

AGENDA

JEFFERSON COUNTY BOARD MEETING

TUESDAY

FEBRUARY 14, 2017

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. **SPECIAL ORDER OF BUSINESS**

- a. Appointment by County Board Chair and Confirmation by County Board – Alyssa Spaanem – Supervisory District 24 (Page 1)
- b. Swearing in of District 24 Supervisor

7. **COMMUNICATIONS**

- a. Treasurer's Monthly Report (Page 2)
- b. Zoning Committee – Notice of Public Hearing, February 16, 2017 (Page 3-4)

8. **PUBLIC COMMENT**

9. **ANNUAL REPORTS**

- a. Community Dental Clinic – Barb Morrison-Gudgeon
- b. Literacy Council – Lynn Forseth
- c. Rock River Free Clinic – Kristen Wallace
- d. UW Extension – LaVern Georgson

COMMITTEE REPORTS / RESOLUTIONS / ORDINANCES

10. **ADMINISTRATION AND RULES COMMITTEE**

- a. Ordinance – Repealing the Historic Sites Preservation Commission & Program Ordinance and Creating the Historic Sites Preservation Council Ordinance (Page 5-8)
- b. Ordinance – Amending the Board of Supervisors Rules of Order to Remove Historic Sites Preservation Commission and add Historic Sites Preservation Council (Page 9-10)
- c. Resolution – Approving Partnership Agreement between Dodge County, the Jefferson County Economic Development Consortium and Glacial Heritage Development Partnership for Economic Development Services and Collaboration (Page 11-17)

11. **FINANCE COMMITTEE**

- a. Resolution – Authorizing sale of tax delinquent property in the Town of Milford (Page 18-19)

12. **HIGHWAY COMMITTEE**

- a. Resolution – Authorizing Highway Department truck and plow equipment purchases (Page 20-21)
- b. Resolution – Authorizing Highway Department skid-steer purchase (Page 22)
- c. Resolution – Authorizing Highway Department self-propelled sweeper purchase (Page 23)

13. **HUMAN RESOURCES**

- a. Ordinance – Amend Personnel Ordinance HR0645, Holidays, to authorize 10 floating holidays for the Food Service Supervisor position at the Sheriff's Department (Page 24-25)
- b. Resolution - Retitling the Business Relations and Marketing Manager to Marketing Manager in the Economic Development Department, reclassifying an Accountant I to an Accounting Specialist II, reclassifying the Administrative Services Division Manager and reclassifying the Medical Office Assistant positions at the Human Services Department (Page 26-28)

14. INFRASTRUCTURE COMMITTEE
 - a. Resolution – Authorizing contract for demolition and materials removal for the former Jefferson County Highway site on Woolcock Street (Page 29-30)
 15. PARKS COMMITTEE
 - a. Ordinance – Amending the Jefferson County Parks Ordinance to (1) Limit use of Non-Motorized Vehicles on Park Trails and Prohibit Hiking or Dog Walking on Designated Cross-Country Ski-Trails; (2) Allow Foraging in County Parks; and (3) Allow Parks Director to Assign a Designee to Issue Citations (Page 31-33)
 - b. Resolution – Authorize application for Outdoor Recreation Aids Grant (Page 34)
 - c. Resolution – Petitioning the Town of Jefferson to Discontinue Jones Lane as a Public Way (Page 35)
 16. PLANNING AND ZONING COMMITTEE
 - a. Report – Approval of Petitions (Page 36)
 - b. Ordinance – Amend Zoning Ordinance (Page 37-40)
 17. COUNTY ADMINISTRATOR
 - a. Resolution – Amending Resolution 2016-25 – FY 2016 Contract for Services for an Economic Development Capital Campaign (Page 41-42)
 18. APPOINTMENT BY COUNTY BOARD CHAIR (Page 43)
 - a. Christopher Bach to the Local Emergency Planning Committee (LEPC)
 - b. Amy Rinard to the Jefferson County Economic Development Consortium (JCEDC)
- PUBLIC COMMENT (General)
19. ANNOUNCEMENTS
 20. ADJOURN

**NEXT COUNTY BOARD MEETING
MARCH 14, 2017 – 7:00 P.M. - RM 205**



JEFFERSON COUNTY BOARD

Jefferson County Courthouse
311 S. Center Avenue, Room 204 A
Jefferson, WI 53549
Telephone (920) 674-8607


JIM SCHROEDER
County Board Chair

Board Rule 3.06(1) Appointment to Boards, Commissions, Committees and Other Bodies

I, Jim Schroeder, Chairman of the County Board of Supervisors, Jefferson County, Wisconsin, as the appointing authority, hereby appoint Alyssa Spaanem to fill an unexpired term for County Board Supervisor - District 24 ending April 17, 2018.

Effective February 14, 2017

Dated this 10th day of January, 2017.



Jim Schroeder

Item 7a

GENERAL FINANCIAL CONDITION JEFFERSON COUNTY WISCONSIN January 1, 2017

Available Cash on Hand

December 1, 2016	\$	108,697.35
December Receipts	\$	<u>5,963,072.17</u>

Total Cash \$ 6,071,769.52

Disbursements

General - December 2016	\$	4,305,793.61
Payroll - December 2016	\$	<u>1,456,834.84</u>

Total Disbursements \$ 5,762,628.45

Total Available Cash \$ 309,141.07

Cash on Hand (in bank) Jan. 1, 2017	\$	808,708.95
Less Outstanding Checks	\$	<u>499,567.88</u>

Total Available Cash \$ 309,141.07

Local Government Investment Pool - General \$ 3,677,534.39

Dana Investments \$ 28,328,438.33

Local Government Investment Pool -Clerk of Courts \$ 26,104.74

Local Government Investment Pool -Farmland Preservation \$ 170,499.84

Local Government Investment Pool -Parks/Liddle \$ 81,967.42

Local Government Investment Pool -Highway Bond \$ 1,876,738.06

\$ 34,161,282.78

2016 Interest - Super N.O.W. Account \$ 1,399.82

2016 Interest - L.G.I.P. - General Funds \$ 53,812.40

2016 Interest - DANA Investments \$ 463,415.23

2016 Interest - L.G.I.P. - Parks /Carol Liddle Fund \$ 339.65

2016 Interest - L.G.I.P. - Farmland Preservation \$ 868.26

2016 Interest - L.G.I.P. - Clerk of Courts \$ 123.08

2016 Interest - L.G.I.P. - Highway Bond \$ 7,776.56

Total 2016 Interest \$ 527,735.00

JOHN E. JENSEN
JEFFERSON COUNTY TREASURER

**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, February 16, 2017

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, February 16, 2017, 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-3, AGRICULTURAL/RURAL RESIDENTIAL

R3956A-17 –Charles & Christine Teich: Create a 2.6-acre farm consolidation lot around the home and buildings at **N8825 Willow Road** from part of PIN 032-0814-1421-000 (31.133 Acres) in the Town of Watertown in accordance with Sec. 11.04(e) and 11.04(f)6 & 8 of the Jefferson County Zoning Ordinance.

FROM A-1, EXCLUSIVE AGRICULTURAL TO N, NATURAL RESOURCES

R3957A-17 – Viola Behm: Create a 9-acre Natural Resource zone near **County Highway A** in the Town of Oakland from part of PIN 022-0613-2831-002 (50.65 Acres)

in accordance with Sec. 11.04(e) and 11.04(f)12 of the Jefferson County Zoning Ordinance..

CONDITIONAL USE PERMIT APPLICATIONS

CU1909-17 – Boyd Rasmussen: Conditional use under Sec. 11.04(f)2 Conditional uses.j. of the Jefferson County Zoning Ordinance to sanction an extensive on-site storage structure totaling 1,800 square feet, 18 feet in height at **W3410 Crestwood Drive** in the Town of Cold Spring. The site is on PIN 004-0515-3413-001 (1.79 Acres) and is zoned Residential R-2.

CU1910-17 – Donald Schneider: Conditional use under Sec. 11.05(c)8. Of the Jefferson County Zoning Ordinance to extend approval for mineral extraction at **W393 Woodward Road** granted by CU231-87 and updated with CU1550-09, CU1569-09, CU1616-10 and CU1814-15. The site is in the Town of Cold Spring on PIN 004-0515-3621-000 (36.261 Acres) and is zoned A-1, Exclusive Agricultural. This conditional use also falls under the standards and requirements of NR135.

CU1911-17 – Scott Whiting/WZ LLC: Conditional use under Sec. 11.04(f)1 of the Jefferson County Zoning Ordinance to allow an extensive on-site storage structure of 1,904 square feet, 20 feet in height adjacent to **W9421 Porter Drive** in the Town of Oakland. The site is PIN 022-0613-0743-049 (0.269 Acre) and is zoned Residential R-1.

CU1912-17 – Cold Spring Egg Farm Inc: Conditional use under Sec. 11.04(f)6 and Conditional Uses a.3. of the Jefferson County Zoning Ordinance to allow expansion of the intensive agricultural poultry operation at multiple sites including **W2022, W2024, W2026, W2408 and W2410 State Road 59**. This proposal is to allow 50,000 animal units, up from the 27,275 animal units currently allowed. The sites are made up of PINs 024-0516-2032-000 (39.79 Acres), 024-0516-1941-000 (40 Acres), 024-0516-1942-001 (5 Acres), 024-0516-1912-000 (53.8 Acres) and 024-0516-1911-000 (105.146 Acres), 024-0516-3031-000 (31.274 Acres) and 024-0516-3031-001 (13 Acres) in the Town of Palmyra. This conditional use permit also falls under the standards and requirements of ATCP51 in the A-1, Exclusive Agricultural zone.

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

ORDINANCE NO. 2016-__

**Repealing the Historic Sites Preservation Commission & Program Ordinance and
Creating the Historic Sites Preservation Council Ordinance**

Executive Summary

At its December 13, 2016 meeting, the Jefferson County Board of Supervisors voted on whether or not to amend the existing Historical Sites Preservation Commission & Program Ordinance to comply with the recent changes in state law. A majority of the Board voted to not adopt the proposed amendments to the ordinance. As a result, the existing ordinance does not comply with state statutes. Due to the decision of the County Board to not adopt the recent changes in state law as part of the Historical Sites Preservation Commission & Program Ordinance, the Administration & Rules Committee is recommending that the Historic Sites Preservation Commission & Program Ordinance adopted on March 11, 2008, be repealed. The Committee also recommended that the Historic Sites Preservation Council Ordinance be created by the County for the purpose of promoting the preservation of historic sites in Jefferson County. This new ordinance does not implement the statutory authority granted to counties under Wisconsin law to designate and regulate historic structures and sites, but instead provides a method for land owners to seek voluntary recognition of historical sites and structures by the Jefferson County Board of Supervisors. The Administration & Rules Committee met on January 25, 2017, and recommended forwarding this ordinance to the County Board for approval.

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

SECTION 1: The Historic Sites Preservation Commission & Program Ordinance adopted on March 11, 2008, is repealed.

SECTION 2: The Historic Sites Preservation Council Ordinance is created 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 or special historical interest or value are in the public interest. The purpose of this section is to:

(a) Promote 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; and
- (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) Council means the Historic Sites Preservation Council created under this section.

- (b) 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.

- (c) 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.

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

1.03 MEMBERSHIP.

- (1) The Historic Sites Preservation Council is hereby created consisting of 5 members. Such members shall be eligible for meeting fees, mileage and other expense reimbursement in the same manner as members of boards, commissions and other bodies of the County Board. One member shall be a Jefferson County Board Supervisor who shall also be a member of the Jefferson County Parks Committee. The remaining members may be Jefferson County Board Supervisors or members of the public, and insofar as possible, should include experts in historic preservation and Jefferson County history. The Council shall meet no more than 6 times per year. Additional meetings may be held if authorized by the County Board Chairperson prior to the additional meetings being held.

- (2) The Jefferson County Board Chairperson shall appoint members to the Council subject to confirmation by the Jefferson County Board of Supervisors. Members shall serve

two-year terms except for the initial appointments which may be longer or shorter than two years at the discretion of the Board Chairperson. The Council shall conduct business as prescribed in the Jefferson County Board of Supervisors Rules of Order section 3.07 Rules of Committees, Boards, Commissions, and Other Bodies.

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; or

(f) Contains archeological sites.

1.05 DUTIES AND RESPONSIBILITIES.

(1) Designation. The Council shall:

(a) have the responsibility to recommend the designation of historic structures, historic sites and historic districts within Jefferson County to the Jefferson County Parks Committee. Once a recommendation is made by the Council, such recommendation shall be acted on by the Jefferson County Parks Committee for a determination on whether or not to forward to the Jefferson County Board of Supervisors for official County recognition. If a recommendation is forwarded to the Jefferson County Board of Supervisors, the Board shall make a determination on whether or not to recognize such structure, site and district as historic. A determination by the County Board that a structure, site or district is historic is for recognition purposes only and does not obligate the owner or occupant to maintain or preserve the structure, site or district in any particular manner or in any way limit or restrict the construction, demolition, reconstruction or exterior alteration of such structure, site or district;

(b) assist owners of historic structures and sites to include such designated properties as a historic structure or site in the National Register of Historic Places, National Parks Service and/or State Historical Society;

(c) work for the continuing education of the citizens about the historic heritage of Jefferson County and its historic structures and sites;

(d) identify structures and sites of historic importance to Jefferson County;

(e) recognize the owners of historic structures and sites who have excelled in preserving and maintaining those properties;

(f) cooperate with local historical societies in preserving and publicizing the history of Jefferson County;

(g) make recommendations to the County Board on ways that Jefferson County government can preserve, maintain and publicize the history of the County and its historic structures, sites and districts;

(h) provide a quarterly report to the Parks Committee.

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




Fiscal Note: There is a segregated fund as part of the County Board budget to pay per diems for Council members in the same manner as paid for members of boards, commissions and other bodies of the County Board. Six meetings per year attended by five members at each meeting receiving a \$55.00 per diem will total \$1,650.00 annually. Additional funds for supplies will also be paid by the County. There is a segregated fund in the County Board budget totaling \$2,756.73 to be used for historic sites preservation efforts and these expenses could be paid out of that fund.

Ayes _____ Noes _____ Abstain _____ Absent _____ Vacant _____

Requested by
Administration & Rules Committee

02-14-17

J. Blair Ward: 01-09-17; 01-16-17; 01-25-17; 01-31-17

REVIEWED: Administrator ; Corp. Counsel ; Finance Director 

ORDINANCE NO. 2016-__

Amending the Board of Supervisors Rules of Order to Remove Historic Sites Preservation Commission and add Historic Sites Preservation Council

Executive Summary

On February 14, 2017, the Jefferson County Board of Supervisors dissolved the Historical Sites Preservation Commission and created the Historical Sites Preservation Council. The existing Jefferson County Board Rules of Order 2016-2018 authorize the County Board Chair to appoint 7 members to the Historic Sites Preservation Commission and state that members are ineligible for meeting fees, mileage or other expense reimbursement. This amendment to the Board of Supervisors Rules of Order reflects the action of the Jefferson County Board of Supervisors dissolving the Historical Sites Preservation Commission and creating the Historical Sites Preservation Council. There will be 5 members serving on this Council and members will be eligible for meeting fees, mileage and other expense reimbursement. The Administration & Rules Committee met on January 25, 2017, and recommended forwarding this ordinance amendment to the County Board for approval.

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

Section 1. Section 3.06(1)(f) of the Board of Supervisors Rules of Order is amended as follows:

(f) HISTORIC SITES PRESERVATION COMMISSION COUNCIL – ~~Seven~~ Five members. One member shall be a Jefferson County Board Supervisor who shall also be a member of the Jefferson County Parks Committee. The remaining members may be Jefferson County Board Supervisors or members of the public, and insofar as possible, should include experts in historic preservation and Jefferson County history. The Council shall meet no more than 6 times per year. The County Board Chair shall appoint members to the Council subject to confirmation by the Jefferson County Board of Supervisors. Members shall serve two-year terms except for the initial appointments which may be longer or shorter than two years at the discretion of the Board Chair. The purpose, intent and criteria are set forth in Ordinance No. 2016-__, serving staggered three-year terms, appointed by the County Administrator. The Commission shall have the power, subject to the provisions and criteria of Ordinance No. 2007-48, to recommend designation of historic structures, historic sites and historic districts within the unincorporated areas of the County. [cr. 04/15/08, Ord. 2008-02; re-lettered 3/13/12, Ord. 2011-24; Ord. No. 2015-19, 11-10-2015]

Section 2. Section 3.07 of the Board of Supervisors Rules of Order is amended as follows:

(7) Except as provided herein, the members of all committees, boards, commissions and other bodies shall receive the same per diem, meeting fees, mileage and reimbursed expenses as standing committees of the Board as currently provided in Ordinance 2001-19, as most recently amended on August 8, 2006. This shall include county representatives on lake district boards, consortiums, committees, boards, commissions or other bodies where appointments are made by the County Administrator, County Board Chair or County Board pursuant to law or intergovernmental agreements. With the exception of members of the Human Services Board, members of groups created under Chapter 46 of the Wisconsin Statutes shall be entitled to mileage as paid to standing committees of the County Board. ~~Members of the Historic Sites Preservation Commission shall not be eligible for meeting fees, mileage or other expense reimbursement.~~ Members of the Traffic Safety Commission who are receiving pay from a governmental entity during such meeting shall not be entitled to a meeting fee or mileage for such Traffic Safety Commission meeting. [Am. 03/09/04, Ord. 2003-40; 06/08/04, Ord. 2004-08; 04/15/08, Ord. 2008-03; 03/09/10, Ord. 2009-24; Ord. No. 2015-01, 04-21-2015]

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




Ayes _____ Noes _____ Abstain _____ Absent _____ Vacant _____

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

Requested by
Administration & Rules Committee

02-14-17

J. Blair Ward: 01-09-17; 01-15-17; 01-31-17

REVIEWED: Administrator ; Corp. Counsel ; Finance Director 

Approving Partnership Agreement between Dodge County, the Jefferson County Economic Development Consortium and Glacial Heritage Development Partnership for Economic Development Services and Collaboration

Executive Summary

Throughout the past year, representatives of Jefferson County have met with Dodge County officials to discuss collaboration on economic development. This collaborative effort between counties creates an opportunity for synergy due to both counties sharing the City of Watertown which is the largest community in both counties. There are many common goals for both counties in the enhancement and creation of economic development based on their proximity to the two major metropolitan areas in the state. Dodge County has committed \$85,000 to the Jefferson County Economic Development Consortium in its FY 2017 Budget for economic development activities contingent upon the execution of the attached Partnership Agreement. The Administration and Rules Committee reviewed this resolution on January 25, 2017, and recommended forwarding to the County Board for approval.

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

WHEREAS, Jefferson County seeks to work with other local government entities for the purpose of economic development, and

WHEREAS, Dodge County has expressed an interest in working with Jefferson County in a regional approach to economic development activities, and

WHEREAS, Jefferson County has created an economic development entity and has developed a strategic plan that has involved the private sector through the Glacier Heritage Development Partnership, and


WHEREAS, Dodge County has committed \$85,000 on an annual basis to the Jefferson County Economic Development Consortium for five years to support economic development activities.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors hereby approves the Partnership Agreement between Dodge County, the Jefferson County Economic Development Consortium and Glacial Heritage Development Partnership for economic development services and collaboration and directs the County Board Chairperson to sign the Partnership Agreement acknowledging such approval on behalf of Jefferson County

Fiscal Note: \$85,000 received from Dodge County will be shown in JCEDC account number 458007 – JCEDC Service Fees. Expenditures will primarily be salary costs. The 2017 JCEDC Budget was developed in anticipation of receiving service revenue which will be used to provide additional staff to carry out services contracted through this partnership agreement and the GHDP contract. There is no County levy fiscal impact.

Requested by Administration & Rules Committee

Ben Wehmeier: 1-24-17; 1-25-17

REVIEWED: Administrator ; Corp. Counsel ; Finance Director 

02-14-17

Partnership Agreement between Dodge County, the Jefferson County Economic Development Consortium, and Glacial Heritage Development Partnership

THIS AGREEMENT (the “Agreement”) is made by and between the Jefferson County Economic Development Consortium (the “JCEDC”), Glacial Heritage Development Partnership (“GHDP”), and Dodge County, Wisconsin (the “County”).

WHEREAS, the JCEDC was formed in 2003 and consists of the following member communities: Jefferson County, Cambridge, Fort Atkinson, Jefferson, Johnson Creek, Lake Mills, Waterloo, Watertown, and Whitewater; and

WHEREAS, the JCEDC serves as the lead economic development organization in the Jefferson County area and was formed to achieve the economic development goals of the area; and

WHEREAS, the JCEDC has created a new public-private nonprofit organization, GHDP, to lead and coordinate the area’s strategic efforts in economic development; and

WHEREAS, GHDP will contract with the JCEDC for staff to manage implementation of GHDP’s 5-year plan, the 2017-2022 Strategic Plan, throughout the region; and

WHEREAS, the 2017-2022 Strategic Plan has four distinct areas of focus:

1. Business: Grow Businesses, Capital Investment and Employment Opportunities;
2. Workforce: Attract, Develop, and Align Talent;
3. Build Capacity: Grow the GHDP’s capacity to execute professional economic development programs and services; and
4. Marketing: Raise awareness of the area’s assets to attract business investment, talent, and visitors with discretionary dollars.

WHEREAS, in order to implement these goals GHDP intends to secure funding via a capital campaign; and

WHEREAS, the County desires to promote economic development throughout Dodge County; and

WHEREAS, the County, the JCEDC, and GHDP recognize the benefits of taking a regional approach to economic development; and

WHEREAS, GHDP is willing to provide economic development services and expand the scope of the 2017-2022 Strategic Plan to include Dodge County; and

WHEREAS, entering into this Agreement with the JCEDC and GHDP will supplement the County’s existing work on economic development;

NOW, THEREFORE, it is hereby agreed by and between the JCEDC, GHDP and the County as follows:

1. Purpose. The parties desire to work together to coordinate and advance economic development throughout the Jefferson and Dodge County region.
2. Effective Date. This Agreement shall become effective on the date of last signature below, but no later than March 31, 2017, and shall continue through December 31, 2021, unless terminated in accordance with the provisions of Section 9 herein.
3. Payment. The County shall pay to the JCEDC a lump sum of \$85,000 annually from 2017 through 2021. The first payment shall be made within thirty (30) days of the effective date of this Agreement, with annual payments to be made on or before March 31st, each year thereafter. Payment shall be sent to: 864 Collins Road, Jefferson, WI 53549.

The funds paid by the County under this Section shall be limited to use by the JCEDC to carry out activities and programming in Dodge County, as directed by GHDP.

4. Obligations of the JCEDC.

- A. The JCEDC staff members, under contract with and at the direction of GHDP, shall provide economic development services to all of Dodge County. Services provided shall include, but are not limited to, the following:
 - i. Business Retention and Expansion visits. Professional economic development staff will conduct targeted visits with up to 30 of Dodge County's primary employers in year one to ascertain barriers to growth and identify key local assets utilized by employers. Said visits shall assist the JCEDC staff in forming an economic development plan for the work to be completed in Dodge County during years two through five of this Agreement.
 - ii. Direct Expansion Assistance. Provide professional, timely and appropriate assistance to businesses considering new capital investments in Dodge County.
 - iii. Coordinate with regional entities to provide marketing and outreach that supports new business investments in Dodge County.
 - iv. Work with Dodge County Planning and others to compile an asset inventory of sites, buildings, and other resources that are in place to support business growth within Dodge County, and identify gaps that would serve as the basis for future asset development work.
 - v. Promote Dodge County's business assets on the GHDP Website and in outreach and marketing materials.
 - vi. Assist with the development of marketing materials for business attraction to Dodge County.

- vii. Assist and coordinate with development of a Prospect Identification process designed to identify businesses in targeted industry sectors in Dodge County.
 - viii. Work with Dodge County Planning to ensure accurate demographic data, and information on available sites and buildings, are current and that all pertinent data is posted on appropriate websites.
 - ix. Talent Attraction. Assist and coordinate in the development and implementation of a marketing strategy designed to attract workers to Dodge County.
- B. The JCEDC staff, under contract with GHDP, within one (1) year from the execution of this Agreement, shall prepare and present a report to the County and GHDP containing the issues and needs identified in Dodge County and the recommended actions to address those issues and needs.
5. Obligations of GHDP.
- A. GHDP, in its bylaws, shall provide that the County has one permanent seat on the GHDP Board of Directors. The chair of the Dodge County Board of Supervisors shall annually appoint one (1) individual, and one (1) alternate, to fill the seat on the GHDP Board of Directors.
 - B. GHDP shall, within fourteen (14) months of execution of this Agreement, amend its 2017-2022 Strategic Plan to incorporate provisions of the report created by the JCEDC staff under Section 4.B., to address the issues and needs identified, in order to establish a regional approach to economic development.
 - C. GHDP shall work with the Executive Committee of the Dodge County Board of Supervisors and business leaders, on an annual basis, to determine which specific services will be provided to the County and which areas of concern the County desires to focus on, within the framework of services performed by JCEDC.
 - i. This shall be discussed at a regularly scheduled meeting of the Executive Committee, with the first discussion to take place in September 2017.
6. Obligations of the County.
- A. The County shall work cooperatively with GHDP and the JCEDC staff in arranging and coordinating meetings with local businesses and professionals, including finding locations and setting up for the meetings.
 - B. The County shall provide an office space, as an in kind donation, for the JCEDC staff to utilize while providing services in Dodge County.
 - i. The office shall be located in the Land Resources and Parks Department on the 3rd Floor of the Dodge County Administration Building, 127 E. Oak Street, Juneau, WI 53039.

- ii. The JCEDC staff shall be responsible for having his or her own computer, or other electronic device, and telephone.

7. Reports.

- A. GHDP shall provide semi-annual reports to the Dodge County Administrator, the Chair of the Dodge County Board of Supervisors, and the Dodge County Executive Committee regarding GHDP's activities that period, including aggregate data, and anticipated action for the upcoming period.
 - i. GHDP shall prepare such reports and cause them to be received by County not later than the 5th day of the month that is six (6) months from the date this Agreement is executed; and on a semi-annual basis, thereafter.
 - ii. Reports shall set forth a detailed description of the economic development services that GHDP provided to the County including aggregate reports on existing business visits; on expansion assistance requests; on actions taken to address barriers and opportunities identified, and on progress towards building and then promoting business-related assets.
 - B. GHDP shall provide annual written and oral reports to the Dodge County Board of Supervisors each September, commencing September 2017.
8. Independent Contractors. It is mutually agreed and understood that the JCEDC staff members, including those providing specific services to the County, are at all times acting and performing as independent contractors. Nothing in this Agreement shall be construed to create an employer-employee relationship between the JCEDC staff members and the County.
9. Termination. This Agreement may be terminated by either party upon six (6) months written notice to the non-terminating party.
10. Severability. The terms of this Agreement are severable and any determination by any court or agency having jurisdiction over the subject matter of this Agreement that results in the invalidity of any part shall not affect the remainder of the Agreement.
11. Amendments. This Agreement may be revised, modified, or amended only upon written agreement of the Parties. All modifications, amendments, or alterations shall be set forth in writing and made a part of this Agreement by incorporated reference.
12. Governing Law & Forum. This Agreement shall be governed by the laws of the State of Wisconsin. Venue as to any dispute that may arise under this Agreement shall be in the Circuit Court of Dodge County, Wisconsin.
13. Counterparts. This Agreement may be executed in two or more counterparts, each of which shall be deemed an original but all of which together shall constitute one and the same instrument.

14. Entire Agreement. This Agreement constitutes the entire agreement among the parties hereto with respect to the subject matter hereof. Any and all prior and contemporaneous agreements, representations and understandings of the parties with respect to the subject matter of this Agreement, oral or written, are superseded by this Agreement.
15. Assignment. The parties agree that there shall be no assignment or transfer of this Agreement, nor any interests, rights or responsibilities contained herein, except as agreed to in writing.

IN WITNESS WHEREOF, GHDP, the JCEDC, and the County certify that this Agreement has been duly approved by their respective governing bodies in accordance with State and local laws, rules, and regulations, and each has caused their duly authorized officers to execute this Agreement on the dates indicated below.

Glacial Heritage Development Partnership

By: _____
Matt Mauthe, Chair
Glacial Heritage Development Partnership

Date: _____

Jefferson County Economic Development Consortium

By: _____
John David, Chair
Jefferson County Economic
Development Consortium

Date: _____

Jefferson County, Wisconsin

By: _____
James Schroeder, Chairperson
Jefferson County Board of Supervisors

Date: _____

Dodge County, Wisconsin

By: _____
Russell Kottke, Chairman
Dodge County Board of Supervisors

Date: _____

By: _____
Karen Gibson
Dodge County Clerk

Date: _____

RESOLUTION NO. 2016-____

Authorizing sale of tax delinquent property to the Town of Milford

Executive Summary

Jefferson County commenced a foreclosure action for unpaid taxes and currently holds title to property located at W7075 Main Street, Watertown, with the principal amount of delinquent taxes totaling \$6,030.85. The Town of Milford incurred costs of \$22,795.34 in 2014 for razing the building that was on this property. These costs were assessed as a special charge against the property. The Town of Milford has not requested reimbursement of \$10,000 from the County to which it could be legally entitled. Instead, the Town of Milford is asking the county to convey this parcel to the town for a nominal price in exchange for the town not seeking reimbursement for costs associated with razing the building. The Jefferson County Real Estate Tax Foreclosure Policy adopted by the Finance Committee authorizes the Finance Committee to sell land to a municipality where the foreclosed property is located, at the cost of the delinquent taxes and interest. This is in accordance with § 75.69, Wis. Stats., which exempts the County from complying with the usual publication and bidding requirements when selling tax delinquent land to municipalities. The Finance Committee recommends making an exception to this requirement due to the Town paying all costs associated with razing the building formerly located on the property and supports selling this parcel to the Town for a nominal price. This resolution authorizes the County to convey the above parcel of real property to the Town of Milford for payment of \$1. The Finance Committee met on January 12, 2017, and recommended forwarding this resolution to the County Board.

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

WHEREAS, Jefferson County annually settles with local taxing jurisdictions such as villages, school districts and cities by paying those jurisdictions their share of unpaid real estate taxes and receives a tax certificate and a tax lien on the property for which the taxes are due, and

WHEREAS, periodically the County takes title to properties subject to the tax liens through a foreclosure action, and

WHEREAS, the County commenced a foreclosure action and currently holds title to property located at W7075 Main Street, Watertown, with the principal amount of delinquent taxes due of \$5,635.56 through 2015 in addition to 2016 taxes of \$395.29, and

WHEREAS, the Town of Milford has expressed interest in taking title to said parcel, and

WHEREAS, § 75.69, Wisconsin Statutes, allows the County to transfer tax foreclosed property to another unit of government without following the usual publication and bidding requirement, and

WHEREAS, the Finance Committee recommends making an exception to the Jefferson County Real Estate Tax Foreclosure Policy and conveying Parcel #020-0814-0613-008 to the Town of Milford upon payment to the County of \$1.

NOW, THEREFORE, BE IT RESOLVED that the County is authorized to convey the above parcel of tax delinquent land, Parcel #020-0814-0613-008, to the Town of Milford in return for payment of \$1.

Fiscal Note: The County will recognize a loss of \$6,030.85 for the principal amount of delinquent taxes owed.

Ayes _____ Noes _____ Abstain _____ Absent _____ Vacant _____

Requested by
Finance Committee

02-14-17

Brian Lamers: 12-20-16; J. Blair Ward: 01-06-17
Barb Frank: 01-18-17

REVIEWED: Administrator: BL; Corp. Counsel: DB; Finance Director: YC

RESOLUTION NO. 2016-__

Authorizing Highway Department truck and plow equipment purchases

Executive Summary

The Highway Department is updating its fleet of heavy trucks used for construction work and winter maintenance plowing. Six quad axle trucks will be purchased to replace six existing tri-axle trucks in the Highway Department fleet. Bid prices in the bid summary reflect the trade-in value for the six tri-axle trucks being replaced. The Highway Committee met on January 31, 2017, and recommended forwarding this resolution to the County Board for approval.

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

WHEREAS, the Jefferson County Highway Department is updating its fleet of winter maintenance and summer maintenance trucks and equipment, and

WHEREAS, bids were solicited for six (6) 2018 model quad axle trucks, dump boxes, and winter maintenance equipment, and such bids were received and opened on December 13, 2016, with the following results:

Truck Vendors

Company: Lakeside International
Make & Model: 2018 International 7600SBA
Net Bid (6 Trucks): **\$463,061.42**

Company: Truck Country Freightliner
Make & Model: 2018 Freightliner 114SD
Net Bid (6 Trucks): \$603,809.68

Company: Kriete Truck/Mack
Make & Model: 2018 Mack GU713 SFA
Net Bid (6 Trucks): \$618,096.76

Company: V & H/Western Star
Make & Model: 2018 Western Star 4700
Net Bid (6 Trucks): \$633,860.00

Company: Wisconsin Kenworth
Make & Model: 2018 Kenworth T800
Net Bid (6 Trucks): \$993,714.00 (No Trades)

Truck Equipment Vendor

[Truck box, plow, wing, spreader, hydraulic controls, pre-wet tank, lights, set-up]

Equipment Company: Casper Truck Equipment
Make & Model: All equipment bid
Total Bid (6): **\$638,625.00**

Equipment Company: Monroe Truck Equipment
Make & Model: All equipment bid
Total Bid (6): \$742,716.00

WHEREAS, the Highway Committee has reviewed the bids and determined that Lakeside International is the lowest responsible bidder for six (6) 2018 model quad axle trucks , and

WHEREAS, the Highway Committee has reviewed the bids and determined that Casper Truck Equipment is the lowest responsible bidder for truck equipment, and

WHEREAS, the Highway Committee recommends accepting the bids from Lakeside International for \$463,061.42 and Casper Truck Equipment for \$638,625.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Highway Department is authorized to purchase six (6) 2018 Model International 7600 quad axle trucks from Lakeside International from Madison, Wisconsin, for the net bid price of \$463,061.42 and authorized to purchase the plow equipment for the six (6) trucks from Casper Truck Equipment for the bid price of \$638,625.00.




Fiscal Note: These purchases will be funded through the Highway Department Equipment Operations Cost Center, Account #53241. The net costs listed above reflect the trade-in value of the existing six tri-axle trucks for \$340,000.

Ayes _____ Noes _____ Abstain _____ Absent _____ Vacant _____

Requested by
Highway Committee

02-14-17

Bill Kern: 12-20-16; J. Blair Ward: 01-31-17

REVIEWED: Administrator ; Corp. Counsel ; Finance Director 

Authorizing Highway Department skid-steer purchase

Executive Summary

The Highway Department is recommending the purchase of two new skid-steer loaders. The new skid-steers will replace two existing skid-steer loaders that will be sold through an online auction service. The Highway Committee met on January 31, 2017, and recommended forwarding this resolution to the County Board for approval.

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

WHEREAS, the Jefferson County Highway Department is recommending the purchase of two new skid-steer loaders, and

WHEREAS, bids were solicited for two (2) 2017 model skid-steer loaders and such bids were received and opened on December 13, 2016, with the following results:

Skid-Steer Loader (2 Units)

Company: Mid-State Equipment, Watertown
Make & Model: 2017 Bobcat S770
Total Bid (2 Units): \$95,630.00

Company: Fabick, Madison
Make & Model: 2017 CAT 262D XPS
Total Bid (2 Units): \$97,000.00

Company: Brooks Tractor, Sun Prairie
Make & Model: 2017 John Deere 330G
Total Bid (2 Units): \$105,471.40

Company: Aring Equipment, Madison
Make & Model: 2017 Volvo MC135C
Total Bid (2 Units): \$115,300.00

WHEREAS, the Highway Committee has reviewed the bids and determined that Mid-State Equipment is the lowest responsible bidder for the equipment, and

WHEREAS, the Highway Committee recommends accepting the bid of Mid-State Equipment in the amount of \$95,630.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Highway Department is authorized to purchase two (2) 2017 Model Bobcat S770 units from Mid-State Equipment from Watertown, Wisconsin, for the total bid price of \$95,630.




Fiscal Note: These purchases will be funded through the Highway Department Equipment Operations Cost Center, account #53241. The Highway Department will also be selling the existing two skid-steer loaders at auction.

Ayes____ Noes____ Abstain____ Absent____ Vacant____

Requested by Highway Committee

02-14-17

Bill Kern: 12-20-17; J. Blair Ward: 01-31-17

REVIEWED: Administrator ; Corp. Counsel ; Finance Director 

RESOLUTION NO. 2016-__

Authorizing Highway Department self-propelled sweeper purchaseExecutive Summary

The Highway Department is recommending the purchase of two new self-propelled sweepers for highway maintenance and construction operations. The two self-propelled sweepers will replace two existing sweepers that will be sold through an online auction service. The Highway Committee met on January 31, 2017, and recommended forwarding this resolution to the County Board for approval

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

WHEREAS, the Jefferson County Highway Department is updating highway maintenance and construction equipment, and

WHEREAS, bids were solicited for two (2) 2017 model self-propelled sweepers, and such bids were received and opened on December 13, 2016, with the following results:

Self-Propelled Sweeper

Company: Serwe Implement, Brownsville
Make & Model: 2017 Superior SM80K
Bid (2 Units): **\$119,364.00**

Company: Roland Machinery, Deforest
Make & Model: 2017 Rosco Sweep Pro
Bid (2 Units): \$120,070.00

WHEREAS, the Highway Committee has reviewed the bids and determined that Serwe Implement is the lowest responsible bidder, and

WHEREAS, the Highway Committee recommends accepting the bid of Serwe Implement in the amount of \$119,364.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Highway Department is authorized to purchase two (2) 2017 model Superior SM80K sweepers from Serwe Implement from Brownsville, Wisconsin, for the total bid price of \$119,364.




Fiscal Note: These purchases will be funded through the Highway Department Equipment Operations Cost Center, account #53241. The Highway Department will also be selling the two existing sweepers at auction.

Ayes_____ Noes_____ Abstain_____ Absent_____ Vacant_____

Requested by Highway Committee

02-14-17

Bill Kern: 12-20-16; J. Blair Ward: 01-31-17

REVIEWED: Administrator ; Corp. Counsel ; Finance Director 

ORDINANCE NO. 2016-____

Amending Personnel Ordinance HR0645, Holidays, to authorize 10 floating holidays for the Food Service Supervisor position at the Sheriff's Department

Executive Summary

The majority of full-time employees receive nine (9) paid holidays and one (1) paid floating holiday annually. Personnel Ordinance HR0645, Holidays, provides 10 floating holidays per year for certain positions that must be staffed 365 days per year. The current ordinance does not recognize the position of Food Service Supervisor at the Sheriff's Department.

On December 20, 2016, the Human Resources Committee reviewed language amending Personnel Ordinance HR0645, Holidays, as proposed by the Human Resources Director. As the Food Service Supervisor regularly is scheduled to work on holidays, the amendment would also provide this position with 10 floating holidays per year to be taken at the discretion of the employee subject to the approval of the supervisor. After consideration of the proposed revision, the Human Resources Committee is recommending an amendment to HR0645, Holidays, to provide the Food Service Supervisor position at the Sheriff's Department with 10 floating holidays annually.

WHEREAS, because the Jail kitchen provides food service to inmates 365 days a year and the Food Service Supervisor is often required to work on holidays, it is necessary to allow the Food Service Supervisor position 10 floating holidays per year to ensure adequate staffing is maintained on holidays.

NOW, THEREFORE, BE IT RESOLVED that the Human Resources Committee supports and recommends the amendment of Section HR0645, Holidays, to allow 10 floating holidays annually to the Food Service Supervisor position.

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

Section 1. Section HR0645, Holidays, is amended as follows:

HR0645 HOLIDAYS

- C. In lieu of the paid holidays above, Communications Operators, ~~and~~ Cooks and the Food Service Supervisor in the Sheriff's Department, 9-month Seasonal Maintenance Workers in the Parks Department, and Intake/On-call Workers, Group Home Workers and the Lueder Haus Supervisor at Human Services, shall receive ten (10) floating holidays each year. Such days are to be taken at the discretion of the employee subject to the approval of the supervisor. Such employees shall work if scheduled on any day otherwise observed as a holiday by other County employees without additional compensation. Employees who have not used all of their holidays shall have them automatically paid out, on the first pay period in

January at the previous year's rate in effect on December 31st. Holidays may be carried over into the new year upon approval of the County Administrator, used by March 1 or be forfeited. [cr. 12/13/11, ord. 2011-21; am 02-11-14, ord 2013-25]

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

02-14-17

Terri M. Palm: 12-18-16

REVIEWED: Administrator ; Corp. Counsel ; Finance Director 

RESOLUTION NO. 2016-__

Retitling the Business Relations and Marketing Manager to Marketing Manager in the Economic Development Department, reclassifying an Accountant I to an Accounting Specialist II, reclassifying the Administrative Services Division Manager and reclassifying the Medical Office Assistant positions at the Human Services Department

Executive Summary

Reclassifications and title changes of four positions have been recommended by the department heads supervising the positions. The County Administrator has reviewed these recommendations and is requesting the reclassifications and retitling of positions, recommending the effective date retroactive to January 1, 2017. These requests are being made pursuant to Personnel Ordinance HR0210, Amendment and Maintenance of the Classification, which states:

Written requests for changes in the classification plan shall be submitted to the Human Resources Department by April 1 of each year, with the exception of requests initiated by the County Administrator, which may be reviewed at any time. The County shall use a consultant to consider such proposed changes and shall review the classification plan. The consultant's recommendations shall be implemented unless it can be demonstrated that the consultant acted without any factual basis when considering the requests, or unless the Board takes action to uniformly delay or deny all recommendations based on budgetary or other constraints. Recommended changes shall be presented to the Human Resources Committee and then presented to the Board of Supervisors with the proposed County budget for the succeeding year. Reclassifications, grade reassignments or job title changes shall be effective January 1 of the succeeding year, unless otherwise recommended and approved by the Board of Supervisors. Employees requesting reclassification shall be informed of the consultant's recommendation and Human Resources Committee action by the Human Resources Department.

The four requests and factual basis for each retitling and reclassification request are as follows:

1. The Glacial Heritage Development Partnership (GHDP) CEO/Jefferson County Economic Development Consortium (JCEDC) Executive Director is recommending a title change to the Business Relations and Marketing Manager position to Marketing Manager to more accurately reflect the duties and purpose of the position. Only a title change is necessary because the duties that were originally evaluated have not significantly changed.
2. After approval of the 2017 budget, the Accountant I position became vacant due to an internal promotion. The Accountant I position was performing duties of a higher classification, not typically performed in that position. The Human Services Director reassigned these duties to the newly created position of IT Specialist. As a result of this reassignment of job duties, the Human Services Director is recommending, and the County Administrator is requesting, a reclassification of the position from an Accountant

I to an existing Accounting Specialist II position. In 2012, the County's consultant evaluated the Accounting Specialist II position at a Grade 5. This reclassification would result in a title change and reduction from Grade 6 to Grade 5.

3. After approval of the 2017 budget, it was learned that the Administrative Services Division Manager position would become vacant early in 2017. The Human Services Director reviewed the job description and determined that significant changes had occurred in the Administrative Services Division Manager position since it was last evaluated in 2012. These changes include increased responsibilities to ensure compliance with administrative regulations and laws and supervision of additional staff. In order to attract qualified candidates to fill the position, the Human Services Director is recommending, and the County Administrator is requesting, a reclassification of the position. The County's consultant evaluated the Administrative Services Division Manager position in December 2016 and is recommending an increase from Grade 13 to Grade 14.
4. After approval of the 2017 budget, the Human Services Director determined that significant changes have occurred in the Medical Office Assistant position since it was last evaluated in 2012. These changes directly impact the medical doctor's work which includes monitoring the Prescription Drug Monitoring Program State Medication website, running necessary client reports from the Echo system and completing chart reviews/following up with clients. The Medical Office Assistant is the main assistant for the Psychiatrist at Human Services performing job duties typically performed by a Licensed Practical Nurse. Working closely with and understanding the MD is essential to not only providing the best service, but also seeing as many clients as possible. In order to retain qualified candidates to fill this position with the required skills and training, the Human Services Director is recommending, and the County Administrator is requesting, a reclassification of the Medical Office Assistant position. The County's consultant evaluated the Medical Office Assistant position in December 2016 and is recommending an increase from Grade 4 to Grade 5.

On December 20, 2016, the Human Resources Committee voted to recommend the title change from Business Relations and Marketing Manager to Marketing Manager in the Economic Development Department and the reclassification of a vacant Accountant I position to an Accounting Specialist II position in the Human Services Department. On January 23, 2017, the Human Resources Committee voted to recommend a reclassification for the Administrative Services Division Manager position and the Medical Office Assistant position in the Human Services Department, effective January 1, 2017.

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

WHEREAS, Personnel Ordinance HR0210, Amendment and Maintenance of the Classification Plan, states that "written requests for changes in the classification plan shall be

submitted to the Human Resources Department by April 1 of each year, *with the exception of requests initiated by the County Administrator, which may be reviewed at any time,*" and

WHEREAS, Personnel Ordinance HR0210, Amendment and Maintenance of the Classification Plan, further states that "reclassifications, grade reassignments or job title changes shall be effective January 1 of the succeeding year, *unless otherwise recommended and approved by the Board of Supervisors,*" and

WHEREAS, the County Administrator requests and the Human Resources Committee recommends retitling the position of Business Relations and Marketing Manager to Marketing Manager in the Economic Development Department, reclassifying a vacant Accountant I position to an Accounting Specialist II position at the Human Services Department, reclassifying the Administrative Services Division Manager position at the Human Services Department and reclassifying the Medical Office Assistant position at the Human Services Department, effective January 1, 2017.

NOW, THEREFORE, BE IT RESOLVED that the 2017 County Budget setting forth position allocations in the Economic Development Department and the Human Services Department be and is hereby amended to reflect the above changes, effective January 1, 2017.

Fiscal Note:

- *No fiscal impact for retitling of the Business Relations and Marketing Manager to Marketing Manager in the Economic Development Department.*
- *The fiscal impact for 2017 of hiring a new employee into the vacant Accountant I position (Grade 6) and the Accounting Specialist II position (Grade 5) is a gross savings of \$2,595. This takes into account the slight increase of cost of the promotion of the incumbent.*
- *The fiscal impact for 2017 of hiring a new employee into the Administrative Services Division Manager at the reclassified Grade 14 is a savings of \$5,105 for 2017 over the budgeted amount at Grade 13 (Step 11). This takes into account the overlapping of pay ranges and the budgeted amount for the incumbent.*
- *The fiscal impact for 2017 of the reclassification of the incumbent in the Medical Office Assistant position is \$1,262.*

Ayes _____ Noes _____ Abstain _____ Absent _____ Vacant _____

Requested by Human Resources Committee

02-14-17

Terri M. Palm-Kostroski: 01-17-17, 01-18-17, 02-06-17; J. Blair Ward: 01-18-17; Tammy Worzalla: 02-06-17

REVIEWED: Administrator: BN; Corp. Counsel: JB; Finance Director: W

RESOLUTION NO. 2016-__

**Authorizing contract for demolition and materials removal for the former Jefferson
County Highway site on Woolcock Street**

Executive Summary

As part of the County's transition from the old highway site to the new facility, the County engaged with The Sigma Group to assist with professional services to decommission the old highway site. In the beginning of January of 2017, The Sigma Group worked with the County to develop a RFP for the demolition and removal of materials from the old highway site.

The RFP has a base bid for removing the main structure on the old highway site. In addition, there were five alternatives included in the bid. Alternative 1 involved removal of the slab and foundation of the main highway structure and replacing with granular material. This alternative would be implemented pending results from the WI DNR relating to its removal. Alternative 2 involved removal of an existing structure if the current contractor does not complete the removal within the required time. Alternative 3 involved removal of the wood salt sheds if the current contractor does not complete the removal within the required time. Alternative 4 involved the removal of the old office, to include removal of slab and foundation backfilled with granular material. Staff is recommending proceeding with this alternative. Finally, Alternative 5 would involve removal of the slabs and foundations of structures mentioned in Alternative 2 and 3.

The Sigma Group developed the scope of work and bid documents for purposes of public bidding. In addition, a site visit was coordinated with all potential bidders. The County opened these bids on January 27, 2017. A total of six bids were received. The Sigma Group reviewed the submitted bids for responsiveness and completeness. The bid tabulation was reviewed with the Infrastructure Committee on February 1, 2017. Based on discussion with The Sigma Group, the Committee directed Administration and The Sigma Group to conduct a scope check of the three lowest responsible bidders and the Infrastructure Committee would reconvene on February 14th for the final review of the results and recommendations. As a result of these reviews the Infrastructure Committee is recommending the County contract with _____ for _____.

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

WHEREAS, bids were solicited for demolition and material removal from the former Highway Site at 141 West Woolcock Street, and

WHEREAS, the following bids were received:

Bidder:	Earth	Badgerland	Purpero	Veit	MRO	Stack
Total Base Bid:	\$59,000	\$58,519	\$67,000	\$88,185	\$134,668	\$171,412
Alternate 1, if removal & recycling/disposal of foundations and slabs for Buildings 10-14 and backfill/restoration to grade using granular backfill is accepted, ADD	\$61,000	\$45,000	\$104,000	\$82,900	\$162,105	\$87,542
Alternate 2, if removal of Building 5 to grade is accepted, ADD	\$6,000	\$5,958	\$7,500	\$10,960	\$26,929	\$12,166
Alternate 3, if removal of Building 6 to grade is accepted, ADD	\$8,000	\$9,519	\$13,500	\$26,300	\$44,970	\$16,371
Alternate 4, if removal of entire above ground structure and associated foundations and slabs for Building 1 and backfill/restoration to grade using granular backfill is accepted, ADD	\$10,000	\$15,580	\$24,500	\$25,160	\$65,466	\$14,154
Alternate 5, if removal of remaining above ground structures and associated foundations and slabs for Buildings 2 & 3 and backfill/restoration to grade using granular backfill is accepted, ADD	\$6,000	\$5,800	\$22,000	\$39,300	\$42,265	\$15,900
Total:	\$143,000	\$140,376	\$238,500	\$281,806	\$466,283	\$317,545

WHEREAS the Infrastructure Committee has reviewed the bids and determined that _____ is the lowest responsible bidder for the project, and

WHEREAS, the Infrastructure Committee recommends accepting the bid of _____ in the amount of \$_____.

NOW, THEREFORE, BE IT RESOLVED that the County Administrator is authorized to enter into a professional service contract with _____, of _____ Wisconsin, in the amount of \$_____ for demolition and materials removal from the former Highway Site at 141 West Woolcock Street.

BE IT FURTHER RESOLVED that the project will be allocated an additional \$15,000 in contingency for unforeseen circumstances and a cost not to exceed \$24,000 for project management.

BE IT FURTHER RESOLVED that the County Administrator is authorized to execute any of the five alternatives bids as required by project status. The County Administrator will be required to report to the Infrastructure Committee for any alternative bids approved.

Fiscal Note: Adequate funds for this project are in the Capital Projects Fund that has been carried over from prior year's issuance of bonds for the demolition of the old Highway Facility.

Ayes _____ Noes _____ Abstain _____ Absent _____ Vacant _____

Requested by Infrastructure Committee

02-14-17

Ben Wehmeier: 02-06-17; J. Blair Ward: 02-08-17

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

ORDINANCE NO. 2016-__

Amending the Jefferson County Parks Ordinance to**(1) Limit use of Non-Motorized Vehicles on Park Trails and Prohibit Hiking or****Dog Walking on Designated Cross-Country Ski-Trails;****(2) Allow Foraging in County Parks; and****(3) Allow Parks Director to Assign a Designee to Issue Citations**Executive Summary

The current Jefferson County Parks Ordinance does not address the use of bicycles in County parks. Parks Department staff has received complaints about damage to parks and trails caused by bicycle use and is recommending an amendment to the Parks Ordinance to restrict the use of bicycles and other non-motorized vehicles to designated areas of County parks. This amendment to the Jefferson County Parks Ordinance will allow limited use of bicycles and non-motorized vehicles in County parks for the purpose of preventing damage to park trails. The Parks Committee considered this amendment at its meeting on February 6, 2017, and recommended forwarding to the County Board for approval.

The current Jefferson County Parks Ordinance does not address foraging in County parks. Parks Department staff recently received a request to forage in County parks with the individual looking to harvest without limitation. The Jefferson County Parks Department supports limited foraging in County parks and if properly regulated by County ordinance, foraging will not damage the natural beauty of County parks. This amendment to the Jefferson County Parks Ordinance will allow limited foraging of designated natural growth in County parks with a limit of a single one-gallon pail, per person, per day. The Parks Committee considered this amendment at its meeting on February 6, 2017, and recommended forwarding to the County Board for approval.

The Parks Department has responsibility for ensuring the safety of the public when using Jefferson County parks. This is accomplished through enforcement of the Jefferson County Parks Ordinance which regulates conduct in County parks such as hunting, camping, park hours and dogs running at large. The Parks Ordinance authorizes the Parks Director to issue citations and notice violations for the purpose of enforcing the Parks Ordinance. Amending the Parks Ordinance as proposed will allow the Parks Director to designate Parks Department staff to issue citations in addition to the Parks Director. This will allow the Parks Department to better enforce the Parks Ordinance and increase public safety. The Parks Committee considered this amendment at its February 6, 2017, meeting and recommended forwarding to the County Board for approval.

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

Section 1. Sections 8.09 through 8.13 of the Jefferson County Parks Ordinance are renumbered 8.10, 8.12, 8.13, 8.14 and 8.15.

Section 2. Section 8.09 of the Jefferson County Parks Ordinance is created as follows:

SECTION 8.09. NON-MOTORIZED VEHICLES. (1) No person shall operate or drive any non-motorized vehicle on a recreation trail or within a park except on designated trails, paved roads and in parking areas. For purposes of this ordinance, "non-motorized vehicle" is defined, without limitation by enumeration, as any human powered vehicle such as a unicycle, bicycle or tricycle. This section does not apply to pedestrians and persons using any manually or low-powered mechanically-propelled vehicle designed specifically for use by persons with physical disabilities.

(2) Dog sledding is prohibited in all county parks.

Section 3. Section 8.11 of the Jefferson County Parks Ordinance is created as follows:

SECTION 8.11. FORAGING IN JEFFERSON COUNTY PARKS. (1) In order to preserve the natural beauty for future visitors to enjoy, no person shall destroy, molest, deface or remove any natural growth or natural or archaeological feature from any County Park except the harvesting of edible plants for personal consumption such as edible fruits, edible nuts, wild mushrooms, wild asparagus and watercress. Harvesting of edible plants is limited to a single one-gallon pail, per person, per day. Foraging in areas designated as a State Natural Area is prohibited.

(2) Collecting seeds from herbaceous plants such as grasses and wildflowers is prohibited without written authorization from the Jefferson County Parks Director or designee.

Section 4. Section 8.13 of the Jefferson County Parks Ordinance is amended as follows:

SECTION ~~8.11~~ 8.13. PARK AND TRAIL HOURS. All parks, park roads and parking areas shall be closed to the public and vehicular traffic, except police and emergency vehicles, from one-half hour after sunset to one-half hour before sunrise and no person shall remain in parks during said hours, unless authorized by the issuance of a permit therefore by the Parks Director. Recreational trails may be used at any time except as limited by order of the Parks Director. No person may hike or walk dogs on designated cross-country ski trails when the trails are snow covered in any park. The Parks Director may grant permits to groups for park usage outside of normal park hours for events consistent with the mission of the Parks Department, and shall report issuance of any such permit promptly to the Parks Committee. [am. 06/13/06, Ord. 2006-09; 09-13-11, Ord. 2011-13; 02/14/12, Ord. 2011-26]

Section 5. Section 8.15 of the Jefferson County Parks Ordinance is amended as follows:

SECTION ~~8.13~~ 8.15. PENALTIES. (1) Any person violating any provision of this ordinance shall, upon conviction, be subject to a forfeiture of not less than \$25 nor more than \$200, penalty assessment and costs of prosecution, and in default of payment of such forfeiture, penalty assessment and costs, shall be imprisoned in the County Jail until such forfeiture and costs are paid, such imprisonment not to exceed 90 days. [renumbered 09/11/07, Ord. 2007-21]

(2) In addition to issuing citations or other methods of forfeiture enforcement, the Parks Director or designee or a county law enforcement officer may also issue a violation notice to a person violating any provision of this ordinance. The notice fee shall be \$25. If the notice fee is not paid within five (5) days of issuance of the notice, a citation or other method of forfeiture collection shall be used. [cr. 09/11/07, Ord. 2007-21]

Section 6. Sections 8.14 through 8.16 are renumbered 8.16 through 8.18.

Section 7. This ordinance shall be effective after passage and publication as provided by law.

Ayes _____ Noes _____ Abstain _____ Absent _____ Vacant _____

Requested by
Parks Committee

02-14-17

J. Blair Ward: 01-10-17; 01-12-17; 01-30-17; 01-31-17

REVIEWED: Administrator ; Corp. Counsel ; Finance Director 

Authorize application for Outdoor Recreation Aids GrantExecutive Summary

Jefferson County participates in the WI DNR Snowmobile Trail Maintenance Program. Jefferson County maintains approximately 182.7 miles of public snowmobile trail. The WI DNR requires the Outdoor Recreation Aids Grant resolution be renewed each calendar year. The Parks Committee considered this resolution at its February 6, 2017, meeting and recommended forwarding to the County Board for approval.

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

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

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

WHEREAS, Jefferson County includes expenses and offsetting revenue in the adopted budget each year for this program,

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

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

BE IT FURTHER RESOLVED that Jefferson County will comply with state or federal rules for the programs to be open to the general public during reasonable hours consistent with the type of facility and will obtain from the State of Wisconsin Department of Natural Resources approval in writing before any change is made in the use of the project sites.




Fiscal Note: The snowmobile trail maintenance program is expected to cost between \$45,675 and \$47,925 for winter 2017-2018. One hundred percent (100%) of this cost is funded by the grant.

Ayes_____ Noes_____ Abstain_____ Absent_____ Vacant_____

Requested by
Parks Committee

02-14-17

Joe Nehmer: 02-06-17

REVIEWED: Administrator ; Corp. Counsel ; Finance Director 

RESOLUTION NO. 2016-__

Petitioning the Town of Jefferson to Discontinue Jones Lane as a Public WayExecutive Summary

Dorothy Carnes Park is owned and operated by Jefferson County and is a nature-based 514 acre conservation park located north of Highway 12, west of Fort Atkinson. The entrance to Dorothy Carnes Park East is located on Jones Lane off of Banker Road. Jones Lane is a public road located in the Town of Jefferson used exclusively to access Carnes Park. The Jefferson County Parks Department has determined that Jefferson County would be better able to enforce the Parks Ordinance and increase public safety if access to Carnes Park was better regulated during non-business hours. The Parks Department is recommending the installation of an access control gate on Jones Lane which is approximately one-quarter mile from the park entrance. Because access control gates cannot be installed on a public road, Jones Lane must be discontinued as a public way by the Town of Jefferson in order for the County to control park access on Jones Lane. If Jones Lane is discontinued as a public way by the Town of Jefferson, title to Jones Lane and the adjoining right-of-way would be vested in Jefferson County and allow the Parks Department to better control public access to Dorothy Carnes Park. This resolution gives the Jefferson County Board Chair authorization to petition the Town of Jefferson to discontinue Jones Lane as a public way for the purpose of allowing the Parks Department to better control public access to Dorothy Carnes Park. The Parks Committee considered this resolution at its February 6, 2017, meeting and recommended forwarding to the County Board for approval.

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

WHEREAS, Dorothy Carnes Park is owned and operated by Jefferson County, and

WHEREAS, Jones Lane is a public road located in the Town of Jefferson used exclusively to access Carnes Park, and

WHEREAS, the Parks Department is recommending the installation of an access control gate on Jones Lane which would require the Town of Jefferson to discontinue Jones Lane as a public way, thereby vesting title of the road in Jefferson County, and

WHEREAS, if Jones Lane is owned by Jefferson County, the Parks Department would be better able to control public access to Dorothy Carnes Park and be better able to enforce the Parks Ordinance and increase public safety, and

WHEREAS, § 66.1003(6), Wis. Stats., authorizes the County Board Chair to petition for discontinuance of Jones Lane as a public way on behalf of Jefferson County.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors hereby authorizes the Jefferson County Board Chair to petition the Town of Jefferson to discontinue Jones Lane as a public way for the purpose of allowing the Parks Department to better control public access to Dorothy Carnes Park.

Fiscal Impact: This resolution will require the County to maintain and service Jones Lane to allow public access to Dorothy Carnes Park.

Ayes_____ Noes_____ Abstain_____ Absent_____ Vacant_____

Requested by Parks Committee

02-14-16

J. Blair Ward: 02-02-17; Joe Nehmer: 02-07-17

REVIEWED: Administrator BPW; Corp. Counsel JBW; Finance Director YCW

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

The Jefferson County Planning and Zoning Committee, having considered petitions to amend the official zoning map of Jefferson County, filed for public hearing held on November 18, 2004, December 15, 2016 and January 19, 2017, 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 R2958A-04, R3940A-16, R3941A-16,
R3942A-16, R3943A-16, R3944A-16, R3945A-16, R3946A-16, R3947A-16.
R3948A-16, R3949A-16, R3950A-17, R3951A-17, R3952A-17, R3713A-17,
R3954A-17 and R3955A-17**

DATED THIS 30th DAY OF JANUARY 2017

Donald Reese, Secretary

**THE PRIOR MONTH'S AMENDMENTS R3936A-16, R3937A-16, R3932A-16,
R3938A-16 AND R3939A-16 ARE EFFECTIVE UPON PASSAGE BY COUNTY BOARD,
SUBJECT TO WIS. STATS. 59.69(5).**

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 R2958A-04 was referred to the Jefferson County Planning and Zoning Committee for public hearing on November 18, 2004; Petitions R3940A-16, R3941A-16, R3942A-16, R3944A-16, R3945A-16, R3946A-16, R3947A-16, R3948A-16 and R3949A-16 were referred for public hearing on December 15, 2016; and Petitions R3943A-16, R3950A-17, R3951A-17, R3952A-17, R3713A-17, R3954A-17 and R3955A-17 were referred for public hearing on January 19, 2017, and

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

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

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

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

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

Create a 1.25-acre lot on **Island Road** in the Town of Waterloo from part of PIN 030-0813-1013-001 (7.52 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, receipt of a suitable soil test and approval and recording of a final certified survey map for the lot. R2958A-04 – Richard Hawk

Rezone to create a 3.86-acre lot combination around the home at **W532 County Road 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 Road B** from PIN 006-0716-14111-003. The sites are in the Town of Concord. This approval is conditioned upon approval and recording of a final certified survey map for the lots, including extraterritorial plat review if necessary. R3941A-16 – Jeff Gaal

Create two, 2-acre building sites near the intersection of **County Road P and Ranch Road** from PIN 006-0716-0632-000 (51.25 acres). The sites are in the Town of Concord. Rezoning is conditioned upon road access approval, receipt of a suitable soil test and approval and recording of a final certified survey map for both lots. R3942A-16 – Steve Wareham/Wareham Properties II LLC

Rezone 3 acres for a farm consolidation lot at **N2385 County Road N** in the Town of Koshkonong. The site is part of PIN 016-0514-0112-002 (28.39 acres). The lot shall be modified so that its north line is the north property line. This action is further conditioned upon approval and recording of a final certified survey map for the property, including extraterritorial plat review if necessary. R3943A-16 – Nancy Harris

Create a 1.2-acre farm consolidation lot around the home at **W2272 Piper Road** 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. This is conditioned upon approval and recording of a final certified survey map which splits the existing driveway, and, if necessary, includes extraterritorial plat review. R3944A-16 – John & Sally Mason

Create a 3.3-acre A-3 lot around the home and buildings at **W5576 Tri-County Road** and a 3.7-acre A-3 lot around the home at **W5550 Tri-County Road** 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. This action is conditioned upon approval and recording of a final certified survey map for the lots, including extraterritorial plat review if necessary. R3945A-16 – Terry Stritzel/ Raymond Stritzel Trust & Steven Stritzel properties

Rezone 1 acre for a new building site near **W5576 Tri-County Road** and 0.35 ac to add it to an adjoining A-3- zoned property at **W5524 Tri-County Road**. The sites are part of PIN 016-0514-3534-000 (22.765 acres) in the Town of Koshkonong. This utilizes the last available A-3 zone for the property and approval is conditioned upon recording of an affidavit acknowledging that fact. It is further conditioned upon road access, a suitable soil test and approval and recording of a final certified survey map, including extraterritorial plat review for the new building site. The 0.35-acre lot expansion may be accomplished through either approval and recording of a final certified survey map or recording of a deed transfer document. R3946A-16 – Terry Stritzel/Raymond Stritzel Trust property

Rezone 2 acres of PIN 006-0716-2032-001 (35.818 acres) for a new building site on **Hillside Drive** in the Town of Concord. This utilizes the last available A-3 zone for the property; therefore rezoning is conditioned upon recording of an affidavit acknowledging that fact. It is further conditioned upon road access approval, receipt by Zoning of a suitable soil test and approval and recording of a final certified survey map for the property. R3948A-16 – Fred Heckel

Rezone to create a 1.22-acre lot around the home at **N6637 S Island View Road** in the Town of Concord from part of PIN 006-0716-0731-000 (30.67 acres). Conditions of this rezoning call for

road access approval for the remnant A-1 zone and approval and recording of a final certified survey map for the lot. R3950A-17 – Kevin & Rhonda Emrath/Ronald G. Gaulke LE property

Create a 2.167-acre vacant building site on **Coffee Road** and a 2.261-acre lot around the home and buildings at **N5748 Coffee Road**. The sites are in the Town of Farmington, part of PIN 008-0715-2233-000 (25.6 acres). This utilizes the last available A-3 zone for the property and rezoning is conditioned upon recording of an affidavit acknowledging that fact. It is further conditioned upon road access approval for both the new building site and A-1-zoned remnant, receipt of a suitable soil test for the new building site and approval and recording of a final certified survey map for both lots. R3951A-17 – Ron McDermott/RSM Rentals LLC property

Rezone 2.72 acres of PIN 012-0816-1641-000 (39.27 acres) to create a lot around the home and buildings at **W1319 Pritchard Lane** in the Town of Ixonia. This utilizes the last available A-3 zone for the property and approval is conditioned upon recording of an affidavit acknowledging that fact. It is further conditioned upon road access to the A-1 zoned remnant and upon approval and recording of the final certified survey map. R3952A-17 – Clyde Kreutter III/Clyde W. Jr. & June D. Kreutter Trust

Rezone to create a 1-acre building site on **Mansfield Road** on PIN 002-0714-1934-001 (19.942 acres), utilizing consolidation of parcels of record from PIN 002-0714-2033-000. The site is in the Town of Aztalan. This petition is identical to R3713A-14, approved in 2014, but which lapsed because conditions of approval had not been completed within the year allowed. This utilizes the last available A-3 zone for the property and rezoning is conditioned upon recording of an affidavit acknowledging that fact. It is further conditioned upon road access approval, receipt of a suitable soil test and approval and recording of a final certified survey map for the lot. R3713A-17 – Kathy Zimmerman/Harold & Carol Deback Trust property

Create a 6-acre building site from PIN 026-0616-3141-000 (40 acres) and 026-0616-3144-000 (37 acres). The site is near **State Road 106** in the Town of Sullivan. This lot 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 receipt of a suitable soil test and approval and recording of a final certified survey map for the lot. Removal of a previously approved A-3 lot, Zoning Amendment R604A-82 will be required. R3954A-17 – Mitchell Patterson/Dow Didion Trust property

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

Request to negate the A-3 zone created by Zoning Amendment R604-82 on PIN 026-0616-3144-000 (37 acres) in the Town of Sullivan. The site is near **W2186 State Road 106**. R3955A-17 – Mitchell Patterson/Dow Didion Trust property

FROM A-1, EXCLUSIVE AGRICULTURAL TO N, NATURAL RESOURCES

Rezone 2.5-ac of PIN 016-0514-3534-000 (22.765 acres) near **W5524 Tri-County Road** in the Town of Koshkonong to Natural Resource. Rezoning is conditioned upon road access approval

if it is to be sold separately from adjoining property with road access and upon approval and recording of a final certified survey map, including extraterritorial plat review if necessary.
R3947A-16 – Terry Stritzel/Raymond Stritzel Trust property

Create a 4-acre Natural Resource zone from PIN 006-0716-2032-001 (35.818 acres) adjoining the proposed building site on **Hillside Drive**, Town of Concord. Rezoning is conditioned upon road access approval if it is to be sold separately from adjoining property with road access and upon approval and recording of a final certified survey map for the zone. R3949A-16 – Fred Heckel

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

02-14-17

Deb Magritz: 02-07-17

REVIEWED: Administrator BPW; Corp. Counsel JEW; Finance Director YU

RESOLUTION NO. 2016-_____**Amending Resolution 2016-25 –
FY 2016 Contract for Services for an
Economic Development Capital Campaign**Executive Summary

Beginning in 2014, the Jefferson County Economic Development Consortium (JCEDC) has been working towards increased engagement of the private sector in promoting economic development in Jefferson County which included creating a 5-year economic development strategic plan. The objective is to increase economic development responsiveness; improve visibility of Jefferson County statewide, regionally, and globally; and align area communities, businesses, and economic development partners with the significant benefits outlined in the 5-year economic development strategic plan.

This capital campaign and accompanying 5-year strategic initiative for economic development is an opportunity for both the Jefferson County area public and private sectors to demonstrate financial and administrative ownership in the economic development work of the region. At the County Board meeting on June 14, 2016, the County Board approved Resolution 2016-25 authorizing the County Administrator to enter into a contract with Power 10 for purposes of providing professional services to help run the campaign.

Prior to entering into the contract with Power 10, a new JCEDC Executive Director was hired by Jefferson County and a consensus was reached to re-interview the two firms that were finalists to provide professional services for the capital campaign. These firms both have expertise in working with the private sector for purposes of economic development campaigns, specifically first time campaigns. The intent was to ensure there was a consensus among key stakeholders of what firm to move forward with to ensure the best opportunity for success.

Both Power 10 and Convergent were re-interviewed on December 13, 2016. Members of the JCEDC, Board members of the Glacier Heritage Development Partnership and staff were present during these interviews. As a result of these second interviews, it was determined that Convergent was better suited to provide professional services for the capital campaign and meet the needs of Jefferson County.

This resolution amends Resolution 2016-25 and allows the County Administrator to contract with Convergent. Initial funds will still come from the restricted reserve of the JCEDC. The contract will be month to month and will have flexibility after the initial four months to provide additional services as needed.

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

WHEREAS, the Jefferson County 2010 Comprehensive Plan update with Economic Development Emphasis and the 2012 Agricultural Preservation & Land Use Plan both emphasize strategic economic growth principles within Jefferson County, and

WHEREAS, the 2015 Jefferson County Task Force recognized the importance of strategic growth principles and economic well-being of the County, and

WHEREAS, the Jefferson County Economic Development Consortium has expressed strong interest in more actively engaging area private sector leadership in economic work of the Consortium and has a desire to do so through a professionally-administered economic development capital campaign and associated 5-year economic development strategic plan, and

WHEREAS, on June 12, 2016, the Jefferson County Board approved Resolution 2016-25 that authorized the County Administrator to enter into an agreement with Power 10 for purposes of executing a capital campaign, and

WHEREAS, an ad-hoc Committee of JCEDC Board members, members of the Glacial Heritage Development Partnership and staff re-interviewed the two finalist consulting services, Power 10 and Convergent, and on December 13, 2016, selected Convergent as the best qualified consulting service to meet the needs of the JCEDC.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors does hereby approve and authorize the hiring of Convergent to provide Capital Campaign services for the JCEDC in an amount not to exceed \$100,000 for the first phase of the campaign; with the ability to maintain a month to month contract upon additional non-county levy dollars being made available, and

BE IT FURTHER RESOLVED that the amount paid for the capital campaign may exceed \$100,000 upon authorization by the JCEDC provided that all costs in excess of \$100,000 are paid exclusively with non-tax levy dollars and are reported to the Jefferson County Board of Supervisors on a quarterly basis, and

BE IT FURTHER RESOLVED that the Jefferson County Administrator is authorized to execute the contract and authority is hereby granted to the JCEDC Board of Directors and staff to take the necessary steps to develop and to decide the timeline of the Capital Campaign in conjunction with the consulting firm hired in accordance with this resolution and to execute any ongoing documents necessary to effectuate this program.




Fiscal Note: Funding for this contact has been authorized in Resolution No. 2016-25.

Ayes_____ Noes_____ Abstain_____ Absent_____ Vacant_____

Requested by County Administrator

02-14-17

Ben Wehmeier: 01-2017

REVIEWED: Administrator ; Corp. Counsel ; Finance Director 

APPOINTMENTS BY COUNTY BOARD CHAIR

By virtue of the authority vested in me I do hereby appoint and request the County Board's confirmation of the following individuals as members of the designated Consortiums, Commissions and Committees:

Local Emergency Planning Committee (LEPC)

- a. Christopher Bach, American Red Cross representative, for an indeterminate term.

AYES_____ NOES_____ ABSENT_____ ABSTAIN_____

Jefferson County Economic Development Consortium (JCEDC)

- a. Amy Rinard, Ixonia, WI to fill an unexpired term ending April 17, 2018.

AYES_____ NOES_____ ABSENT_____ ABSTAIN_____