

AGENDA
JEFFERSON COUNTY BOARD MEETING
TUESDAY JUNE 13, 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 – Conor Nelan - Supervisory District 27 (Page 1)
 - b. Swearing in of District 27 Supervisor
 - c. Resolution – Honoring Harriet Schwoch for her dedication and service to the citizens of Jefferson County (Page 2)
 - d. Comprehensive Annual Financial Report and Audit Report – Sikich LLP
7. **COMMUNICATIONS**
 - a. Treasurer's Monthly Report (Addendum)
 - b. Resignation – Glen Borland, Supervisory District 27 (Page 3-4)
 - c. Recognition of Outgoing Supervisor – Glen Borland (Addendum)
 - d. Appointment by County Board Chair – Gary Kutz to the Infrastructure Committee (Page 5)
 - e. Zoning Committee – Notice of Public Hearing, June 15, 2017 (Page 6-7)
8. **PUBLIC COMMENT**
9. **ANNUAL REPORTS**
 - a. Clerk of Courts – Carla Robinson
 - b. Health Department – Gail Scott
 - c. Human Services – Kathi Cauley
 - d. People Against Domestic & Sexual Abuse (PADA) – Tracy Jahnke

COMMITTEE REPORTS / RESOLUTIONS / ORDINANCES

10. **ADMINISTRATION AND RULES COMMITTEE**
 - a. Ordinance – Repealing Jefferson County Alarm Systems Ordinance (Page 8)
 - b. Ordinance – Amending the Board of Supervisors Rules of Order to change time for April meetings (Page 9-10)
 - c. Resolution – Approving Register of Deeds Records Indexing Project (Page 11-12)
11. **FINANCE COMMITTEE**
 - a. Resolution – FY 2017 Jefferson County Health Department Budget Amendment (Page 13)
 - b. Resolution – Disallowing Claim of John & Debra Engel (Page 14-15)
 - c. Resolution – Amending Resolution 85-79 regarding settling unpaid special assessments with other taxing jurisdictions (Page 16-17)

12. **HIGHWAY COMMITTEE**
 - a. Resolution – Entering into an Intergovernmental Agreement for road maintenance and snow removal services between the City of Watertown and the County of Jefferson (Page 18-21)
13. **INFRASTRUCTURE COMMITTEE**
 - a. Resolution – Authorizing contract for courthouse restroom remodeling project (Addendum)
14. **PLANNING AND ZONING COMMITTEE**
 - a. Report – Approval of Petitions (Page 22)
 - b. Ordinance – Amend Zoning Ordinance (Page 23-24)
15. **UW EXTENSION EDUCATION COMMITTEE**
 - a. Proclamation – June Dairy Month (Page 25)
16. **APPOINTMENTS BY COUNTY BOARD CHAIR**
 - a. Conor Nelan, Fort Atkinson, WI, to the UW Extension Education Committee (Page 26)
 - b. Cody Horlacher and Michael Clish to the Local Emergency Planning Committee (LEPC) (Page 27)
17. **PUBLIC COMMENT** (General)
18. **ANNOUNCEMENTS**
19. **ADJOURN**

**NEXT COUNTY BOARD MEETING
JULY 11, 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 Conor Nelan to fill an unexpired term for County Board Supervisor - District 27 ending April 19, 2016.

Effective June 13, 2017.

Dated this 17th day of May, 2017.



Jim Schroeder

RESOLUTION NO. 2017-__

**Honoring Harriet Schwoch for her dedication and service
to the citizens of Jefferson County**

WHEREAS, Harriet Schwoch, of Watertown, was elected to the Jefferson County Board in 1994 and re-elected in 1996 and 1998 serving on the Legislation and Rules Committee, the Countryside Board and the Private Industry Council, and

WHEREAS, throughout her three terms on the County Board, Harriet Schwoch demonstrated a principled and compassionate approach to policy making and was an unfailingly kind and caring presence in the Courthouse, and

WHEREAS, Harriet Schwoch died on May 6, 2017, at the age of 88 after a lifetime of community involvement, political activism and public service.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board assembled in regular session this 13th day of June 2017, does hereby honor Harriet Schwoch for her dedication and service to the citizens of Jefferson County and extends its sincere sympathy to her family and friends on her passing.

Ayes _____ Noes _____ Abstain _____ Absent _____ Vacant _____

Requested by
Administration & Rules Committee

06-13-17

Amy Rinard: 05-31-17

REVIEWED: Administrator BW; Corp. Counsel DM; Finance Director MAP

RECEIVED

MAY 03 2017

JEFFERSON COUNTY
SHERIFF'S DEPT.

May 3, 2017

To Sheriff Paul Milbrath,

After a great deal of prayer and thought I have decided to resign my seat on the County Board of Supervisors, Jefferson County, District 27 Fort Atkinson, effective May 10, 2017 due to personal considerations and the best interests of the county. It has been my pleasure and privilege to be associated with Jefferson County these past years. I hope that in many ways I have been a good representative of the county.

Blessings....Sincerely,

A handwritten signature in cursive script, appearing to read "Glen Borland".

Glen Borland

Office of the Sheriff - Jefferson County



411 S. Center Avenue
Jefferson, Wisconsin 53549-1703

Paul S. Milbrath, Sheriff

Jeffrey Parker, Chief Deputy

Paul Wallace
Administrative Captain



Jerry Haferman
Patrol Captain



Duane Scott
Jail Captain

May 3, 2017

Mr. Jim Schroeder
Jefferson County Board Chair
311 S. Center Ave.
Jefferson, WI 53549

Dear Mr. Schroeder:

Here is notification of the resignation of County Board Supervisor Glen Borland, District #27 Fort Atkinson, dated May 3, 2017 and effective Monday, May 10, 2017. Per Wisconsin Statute 17.01(7), I am providing you with a copy of this notice. The County Clerk will then be notified.

Sincerely,

A handwritten signature in cursive script that reads "Paul S. Milbrath".

Paul S. Milbrath,
Jefferson County Sheriff

PSM:jo



JEFFERSON COUNTY BOARD

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

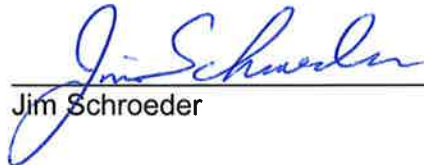
JIM SCHROEDER
County Board Chair

Board Rule 3.05(1)* Appointment to Standing Committee

I, Jim Schroeder, Chairman of the County Board of Supervisors, Jefferson County, Wisconsin, as the appointing authority for standing committees, hereby appoint Gary Kutz to the Infrastructure Committee for an unexpired term ending April 17, 2018.

Effective May 30, 2017.

Dated this 30th day of May, 2017.



Jim Schroeder

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

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

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

DATE: Thursday, June 15, 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, June 15, 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**

R3971A-17 - Vincent J Stark Estate: Create a 2-acre A-3, farm consolidation lot around the home at **N6519 County Road Q** and a 2-acre A-3, farm consolidation lot around the home at **N6523 County Road Q** from part of PINs 002-0714-0843-000 (24.22 Ac) and 002-0714-1712-001 (10 Ac) in the Town of Aztalan. The proposal is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

R3972A-17 – Mark & Deborah Hoffmann: Create a 2.6-acre A-3, farm consolidation lot around the home and shed at **N1655 Findlay Road**, Town of Cold Spring from PIN 004-0515-1711-000 (40 Ac). This proposal is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

R3973A-17 – Casey L Kottwitz/James & Gail Kottwitz Trust Property: Create a 2-acre A-3 vacant building site on **Tesmer Road** from part of PIN 030-0813-2341-000 (20.938 Ac) in the Town of Waterloo. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

R3974A-17 – Zach Holcomb/Conrad & Carolyn Holcomb Trust Property: Create a 2-acre A-3 lot with existing shed at **W4264 Zillge Lane** in the Town of Watertown from part of PIN 032-0815-2942-001 (15.061 Ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

R3975A-17 – Tom & Terry Zignego: Create a vacant 1-acre A-3 building site from part of PIN 014-0615-0141-001 (14.24 Ac) in the Town of Jefferson and a vacant 2-acre building site from part of PINs 014-0615-0141-001 (14.24 Ac) in the Town of Jefferson and 026-0616-0632-000 (40.82 Ac) in the Town of Sullivan. These lots are on either side of **N4664 Rome Road**, and are being done in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

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

R3976A-17 – Tom & Terry Zignego: Create a 3.66-acre Natural Resource zone north of **N4664 Rome Road** from part of PINs 014-0615-0141-001 (14.24 Ac), Town of Jefferson and 026-0616-0632-000 (40.82 Ac), Town of Sullivan. This is being done in accordance with Sec. 11.04(f)12 of the Jefferson County Zoning Ordinance.

R3977A-17 – William Becker/Carl & Jennifer Martin Property: Create a 2-acre Natural Resource zone from part of PIN 022-0613-1211-000 (34.07 Ac) near **County Road G** in the Town of Oakland. This is being done in accordance with Sec. 11.04(f)12 of the Jefferson County Zoning Ordinance.

CONDITIONAL USE PERMIT APPLICATION

CU1920-17 – Nichole Gleesing & James Jaquith: Conditional use to allow an extensive on-site storage structure, 40' X 64' and 23' 4" in height in an R-2 zone at **N2602 County Road N**, Town of Koshkonong, on PIN 016-0614-3642-009 (2 ac).

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. 2017-__

Repealing Jefferson County Alarm Systems Ordinance

Executive Summary

The Jefferson County Alarm Systems Ordinance was adopted on April 21, 1981, as Ordinance No. 18 and amended by Ordinance No. 1998-44 on December 8, 1998. The purpose of this ordinance was to provide minimum standards and regulations applicable to burglar, fire and holdup alarm systems, alarm businesses and alarm users. The Jefferson County Sheriff's Office has requested that this ordinance be repealed because the alarm systems regulated by the Jefferson County Alarm Systems Ordinance are no longer used in Jefferson County. The Administration & Rules Committee met on May 31, 2017 and recommended forwarding this ordinance to the County Board.

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

Section 1. The Jefferson County Alarm Systems Ordinance, including all amendments thereto, is hereby repealed in its entirety.

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

Ayes____ Noes____ Abstain____ Absent____ Vacant____

Requested by
Administration & Rules Committee

06-13-17

J. Blair Ward: 04-25-17; 05-10-17 REVIEWED: Administrator BW Corp. Counsel DBW; Finance Director MAZ

ORDINANCE NO. 2017-__

Amending the Board of Supervisors Rules of Order to change time for April meetingsExecutive Summary

Section 3.01(2) of the Jefferson County Board of Supervisors Rules of Order requires all County Board meetings to commence at 7:00 p.m. except for April organizational meetings which are held in even numbered years and commence at 5:00 p.m. Convening April County Board meetings at 7:00 p.m. in odd numbered years prevents County Board Supervisors from attending meetings of municipal governing bodies that typically have meetings at the same time. This resolution amends the Board of Supervisors Rules of Order to require all April County Board meetings to commence at 5:00 p.m. The Administration & Rules Committee met on May 31, 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. Section 3.01(1)(a) and (2) of the Board of Supervisors Rules of Order 2016-2018 are amended as follows:

3.01 MEETINGS, QUORUM AND ORDER OF BUSINESS.

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

Tuesday, April 19, 2016
 Tuesday, May 10, 2016
 Tuesday, June 14, 2016
 Tuesday, July 12, 2016
 Monday, August 8, 2016
 Tuesday, September 13, 2016
 Tuesday, October 11, 2016
 Tuesday, October 25, 2016
 *Monday, November 14, 2016
 Tuesday, December 13, 2016
 Tuesday, February 14, 2017
 Tuesday, March 14, 2017
 Tuesday, April 18, 2017
 Tuesday, May 9, 2017

Tuesday, June 13, 2017
Tuesday, July 11, 2017
Tuesday, August 8, 2017
Tuesday, September 12, 2017
Tuesday, October 10, 2017
Tuesday, October 24, 2017
*Tuesday, November 14, 2017
Tuesday, December 12, 2017
Tuesday, February 13, 2018
Tuesday, March 13, 2018
Tuesday, April 17, 2018 at 5:00 p.m.

*Annual Meeting (Required by Statute) [am. 03/09/10, Ord. 2009-24; 03/13/12, Ord. 2011-24; Ord. 2013-24, 03/11/2014; Ord. 2016-01, 04-19-16]

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

(c) In addition to the methods prescribed by Wisconsin Statute Section 59.11, a Board meeting may be convened by the Board Chair in case of a declared emergency. [Cr. 10/14/08, Ord. 2008-21; Ord. 2016-01, 04-19-2016]

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

Section 2. 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

06-13-17

J. Blair Ward: 05-31-17; 06-07-17

REVIEWED: Administrator Blw; Corp. Counsel JW; Finance Director MAD

Approving Register of Deeds Records Indexing ProjectExecutive Summary

The real estate documents recorded in the office of the Register of Deeds are integral to completing real estate transactions within Jefferson County. The County implemented a computerized grantor/grantee index in 1987 and in 2010 the office began a tract index for all documents. A tract index allows a person to search the history of a specific parcel of land rather than only the history of the ownership. The Register of Deeds has worked diligently to match the documents' legal descriptions to the computerized grantor/grantee index as time permits. In June of 2010 the state mandated all documents available on-line to have their social security numbers redacted. This mandate was funded through an additional five dollar recording fee per document recorded. The state allowed the excess funds, if any, to be used for improvements to Register of Deeds on-line records. This project will allow users to access information specific to a piece of property rather than back tracing through owner names, creating efficiencies for all parties involved. The Administration & Rules Committee met on May 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, documents recorded or filed in the office of the Register of Deeds are integral to completing real estate transactions within Jefferson County, and

WHEREAS, creating a digital tract index of various types of records currently in the Register of Deeds Office will assist staff as well as public and private business partners in locating real estate documents pertaining to a single piece of property, and

WHEREAS, the Register of Deeds has requested proposals from various vendors to index legal descriptions and parcel numbers allowing approximately 366,000 additional deeds, mortgages and various miscellaneous documents to be searchable by their legal description, and

WHEREAS, five vendors submitted bids: US Imaging, On Q Solutions, Sutterfield Technologies, Integrated Imaging Inc., and Remote Emphasis, with only two vendors submitting quotes that were in compliance with the requirements set forth in the request for proposals, and

WHEREAS, the two responsive bidders were:

<u>Vendor</u>	<u>Tract Only</u>	<u>Tract & Parcel Number</u>
US Imaging	.48/document	.47/document
On Q Solutions	.20/document	.25/document

AND, WHEREAS, On Q Solutions has the lowest responsible bid and the most experience working with the Jefferson County Register of Deeds Office, and as a result, the Register of Deeds and the Administration & Rules Committee both recommend contracting with On Q Solutions,

NOW, THEREFORE, BE IT RESOLVED that the Register of Deeds is authorized to contract with On Q Solutions for its Record Indexing Project in the amount not to exceed \$67,082.67.

Fiscal Note: Funding for the project is included in the 2017 budget, \$44,582.67 for data conversion in the Register of Deeds Office under A/C 1002.521295 (Data Conversion) and \$25,000.00 in the Land Information Program retained fees under A/C 1303.521219; \$2,500 will be used to import the data into the land records system.

Ayes_____Noes_____Abstain_____Absent_____Vacant_____

Requested by
Administration & Rules Committee

06-13-17

Staci Hoffman: 05-25-17; J. Blair Ward: 05-25-17 & 06-07-17

REVIEWED: Administrator BW, Corp. Counsel JK, Finance Director MAD

RESOLUTION NO. 2017-__

FY 2017 Jefferson County Health Department Budget Amendment

Executive Summary

The Jefferson County Health Department was awarded a Changemaker Health Grant from the Greater Watertown Community Health Foundation to be used to train the project partners in the Parents as Teachers Home Visiting Program. The project partners will work together to ensure that all home visitation staff are trained to use the Parents as Teachers curriculum with families in need of additional parenting education and support. Parents as Teachers is an evidence-based home visitation program that is designed to increase parent knowledge of early childhood development and improve parenting practices. Other benefits of the program are to provide early detection of developmental delays, prevent child abuse and neglect and improve school readiness and success. Parents as Teachers promotes optimal early development, learning and health of young children by supporting and engaging their parents and caregivers. A 3-day training program lays the foundation for the Parents as Teachers approach to home visitation.

The Parents as Teachers program will be available to all families with children ages 0-3 years that reside in Jefferson or Dodge County, including the City of Watertown. This opportunity will be promoted to all families and experts agree that the first 3 years of life are the most critical for development. Studies show that children with supportive home learning environments show increased literacy development and better peer interaction. Currently all project partners (Health Departments in Dodge County and City of Watertown and Jefferson County Birth to 3 Program) are providing services to families with children. The structured parenting curriculum will enhance those services. The Jefferson County Health Department will serve as fiscal agent for the project. Funds will primarily be used for staff training.

The Jefferson County Board of Health authorized the Health Department to apply for said grant at its January 18, 2017, meeting. The Finance Committee met on June 13, 2017, and recommended forwarding this resolution to the County Board for approval.

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

WHEREAS, the Jefferson County Health Department and the Jefferson County Board of Supervisors approved the fiscal year 2017 Health Department program budget in 2016, and

WHEREAS, in May 2017 the Jefferson County Health Department was made aware of the Changemaker Health Grant award and the value it would add to existing services, and

WHEREAS, Finance Department staff have reviewed the Health Department budget and propose to amend the budget accordingly.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors does hereby approve the amendment of the 2017 Health Department program budget.

BE IT FURTHER RESOLVED that the County Administrator is authorized to accept said grant funds on behalf of Jefferson County and enter into contracts to comply with and fulfill the grant requirements.

Fiscal Note: The grant funds will increase the Health Department program budget by \$33,156. As a budget amendment, 20 affirmative votes are required for passage.

Ayes____ Noes____ Abstain____ Absent____ Vacant____

Requested by Jefferson Co. Board of Health & Finance Committee

06-13-17

Gail Scott: 06-06-17; Marc DeVries & J. Blair Ward: 06-07-17

REVIEWED: Administrator , Corp. Counsel , Finance Director: 

RESOLUTION NO. 2017-__**Disallowing Claim of John & Debra Engel**Executive Summary

A claim has been made against Jefferson County for damages. The claim has been reviewed by the County's insurance carrier, WMMIC, and was recommended for disallowance based on the finding that the County is not legally responsible for the alleged damages. This resolution formally denies said claim filed against Jefferson County and directs the Corporation Counsel to give the claimants notice of disallowance. The Finance Committee met on June 13, 2017, and recommended forwarding this resolution to the County Board.

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

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

<u>Claimant</u>	<u>Date of Loss</u>	<u>Claim Filed</u>	<u>Description</u>	<u>Alleged Damages</u>
John & Debra Engel	4/25/17	4/26/17	Debra Engel's vehicle was traveling eastbound on Highway 18 and as she was driving past Pohlman Park she alleges that a rock was thrown from the lawn mower of a Jefferson County Parks Department employee who was cutting grass in the Park causing damage to Debra Engel's windshield	est. \$500

WHEREAS, the Jefferson County Parks Department employee operating the lawn mower stated that he does not recall seeing a blue car driven by Debra Engel when he was mowing, and

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

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

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

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

Ayes _____ Noes _____ Abstain _____ Absent _____ Vacant _____

DRAFT

Requested by Finance Committee

06-13-17

J. Blair Ward: 05-31-17

REVIEWED: Administrator: [Signature] Corp. Counsel: [Signature], Finance Director: [Signature]

RESOLUTION NO. 2017-__

**Amending Resolution No. 85-79 regarding settling unpaid
special assessments with other taxing jurisdictions**

Executive Summary

Effective December 15, 2013, the Wisconsin State Legislature amended section 66.0413, Wisconsin Statutes. The new law makes municipalities responsible for costs associated with razing a structure in their jurisdiction. When a municipality makes the decision to raze a building, it cannot automatically pass the cost on to the County as a special tax as it could under the prior law. Razing costs must now be designated as a special assessment which gives counties the option of reimbursing a municipality for razing costs when property taxes are not paid. Jefferson County Board Resolution No. 85-79 adopted February 11, 1986, provides that Jefferson County will settle with municipal taxing jurisdictions for unpaid special assessments using county funds, but does not place any limitation on the amount payable by the County to municipalities. This resolution amends Resolution No. 85-79 by placing limitations on payments by the County to municipalities of \$10,000 per tax parcel and excludes payments to municipalities for costs associated with razing buildings. The Finance Committee met on June 13, 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, Resolution No. 85-79, adopted February 11, 1986, provides that Jefferson County will settle with other taxing jurisdictions for unpaid special assessments using county funds, and

WHEREAS, the vast majority of special assessments or special charges do not aggregate to more than \$10,000 per parcel, and

WHEREAS, some special assessments, particularly in tax incremental finance districts, may exceed \$10,000 per parcel, and

WHEREAS, unlimited settlement by the County may expose the County to risk of loss where the amount advanced for settlement of unpaid special assessments or special charges may not be realized through tax foreclosure, and

WHEREAS, the Finance Committee recommends that Resolution No. 85-79 be amended to provide a limit on the amount that the County will pay to settle unpaid special assessments or special charges not to exceed \$10,000 per tax parcel and exclude costs associated with razing buildings.

NOW, THEREFORE, BE IT RESOLVED that Jefferson County Resolution No. 85-79 is hereby amended to provide that the County will settle with municipalities in full for unpaid special assessments or special charges, excluding costs associated with razing buildings, not to exceed a total of \$10,000 per tax parcel.

Fiscal Note: No fiscal impact.

Ayes _____ Noes _____ Abstain _____ Absent _____ Vacant _____

DRAFT

Requested by
Finance Committee

06-13-17

J. Blair Ward: 06-06-17

REVIEWED: Administrator Blw; Corp. Counsel DL; Finance Director mao

RESOLUTION NO. 2017-__

Entering into an Intergovernmental Agreement for road maintenance and snow removal services between the City of Watertown and the County of JeffersonExecutive Summary

The City of Watertown has requested to enter into an Intergovernmental Agreement for road maintenance and snow removal services with Jefferson County due to increased commerce and trucking activity and expanding City business in an area commonly known as the Westside Industrial Park. This agreement will allow the City to implement more comprehensive road maintenance and snow removal routines upon designated segments of highway under the jurisdiction and control of Jefferson County. This resolution will authorize the Jefferson County Administrator to enter into an agreement substantially similar to the attached agreement with the City of Watertown for the purposes described above. On April 25, 2017, the Jefferson County Highway Committee voted to forward this resolution to the Jefferson County Board of Supervisors for approval.

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

WHEREAS, the City of Watertown has requested Jefferson County to enter into an intergovernmental agreement to address increased commerce and trucking activity and expanding City business in an area commonly known as the Westside Industrial Park, and

WHEREAS, the proposed agreement authorizes the City of Watertown to perform road maintenance and snow removal upon designated segments of highway which are under the jurisdiction and control of Jefferson County, and

WHEREAS, the proposed agreement will authorize the County to turn over all right-of-way care services, maintenance and snow removal controls for designated segments of County roadway to the City of Watertown and permitting control will remain under the authority of the County of Jefferson, and

WHEREAS, the term of this Agreement shall be for one (1) year with an automatic renewal upon the same terms.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Administrator is authorized to enter into an agreement substantially similar to the attached agreement with the City of Watertown for the purposes of authorizing the City of Watertown to perform road maintenance and snow removal upon designated segments of highway which are under the jurisdiction and control of Jefferson County.

Fiscal Note: This resolution will have no fiscal impact.

Ayes _____ Noes _____ Abstain _____ Absent _____ Vacant _____

Requested by
Highway Committee
J. Blair Ward: 06-07-17

06-13-17

REVIEWED: Administrator [Signature] Corp. Counsel [Signature] Finance Director [Signature]

INTERGOVERNMENTAL AGREEMENT FOR ROAD MAINTENANCE AND SNOW
REMOVAL SERVICES BETWEEN THE CITY OF WATERTOWN AND THE COUNTY
OF JEFFERSON DATED JULY 1, 2017

WHEREAS, Jefferson County, a Wisconsin quasi-municipal corporation (hereinafter, "County") desires to utilize the usual and ordinary road maintenance and snow removal services of the City of Watertown, a Wisconsin municipal corporation (hereinafter, "City") as the need for such services arises effective July 1, 2017 and for those times thereafter as this Agreement shall fix by its term; and,

WHEREAS, the County desires to contract with the City as herein described to receive said road maintenance and snow removal services; and,

WHEREAS, for reasons of increased commerce and trucking activity upon the within-described right-of-way segments owing primarily to new and expanding City business in an area commonly known as the "Westside Industrial Park," it is necessary to implement more comprehensive road maintenance and snow removal routines upon the within-described segments of right-of-way;

NOW, THEREFORE, IT IS AGREED, by and between the County and the City (collectively hereinafter, "parties"), with the parties' full acknowledgment of valuable and sufficient consideration, as follows:

1. The City agrees to provide road maintenance and snow removal services in a like and similar manner to those traditionally provided within the City, and, at such times as such services are ordinarily and customarily performed within the City, upon:

Those segments of West Street (CTH T), from a point 0.07 miles west of its intersection of E. Horseshoe Road, west to the intersection of Gypsy Road -- a distance of 0.37 miles as generally depicted under Exhibit "A," which is attached hereto and incorporated by reference; and,

2. The term of this Agreement shall commence on the date first written above and continue for (1) one year with an automatic renewal upon the same terms. The City or the County may terminate this Agreement for cause or no cause whatsoever upon 60 (sixty) days written notice.
3. In exchange for the City's performance of road maintenance and snow removal services, the County, where and whenever applicable, shall forward to the City all Wisconsin Department of Transportation (DOT) General Transportation Aids (GTA) funds or similar local road or highway aids representative of the "mileage x rate" formula described, at such time as pertinent, on the DOT's Internet site, as reasonably attributable to the roadway segments that are the subject of this Agreement upon which the City is required to perform road maintenance and snow removal services. Such funds shall be forwarded to the City on an annual basis within 30 days of the recipient jurisdiction's receipt. The City shall be relieved of

performance under this Agreement if payment shall not be accomplished as required under this Paragraph. If any dispute shall arise with respect to the sum representative of funding called for hereunder payable to the City, performance may, at the sole and exclusive discretion of the City, be suspended until such dispute is resolved to the satisfaction of all parties.

4. The County shall cede and turn over all right-of-way care services, maintenance and snow removal controls for the segments of County roadway, as herein described, to the City of Watertown. Permitting control will remain under the authority of the County of Jefferson as may be applicable.
5. The parties agree that all right-of-way care services contemplated by this Agreement shall include all such services that are ordinarily and customarily performed within the City upon the City's right-of-ways, including surface, shoulder or vegetation maintenance, maintenance of safety appurtenances, guard and security fencing, bridge railings and attenuators, maintenance of drainage facilities, culverts, ditches, catch basins and litter pickup, traffic control, marking and signing, seal coating, grading, paving, bridge inspections and repairs.
6. The parties agree that all snow removal services contemplated by this Agreement shall include snow plowing, salting, sanding and deicing upon affected roadway surfaces and other services that the City ordinarily and customarily performs within the City upon City right-of-ways as needed to maintain roadways before, during or after winter weather conditions.
7. In the event that the County assumes or permits a construction or road work project upon the right-of-ways affected hereunder, within 90 days of the City's required performance under this Agreement that may impact the efficient or safe performance of the services required under this Agreement, the City may, at its sole and exclusive discretion, withhold or suspend the performance of any such services until such time the efficiency or safety of such performance of services is determined by the City to be reasonably assured.
8. The County agrees that at all times during the term of this Agreement, it shall indemnify, hold harmless and defend the City, its Common Council, officers, employees and representatives from and against any and all claims for damages that may be sustained or incurred by reason of performance under this Agreement and/or from any penalty or forfeiture that might be assessed or imposed by reason of violation of any federal, state or local law, regulation, or ordinance by the County.
9. The City agrees that at all times during the term of this Agreement, it shall indemnify, hold harmless and defend the County, officers, employees and representatives from and against any and all claims for damages that may be sustained or incurred by reason of performance under this Agreement and/or from any penalty or forfeiture that might be assessed or imposed by reason of violation of any federal, state or local law, regulation, or ordinance by the City.

10. This Agreement constitutes the entire integrated agreement among the parties and may be amended by the parties only upon mutual written agreement.
11. In the event any part or portion of this Agreement is held to be invalid by a court of law or other administrative body, the remaining provisions of this Agreement shall nevertheless survive and remain effective and in full force.
12. All notices, requests, demands and other forms of communication among the parties arising under this Agreement shall be in writing and delivered via properly addressed, postage-paid First Class Mail to any affected signatory to this Agreement at his or her respective government offices.
13. At such time as those segments of the affected right-of-ways as hereunder described shall, by operation of law or agreement among the parties, come within the corporate limits of the City, this Agreement shall be ineffective.
14. County reserves the right to provide road maintenance and snow removal services along with the other agreed upon services set forth herein for which the City has agreed to perform if in the opinion of the County the City fails to adequately provide such services. In such circumstances, DOT General Transportation Aids will be retained by the County to pay for all such costs. If the County is of the opinion that the City has failed to adequately provide such services it will notify the City in writing within 2 days of discovery and the City will have a right to cure.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals to this Agreement consisting of three (3) typewritten pages as of the date first written above:

CITY OF WATERTOWN
a Wisconsin municipal corporation

BY:

John David
Mayor

Cindy Rupprecht
City Clerk/Treasurer

JEFFERSON COUNTY
A Wisconsin quasi-municipal corporation

BY:

Benjamin Wehmeier
County Administrator

Barbara Frank
County Clerk

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

The Jefferson County Planning and Zoning Committee, having considered petitions to amend the official zoning map of Jefferson County, filed for public hearing held on August 18, 2016, and May 18, 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 R3912A-16, R3968A-17 AND R3970A-17

DATED THIS 22nd DAY OF MAY 2017

Donald Reese, Secretary

**THE PRIOR MONTH'S AMENDMENTS R3494A-10, R3959A-17, R3960A-17,
R3961A-17, R3962A-17 R3964A-17, R3966A-17 AND R3967A-17 ARE
EFFECTIVE UPON PASSAGE BY COUNTY BOARD, SUBJECT TO WIS. STATS.
59.69(5).**

ORDINANCE NO. 2017-___**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 R3912A-16 was referred to the Jefferson County Planning and Zoning Committee for public hearing on August 18, 2016, and Petitions R3968A-17 and R3970A-17 were referred for public hearing on May 18, 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-T, AGRICULTURAL TRANSITION TO A-2,
AGRICULTURAL AND RURAL BUSINESS**

Create a 5-acre, A-2, Agricultural and Rural Business zone **near W6813 Waldmann Lane** from PIN 008-0715-0711-009 (5.885 acres), in accordance with Sec. 11.04(f) 5 of the Jefferson County Zoning Ordinance. The site is in the Town of Farmington. Rezoning is conditioned upon road access approval and upon approval and recording of a final certified survey map for the lot, including extraterritorial plat review if necessary. R3968A-17 - Donald Reinders

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

Create a 4.15-acre agribusiness zone in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance at **N7415 County Highway N** in the Town of Milford. The site is on PIN 020-0814-3632-002 (20 acres). Rezoning is conditioned upon road access approval and upon approval and recording of a final certified survey map for the lot. R3912A-16 – Benjamin Schweighardt

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

Create a 4-acre building site from part of PINs 014-0614-1844-004 (12.963 acres) and 014-0614-1841-001 (20 acres) in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. The site is in the Town of Jefferson, **near W6952 County Road J**. This utilizes the last available A-3 zone for the property; therefore, rezoning is conditioned upon recording of an affidavit acknowledging that fact. Rezoning is further conditioned upon road access approval,

upon receipt by Zoning of a suitable soil test, and upon approval and recording of a final certified survey map for the lot, including extraterritorial plat review if necessary. R3970A-17 – Sheila Barnes/Sheila Barnes, Tyson & Tina Barnes property

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

06-13-17

Deb Magritz: 06-05-17

REVIEWED: Administrator [Signature] Corp. Counsel [Signature] Finance Director [Signature]

RESOLUTION NO. 2017-_____

June Dairy Month Proclamation

WHEREAS drinking three to four 8 ounce glasses of milk each day is recommended for youth and adults, and

WHEREAS, there are 100 dairy farms and 14,100 dairy cows in Jefferson County, and

WHEREAS, dairy cows in Jefferson County produce 332 million pounds of milk per year, and

WHEREAS, each dairy cow produces 23,600 pounds of milk per year for \$15,000 to \$17,000 of economic activity, and

WHEREAS, farm and rural families are an important part of the County's identity and culture, and

WHEREAS, agricultural enterprises are a focus area in the County's emerging economic vision, and

WHEREAS, the Extension Education Committee, at its June 12, 2017 meeting, approved a motion recommending the County Board of Supervisors adopt this resolution,

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors hereby proclaims the month of June 2017 to be Dairy Month.

Fiscal Note: Adoption of this resolution will not have any fiscal impact to the county budget.

AYES _____

NOES _____

ABSTAIN _____

ABSENT _____

Requested by
University Extension Education Committee



JEFFERSON COUNTY BOARD

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

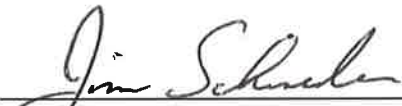
JIM SCHROEDER
County Board Chair

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 Conor Nelan, Fort Atkinson, WI, to the UW Extension Education Committee to fill an unexpired term ending April 19, 2016.

Effective June 13, 2017.

Dated this 17th day of May, 2017.



Jim Schroeder

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. Cody Horlacher, State Representative, for an indeterminate term.

AYES _____ NOES _____ ABSENT _____ ABSTAIN _____

- b. Michael Clish, Media Representative, for an indeterminate term.

AYES _____ NOES _____ ABSENT _____ ABSTAIN _____

06-13-2017