freeboard compensates for any factors that cause flood heights greater than those calculated, including ice jams, debris accumulation, wave action, obstruction of bridge openings and floodways, the effects of watershed urbanization, loss of flood storage areas due to development and aggregation of the river or stream bed.
37. HABITABLE STRUCTURE – Any structure or portion thereof used or designed for human habitation.
38. HEARING NOTICE – Publication or posting meeting the requirements of Ch. 985, Stats. For appeals, a Class 1 notice, published once at least one week (7 days) before the hearing, is required. For all zoning ordinances and amendments, a Class 2 notice, published twice, once each week consecutively, the last at least a week (7 days) before the hearing. Local ordinances or bylaws may require additional notice, exceeding these minimums.
39. HIGH FLOOD DAMAGE POTENTIAL – Damage that could result from flooding that includes any danger to life or health or any significant economic loss

- to a structure or building and its contents.
40. HIGHEST ADJACENT GRADE – The highest natural elevation of the ground surface prior to construction next to the proposed walls of a structure.
  41. HISTORIC STRUCTURE – Any structure that is either:
    - Listed individually in the National Register of Historic Places or preliminarily determined by the Secretary of the Interior as meeting the requirements for individual listing on the National Register;
    - Certified or preliminarily determined by the Secretary of the Interior as contributing to the historical significance of a registered historic district or a district preliminarily determined by the Secretary to qualify as a registered historic district;
    - Individually listed on a state inventory of historic places in states with historic preservation programs which have been approved by the Secretary of the Interior; or
    - Individually listed on a local inventory of historic places in communities with historic preservation programs that have been certified either by an approved state program, as determined by the Secretary of the Interior; or by the Secretary of the Interior in states without approved programs.
  42. INCREASE IN REGIONAL FLOOD HEIGHT – A calculated upward rise in the regional flood elevation greater than 0.00 foot, based on a comparison of existing conditions and proposed conditions which is directly attributable to development in the floodplain but not attributable to manipulation of mathematical variables such as roughness factors, expansion and contraction coefficients and discharge.
  43. LAND USE – Any nonstructural use made of unimproved or improved real estate. (Also see DEVELOPMENT.)
  44. LOWEST ADJACENT GRADE – Elevation of the lowest ground surface that touches any of the exterior walls of a building.
  45. LOWEST FLOOR – The lowest floor of the lowest enclosed area (including basement). An unfinished or flood resistant enclosure, usable solely for parking of vehicles, building access or storage in an area other than a basement area is not considered a building's lowest floor; provided that such enclosure is not built so as to render the structure in violation of the applicable non-elevation design requirements of 44 CFR 60.3.
  46. MAINTENANCE – The act or process of restoring to

- original soundness, including redecorating, refinishing, non structural repairs, or the replacement of existing fixtures, systems or equipment with equivalent fixtures, systems or structures.
47. MANUFACTURED HOME – A structure transportable in one or more sections, which is built on a permanent chassis and is designed to be used with or without a permanent foundation when connected to required utilities. The term “manufactured home” includes a mobile home but does not include a “mobile recreational vehicle.”
  48. MOBILE/MANUFACTURED HOME PARK OR SUBDIVISION – A parcel (or contiguous parcels) of land, divided into two or more manufactured home lots for rent or sale.
  49. MOBILE/MANUFACTURED HOME PARK OR SUBDIVISION, EXISTING – A parcel of land, divided into two or more manufactured home lots for rent or sale, on which the construction of facilities for servicing the lots is completed before the effective date of this ordinance. At a minimum, this would include the installation of utilities, the construction of streets and either final site grading or the pouring of concrete pads.
  50. MOBILE/MANUFACTURED HOME PARK, EXPANSION TO EXISTING – The preparation of additional sites by the construction of facilities for servicing the lots on which the manufactured homes are to be affixed. This includes installation of utilities, construction of streets and either final site grading, or the pouring of concrete pads.
  51. MOBILE RECREATIONAL VEHICLE – A vehicle which is built on a single chassis, 400 square feet or less when measured at the largest horizontal projection, designed to be self-propelled, carried or permanently towable by a licensed, light-duty vehicle, is licensed for highway use if registration is required and is designed primarily not for use as a permanent dwelling, but as temporary living quarters for recreational, camping, travel or seasonal use. Manufactured homes that are towed or carried onto a parcel of land, but do not remain capable of being towed or carried, including park model homes, do not fall within the definition of “mobile recreational vehicles.”
  52. MODEL, CORRECTED EFFECTIVE – A hydraulic engineering model that corrects any errors that occur in the Duplicate Effective Model, adds any additional cross sections to the Duplicate Effective Model, or incorporates more detailed topographic information than that used in the current effective model.
  53. MODEL, DUPLICATE EFFECTIVE – A copy of the

- hydraulic analysis used in the effective FIS and referred to as the effective model.
54. MODEL, EFFECTIVE – The hydraulic engineering model that was used to produce the current effective Flood Insurance Study.
  55. MODEL, EXISTING (PRE-PROJECT) – A modification of the Duplicate Effective Model or Corrected Effective Model to reflect any man made modifications that have occurred within the floodplain since the date of the effective model but prior to the construction of the project for which the revision is being requested. If no modification has occurred since the date of the effective model, then this model would be identical to the Corrected Effective Model or Duplicate Effective Model.
  56. MODEL, REVISED (POST-PROJECT) – A modification of the Existing or Pre-Project Conditions Model, Duplicate Effective Model or Corrected Effective Model to reflect revised or post-project conditions.
  57. MUNICIPALITY or MUNICIPAL – The county, city or village governmental units enacting, administering and enforcing this zoning ordinance.
  58. NAVD or NORTH AMERICAN VERTICAL DATUM – Elevations referenced to mean sea level datum, 1988 adjustment.
  59. NGVD or NATIONAL GEODETIC VERTICAL DATUM – Elevations referenced to mean sea level datum, 1929 adjustment.
  60. NEW CONSTRUCTION – For floodplain management purposes, “new construction” means structures for which the start of construction commenced on or after the effective date of floodplain zoning regulations adopted by this community and includes any subsequent improvements to such structures. For the purpose of determining flood insurance rates, it includes any structures for which the “start of construction” commenced on or after the effective date of an initial FIRM or after December 31, 1974, whichever is later, and includes any subsequent improvements to such structures.
  61. NONCONFORMING STRUCTURE – An existing lawful structure or building which is not in conformity with the dimensional or structural requirements of this ordinance for the area of the floodplain which it occupies. (For example, an existing residential structure in the floodfringe district is a conforming use. However, if the lowest floor is lower than the flood protection elevation, the structure is nonconforming.)
  62. NONCONFORMING USE – An existing lawful use or accessory use of a structure or building which is not

- in conformity with the provisions of this ordinance for the area of the floodplain which it occupies. (Such as a residence in the floodway.)
63. OBSTRUCTION TO FLOW – Any development which blocks the conveyance of floodwaters such that this development alone or together with any future development will cause an increase in regional flood height.
  64. OFFICIAL FLOODPLAIN ZONING MAP – That map, adopted and made part of this ordinance, as described in s. 14.1.5(2), which has been approved by the Department and FEMA.
  65. OPEN SPACE USE – Those uses having a relatively low flood damage potential and not involving structures.
  66. ORDINARY HIGHWATER MARK – The point on the bank or shore up to which the presence and action of surface water is so continuous as to leave a distinctive mark such as by erosion, destruction or prevention of terrestrial vegetation, predominance of aquatic vegetation, or other easily recognized characteristic.
  67. PERSON – An individual, or group of individuals, corporation, partnership, association, municipality or state agency.
  68. PRIVATE SEWAGE SYSTEM – A sewage treatment and disposal system serving one structure with a septic tank and soil absorption field located on the same parcel as the structure. It also means an alternative sewage system approved by the Department of Safety and Professional Services, including a substitute for the septic tank or soil absorption field, a holding tank, a system serving more than one structure or a system located on a different parcel than the structure.
  69. PUBLIC UTILITIES – Those utilities using underground or overhead transmission lines such as electric, telephone and telegraph, and distribution and collection systems such as water, sanitary sewer and storm sewer.
  70. REASONABLY SAFE FROM FLOODING – Means base flood waters will not inundate the land or damage structures to be removed from the floodplain and that any subsurface waters related to the base flood will not damage existing or proposed buildings.
  71. REGIONAL FLOOD – A flood determined to be representative of large floods known to have occurred in Wisconsin. A regional flood is a flood with a one percent chance of being equaled or exceeded in any given year, and if depicted on the FIRM, the RFE is equivalent to the BFE.

72. **START OF CONSTRUCTION** – The date the building permit was issued, provided the actual start of construction, repair, reconstruction, rehabilitation, addition, placement, or other improvement was within 180 days of the permit date. The actual start means either the first placement of permanent construction on a site, such as the pouring of slab or footings, the installation of piles, the construction of columns, or any work beyond initial excavation, or the placement of a manufactured home on a foundation. Permanent construction does not include land preparation, such as clearing, grading and filling, nor does it include the installation of streets and/or walkways, nor does it include excavation for a basement, footings, piers or foundations or the erection of temporary forms, nor does it include the installation on the property of accessory buildings, such as garages or sheds not occupied as dwelling units or not part of the main structure. For an alteration, the actual start of construction means the first alteration of any wall, ceiling, floor or other structural part of a building, whether or not that alteration affects the external dimensions of the building.
73. **STRUCTURE** – Any manmade object with form, shape and utility, either permanently or temporarily attached to, placed upon or set into the ground, stream bed or lake bed, including, but not limited to, roofed and walled buildings, gas or liquid storage tanks, bridges, dams and culverts.
74. **SUBDIVISION** – Has the meaning given in s. 236.02(12), Wis. Stats.
75. **SUBSTANTIAL DAMAGE** – Damage of any origin sustained by a structure, whereby the cost of restoring the structure to its pre-damaged condition would equal or exceed 50 percent of the equalized assessed value of the structure before the damage occurred.
76. **SUBSTANTIAL IMPROVEMENT** – Any repair, reconstruction, rehabilitation, addition or improvement of a building or structure, the cost of which equals or exceeds 50 percent of the equalized assessed value of the structure before the improvement or repair is started. If the structure has sustained substantial damage, any repairs are considered substantial improvement regardless of the work performed. The term does not, however, include either any project for the improvement of a building required to correct existing health, sanitary or safety code violations identified by the building official and that are the minimum necessary to assure safe living conditions; or any alteration of a historic structure provided that the

- alteration will not preclude the structure's continued designation as a historic structure.
77. UNNECESSARY HARDSHIP – Where special conditions affecting a particular property, which were not self created, have made strict conformity with restrictions governing areas, setbacks, frontage, height or density unnecessarily burdensome or unreasonable in light of the purposes of the ordinance.
  78. VARIANCE – An authorization by the board of adjustment or appeals for the construction or maintenance of a building or structure in a manner which is inconsistent with dimensional standards (not uses) contained in the floodplain zoning ordinance.
  79. VIOLATION – The failure of a structure or other development to be fully compliant with the floodplain zoning ordinance. A structure or other development without required permits, lowest floor elevation documentation, floodproofing certificates or required floodway encroachment calculations is presumed to be in violation until such time as that documentation is provided.
  80. WATERSHED – The entire region contributing runoff or surface water to a watercourse or body of water.
  81. WATER SURFACE PROFILE – A graphical representation showing the elevation of the water surface of a watercourse for each position along a reach of river or stream at a certain flood flow. A water surface profile of the regional flood is used in regulating floodplain areas.
  82. WELL – means an excavation opening in the ground made by digging, boring, drilling, driving or other methods, to obtain groundwater regardless of its intended use.
  83. ZONING ADMINISTRATOR – For the purposes of this ordinance, the Director of Planning and Zoning, or designee, is the Zoning Administrator.

Section 2. This ordinance shall be effective on February 4, 2015.

**Nass moved that Ordinance No. 2014-34 be adopted.** Seconded and carried.

**Nass introduced Resolution No. 2014-63.**

Executive Summary

Orthophotography (aerial photography) is used by many county departments on a regular basis to carry out county business. Up to date orthophotography used in conjunction with the county geographic information system (GIS) saves staff time and provides the Planning and Zoning Committee, other county board committees, local municipalities and the general public with information. The City of Watertown had requested the Land Information Office include the area in and around the city in Dodge County

(Area B) in the request for proposal for digital orthophotography acquisition which will be paid for by the City of Watertown. The Land Information Office has evaluated the proposals determined that the proposal submitted by The Sanborn Map Company is not the lowest cost, but is categorically more comprehensive and complete than the lowest cost proposal.

WHEREAS, a request for proposal to acquire orthophotography in the spring of 2015 was published on October 16, 2014, and

WHEREAS, ten proposals were submitted to provide orthophotography services to Jefferson County in the spring of 2015, and

WHEREAS, the responses to the County's Requests for Proposal are as follows:

<u>Company Name</u>	<u>City State</u>	<u>Areas A &amp; B</u>	<u>Area A</u>
Williams Aerial and Mapping, Inc.	South Bend, Indiana	\$34,000	\$31,000
The Sanborn Map Company, Inc.	Colorado Springs, Colorado	\$36,628	\$34,278
Kucera International Inc.	Willoughby, Ohio	\$45,200	\$42,000
Mapping Resource Group	Flagler Beach, Florida	\$47,700	\$40,545
Geophex, Ltd	Raleigh, North Carolina	\$48,754	\$45,319
Aerial Surveys International, LLC	Watkins, Colorado	\$48,810	\$44,245
KBM, Inc.	Grand Forks, North Dakota	\$50,905	\$36,505
ControlCam, LLC	Jacksonville, Florida	\$53,900	\$49,564
Surdex Corporation	Chesterfield, Missouri	\$60,220	\$55,560
Ayers/Quantum	Madison, Wisconsin	\$67,500	\$62,500

AND WHEREAS, the Planning and Zoning Committee agrees with the determination that The Sanborn Map Company proposal is categorically more comprehensive and complete than the lowest cost proposal, and

WHEREAS, Areas A & B include Jefferson County and the Dodge County portions of the City of Watertown and surrounding area. Area A includes Jefferson County only.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors does hereby authorize the Land Information Office to contract with The Sanborn Map Company of Colorado Springs, Colorado, for \$36,628.

*Fiscal Note: The contract total for Area A of \$34,278 is funded in the 2015 budget through the non-tax levy Land Records Modernization account, number 1303.521219. The \$2,350 to fund the additional Area B will be funded by the City of Watertown.*

**Nass moved that Resolution No. 2014-63 be adopted.** Sec-  
 onded and carried: Ayes 28 (Jones, Kelly, David, Tietz, Braughler, Buchanan, Morris, Wineke, Rinard, Reese, Morse, Lund, Nass,

Payne, Kutz, Hanneman, Schroeder, Mode, Kannard, Poulson, Jaeckel, Edwards, Foelker, Zentner, Borland, Schultz, Babcock, Christensen), Noes 0, Absent 2 (Counsell, Hartz).

**Wehmeier, County Administrator, introduced the Medical Examiner appointment.**

On January 14, 2014, through Ordinance No. 2013-21, Jefferson County created the appointed office of Medical Examiner effective January 5, 2015, and by virtue of the authority vested in me by section 59.18(2)(b) of the Wisconsin Statutes I do hereby appoint Nicol Wayd to serve as the Jefferson County Medical Examiner.

**Braugler moved to confirm.** Seconded and carried.

**Wehmeier introduced the following appointment:**

TO THE JEFFERSON COUNTY BOARD OF SUPERVISORS:  
MEMBERS OF THE BOARD:

By virtue of the authority vested in me under Section 59.18 of the Wisconsin Statutes, I do hereby appoint and request your confirmation of the following individual as a member of the designated Commission:

Sheriff's Civil Service Commission:

Lee Leverton, Lake Mills, Wisconsin, to fill an unexpired term ending January 1, 2018.

**Buchanan moved to confirm.** Seconded and carried.

**Public Comment – General.** Steve Nass, Lake Mills, voiced his support on County Board meetings being broadcast.

Supplemental information presented at the December 9, 2014, Jefferson County Board meeting will be available at the County Clerk's office upon request or on the County's website at [www.jeffersoncountywi.gov](http://www.jeffersoncountywi.gov).

**There being no further business, Buchanan moved that the Board adjourn.** Seconded and carried at 8:25 p.m.

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