

AGENDA
JEFFERSON COUNTY BOARD MEETING

Tuesday, June 14, 2011 7:00 p.m.

**Jefferson County Courthouse
320 South Main Street, Room 205
Jefferson, WI 53549**

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **4-H PLEDGE**
4. **ROLL CALL**
5. **CERTIFICATION OF COMPLIANCE WITH OPEN MEETING LAW**
6. **REVIEW OF THE AGENDA**
7. **APPROVAL OF MAY 10, 2011 COUNTY BOARD MINUTES**
8. **COMMUNICATIONS**
 - a. Treasurer's Monthly Report (Addendum to Agenda)
 - b. Memo dated June 9, 2011 from the Jefferson County Finance Director regarding anonymous donation (Page 1)
 - c. Zoning Committee Notice of Public Hearing, June 16, 2011, 7:00 p.m. Rm 205 (Page 2)
9. **SPECIAL ORDER OF BUSINESS**
 - a. Presentation of the Protector Award to John Molinaro and Joe Nehmer by the Rock River Coalition – Suzanne Wade or Scott Taylor
10. **PUBLIC COMMENT**
11. **ANNUAL REPORTS**
 - a. Presiding Judge Koschnick
 - b. Workforce Development – Cindy Bride
 - c. PADA – Amy Venables Oneil
 - d. Health Department – Gail Scott
 - e. Human Services – Kathi Cauley
- COMMITTEE REPORTS / RESOLUTIONS / ORDINANCES**
12. **PLANNING & ZONING COMMITTEE**
 - a. Report – Approval of Petitions (Page 3)
 - b. Ordinance – Amend Zoning Ordinance (Page 4)
13. **ADMINISTRATION & RULES COMMITTEE**
 - a. Resolution – Approve Register of Deeds' record scanning contract (Page 5-6)
 - b. Resolution – Opposing Family Care Program enrollment and expansion caps in the State Budget (Page 7)
 - c. Resolution – Support veteran benefits funding (Page 8)
14. **BOARD OF HEALTH**
 - a. Resolution – Creating a local Child Death Review Team (CDRT) (Page 9)

15. FINANCE COMMITTEE
 - a. Resolution – Approve settlement of worker's compensation claim (Page 10)
 - b. Resolution – Disallowing the claim of Emergency Starting & Towing Est, LLC (Page 11)
16. HUMAN RESOURCES COMMITTEE
 - a. Ordinance – Amend Personnel Ordinance to update Identification Badge Policy to conform with practice; include security protocol; and, create a Nursing Mothers Support Policy in accordance with the Patient Protection and Affordable Care Act (PPACA) (Page 12-16)
 - b. Resolution – Creating one full-time Community Support Professional – Masters (CSP II) position and allowing the option to fill either the newly created CSP II or a vacant full-time Community Support Professional - Bachelors (CSP I) position (Addendum to Agenda)
 - c. Resolution – Creating one full-time Intake/On-Call Worker position and unfunding one vacant full-time Family Resources Division Manager position (Addendum to Agenda)
 - d. Resolution – Creating one Public Health Technician (LPN) to assist the Rock River Free Clinic (Addendum to Agenda)
17. HUMAN SERVICES BOARD
 - a. Resolution – Authorize contracting for supplemental legal assistance for juvenile cases (Page 17)
18. PARKS COMMITTEE
 - a. Resolution – Create Parks Department Endowment Fund (Page 18)
19. SOLID WASTE/AIR QUALITY COMMITTEE
 - a. Resolution – Thanking Thomas Kramp, City of Fort Atkinson Public Works Superintendent, for time donated to Clean Sweep Program (Page 19)
20. UW EXTENSION EDUCATION COMMITTEE
 - a. Resolution – Preservation of the University of Wisconsin System (Page 20-21)
21. APPOINTMENT BY COUNTY ADMINISTRATOR
 - a. Dale Weis to the Zoning Board of Adjustment for a three year term ending July, 2014 (Page 22)
22. APPOINTMENTS BY COUNTY BOARD CHAIRMAN
 - a. Kevin Wiesman to the Sustainability Task Force Steering Committee (Page 23)
 - b. Chief Ray Madison, Adam Bols, Angela Swinehart, and Diana Tatili to the Local Emergency Planning Committee (LEPC) for an indeterminate term (Page 24)
23. ANNOUNCEMENTS
24. ADJOURN

NEXT COUNTY BOARD MEETING, JULY 12, 2011 7:00 P.M. ROOM 205

Jefferson County
Finance Department

David P. Ehlinger, CPA, Finance Director
320 S. Main Street, Room 109
Jefferson, WI 53549-1799
Phone: (920) 674-7142
Fax: (920) 674-7368

Cindy Diestelmann
Jayne Hintzmann
Donna Miller
Tammy Worzalla, CPA

To: County Board members
Other interested parties
From: Dave Ehlinger
Re: Anonymous donation
Date: June 9, 2011

A donation was received on June 6th in the amount of \$2,700 from a person who wishes to remain anonymous. The verbal comments received along with the check were:

- There is no restriction on the use of the funds, other than that they not be used for Economic Development.
- There was no intent for a single department or program to receive the funds.
- It is anticipated that the funds will be spent during the current calendar year.
- The funds are being given to the County in response to Governor Walker's actions.

At their meeting today, the Finance Committee voted to accept the anonymous donation and report the receipt to the County Board.

The funds were deposited into General Revenues, rather than going specifically to any department.

If you have any questions, please feel free to contact me.

Sincerely,

David P. Ehlinger, CPA
Finance Director
Jefferson County

NOTICE OF PUBLIC HEARING

JEFFERSON COUNTY PLANNING AND ZONING COMMITTEE

Steve Nass, Chair; Greg David, Vice-Chair; Don Reese, Secretary; Amy Rinard; Jan Roou

1. **Call to Order**
2. **Roll Call**
3. **Certification of Compliance With Open Meetings Law Requirements**
4. **Review of Agenda**
5. **Public Hearing**

NOTICE IS HEREBY GIVEN that the Jefferson County Planning and Zoning Committee will conduct a public hearing at 7 p.m. on Thursday, June 16, 2011, in Room 205 of the Jefferson County Courthouse, Jefferson, Wisconsin. A hearing will be given to anyone interested in the proposals. **PETITIONERS, OR THEIR REPRESENTATIVES, SHALL BE PRESENT.** Matters to be heard are petitions to amend the zoning ordinance of Jefferson County and applications for conditional use permits. A map of the properties affected may be obtained from the Zoning Department. If you have questions regarding these matters, please contact Zoning at 920-674-7131.

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

3527A-11 – Dan & Lacy Jablonski/Darlene Holz Trust: Rezone 1.125 acres on **Genz Road** in the Town of Ixonia to create a building site from part of PIN 012-0816-1411-000 (37.25 Acres).

3528A-11 – Robyn Saxe/Ralph A Stendel Trust Property: Create a new 6-acre building site on CTH E from part of PIN 012-0816-2932-001 (17.7409 Acres).

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

3529A-11 & 3530A-11 – Marsha Parker: Create a 3-acre building site on **Lundt Road** and an adjoining 5.8-acre Natural Resource zone. Both sites are part of PIN 026-0616-2722-000 (36 Acres) in the Town of Sullivan.

CONDITIONAL USE PERMIT APPLICATIONS

CU1661-11 – Rubidell Resort Condominium Association:

6. **Adjourn**

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator at 920-674-7101 24 hours prior to the meeting so that appropriate arrangements can be made.

**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 19, 2011, 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 3524A-11, 3525A-11 AND 3526A-11

DATED THIS TWENTY-THIRD DAY OF MAY, 2011

Donald Reese, Secretary

**THE EFFECTIVE DATE OF THE PRIOR MONTH'S AMENDMENTS, 3506A-11 & 3523A-11 IS MAY 14,
2011**

Deb Magritz: 06-07-11

06-14-11

Amend Zoning Ordinance

WHEREAS, the Jefferson County Board of Supervisors has heretofore been petitioned to amend the Jefferson County Zoning Ordinance, and

WHEREAS, Petitions 3524A-11, 3525A-11 and 3526A-11 were referred to the Jefferson County Planning and Zoning Committee for public hearing on May 19, 2011, 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 AGRICULTURAL A-1 TO A-3, RURAL RESIDENTIAL

Modify the lot approved in 1996 to include the existing driveway and exclude an area on the north side of the original proposal. The site is at N1104 Pechous Road in the Town of Cold Spring, on PIN 004-0515-2324-000 (34.702 acres). This action is conditioned upon approval and recording of the final certified survey map including extraterritorial plat review, if necessary. Rezoning 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. (3524A-11 – Barry Pechous/Beverly Maier Trust)

Reconfigure the previously approved lot to allow a 1.9972-acre building site near N9404 Fox Road in the Town of Ixonia. The site is part of PIN 012-0816-0431-000 (40 acres) and 012-0816-0434-000 (30.358 acres). Rezoning is conditioned upon receipt by Zoning of a soil test showing sites for installation of both initial and replacement private sewage systems, upon approval and recording of a final certified survey map for the lot, upon installation of the driveway prior to permit issuance, and upon payment of a conversion fee to the State of Wisconsin at a rate of \$870 per acre or portion thereof for rezoning out of the A-1 Agricultural District. 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. (3525A-11 – Richard & Bonita Jaeger)

Rezone to create a 1.95-acre building site near N5512 CTH S in the Town of Lake Mills from part of PIN 018-0713-2723-002 (3.6 acres). This action is 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, upon approval and recording of a final certified survey map for the lot, and upon payment of a conversion fee to the State of Wisconsin at a rate of \$876 per acre or portion thereof for rezoning out of the A-1 Agricultural district. 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. (3526A-11 – Kurt Siegel/Frederick Dettman LE, Tracy Johnston property)

AYES _____
NOES _____
ABSTAIN _____
ABSENT _____

Ordinance Requested By the
Planning and Zoning Committee

06-14-11

Deb Magritz: 6-7-11

Approve Register of Deeds' record scanning contract

WHEREAS, documents recorded or filed in the office of the Register of Deeds are integral to completing real estate transactions within Jefferson County, as well as many other necessary and practical public purposes which would not function if the records were destroyed, and

WHEREAS, creating a digital copy of various types of records currently in the Register of Deeds' office in paper form would serve to protect the interest of the public in the ability to convey property, obtain birth and death certificates, etc., and

WHEREAS, the Register of Deeds has requested proposals from various vendors to scan, hundreds of volumes of documents including grantor/grantee indices, deeds, mortgages and various miscellaneous documents, and

WHEREAS, four potential vendors submitted per image prices for various types of records, and

WHEREAS, a specified amount of various types of records for a total proposal cost of:

US Imaging	\$132,496.54
Source Code	\$104,406.40
River City	\$102,189.40
Integrated	\$149,469.00

AND, WHEREAS, Source Code has a shorter turn around time and more experience working the Register of Deeds' offices in Wisconsin than River City, and as a result, the Register of Deeds and the Administration & Rules Committee both recommend contracting with Source Code given the small estimated differential in price,

NOW, THEREFORE, BE IT RESOLVED that the Register of Deeds is authorized to contract with Source Code for its Disaster Recovery Project in the amount of approximately \$104,406, based on availability of funds.

Fiscal Note: Funding for the project will come from two distinct sources. For the first part, the 2011 budget included a tax levy amount of \$60,000 for data conversion in the Register of Deeds Department under A/C 1001.521295 (Data Conversion). For the second part, current Wisconsin Statutes dictate that a portion of recording/filing fees in the Register of Deeds shall be segregated for projects of this type. Sufficient funds, net of other expenditures, are available within accounts 1308.521295 (Land Information, Public Access) and 1002.521295 (Register of Deeds, Redaction Project).

AYES _____
 NOES _____
 ABSTAIN _____
 ABSENT _____

Requested by
 Administration & Rules Committee

06-14-11

Philip Ristow: 05-31-11; 06-06-11

	Pages Per Book	US Imaging		Source Code		River City		Integrated	
A. Cost per image to Scan & Index books (includes preparation, capture and quality control)									
21 Miscellaneous Volumes Unbound *	640	\$ 0.28	\$ 3,749.76	\$ 0.11	\$ 1,478.40	\$ 0.0760	\$ 1,021.44	\$ 0.20	\$ 2,688.00
6 Miscellaneous Volumes Bound	640	\$ 0.30	\$ 1,140.48	\$ 0.25	\$ 960.00	\$ 0.2615	\$ 1,004.16	\$ 0.35	\$ 1,344.00
44 Grantor/Grantee Indexes Unbound	600	\$ 0.28	\$ 7,365.60	\$ 0.29	\$ 7,524.00	\$ 0.3020	\$ 7,972.80	\$ 0.37	\$ 9,768.00
87 Grantor/Grantee Indexes Bound	600	\$ 0.30	\$ 15,503.40	\$ 0.29	\$ 14,877.00	\$ 0.3020	\$ 15,764.40	\$ 0.37	\$ 19,314.00
16 Grantor/Grantee Indexes Unbound **	600	\$ 0.28	\$ 2,678.40	\$ 0.29	\$ 2,736.00	\$ 0.3020	\$ 2,899.20	\$ 0.95	\$ 9,120.00
116 Deeds	600	\$ 0.30	\$ 20,671.20	\$ 0.29	\$ 19,836.00	\$ 0.2740	\$ 19,070.40	\$ 0.35	\$ 24,360.00
Priority Subtotal			\$ 51,108.84		\$ 47,411.40		\$ 47,732.40		\$ 66,594.00
B. Cost per pickup and delivery									
Miscellaneous Volumes (27)		\$ 200.00		\$ 350.00		included		*\$97.00 per trip	
Grantor/Grantee Indexes (147)		\$ 600.00		\$ 750.00		included			
Deeds (116)		\$ 500.00		\$ 350.00		included			
Delivery Subtotal			\$ 1,300.00		\$ 1,450.00		\$ -		\$ 485.00
to do on-site		\$ 4,500.00							
C. Cost per DVD (CALCULATED BASED ON 10 DVD'S TOTAL)		\$ 12.50	\$ 62.50	\$ 25.00	\$ 125.00	\$ 15.0000	\$ 75.00	\$ 25.00	\$ 125.00
						\$ 10.0000	\$ 50.00		
Priority Grand Total			\$ 55,671.34		\$ 48,986.40		\$ 47,857.40		\$ 67,204.00
178 Mortgage Bound	700	\$ 0.30	\$ 37,006.20	\$ 0.25	\$ 31,150.00	\$ 0.2615	\$ 32,582.90	\$ 0.35	\$ 43,610.00
13 Mortgage Unbound *	600	\$ 0.28	\$ 2,176.20	\$ 0.11	\$ 858.00	\$ 0.2615	\$ 2,039.70	\$ 0.35	\$ 2,730.00
107 Mortgage Unbound *	600	\$ 0.28	\$ 17,911.80	\$ 0.11	\$ 7,062.00	\$ 0.0770	\$ 4,943.40	\$ 0.20	\$ 12,840.00
121 Other Miscellaneous (108)	500	\$ 0.30	\$ 17,968.50	\$ 0.25	\$ 15,125.00	\$ 0.2420	\$ 14,641.00	\$ 0.35	\$ 21,175.00
13 Other Miscellaneous	500	\$	\$ -	\$	\$ -	\$	\$ -	\$ 0.20	\$ 1,300.00
* negative images									
** laminated pages									
Wish List Subtotal			\$ 75,062.70		\$ 54,195.00		\$ 54,207.00		\$ 81,655.00
B. Cost per pickup and delivery									
Mortgage (298)		\$ 1,200.00		\$ 750.00		included			
Other Miscellaneous (121)		\$ 500.00		\$ 350.00		included			
Delivery Subtotal			\$ 1,700.00		\$ 1,100.00		\$ -		\$ 485.00
C. Cost per DVD (CALCULATED BASED ON 10 DVD'S TOTAL)		\$ 12.50	\$ 62.50	\$ 25.00	\$ 125.00	\$ 15.0000	\$ 75.00	\$ 25.00	\$ 125.00
duplicates						\$ 10.0000	\$ 50.00		
Wish List Grand Total			\$ 76,825.20		\$ 55,420.00		\$ 54,332.00		\$ 82,265.00
Grand Total		*	\$ 132,496.54		\$ 104,406.40		\$ 102,189.40		\$ 149,469.00

* difference if done in 2 parts is due to priority would be done in house and wish list would be done at vendor.

RESOLUTION NO. 2011-_____

**Opposing Family Care Program enrollment and expansion caps
in the State Budget**

WHEREAS, Wisconsin has a long history of developing creative and innovative long term care programs as an alternative to nursing homes, and

WHEREAS, Governors Thompson and Doyle, and their respective legislatures, supported the promise of Family Care expansion to people who needed basic care to stay in their homes and communities and not be forced into institutional care, and

WHEREAS, the Family Care Program has relocated many people from nursing homes to more cost effective community settings, and

WHEREAS, the singular promise of Family Care expansion in 2005 was the elimination of the statewide waiting list of over 11,000 (168 in Jefferson County) people of which 156 have been removed and served by Jefferson County with another 91 people still waiting to be served in Jefferson County, and

WHEREAS, Family Care expansion has improved access to 28,885 elderly and disabled participants for long term care to avoid institutional care, of which 891 participants are currently enrolled in Jefferson County, and

WHEREAS, Family Care saves money compared to the standard Medical Assistance Program by reducing acute and primary health care costs as set forth in the Legislative Audit Bureau Report 11-5, April 2011, and

WHEREAS, the long term care effectiveness of the Family Care Program is based on the full enrollment of all eligible participants.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors opposes the Family Care enrollment and expansion caps and encourage our local legislators to vote against this portion of the proposed state budget.

BE IT FURTHER RESOLVED that the Clerk forward copies of this resolution to Governor Walker, Jefferson County's legislative representatives and the Wisconsin Counties Association.

Fiscal Note: None.

AYES _____
NOES _____
ABSTAIN _____
ABSENT _____

Requested by
Administration & Rules Committee

06-14-11

Philip Ristow: 06-07-11

RESOLUTION NO. 2011-_____

Support veteran benefits funding

WHEREAS, Jefferson County veterans receive the majority of their state veteran benefits through the Wisconsin Department of Veteran Affairs (WDVA), and

WHEREAS, the State Veterans Trust Fund (VTF) is WDVA's primary means of financing the multitude of benefits provided to the veterans of Jefferson County, and

WHEREAS, the VTF, started in 1947 with proceeds from a statewide liquor tax, and later funded by periodic infusions of general purpose revenue and proceeds from WDVA loan programs, has steadily decreased in size due to declining interest rates and investment earnings, along with increased demand for programs/services, and

WHEREAS, the cost to provide and administer benefits provided through the VTF is almost entirely funded by proceeds from WDVA loan programs, resulting in a situation whereby the veterans of our state are essentially funding their own benefits and services, and

WHEREAS, the VTF is forecasted to be into a negative cash flow and completely insolvent as early as late FY-2012/early FY-2013, and

WHEREAS, this will result in cessation of vital and in many cases mandated services to our veterans during an unprecedented time of financial need, including Aid to Needy Veterans Grants, Veterans Retraining Grants, Military Funeral Honors Program, County Veteran Service Officer Grant Program, Personal Loan Program, Federal Claims Assistance, VetEd Reimbursement Grants, Aid to Indigent Veterans, Disabled American Veterans Transportation Grant, County Transportation Grant, Veterans Assistance Program, Outreach Programs, State Veteran Cemeteries, and Veteran's Museums, and

WHEREAS, it is only right that our veterans should continue to have the services they have earned and the support they need, particularly in this time of war and economic crisis, to enable them to contribute to Jefferson County's economy as productive, independent citizens.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors fully supports any and all efforts to provide additional state funding to forestall any VTF insolvency within the next biennium, including, but not limited to, the exploration of permanent state funding for WDVA and the veteran programs and benefits that WDVA oversees.

BE IT FURTHER RESOLVED that the Clerk shall forward a copy of this resolution to the Office of Governor Scott Walker, respective State of Wisconsin legislative representatives of Jefferson County, the Wisconsin Counties Association and the Wisconsin Department of Veteran Affairs.

Fiscal Note: Funding from the Veterans Trust Fund helps to pay for many of the programs offered by the Veteran's Office. County funding may be impacted by the loss of \$12,500 annually from this fund.

AYES _____
NOES _____
ABSTAIN _____
ABSENT _____

Requested by
Administration & Rules Committee

06-14-11

Philip Ristow: 06-07-11

RESOLUTION NO. 2011-____

Creating a local Child Death Review Team (CDRT)

WHEREAS, over 400 children per year in Wisconsin between the ages of one month to eighteen years die from causes other than illness, and

WHEREAS, the Wisconsin Departments of Health Services, Justice, and Children and Families jointly recommend the creation of a local Child Death Review Team to help improve understanding of how and why children die; identify the need to influence policies and programs; improve child health, safety and protection; and help prevent other child deaths, and

WHEREAS, a local CDRT should consist of members from the Coroner's office, local law enforcement, Human Services, District Attorney's office, local Health Department and others such as hospital, EMT's, mental health and school districts, and

WHEREAS, the Jefferson County Board of Health has recommended the county Health Department be the lead agency for the local CDRT as part of their compliance with the federal Maternal/Child Health Block Grant, and

WHEREAS, the ultimate goal of the local CDRT is to lead to evidence based action at the community and state level to prevent future child deaths,

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board does hereby establish a Jefferson County Child Death Review Team.

BE IT FURTHER RESOLVED that the Jefferson County Health Department shall be the lead agency to seek representatives from all of the agencies and groups described above to participate in a local CDRT.

Fiscal Note: Other than the expenditure of staff time for some training and meetings, there will be no direct expense related to this program.

AYES _____
 NOES _____
 ABSTAIN _____
 ABSENT _____

Requested by
 Board of Health

06-14-11

Philip Ristow: 05-31-11; 06-06-11
 Gail Scott: 06-07-11

Item 15a

RESOLUTION NO. 2011-____

Approve settlement of worker's compensation claim

WHEREAS, Jefferson County has self-funded its worker's compensation program since the early 1980's, and

WHEREAS, that process involves using a third party administrator to process claims and defend disputed claims, and

WHEREAS, Claim No. 2003-036761 was disputed with a hearing having been scheduled for June 2, 2011, and

WHEREAS, the third party administrator and the attorney defending the claims have recommended settlement in the amount of up to \$48,366.11 including medical bills which forecloses any and all future claims for continuing problems arising from the injury, and

WHEREAS, the Finance Committee recommends settlement in the amount stated including medical bills given the possible exposure and the potential of additional future claims,

NOW, THEREFORE, BE IT RESOLVED that Worker's Compensation Claim No. 2003-036761 shall be settled for a full and final amount of \$48,366.11 including medical bills and all future claims.

Fiscal Note: The settlement amount shall be funded with \$6,680.25 from Worker's Compensation Reserve Account 100.239003 and the balance from the Contingency Fund Acct. 9802.599900. This settlement will need final approval by the Department of Workforce Development. As a budget amendment, 20 affirmative votes are required.

AYES _____

NOES _____

ABSTAIN _____

ABSENT _____

Requested by
Finance Committee

Philip Ristow: 06-07-11

06-14-11

RESOLUTION NO. 2011-_____

Resolution disallowing the claim of Emergency Starting & Towing Est, LLC

WHEREAS, on April 29, 2011, Jefferson County received a claim from Emergency Starting & Towing Est, LLC for alleged damage to claimant's windshield by a stone from a County Highway truck in the area of Highway 16 by Hustisford Road, Town of Ixonia on April 28, 2011, said damage allegedly the result, in part, of negligence of Jefferson County, its agents, officials, officers or employees, and

WHEREAS, the County's insurer recommends disallowance of the claim, on the basis that the County has no liability for this claim,

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

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

AYES _____

NOES _____

ABSTAIN _____

ABSENT _____

Requested by
Finance Committee

06-14-11

Philip C. Ristow: 05-18-11

ORDINANCE NO. 2011-_____

Amend Personnel Ordinance to update Identification Badge Policy to conform with practice; include security protocol; and, create a Nursing Mothers Support Policy in accordance with the Patient Protection and Affordable Care Act (PPACA)

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

Section 1. Section HR0445, Identification Badge Policy, of the Personnel Ordinance is repealed and recreated as follows:

HR0445 IDENTIFICATION BADGE POLICY

- A. **PURPOSE.** The purpose of this policy is to establish a system that provides constant and immediate identification of staff to customers, clients, residents, visitors and other employees. In addition, the system provides a tool for the security of County facilities.
- B. **POLICY.** It is the policy of Jefferson County to issue identification (ID) badge to each employee, volunteer, elected official of the County or State and to all temporary agency and contractor personnel. ID badges must be worn in a highly visible manner while on property owned or under the control of the County. Only the horizontal (landscape) ID badge is authorized. ID badges may not be loaned or otherwise transferred to another individual or department.

This policy applies to all employees regardless of status or classification to include students, volunteers, interns, temporary agency workers and contractor personnel. It will be effective immediately upon passage for the Sheriff's Department and Courthouse employees, and implemented in stages for the remaining employees at other locations.

Sworn Law Enforcement in "plain clothes" shall be required to wear the departmental picture identification badge in a clear plastic holder on the outside of the clothing when present within the courthouse, and will not be required to obtain the County ID badge as described herein.

C. **DEFINITIONS.**

1. **Badge Request Form.** This form is necessary to obtain a new or replacement badge. It requires name, department, and ID Number completed by the employee; verification of reason for badge and payment requirements, as well as verification of identification and badge issuance completed by the Human Resources Department.
2. **Identification Badge.** A plastic card displaying an employee's photograph, name, five-digit ID number and credentials, if applicable. A preferred first name may be used in lieu of the individual's legal first name. No fee or deposit is required for initial issue. Employees who sever their employment with the County must return their ID badge to their department head on their final day of work. The department head will return the badges to the Human Resources Department within 48 hours.

3. **Credentials.** Standard acronyms indicating licensure, registration, certification, or graduate degree required by the employee's position or pertinent to the work performed. Due to space limitations, no more than three acronyms may be listed on an ID badge.
4. **Temporary ID Badge.** A paper card indicating "VISITOR" that expires after 24 hours.
5. **Photo ID 'Office'.** Photo IDs will be taken at the Human Resources Department at the Courthouse. Badge issuing personnel can be reached by calling Extension 8634 or 674-8634.

D. **PROCEDURE.**

1. **OBTAINING BADGES**

- a. **New Employees.** Each individual must present a valid picture I.D. along with the Badge Request Form for identity verification. A Photo I.D. badge will be issued at no cost to the new employee at this time. If the employee is unable to have the permanent badge processed on the first day of employment, a temporary ID badge will be issued until the permanent badge is received.
- b. **Lost/Stolen Badge Replacement.**
 - (1) Any employee who has lost or had stolen their ID badge must go to the County Human Resources Department to get a new Badge Request Form. The individual must pay the actual replacement fee, which includes the applicable sales tax, to the Human Resources Department. Checks shall be made payable to the Jefferson County Treasurer and a receipt will be issued upon request. The individual must have a valid photo ID for identity verification prior to receiving a replacement badge.
 - (2) Any employee who has proof that their badge was stolen, i.e. police report number, will have the replacement fee waived.
- c. **Damaged Badge Replacement.**
 - (1) Due to Normal wear: Any individual who brings a damaged badge to the County Human Resources Department will have the badge replaced at no charge. The individual will need to complete a Badge Request form and follow the replacement/stolen procedure.
 - (2) Due to Negligence: An employee who brings a badge damaged due to negligence will follow the Replacement/Stolen badge procedure, including the replacement fee.
- d. **Change in Name or Credentials.** An employee needing a new badge to reflect a change in name or credentials must complete a new Badge Request Form at the County Human Resources Department and follow the replacement/stolen procedure. There is no charge for this badge reissue.
- e. **Temporary Badges.** Temporary badges are authorized by the Human Resources Department or Courthouse security for short term guests, vendors or visitors, temporary employees for less than 30 days, or employees waiting for their permanent badge.

2. **BADGE DISPLAY.**

- a. Only ID badges approved for use by the County Human Resources Department may be used to comply with this policy.
- b. ID badge holders must wear the ID badge at all times while on property owned or under the control of Jefferson County.
- c. The ID badge is to be clearly visible to someone facing the wearer. The ID badge may be worn attached to a clip, in a clear plastic card holder, on a lanyard or other device leaving the card clearly visible. The ID badge must be worn horizontally so that it can be easily read.
- d. ID badges must be free of decoration. The ID badge holder may display small items such as recognition pins or professional affiliation pins; but, such items must not restrict the view of the ID badge picture, name, department or credentials, or its use as a key or time-keeping card, if applicable.
- e. The plastic ID badge holder may include other cards (e.g. emergency cards, timekeeping card). Such cards may not restrict the view of the ID badge and must not contain a magnetic strip (i.e. credit card) if the Photo ID badge also has a magnetic strip.
- f. Keys or other means of entry into County facilities or areas of security (i.e. computers, filing cabinets, etc) shall not be worn with or attached to the ID badge or lanyard.

3. **SECURITY.**

- a. Employees assigned at a County facility secured by electronic doors shall be issued a proximity ID badge. Employees may be granted access to the Courthouse from 6:30am to 6:30pm, Monday through Friday (excluding Holidays), with the exception of second shift Custodial staff, who will be granted access 2:00pm – midnight, and Department heads, departmental Elected officials, County Board Chair, MIS staff, Courthouse Maintenance staff, and State Court Reporters and District Attorney staff, who may be granted unlimited access. To otherwise obtain access to a secured building, the department head should notify the Human Resources Department in advance with the name(s) of employees authorized to work outside of normal business hours. The Human Resources Director, or designee, will then grant additional access as appropriate.
- b. Employees shall not allow unknown persons to enter the facilities with them. If unknown persons are at the door waiting for entry, employees shall advise them of the hours the County is open to the public. Electronic access control doors shall not be left propped open or unattended at any time. They shall not be tampered with in any manner to bypass security.
- c. In order to prevent unauthorized entrance to a building using an employee's ID badge, employees are responsible for reporting a lost or stolen ID badge immediately to the Human Resources Department. In addition, Department Heads are responsible for notifying Human Resources immediately of an employee's termination.

4. **MONITORING.** Failure to comply with this policy will subject the violator to disciplinary action. Any employee encountering an unknown person without proper identification in a nonpublic area should offer assistance. If the employee has any doubt as to the person's response or demeanor, Security should be notified.

This policy not only serves as assistance to the public but is also a security measure for employees and will be taken seriously. No excuses will be accepted for not wearing the proper ID badge.

Section 2. HR0466, Nursing Mothers Support Policy, shall be created to read as follows:

HR0466 NURSING MOTHERS SUPPORT POLICY. Jefferson County recognizes a mother's responsibility to both her job and her child when she returns to work. Because of the many health benefits associated with breast feeding, more women are electing to continue breast feeding their infants upon return to work. Jefferson County supports this decision and is committed to enabling employees to maintain the breast feeding relationship.

In keeping with this philosophy and in compliance with certain provisions of Section 7 of the Fair Labor Standards Act, Jefferson County will provide space, reasonable break time and support to employees needing to express milk for breast feeding for up to one year after the child's birth and subscribes to the following policy:

- A. **Employees shall be provided a place to breastfeed or express their milk.** Arrangements will be made to provide a place, other than a bathroom, that is shielded from view and free from intrusion from coworkers and the public, and is sanitary for breastfeeding employees to express their milk during work hours. This room ideally will provide an electrical outlet, comfortable chair, and nearby access to running water. Employees may, of course, use their private office area for breastfeeding or milk expression, if they prefer. Employees in need of an appropriate space should contact the Human Resources Department or their supervisor.
- B. **Employees shall be provided flexible breaks to accommodate breastfeeding or milk expression.** A breastfeeding employee shall be provided a flexible schedule for breastfeeding or pumping to provide breastmilk for her child. The time would not exceed normal time allowed for lunch and breaks. For time above and beyond normal lunch and breaks, appropriate accrued time must be used, or the employee may flex their time, with supervisor approval, and can come in a little early or leave a little later to make up the time.
- C. **Employees shall be provided support.**
 1. **A refrigerator will be made available for safe storage of expressed breastmilk, when possible.** Employees may use their own cooler packs to store expressed breastmilk, or may store milk in a designated refrigerator/freezer. Employees should provide their own containers, clearly labeled with name and date. Those using the refrigerator are responsible for keeping it clean. Please contact Human Resources for the location of a refrigerator/freezer that may be available for use.

2. **Employees will be notified about the County's Nursing Mothers Support/Breastfeeding policy.** The company's Nursing Mothers Support policy will be communicated to staff, including methods such as the employee website, bulletin board postings, orientation sessions, etc.
3. **Breastfeeding Information.** Staff members in the County Health Department (X7186) are available to provide information and assistance regarding breast feeding questions and concerns.

Section 3. This ordinance shall be effective after passage and publication as provided by law.

AYES _____

NOES _____

ABSTAIN _____

ABSENT _____

Requested by
Human Resources Committee

06-14-11

Terri Palm-Kostroski: 6-3-11

RESOLUTION NO. 2011-_____

Authorize contracting for supplemental legal assistance for juvenile cases

WHEREAS, in order for children to be eligible for adoption, the rights of biological parents must be terminated in accordance with law, which can be a complicated legal process, and

WHEREAS, Resolution 2010-35 adopted June 8, 2010, authorized contracting with Attorney Henry Plum to provide legal services to terminate parental rights in a number of cases, and

WHEREAS, the amount approved for 2010 was \$87,000 with grant funds to reduce the net cost to \$50,000, and

WHEREAS, the 2010 cost net of grant funds was \$15,514 with several cases still pending, and

WHEREAS, the alternate care savings on the 2 completed cases are estimated at \$109,250 with net legal expenses of \$27,137 for an overall county levy savings of \$82,113, and

WHEREAS, it is desirable to continue this program as grant funds and alternate care savings exceed the legal costs involved,

NOW, THEREFORE, BE IT RESOLVED that the Human Services Director is authorized to continue the contract with Henry Plum for TPR services through July 1, 2012.

Fiscal Note: Savings from budgeted alternate care costs and grant funds should exceed the legal costs incurred.

AYES _____

NOES _____

ABSTAIN _____

ABSENT _____

Requested by
Human Services Board

06-14-11

Philip Ristow: 06-09-11

Item 18a

RESOLUTION NO. 2011-____

Create Parks Department Endowment Fund

WHEREAS, the Natural Resources Foundation (NRF), a private non-profit charitable organization, operates a program to raise money for projects in support of local conservation efforts, and

WHEREAS, the NRF program sets up endowment accounts which provide investment earnings to the named beneficiaries to be used for conservation purposes, and

WHEREAS, creation of a 100% privately funded endowment for the benefit of the Jefferson County Parks Department will serve to promote conservation and reduce the need for tax levy funds to provide maintenance for park lands in the future, and

WHEREAS, the NRF is finalizing a revision of its Agency Agreements that will allow Jefferson County to establish such an endowment without any county financial obligation, and

WHEREAS, the Parks Committee recommends that the County execute an agreement with NRF for a Jefferson County Parks endowment to be fully funded with private donations,

NOW, THEREFORE, BE IT RESOLVED that the County Administrator is authorized to execute an NRF Agency Agreement for the benefit of the Jefferson County Parks Department on the condition that the agreement creates no financial obligation to the County.

Fiscal Note: No county funds will be used for this purpose. After the endowment reaches \$10,000, the Parks Department will receive an expected 5% per year return on the account balance.

AYES _____

NOES _____

ABSTAIN _____

ABSENT _____

Requested by
Parks Committee

06-14-11

Philip Ristow: 06-07-11

RESOLUTION NO. 2011-_____

**Resolution thanking Thomas Kramp, City of Fort Atkinson Public Works Superintendent,
for time donated to Clean Sweep Program**

WHEREAS, from 2009 through 2011 Tom has donated his time to the Jefferson County Clean Sweep Program, and

WHEREAS, this donated time has saved the program an estimated \$425 per event for each of 3 events over the last three years, and

WHEREAS, without Tom's contribution to the Clean Sweep Program, the County would not have been able to collect drugs, electronics, and chemicals at the Public Works Department in Fort Atkinson, and

WHEREAS, Tom worked with Yerges Van Lines who donated a semi-trailer to the Fort Atkinson compost site for the collection of electronics, and since the implementation of the electronic recycling site in Fort Atkinson we have collected 87,376 pounds of electronics, and

WHEREAS, we also collected 616 pounds of drugs and 21,984 pounds of household, farm and business chemicals. This is a total of 109,976 pounds of materials or 55 tons diverted from the landfills or water/waste treatment plants and properly disposed of or recycled.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board thanks Thomas Kramp, Superintendent, City of Fort Atkinson Public Works Department for his contribution and donation of time for the last three years to the Jefferson County Clean Sweep Program.

Fiscal Note: Acceptance of this donated time has eliminated an additional cost to the Clean Sweep Program. At \$55 x five hours x 3 events = \$825 and \$150 cost of site for each of the three events = \$450, a total savings of \$1,275 has been realized from the donations.

AYES _____

NOES _____

ABSTAIN _____

ABSENT _____

Requested by
Solid Waste/Air Quality Committee

06-14-11

Sharon Ehrhardt, Program Assistant: 05-16-2011

Resolution on preservation of the University of Wisconsin System

WHEREAS, Governor Walker's 2011-2013 proposed budget provides for major cuts to all institutions in the University of Wisconsin (UW) System, but allows for increased management flexibilities only for UW-Madison, and further separates UW-Madison from all other UW System institutions through creation of a new UW-Madison public authority, and

WHEREAS, UW-Extension is closely tied not only to UW-Madison, but with all the UW two and four year institutions around the state, and

WHEREAS, fragmentation of the UW System will diminish UW-Extension's ability to make available the vast stores of knowledge and expertise possessed by UW System faculty and staff through UW-Extension's partnerships with 26 UW System campuses, 72 Wisconsin counties, 3 tribal governments, and other public and private organizations, and

WHEREAS, fragmentation of the UW System will jeopardize the shared research and outreach education activities between UW-Madison and UW-Extension and will eliminate a shared set of policies and procedures which aid research and teaching collaborations between institutions making it easier for information and research to be disseminated and partnerships to take hold, and

WHEREAS, the Jefferson County University Extension Education Committee and the Jefferson County Board of Supervisors believe any action breaking up the UW-System puts at risk a proven and successful approach for delivering quality and effective educational and research resources throughout the state,

NOW, THEREFORE, LET IT BE RESOLVED the Jefferson County University Extension Education Committee and the Jefferson County Board of Supervisors strongly support all UW System institutions working together through a carefully planned structure that preserves the current system or otherwise keeps the system together, which is necessary to continue to improve the fiscal and social well-being of Wisconsin citizens.

BE IT FURTHER RESOLVED a copy of resolution be forwarded to Governor Scott Walker; Senators Scott Fitzgerald and Neal Kedzie; Representatives Andy Jorgensen, Stephen Nass, and Joel Kleefisch; Kevin Reilly, President UW System; Ray Cross, Chancellor, UW-Colleges/UW-Extension; and Rick Klemme, Dean and Director, UW-Extension, Cooperative Extension.

Fiscal Note: No fiscal impact.

AYES _____
 NOES _____
 ABSTAIN _____
 ABSENT _____

Requested by
 University Extension Education Committee

06-14-11

Kathy Eisenmann: 05-09-11



The Wisconsin Idea Partnership

Building a Better UW System

The 2011-13 budget proposed by Governor Scott Walker includes major cuts in funding for all UW System institutions, but provides increased management flexibilities to help only UW-Madison manage those fiscal challenges. The budget separates UW-Madison from other UW System institutions as a stand-alone public authority.

The UW Board of Regents and 13 UW Chancellors have endorsed the Wisconsin Idea Partnership (WIP) as an alternative that provides essential flexibilities to all 26 UW campuses and UW-Extension, while preserving a unified UW System that includes UW-Madison. The Wisconsin Idea Partnership creates a stronger, collaborative UW System that is better prepared to tackle the challenges of the 21st century. Deep budget cuts will affect all UW campuses, all of which need new tools to preserve access, affordability, and educational quality.

The Wisconsin Idea Partnership offers specific new operational flexibilities for all UW System institutions:

Budgeting: Currently, UW campuses are not allowed to move funds from one account to another. State funds are provided in “silos,” and campuses do not have the flexibility to prioritize available funds to address emerging needs. Under WIP, all UW campuses would receive a “block grant” of state funds, with the ability to use those resources for any appropriate university purposes. For example, savings from one area of the budget (utilities, fringe benefits, etc.) could be used to fund core academic operations – something not allowed under current law.

Tuition: Currently, Wisconsin Statutes grant tuition authority to the UW System Board of Regents, but the same laws restrict use of these funds. Tuition rates for Wisconsin undergraduate students are largely pre-determined by the Governor and the Legislature in the budget-setting process. Under WIP, the UW Board of Regents would have authority to set tuition levels for each UW campus, so that all institutions have the ability to meet the needs of students and enhance educational quality by funding efforts to improve student services, boost retention rates, or increase graduation rates.

Human Resources: Currently, titles, pay ranges, pay plans, benefit plans, and other human resources decisions are made by the State and are applied uniformly across all agencies, including the UW System. Under WIP, UW campuses would be recognized for operating in a unique marketplace that competes for specialized talent. WIP provisions would let UW campuses use existing resources to address competitive compensation challenges and provide new authority to approve compensation levels for faculty and academic staff, and the ability to reward performance.

Capital Projects: Currently, capital projects are largely the responsibility of the Department of Administration Division of State Facilities and the State Building Commission. Under WIP, the UW would be allowed to manage building projects in ways that maximize efficiency by (1) adopting practices that more closely mirror the private sector; (2) modernizing project delivery methods; (3) reducing time to completion; (4) acknowledging the role of non-State funds in UW buildings; and (5) increasing statutory thresholds.

Financial Management: Currently, all university funds are deposited into the State Treasury and the UW System does not retain all interest earnings on university resources. Under WIP, more financial control would be extended to UW institutions, allowing them to oversee revenue and interest earnings, retain interest, and remove certain limitations on gift and trust funds. Program revenue funds would be deposited in the local-government pooled investment fund administered by the state Investment Board, but accrued interest would go to UW institutions.

Purchasing: Currently, all UW System institutions must adhere to strict laws and regulations that govern the procurement of goods and services. Under WIP, the UW System would be able to generate savings by participating in higher-education purchasing consortia, would be allowed to exercise control over travel expenditures, and would be able to enter into contracts for materials and services that effectively and efficiently meet the needs of higher education.

Item 21a

**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 Board:

ZONING BOARD OF ADJUSTMENT

- a. Dale Weis, Johnson Creek, WI reappointed to a 3 year term ending July 2014.

AYES _____
NOES _____
ABSTAIN _____
ABSENT _____



JEFFERSON COUNTY BOARD

Jefferson County Courthouse
320 S. Main Street Room 204 A
Jefferson, WI 53549
Telephone (920) 674-8607

JOHN M. MOLINARO
County Board
Chairman

Board Rule 3.05(1)* Appointment to Standing Committee

I, John Molinaro, chairman of the County Board of Supervisors, Jefferson County,
Wisconsin, as the appointing authority for standing committees, hereby appoint
Kevin Wiesmann to Sustainability Task Force ^{STEERING} Committee,
Effective 6/14, 2011.

Dated this 1 day of June, 2011.

A handwritten signature of John Molinaro in black ink, written over a horizontal line.
John Molinaro


Item 22b

JEFFERSON COUNTY

Donna Haugom, Director
Kim Buchholz, Program Assistant



Office of Emergency Management
411 S Center Avenue
Jefferson WI 53549

DATE: May 19, 2011
To: John Molinaro, Chairperson
Jefferson County Board of Supervisors
FROM: Donna Haugom 
SUBJECT: LEPC Membership Request

Due to changes in personnel, the LEPC would appreciate you making a provision for the June, 2011 meeting of the Jefferson County Board of Supervisors to act on the following membership changes:

Remove as members:

Chief Tim Whitham – Johnson Creek Fire Department
Samantha Wellnitz – American Red Cross

Add as LEPC members:

Chief Ray Madison – Helenville Fire Department
Adam Bols – Frontier FS Cooperative
Angela Swinehart – Salvation Army
Diana Tatili – American Red Cross