

AGENDA

***REVISED 12-09-2016**

JEFFERSON COUNTY BOARD MEETING

TUESDAY DECEMBER 13, 2016 7:00 p.m.

**Jefferson County Courthouse
311 S. Center Avenue, Room 205
Jefferson, WI 53549**

1. **CALL TO ORDER**
 2. **ROLL CALL BY COUNTY CLERK**
 3. **PLEDGE OF ALLEGIANCE**
 4. **CERTIFICATION OF COMPLIANCE WITH OPEN MEETINGS LAW**
 5. **APPROVAL OF THE AGENDA**
 6. **APPROVAL OF OCTOBER 25, 2016 AND NOVEMBER 14, 2016 MEETING MINUTES**
 7. **SPECIAL ORDER OF BUSINESS**
 - a. Presentation - Highway Department Winter Maintenance – Liquid Salt Brine – Bill Kern
 - b. Reconsider Ordinance 2016-14– Amending the Historic Sites Preservation Commission and Program Ordinance (Page 1-11)
 - c. Convene into closed session pursuant to section 19.85(1)(e) Wis. Stats., “[D]eliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session” for the purpose of discussing the sale of real property owned by Jefferson County.
 8. **PUBLIC COMMENT**
 9. **COMMUNICATIONS**
 - a. Treasurer's Monthly Report (Addendum to Agenda)
 - b. Appointments by County Board Chair (Page 12)
 - c. Retiree Recognition
 - d. Zoning Committee – Notice of Public Hearing, December 15, 2016 (Page 13-14)
- COMMITTEE REPORTS / RESOLUTIONS / ORDINANCES**
10. **FINANCE COMMITTEE**
 - a. Resolution – Extending Administration Services Contract for Dental Insurance Plan (Page 15)
 - b. Resolution – Purchasing Real Property located at 302/304 South Center Avenue and 210 East Dodge Street in Jefferson, Wisconsin (Page 16)
 - c. Resolution – Amending the Jefferson County Fund Balance Policy (Page 17-21)
 11. **HUMAN RESOURCES COMMITTEE**
 - a. Ordinance – Creating Personnel Ordinance HR0245, Interns, Job Shadowing and Volunteers (Page 22-24)
 - b. Resolution – Ratifying the 2017-2019 Collective Bargaining Agreement with the Jefferson County Law Enforcement Officers Association, Local 102 (Page 25-26)
 - 11.1. **PARKS COMMITTEE**
 - a. Resolution – Stewardship Grant Application for the 5.7 acre addition to the Garman Nature Preserve (Addendum)
 12. **PLANNING AND ZONING COMMITTEE**
 - a. Report – Approval of Petitions (Page 27)
 - b. Ordinance – Amend Zoning Ordinance (Page 28-29)
 13. **APPOINTMENT BY COUNTY ADMINISTRATOR**
 - a. Jim Braughler, Watertown, WI, as County Board Representative, to the Property Assessed Clean Energy (PACE) Commission (Page 30)
- PUBLIC COMMENT** (General)
14. **ADJOURN**

**NEXT COUNTY BOARD MEETING
FEBRUARY 14, 2017 – 7:00 P.M. - RM 205
NO JANUARY MEETING SCHEDULED**

ORDINANCE NO. 2016-14(R)**Amending the Historic Sites Preservation Commission and Program Ordinance**Executive Summary

The Certified Local Government Program is administered by the National Park Service and is administered in Wisconsin by the Wisconsin Historical Society. The Certified Local Government program recognizes local historic preservation commissions, such as Jefferson County's, that enforce their local historic preservation ordinance. In return, the National Park Service provides access to federal historic preservation monies in the form of grants that only Certified Local Governments may apply for. To date, Jefferson County has received \$93,000 in Certified Local Government grants to conduct historic preservation projects in the County. For Jefferson County to participate in the Certified Local Government Program, the County's ordinance must be consistent with Wisconsin Act 176. This Act provides an appeal process allowing an owner of property that is affected by a decision of the Historic Sites Preservation Commission to appeal the decision to the Jefferson County Board of Supervisors. The Board may overturn a decision of the Commission by majority vote. Jefferson County's ordinance (Ord. No. 2007-48) does not meet this statutory criterion and therefore does not meet the requirements for continued participation in the Certified Local Government Program in Wisconsin. The proposed amendments to the Jefferson County Historic Sites Preservation Commission and Program Ordinance satisfy the conditions of the Certified Local Government Program and allow Jefferson County to be eligible for Certified Local Government grants. The Historic Sites Preservation Commission met on November 10, 2016, and recommended forwarding this ordinance amendment to the County Board.

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

Section 1. Section 1.02(1)(e) of the Historic Sites Preservation Commission and Program Ordinance is amended as follows:

(e) Historic district is an area designated by the Jefferson County Board of Supervisors on recommendation of the commission, composed of two or more ~~improvement~~ improved parcels that together ~~comprise~~ a district of special character or special historic interest or value as part of the development, heritage or cultural characteristics of the County, state or nation, and which has been designated as a historic district pursuant to the provisions of this chapter.

Section 2. Section 1.02(1)(f) of the Historic Sites Preservation Commission and Program Ordinance is amended as follows:

(f) Historic structure means any improvement which has a special character or special historic interest or value as part of the development, heritage or cultural characteristics of the County, state or nation and which has been designated as a historic structure pursuant to the provisions of this chapter.

Section 3. Section 1.03(2) of the Historic Sites Preservation Commission and Program Ordinance is amended as follows:

(2) The Jefferson County Administrator shall appoint the commissioners subject to confirmation by the Jefferson County Board of Supervisors. Of the initial members so appointed, two shall serve a term of one year, two shall serve a term of two years, and three shall serve a term of three years. Thereafter, the term for each member shall be three years. The Commission shall elect its chair, vice chair and recording secretary on an annual basis.

Section 4. Section 1.05(1)(a)3. of the Historic Sites Preservation Commission and Program Ordinance is amended as follows:

3. As soon as possible after such public hearing, the Commission shall act on the nomination, either approving, modifying and approving, or disapproving of the same. If the nomination is approved, notice of the decision shall be mailed by registered or certified return receipt requested mail to the owner or owners of the structure, site or district considered. This notice shall advise the owner(s) that the Commission's decision will be forwarded to the Jefferson County Board of Supervisors for final approval and shall specify a date not less than thirty (30) days from the date of mailing by which an owner may deliver a written statement to the ~~Commissioner~~ Jefferson County Clerk that such owner ~~declines~~ would like to appeal ~~have~~ having the nominated property so designated. The County Clerk shall notify the County Board of Supervisors of such objection. ~~In the event an owner timely submits such a statement, the Commission shall withdraw the proposed resolution seeking final approval from the County Board. The County Board may overturn a decision of the Commission by majority vote.~~

Section 5. The title of Section 1.09 shall be amended as follows:

1.09 ~~SEPARABILITY.~~ SEVERABILITY.

Section 6. This ordinance shall be effective after passage and publication as provided by law.

Fiscal Note: Amending this ordinance will make Jefferson County eligible for grant funds that would otherwise not be available to the County.

Ayes _____ Noes _____ Abstain _____ Absent _____ Vacant _____

Requested for reconsideration by
County Board Chair Schroeder

12-13-16

J. Blair Ward: 07-27-16; 08-01-16; 08-22-16; 09-30-16; 09-30-16; 11-03-16

Barb Frank: 08-23-16

REVIEWED: Administrator: ; Corp. Counsel: ; Finance Director: BV

ATTACHMENT #1

NOTE: This is Ordinance No. 2016-14 adopted at the November 14, 2016, County Board meeting.

ORDINANCE NO. 2016-14

Amending the Historic Sites Preservation Commission and Program Ordinance

Executive Summary

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Fiscal Note: Amending this ordinance will make Jefferson County eligible for grant funds that would otherwise not be available to the County.

Adopted by the Jefferson County Board of Supervisors this 14th day of November 2016.

s/Jim Schroeder

Jim Schroeder
Chair

ATTEST:

s/Barbara A. Frank

Barbara A. Frank, County Clerk

Published this 21st day of November 2016.

Ayes 14 Noes 11 Abstain 1 Absent 3 Vacant 1

Ayes 14: Jones, Tietz, Wineke, Reese, Morse, Lund, Nass, Payne, R. Kutz, Hanneman, Schroeder, Patrick, Borland, Schultz.

Noes 11: Kelly, David, Braughler, Buchanan, Morris, Rinard, Mode, Kannard, Jaeckel, Foelker, G. Kutz.

Abstain 1: Hartz (voted abstain in error)

Absent 3: Zastrow, Poulson, Smith.

Vacant 1: District 24.

Requested by

Historic Sites Preservation Commission

11-14-16

J. Blair Ward: 07-27-16; 08-01-16; 08-22-16; 09-30-16; 09-30-16; 11-03-16

Barb Frank: 08-23-16

REVIEWED: Administrator: bw; Corp. Counsel: jbw; Finance Director: bl

ATTACHMENT #2

NOTE: This is the complete Historic Sites Preservation Commission and Program Ordinance as of November 14, 2016, with the amendments from the adoption of Ordinance No. 2016-14 shown in red.

HISTORIC SITES PRESERVATION COMMISSION AND PROGRAM

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

Section 1.

1.01 PURPOSE AND INTENT.

(1) It is hereby declared a matter of public policy that the protection, enhancement, perpetuation and use of improvements of special character of special historical interest or value is a public necessity and is required in the interest of health, prosperity, safety and welfare of the people. The purpose of this section is to:

(a) Effect and accomplish the protection, enhancement and perpetuation of such improvements and of districts which represent or reflect elements of the County's cultural, social, economic, political, engineering, anthropological, archaeological and architectural history and prehistory.

(b) Safeguard the County's historic, prehistoric, and cultural heritage, as embodied and reflected in such historic structures, sites and districts.

(c) Stabilize and improve property values.

(d) Foster civic pride in the beauty and noble accomplishments of the past.

(e) Protect and enhance the County's attractions to residents, tourists and visitors, and serve as a support and stimulus to business and industry.

(f) Strengthen the economy of the County.

(g) Promote the use of historic and prehistoric structures, sites and districts for the education, pleasure and welfare of the people of the County.

1.02 DEFINITIONS.

(1) In this section, unless the context clearly requires otherwise:

(a) Commission means the Historic Sites Preservation Commission created under this section.

(b) Commissioner. Any reference to Commissioner herein shall mean the County Zoning Commissioner.

(c) Improvement means any building, structure, place, work of art or other object constituting a physical betterment of real property, or any part of such betterment.

(d) Improvement parcel is the unit of property which includes a physical betterment constituting an improvement and the land embracing the site thereof, and is treated as a single entity for the purposes of levying real estate taxes. Provided, however, that the term "improvement parcel" shall also include any unimproved area of land which is treated as a single entity for such tax purposes.

(e) Historic district is an area designated by the Jefferson County Board of Supervisors on recommendation of the commission, composed of two or more improvement improved parcels that together comprise a district of special character or special historic interest or value as part of the development, heritage or cultural characteristics of the County, state or nation, and which has been designated as a historic district pursuant to the provisions of this chapter. [Ord. No. 2016-14, 11-14-2016]

(f) Historic structure means any improvement which has a special character or special historic interest or value as part of the development, heritage or cultural characteristics of the County, state or nation and which has been designated as a historic structure pursuant to the provisions of this chapter. [Ord. No. 2016-14, 11-14-2016]

(g) Historic site means any parcel of land whose historic significance is due to a substantial value in tracing the history or prehistory of native American people, or upon which a historic event has occurred, and which has been designated as a historic site under this section, or an improvement parcel, or part thereof, on which is situated a historic structure and any abutting improvement parcel, or part thereof, used as and constituting part of the premises on which the historic structure is situated.

(h) History is defined to include all prehistoric periods also.

1.03 MEMBERSHIP.

(1) The Historic Sites Preservation Commission is hereby created consisting of 7 members. Such members shall not be eligible for meeting fees, mileage or other expense reimbursement. A reasonable effort shall be made to appoint commission members as follows: one shall be a registered architect or architectural historian; one shall be a historian qualified in the field of historic preservation; one shall be a licensed real estate broker; one shall be a County Board member; one shall be a qualified archaeologist; and two shall be citizen members. Each member shall have, to the highest extent practicable, a known interest in historic preservation.

(2) The Jefferson County Administrator shall appoint the commissioners subject to confirmation by the Jefferson County Board of Supervisors. Of the initial members so appointed, two shall serve a term of one year, two shall serve a term of two years, and three shall serve a term of three years. Thereafter, the term for each member shall be three years. The Commission shall elect its chair, vice chair and recording secretary on an annual basis. [Ord. No. 2016-14, 11-14-2016]

1.04 HISTORIC STRUCTURES AND SITES DESIGNATION CRITERIA.

(1) A historic structure or historic site designation may be placed on any site, natural or improved, including any building, improvement or structure located thereon, or any area of particular historic, archaeological, architectural or cultural significance to the County of Jefferson, such as historic structures of sites which:

(a) Exemplify or reflect the broad cultural, political, or economic or social history of the nation, state, regional or local community; or

(b) Are identified with historic personages or with important events in national, state or local history; or

(c) Embody the distinguishing characteristics of any architectural type or specimen, inherently valuable for a study of a period, style, method of construction, or of indigenous materials or craftsmanship; or

(d) Are representative of the honorable work of a master builder, designer or architect whose individual genius influenced his/her age; or

(e) Have yielded, or may be likely to yield, information important to prehistory or history.

(f) Contains Native American pre-contact structures.

(2) The Commission may adopt specific operating guidelines for landmark sites designation providing such are in conformance with the provisions of this paragraph.

1.05 DUTIES AND POWERS.

(1) Designation. The Commission shall have the power, subject to the provisions and criteria of Sections 1.04 and 1.06 of this Code, to designate historic structures, historic sites and historic districts within the unincorporated areas of the County. Once designated by the Commission, such historic structures, sites and districts shall be subject to all the provisions of this Code, and such designation shall be recorded, at county expense, at the Jefferson County Register of Deed's office.

(a) Procedure.

1. Any person, including the owner of a structure or site, or any member of the Commission, may nominate a specific site, structure, or district for designation by the Commission. Any person who wishes to nominate a structure, site, or district for approval by the Commission shall submit such a request in writing to the Commission.

2. Upon receipt of a nomination for a historic structure, site, or district, the Commission shall call a public hearing to be held on the nomination. Notice of the time and place of such hearing shall be given by publication in the county of a class two notice under ch. 985 of the Wisconsin Statutes. A copy of the notice shall also be mailed by certified or registered mail to the address of the owner or owners of the structure, site, or district to be considered. At such public hearing, the public shall have an opportunity for written and oral comment regarding said nominations.

3. As soon as possible after such public hearing, the Commission shall act on the nomination, either approving, modifying and approving, or disapproving of the same. If the nomination is approved, notice of the decision shall be mailed by registered or certified return receipt requested mail to the owner or owners of the structure, site or district considered. This notice shall advise the owner(s) that the Commission's decision will be forwarded to the Jefferson County Board of Supervisors for final approval and shall specify a date not less than thirty (30) days from the date of mailing by which an owner may deliver a written statement to the Commissioner Jefferson County Clerk that such owner declines would like to appeal have having the nominated property so designated. The County Clerk shall notify the County Board of Supervisors of such objection. In the event an owner timely submits such a statement, the Commission shall withdraw the proposed resolution seeking final approval from the County Board. The County Board may overturn a decision of the Commission by majority vote. [Ord. No. 2016-14, 11-14-2016]

(2) Regulation of Construction, Demolition, Reconstruction and Exterior Alteration.

(a) Any application for a permit from the County Zoning and Planning Department involving a designated historic site, historic structure or any property within a historic district shall be filed with the Historic Sites Preservation Commission.

(b) Upon filing of any application with the Historic Sites Preservation Commission, the Commission shall review the application and assess the effects of the application on the historic site, structure, district or archaeological site. The Commission shall recommend approval or disapproval of the application to the County Zoning and Planning Department within seven (7) days of notification from the Department. If the Commission recommends disapproval of the application, the Commission shall advise, cooperate, educate and work with the applicant in an attempt to obtain approval within the guidelines of this Code. The County Zoning and Planning Department and the County Zoning & Planning Committee shall consider the recommendation of the Historic Sites Preservation Commission, but shall not be bound by such recommendation.

(c) Actively work for the passage of enabling legislation which would permit the granting of full or partial tax exemptions to properties it has designated under the provisions of this section in order to encourage owners of historic properties to assist in carrying out the intent of the ordinance.

(d) Cooperate with the Historic Preservation Officer for the State of Wisconsin and the State Historic Preservation Review Board in attempting to include such properties hereunder designated as historic structures, sites, or districts in the National Register of Historic Places.

(e) Work for the continuing education of the citizens about the historic heritage of this county and the historic structures and sites designated under the provisions of this section.

(f) As it deems advisable, receive and solicit funds for the purpose of historic preservation in the County. Such funds shall be placed in a special county account for such purpose.

1.06 VOLUNTARY RESTRICTIVE COVENANTS.

(1) The owner of any historic structure or site may, at any time following such designation of its property, enter into a restrictive covenant on the subject property after negotiation with the Commission. The Commission may assist the owner in preparing such covenant in the interest of preserving the historic property. The owner shall record such covenant in the County Register of Deed's Office, and shall notify the local Historical Society of such covenant and the conditions thereof.

1.07 CREATION OF HISTORIC DISTRICT.

(1) For preservation purposes, the Historic Sites Preservation Commission may select geographically defined areas within the County of Jefferson to be designated as historic districts and may with the assistance of the County Zoning and Planning Department, prepare a historic preservation plan. A historic district may be designated for any geographic area of particular historic, architectural, archaeological or cultural significance to the County of Jefferson which:

(a) Exemplifies or reflects the broad cultural, political, economic, social history or prehistory of the nation, state or community; or

(b) Is identified with historic personage or with important events in national, state or local history; or

(c) Embodies the distinguishing characteristics or architectural type specimens inherently valuable for the study of a period of periods, styles, methods or construction, indigenous materials or craftsmanship; or

(d) Is representative of the notable works of master builders, designers, or architects who influenced their age.

(e) Contains Native American pre-contact structures.

(2) Each historic preservation plan prepared for or by the Historic Sites Preservation Commission shall include a cultural and architectural analysis supporting the historic significance of the area, the specific guidelines for development and a statement of preservation objectives.

1.08 ANNUAL REPORT.

(1) The Historic Sites Preservation Commission shall make an annual report to the Jefferson County Board concerning its entire operation and activities.

1.09 SEPARABILITY SEVERABILITY. [Ord. No. 2016-14, 11-14-2016]

(1) If any provision of this chapter or the application thereof to any person or circumstances is held invalid, the remainder of this chapter and the application of such provisions to other persons or circumstances shall not be affected thereby.

Section 2. This ordinance shall be effective after passage and publication.

Adopted as Ord. No. 2007-48 on 03/11/2008; published 03/20/2008
Amended by Ord. No. 2016-14, 11/14/2016; published 11/21/2016

Item 9b, Jim Schroeder, Chairman of the County Board of Supervisors, Jefferson County, Wisconsin, as the appointing authority for standing committees, hereby appoint the following:

ADMINISTRATION AND RULES/ICC COMMITTEE: (5 Members - 1 Chair - 1 1st Vice Chair - 1 2nd Vice Chair)
Braugher (V), Hanneman, Nass (S), Rinard (C), Schroeder

ECONOMIC DEVELOPMENT CONSORTIUM: (3 Members + *Municipality Representatives*)
Cannon, David (C), Ellefson, Freitag, Hansen, Mode, Rudychev, Smith, Tietz, Trebatoski (S), Wilke (V)

FAIR PARK COMMITTEE: (5 Members)
Buchanan, Foelker (V), *Hall-Kind*, Hanneman (S), R. Kutz, Poulson (C), *Steindorf*

FINANCE COMMITTEE: (5 Members - 1 1st or 2nd Vice Chair)
Hanneman (V), Jaeckel, Jones (C), Rinard, R.Kutz

HIGHWAY COMMITTEE: (5 Members)
Braugher, Buchanan (V), Kelly (S), Poulson, Reese (C)

HOME CONSORTIUM BOARD: (3 County Representatives + 1 Alternate)
Buchanan, Kannard, Schultz, Wineke (Alternate)

HUMAN RESOURCES COMMITTEE: (5 Members)
Braugher (C), David (S), Mode (V), Wineke, Zastrow

INFRASTRUCTURE COMMITTEE: (5 Members)
Borland, David (C), Jones, Kannard (V), Payne

LAND & WATER CONSERVATION COMMITTEE: (5 Members - 2 Members of UW Extension + 1 Chair of Farm Service Agency)
Anfang (FSA), Burlingham, Foelker (C), Hartz (UW) (S), Morse (V), Patrick (UW), Zastrow

LAW ENFORCEMENT /EMERGENCY MANAGEMENT COMMITTEE: (5 Members)
Lund (V), Morris (C), Morse, Schultz, Wineke (S)

LOCAL EMERGENCY PLANNING COMMITTEE (LEPC)
Avery, Batterman, Biefeld (C), Bols, Butzine, DeWolfe, Ellifson, Haberman, Hable, Haugom, Jorgensen, Leslie, Milbrath, G. Scott, D. Scott, Swinehart, Tuchalski

MARSH COUNTRY HEALTH ALLIANCE (1 Member)
Mode

PARKS COMMITTEE: (5 Members)
Foelker (S), Kelly (V), Nass, Payne, Tietz (C)

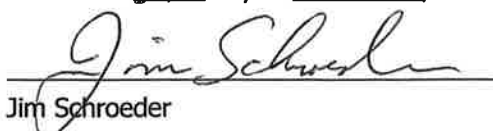
PLANNING & ZONING COMMITTEE: (5 Members - 3 Unincorporated)
David (V), Jaeckel, Nass (C), Reese (S), Rinard

SOLID WASTE COMMITTEE/AIR QUALITY: (5 Members)
G.Kutz, Lund, Patrick (V), Payne (S), Reese (C)

UNIVERSITY EXTENSION EDUCATION COMMITTEE: (5 Members - 2 LWCC)
Borland (C), Hartz (LWCC), Kannard (Temp), Patrick (LWCC) (S), Zastrow (V)

WI COUNTY UTILITY TAX ASSOCIATION: (1 Member)
Schroeder (Temporary Appt)

WISCONSIN RIVER RAIL TRANSIT COMMISSION (3 Members)
G. Kutz, *Hanson (Alternate), Quimby, Tietz,*

Effective 11/21/2016
Dated this 21st day of November, 2016

Jim Schroeder

**NOTICE OF PUBLIC HEARING
JEFFERSON COUNTY PLANNING AND ZONING COMMITTEE**

Steve Nass, Chair; Greg David, Vice-Chair; Don Reese, Secretary; Amy Rinard; George Jaeckel

SUBJECT: Map Amendments to the Jefferson County Zoning Ordinance and Requests for Conditional Use Permits

DATE: Thursday, December 15, 2016

TIME: 7:00 p.m. (*Courthouse doors will open at 6:30*)

PLACE: Room 205, Jefferson County Courthouse, 311 S. Center Ave., Jefferson, WI

1. **Call to Order**
2. **Roll Call**
3. **Certification of Compliance with Open Meetings Law Requirements**
4. **Approval of Agenda**
5. **Explanation of Public Hearing Process by Committee Chair**
6. **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, December 15, 2016, 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 official zoning map of Jefferson County and applications for conditional use permits. A map of the properties affected may be obtained from the Zoning Department. Individual files are available for viewing between the hours of 8 a.m. and 4:30 p.m., Monday through Friday, excepting holidays. If you have questions regarding these matters, please contact Zoning at 920-674-7131.

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

R3940A-16 – John Whitcomb/Thiebeau Hunting Club Property: Rezone PIN 016-0513-3341-000 (122.13 Acres) to sanction the existing hunt club on **Charley Bluff Rd**, Town of Koshkonong.

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

R3941A-16 – Jeff Gaal: Rezone to create a 3.86-acre lot combination around the home at **W532 County Rd B** from part of PINs 006-0716-1411-003 (3.756 Acres) and 006-0716-1411-005 (1.572 Acre). Create a 2-acre lot around the existing home at **W568 County Rd B** from PIN 006-0716-1411-003. The sites are in the Town of Concord.

R3942A-16 – Steve Wareham/Wareham Properties IS LLC: Create a 3-acre farm consolidation lot around the home at **N7004 County Rd P** and two, 2-ac building sites near the intersection of **County Rd P and Ranch Rd**, all from PIN 006-0716-0632-000 (51.25 Acres). The sites are in the Town of Concord.

R3943A-16 – Nancy Harris: Rezone 3 acres for a farm consolidation lot at **N2385 County Rd N** in the Town of Koshkonong. The site is part of PIN 016-0514-0112-002 (28.39 Acres)

R3944A-16 – John & Sally Mason: Create a 1.2-ac farm consolidation lot around the home at **W2272 Piper Rd** from PIN 024-0516-1943-001 (0.96 Acre) and part of PIN 024-0516-1943-000 (35.05 Acres). The site is in the Town of Palmyra.

R3945A-16 – Terry Stritzel/ Raymond Stritzel Trust & Steven Stritzel Properties: Create a 3.3-acre A-3 lot around the home and buildings at **W5576 Tri-County Rd** and a 3.7-acre A-3 lot around the home at **W5550 Tri-County Rd** from part of PINs 016-0514-3534-000 (22.765 Acres) owned by the Raymond Stritzel Trust Property and PIN 016-0514-3534-002 (8.6 Acres) owned by Steven Stritzel. The sites are in the Town of Koshkonong.

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

R3946A-16 – Terry Stritzel/Raymond Stritzel Trust Property: Rezone to **A-3**, 1 ac for a new building site near **W5576 Tri-County Rd** and 0.35 ac to add it to an adjoining A-3- zoned property at **W5524 Tri-County Rd.** The sites are part of PIN 016-0514-3534-000 (22.765 Acres) in the Town of Koshkonong

R3947A-16 – Terry Stritzel/Raymond Stritzel Trust Property: Rezone 2.5-ac of PIN 016-0514-3534-000 (22.765 Acres) near **W5524 Tri-County Rd** in the Town of Koshkonong to **Natural Resource**.

R3948A-16 – Fred Heckel: Rezone 2 acres of PIN 006-0716-2032-001 (35.818 Acres) for a new **A-3** zoned building site on **Hillside Dr** in the Town of Concord.

R3949A-16 – Fred Heckel: Create a 4-acre **Natural Resource** zone from PIN 006-0716-2032-001 (35.818 Acres) adjoining the proposed building site on **Hillside Dr**, Town of Concord.

CONDITIONAL USE PERMIT APPLICATIONS

CU1903-16 –Brenda Seeber: Allow a conditional home occupation for a tree and aerial service business in accordance with Sec. 11.04(f)8, Conditional Uses d. of the Jefferson County Zoning Ordinance. The subject is at **W2232 Aliceton Dr** in the Town of Ixonia on PIN 012-0816-3043-002 (1.156 Acre), and is zoned A-3, Agricultural/Rural Residential.

CU1904-16 – Glenn & Linda Wegner: CU to allow a 185-foot monopole cell tower with associated cabling and equipment on PIN 020-0814-0412-000 (38.838 Acres) under Sec. 11.055 of the Jefferson County Zoning Ordinance. The property is near **County Rd Q and State Road 19** in the Town of Milford, and is zoned A-1, Exclusive Agricultural.

CU1905-16 – Kathy & Steven Hatch: CU for up to five dogs in an A-3, Agricultural/Rural Residential zone at **W1628 Froelich Rd**, Town of Sullivan under Sec. 11.04(f)8, Conditional Uses c. of the Jefferson County Zoning Ordinance. The property is on PIN 026-0616-0932-001 (14 Acres).

CU1906-16 – Jacob & Katie Bowling: Allow a conditional home occupation/pump service business at **N7399 North Shore Rd** in the Town of Waterloo in accordance with Sec. 11.04(f)6, Conditional Uses f. The site is on PIN 030-0813-3542-000 (4.199 Acres), and is zoned A-1, Exclusive Agricultural.

A quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

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.

A recording of the meeting will be available from the Zoning Department upon request.

Further information about Zoning can be found at www.jeffersoncountywi.gov

RESOLUTION NO. 2016-__

Extending Administration Services Contract for Dental Insurance PlanExecutive Summary

Jefferson County maintains a self-funded plan for dental insurance. In 2008, Delta Dental was selected by Jefferson County to administer its dental insurance plan through December 31, 2016. Jefferson County has contracted with Delta Dental at a cost of \$3.86 per employee per month for administrative services since 2008. Delta Dental is proposing to renew the contract with the County at a cost of \$4.06 per employee per month for January 1, 2017 through December 31, 2019. The administrative cost is estimated to increase by \$1,128 annually for a total cost of \$22,898 per year. The Finance Committee acted on this resolution at its December 8th, 2016 committee meeting and approved forwarding to the County Board for approval.

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

WHEREAS, Jefferson County maintains a self-funded plan for dental insurance, and

WHEREAS, Delta Dental has proposed to renegotiate its contract with an increase to the administrative cost from \$3.86 to \$4.06 per employee per month beginning on January 1, 2017, and continuing through December 31, 2019, and

WHEREAS, the Finance Committee and staff recommend approval of the Delta Dental proposal to enter into a contract commencing January 1, 2017, and ending December 31, 2019.

NOW, THEREFORE, BE IT RESOLVED that the County Administrator is authorized to execute a contract with Delta Dental for dental insurance administrative services commencing January 1, 2017, and ending December 31, 2019, at a cost of \$4.06 per person per month.

Fiscal Note: The County has 470 employees currently enrolled in dental coverage which costs the County approximately \$21,770 annually. The proposed rate would increase annual costs by approximately \$1,128, bringing the total annual cost to approximately \$22,898.

Ayes _____ Noes _____ Abstain _____ Absent _____ Vacant _____

Requested by
Finance Committee

12-13-16

Brian Lamers: 11-30-16; J Blair Ward: 11-30-16

REVIEWED: Administrator BP; Corp. Counsel DL; Finance Director BL

RESOLUTION NO. 2016-__

**Purchasing Real Property located at 302/304 South Center Avenue
and 210 East Dodge Street in Jefferson, Wisconsin**

Executive Summary

The Jefferson County Courthouse is in need of increased parking space to allow members of the public to more easily and safely access County offices. Members of the public must frequently park on the street to conduct business at the Courthouse which becomes more difficult during high volume events such as jury trials. Properties located at 302/304 South Center Avenue and 210 East Dodge Street in Jefferson, Wisconsin, are for sale and are located across the street from the Jefferson County Courthouse. The Finance Committee recommended at its October 13, 2016, meeting to purchase these properties. This resolution authorizes the County Administrator to purchase properties located at 302/304 South Center Avenue and 210 East Dodge Street in Jefferson, Wisconsin, for the purpose of increasing parking space available to the public. Action at a future County Board meeting will address demolition costs.

WHEREAS, the Executive Summary is hereby incorporated by reference into this resolution, and

WHEREAS, the properties located at 302/304 South Center Avenue and 210 East Dodge Street in Jefferson, Wisconsin, are located across the street from the Jefferson County Courthouse, and

WHEREAS, the owners of said properties have offered to sell the properties to Jefferson County subject to the approval of the Jefferson County Board of Supervisors, and

WHEREAS, the Finance Committee recommended at its October 13, 2016, meeting for Administration to negotiate the purchase of the properties for the purpose of increasing parking space available to the public.

NOW, THEREFORE, BE IT RESOLVED that the County Administrator is authorized to purchase the real property located at 302/304 South Center Avenue and 210 East Dodge Street in Jefferson, Wisconsin, for the purpose of increasing parking space available to the public.

BE IT FURTHER RESOLVED that the 2017 budget be amended to authorize the sum of up to \$210,000 from the General Fund for real property acquisition and associated costs.

Fiscal Note: Acquisition costs will be paid from unbudgeted General Funds carried over from 2016.


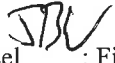

Ayes_____ Noes_____ Abstain_____ Absent_____ Vacant_____

Requested by Finance Committee

12-13-16

J. Blair Ward: 12-01-16

Brian Lamers & Ben Wehmeier: 12-06-16

REVIEWED: Administrator ; Corp. Counsel ; Finance Director 

RESOLUTION NO. 2016-____

Amending the Jefferson County Fund Balance Policy

Executive Summary

The Finance Department adjusts the fair market value (FMV) of County investments and records any loss or gain on a monthly basis. This adjustment is recorded as a revenue or expense on the County's financial reports. These revenues and expenditures are not actually received or paid unless an investment is sold at a gain or loss. At year end if there is a gain or loss, it is included in the unassigned fund balance or as a reduction in the following year's budget. This change could range significantly from year to year. Because the County's intent is to hold investments on a long-term basis and to reduce the effects of market fluctuation from year to year, losses and gains would be more accurately represented if they were not included in the year end calculation for the unassigned fund balance. This will have no impact to the County's financial statements which must recognize all gains and losses. The Finance Committee recommended at its December 8th meeting to amend the Fund Balance Policy by not including adjustments to the FMV on investments at year end in the calculation of the unassigned fund balance.

WHEREAS, the Executive Summary is hereby incorporated by reference into this resolution, and

WHEREAS, the Jefferson County Fund Balance Policy requires two (2) months of budgeted expenditures for working capital with the Finance Committee striving to maintain three (3) months of budgeted expenditures, and

WHEREAS, adjustments to fair market value (FMV) on investments are stated in the unrestricted fund balance at year end, and

WHEREAS, the Finance Committee and Administration recognize that adjustment for the FMV can change drastically from year to year, and

WHEREAS, the recommendation from the Finance Committee and Administration is to adjust the year end calculation for the unassigned fund balance to more accurately represent the change in FMV on investments, and

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors hereby amends the Jefferson County Fund Balance Policy by adopting the attached amendments.

Fiscal Note: No Fiscal Impact.

Ayes____ Noes____ Abstain____ Absent____ Vacant____

Requested by Finance Committee

12-13-16

Brian Lamers: 12-06-16; J. Blair Ward: 12-06-16

REVIEWED: Administrator JK; Corp. Counsel DBL; Finance Director BL

Jefferson County, Wisconsin Fund Balance Policy

Jefferson County finds that it is essential to maintain an adequate level of fund balance in order to:

- adapt to revenue shortfalls and/or unanticipated expenditures,
- help ensure stable tax rates, and
- provide a measure of liquidity for normal operations while at the same time keeping the County's long range investments intact.

As such, Jefferson County has elected to implement a Fund Balance Policy guided by the "Best Practice" adopted by the GFOA (Government Finance Officers Association) Executive Board in October 2009. The Fund Balance Policy details are indicated below:

1. Jefferson County has implemented Governmental Accounting Standards Board (GASB) Statement No. 54, *Fund Balance Reporting and Fund Balance Type Definitions*. All definitions within the Fund Balance Policy will be in agreement with GASB Statement No. 54.
2. GASB Statement No. 54 pertains only to governmental funds. Business type funds, such as the Highway Department, shall be assumed to follow GASB Statement No. 54 for the purposes of this policy only.
3. The County's initial investment into Wisconsin Municipal Mutual Insurance Company (WMMIC) is recorded in nonspendable fund balance, but for the purpose of this policy shall be recognized as part of the "working capital".
4. The County's intent is to hold investments long-term in order to lessen the impacts of market fluctuation. To more accurately represent fair market value on investments, an adjustment for the fair market value will be taken out of the calculation for unassigned fund balance.
5. The County shall maintain a minimum of two (2) months of budgeted expenditures within the General Fund for "working capital." This "working capital" shall be maintained to help cover revenue shortfalls, unanticipated expenditures, stabilize the tax rate, and provide liquidity.
6. The County shall maintain a minimum of two (2) months of budgeted expenditures within the Health Department for "working capital." This "working capital" shall be maintained to help cover revenue shortfalls, unanticipated expenditures, and stabilize the tax rate.

7. The Finance Committee shall strive to maintain three (3) months of budgeted expenditures within both the General Fund and Health Department for “working capital.”
 - a. Should a budget proposed for adoption seek to utilize a portion of this additional month of “working capital,” the reasoning for the usage of working capital shall be included in the budget document.
 - b. In the event of an emergency situation and all other means of funding the emergency have been exhausted, the County Board may utilize the working capital as needed.
 - c. Within three months after the adoption of the proposed budget, or use due to an emergency situation, unless already included in the budget document, the County Board shall be informed by the Finance Committee and/or the County Administrator as to either:
 - i. A plan to restore the three months of working capital and related time frame, or
 - ii. The rationale for remaining between two (2) and three (3) months working capital.
8. Budgeted expenditures for the General Fund shall be defined as:
 - a. Total budgeted expenditures for the entire County in all governmental and business type funds for the immediate prior year (i.e. most recently adopted budget) less total budgeted expenditures for the Health Department for the immediate prior year.
 - b. Total budgeted expenditures shall include operating, capital, and debt expenditures.
 - c. Any budgeted capital or debt expenditures funded through bond proceeds shall be excluded.
9. Budgeted expenditures for the Health Department shall be defined as total budgeted expenditures for the immediate prior year (i.e. most recently adopted budget).
10. Any amount above three (3) months of budgeted expenditures for both the General Fund and Health Department shall be considered as the fund’s unassigned fund balance. During the preparation of the budget for the subsequent year, the Finance Committee shall recommend to the County Board its plan for usage of this unassigned fund balance. This usage shall be limited to:
 - a. Fund capital outlay, being specific on purpose and timing of said outlay.
 - b. Repayment of debt.
 - c. Reduction of tax levy.
11. In the event that the Health Department’s “working capital” does not meet the minimum required amount of two (2) months of budgeted expenditures or three (3) months of budgeted expenditures at the election of the Finance Committee:
 - a. The tax levy for the Health Department shall be increased to methodically bring the working capital up to required levels within a maximum of five (5) years.

- b. The budget document shall include a recap of the methodology being used.
 - c. The calculation for unassigned funds within the General Fund shall be based upon total budgeted expenditures for all funds including the Health Department.
- 12. All departments shall transfer all remaining balances at year end to the General Fund, unless these balances are requested and approved to be non-lapsing. All funds within the Health Department shall automatically be retained by the Health Department.
- 12. Non-lapsing requests, both discretionary and non-discretionary, are defined below. Examples are included, but it should be noted that these lists are not all inclusive.
 - a. Non-discretionary
 - i. Non-spendable, because of their form. Examples include:
 - 1. Inventory
 - 2. Delinquent property taxes
 - 3. Prepaid expenditures
 - ii. Restricted, because of externally enforceable limitations on use. Examples include:
 - 1. Statutory limitations
 - 2. Specific donor limitations
 - 3. Signed contracts and/or purchase orders with vendors
 - 4. Specific state agency limitations
 - 5. Unspent bond proceeds.
 - b. Discretionary, which are classified as committed under GASB Statement No. 54. Examples include:
 - i. Balances that result from funded depreciation, not already affected by signed contracts and/or purchase orders with vendors.
 - ii. Available departmental surpluses desired to be used for future appropriations.
 - iii. Special circumstances that shall be considered by the Finance Committee.
- 13. Final written requests for both discretionary and non-discretionary non-lapsing items from all departments are due to the Finance Department in mid-February of the succeeding year. Thereafter, the Finance Committee will propose a resolution to the County Board with its recommendations concerning carrying over of discretionary items. The resolution will, in the fiscal note, show the various categories.
- 14. The County specifically intends that all liability reflecting employee vested benefits shall include: (a) 100% of the calculated liability for vested vacation pay; (b) 65% of the calculated liability for vested sick pay; (c) 100% of the calculated liability for vested holiday pay; and (d) 100% of the calculated liability for vested compensatory time pay with all categories designated as "assigned" fund balances as defined under GASB Statement No. 54. While it may be argued that the County does not have to accrue these liabilities for governmental funds, the County has elected to fully fund these liabilities with an assigned fund balance.

Adopted by Jefferson County Board of Supervisors on October 25, 2011 (Resolution No. 2011-61) Modified on July 10, 2012 (Resolution No. 2012-30) Modified on July 14, 2015 (Resolution No. 2015-28)

ORDINANCE NO. 2016-____

Creating Personnel Ordinance HR0245, Interns, Job Shadowing and Volunteers

Executive Summary

Internships, job shadowing and volunteering are not only valuable resources to the County, but also are exceptionally valuable to an individual by opening up career and personal growth opportunities. Whether the experience is paid or unpaid, there are regulations and considerations that the County must think about and be compliant with. These include The Federal Fair Labor Standards Act (FLSA), Wisconsin Wage and Hours Laws and Workers' Compensation regulations. The proposed ordinance provides hiring supervisors and managers the needed tool when considering to employ or utilize an intern, job shadow or volunteer.

On November 15, 2016, the Human Resources Committee considered the proposed language and is recommending creating Personnel Ordinance HR0245, Interns, Job Shadowing and Volunteers, which defines each classification and the special considerations for each classification.

WHEREAS, the utilization of interns, job shadowing and volunteers promotes education and community involvement, and

WHEREAS, there are state and federal regulations that the County must comply with when employing or utilizing interns, job shadowing and volunteers.

NOW, THEREFORE, BE IT RESOLVED that the Human Resources Committee supports and recommends the creation of Section HR0245, Interns, Job Shadowing and Volunteers.

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

Section 1. Section HR0245, Interns, Job Shadowing and Volunteers, is created as follows:

HR0245 INTERNS, JOB SHADOWING AND VOLUNTEERS. The County appreciates the valuable contributions interns and volunteers have to the citizens of Jefferson County. The County recognizes that the designation as an 'intern' or a 'volunteer' is contingent on the duties performed and supervision the individual receives, and subject to the Policies and Procedures and Personal Conduct provisions of the Personnel Ordinance.

A. **INTERN POSITIONS.** Jefferson County views internships as an important element of recruiting and staffing. The County looks for capable, driven interns with long-term interest in the County or in

the career they are pursuing. This section also applies to students obtaining clinical experience.

1. Unpaid Intern. Unpaid interns are assigned actual work, complete with challenges and opportunities for problem solving and gaining practical experience, often for educational credit or advancing the intern's career.

Unpaid interns are classified as employees for Workers Compensation purposes only. For a position to be classified as an *unpaid intern*, the following conditions shall be met:

- a. The training is similar to training the student would find in an educational environment.
 - b. The training is for the benefit of the intern.
 - c. The training does not replace the work of regular employees, but works under close supervision of existing staff.
 - d. The internship is set for a fixed duration and the intern is not entitled to a job at the end of the internship.
 - e. The intern understands he/she is not entitled to wages for the training.
 - f. The County derives no immediate advantage from the contributions of the intern and on occasion, its operations may actually be impeded. (i.e. require extra supervision, require extra time reviewing work and/or increase the amount of time to complete a project.
2. Paid Intern. Paid interns are approved positions by the County Board, are assigned actual work that offers a benefit to the intern by providing the opportunity to apply skills or knowledge and provides a direct, immediate benefit to the County as well. A paid intern often will perform work regularly assigned to other employees and receive the same level of supervision as the regular workforce. If any of the conditions of an unpaid intern are not met, the individual is a paid intern and is considered an employee for all purposes.

- B. **JOB SHADOWING PARTICIPANTS.** Job Shadowing Participants receive limited exploration of a specific occupation or industry, typically lasting less than one day. Job Shadowing is available to adults, dislocated workers and youth participants and will usually involve job placement sites, schools or

employees/candidates for employment who are interested in knowing more about a specific position.

Job Shadowing Participants are not considered employees by any definition and may be required to sign confidentiality agreements or other waivers. Participants perform no or minimal work or contribution to the County's productivity. A thorough task orientation for Job Shadowing participants is appropriate, but only to the extent that the participant observes and asks questions to understand the basic concept of the task demonstrated.

- C. **VOLUNTEERS.** A volunteer is a person who provides services of his or her own free will to the County and neither receives nor expects to receive any kind of pay or compensation for these services. Generally, the services performed are associated with typical volunteer duties, such as being a greeter at a fund-raising event or serving food at a shelter, as opposed to performing tasks that would normally be done by employees of the County. Volunteers are not considered employees by any definition and may be required to sign confidentiality agreements or other waivers.

An employee shall be considered a volunteer only if the employee does NOT perform the same type of services as those for which the employee proposes to volunteer.

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




Fiscal Note: There is no fiscal impact.

Ayes _____ Noes _____ Abstain _____ Absent _____ Vacant _____

Requested by Human Resources Committee

12-13-16

Terri M. Palm: 09-16-16; 11-01-16; 11-09-16
J Blair Ward: 11-09-16; 11-23-16

REVIEWED: Administrator ; Corp. Counsel ; Finance Director 

RESOLUTION NO. 2016-__**Ratifying the 2017-2019 Collective Bargaining Agreement with the Jefferson County Law Enforcement Officers Association, Local 102**Executive Summary

The Jefferson County Law Enforcement Officers Association, LAW, Local 102 (the Association) notified Jefferson County of its intent to negotiate a successor collective agreement prior to the expiration of the existing agreement on December 31, 2016. Following this notification, Association representatives and Jefferson County representatives commenced negotiations resulting in a tentative agreement. The tentative agreement extends the collective bargaining agreement through 2019 and is amended as summarized below. The Human Resources Committee reviewed and approved the proposed amendments at its November 15, 2016, meeting. This resolution ratifies the tentative agreement entered into between the Association and Jefferson County for a successor collective bargaining agreement through 2019.

WHEREAS, the Executive Summary is hereby incorporated by reference into the resolution, and

WHEREAS, the collective bargaining agreement between Jefferson County Law Enforcement Officers Association, LAW, Local 102 (the Association) and Jefferson County expires on December 31, 2016, and

WHEREAS, the Association notified the County that it desired to negotiate a successor collective bargaining agreement prior to the expiration of the existing agreement, and

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

WHEREAS, the following tentative agreement has been reached between the Association and Jefferson County which amends the existing collective bargaining agreement as follows:

1. The contract shall be for a three-year term commencing on January 1, 2017, and ending on December 31, 2019.
2. Wage increases of 1% shall commence on or about January 1st and July 1st of each year of the three-year agreement.
3. Effective on or about January 1, 2017, Jefferson County will pay 93% of the premium for the health plan that the County selects. Effective on or about January 1, 2018, the County will pay 91.5% of the premium for the health plan that the County selects. Effective on or about January 1, 2019, the employer will pay 90% of the premium for the health plan that the County selects.
4. A new section was created to allow full-time employees to receive time and one-half (1 ½) for working the Recreational Patrol assignment.

5. The uniform allowance for full-time and part-time deputies was increased for the purpose of being used toward the purchase of body armor as well as required clothing and uniforms.
6. Additional clarifying language was added and obsolete language was stricken.

NOW, THEREFORE, BE IT RESOLVED that the proposed amendments to the collective bargaining agreement as set forth in the tentative agreement between Jefferson County Law Enforcement Officers Association, LAW, Local 102 and Jefferson County as described above are hereby ratified and the County Administrator is authorized to execute the successor collective bargaining agreement on behalf of Jefferson County.

Fiscal note: The estimated 2017 cost for wages and health insurance will be an additional \$138,626 above 2016 costs, increasing by an additional \$178,861 for 2018; and increasing by an additional \$184,064 for 2019, for a total cost increase of \$957,664 over three years. This increase is based on an estimated 7% increase each year in health insurance premiums for 2018 and 2019. Increased costs for recreational patrol duties are estimated to cost \$14,826, \$15,028 and \$15,177 in 2017, 2018 and 2019 respectively. These costs may be offset through revenue obtained by increased enforcement actions. Estimated uniform allowance costs will be increased \$1,750 each year of the three year contract, totaling \$5,250 for three years. This will provide a \$50 per year increase to the uniform allowance for all bargaining unit employees every year for 3 years. 2017 costs have been included in the 2017 budget. 2018 and 2019 costs will be included in the 2018 and 2019 budgets.

Ayes_____ Noes_____ Abstain_____ Absent_____ Vacant_____

Requested by
Human Resources Committee

12-13-16

J. Blair Ward: 12-06-16; 12-07-16

REVIEWED: Administrator ; Corp. Counsel ; Finance Director 

**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 20 and November 17, 2016, 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
R3936A-16, R3937A-16, R3932A-16, R3938A-16, R3939A-16**

DATED THIS TWENTY-EIGHTH DAY OF NOVEMBER 2016

Donald Reese, Secretary

THE PRIOR MONTH'S AMENDMENTS R3929A-16, R3930A-16, R3931A-16, R3933A-16, R3934A-16 AND R3935A-16 ARE EFFECTIVE UPON PASSAGE BY COUNTY BOARD, SUBJECT TO WIS. STATS. 59.69(5).

Deb Magritz: 11-28-16

12-13-16

ORDINANCE NO. 2016-__

Amend Zoning Ordinance

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

WHEREAS, Petition R3932A-16 was referred to the Jefferson County Planning and Zoning Committee for public hearing on October 20, 2016, and Petitions R3936A-16, R3937A-16, R3938A-16, R3939A-16 were referred for public hearing on November 17, 2016, 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 A-2, AGRICULTURAL AND RURAL BUSINESS

Rezone PIN 004-0515-2711-006 (2.296 acres) at **N819 Howard Road**, Town of Cold Spring. R3936A-16 – Thomas A. & Betty J. Hardy

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

Rezone all of PIN 004-0515-2711-004 (22.849 acres). The site is at **N831 Howard Road** in the Town of Cold Spring. R3937A-16 – Thomas A. & Betty Hardy

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

Create a 1-acre building site on **Highland Drive** in the Town of Sullivan from part of PIN 026-0616-0211-000 (62.598 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 by the Town, receipt by Zoning of a suitable soil test and upon approval and recording of a final certified survey map for the lot. R3932A-16 – Samantha Speich/Alfred & Sandra Speich property

Create a 1-acre building site on PIN 018-0713-3132-001 (7.585 acres) near **W9697 Britzke Road** in the Town of Lake Mills. 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 also conditioned upon road access approval by the Town, receipt by Zoning of a suitable soil test

and approval and recording of a final certified survey map for the lot, including extraterritorial plat review if necessary. R3938A-16 – Curt & Lottie Stenjem

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

Create a 1.49-acre lot around the buildings at **W2771 East Gate Drive** from PIN 032-0815-1231-000 (37.14 acres) in the Town of Watertown. This action is conditioned upon approval and recording of a final certified survey map for the lot, including extraterritorial plat review if necessary. R3939A-16 – Timothy Otterstatter




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.

Ayes _____ Noes _____ Abstain _____ Absent _____ Vacant _____

Requested by
Planning & Zoning Committee

12-13-16

Deb Magritz: 11-28-16

REVIEWED: Administrator ; Corp. Counsel ; Finance Director 

APPOINTMENTS BY COUNTY ADMINISTRATOR

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

By virtue of the authority vested in me under Sections 59.18(2)(b) of the Wisconsin Statutes, I do hereby appoint Jim Braughler, Watertown, WI, as County Board Representative to the Property Assessed Clean Energy (PACE) Commission for a term ending April 17, 2018. I respectfully request confirmation of this appointment.

AYES _____ NOES _____ ABSTAIN _____ ABSENT _____