

AGENDA
JEFFERSON COUNTY BOARD MEETING
TUESDAY OCTOBER 23, 2018 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. **COMMUNICATIONS**
 - a. Resolution – In Memoriam - Donald Eugene Carroll (Page 1)
 7. **PUBLIC COMMENT**
 8. **PUBLIC HEARING ON THE 2019 RECOMMENDED BUDGET** (Public Comment on Budget items)
 9. **SPECIAL ORDER OF BUSINESS**
 - a. Presentation – United Way – Megan Hartwick, Executive Director
 - b. Presentation – Solar Farms – Attorney Matthew Frank and Invenergy
- COMMITTEE REPORTS / RESOLUTIONS / ORDINANCES**
10. **HUMAN RESOURCES COMMITTEE**
 - a. Ordinance - Amending Personnel Ordinance sections HR0120, Differences For Sworn, Non-represented Law Enforcement Employees; HR0265, Part-time Employment; HR0461 Military Leave Procedure; and HR0640, Health Insurance of the Personnel Ordinance, to eliminate reference to the Wisconsin Public Employer’s Group Health Insurance Plan (the State Plan) and amending Personnel Ordinance section HR0695, Voluntary Benefits, to offer a Health Savings Account (HSA) and a Health Reimbursement Arrangement (HRA) (Page 2-5)
 - b. Resolution – Offering a Health Reimbursement Arrangement (HRA) for employees who are not eligible to enroll in a Health Savings Account (HSA) (Page 6-7)
 11. **PUBLIC COMMENT** (General)
 12. **APPOINTMENTS BY COUNTY ADMINISTRATOR** (Page 8)
 - a. Jim Mode, Jefferson, WI, to the Human Services Board for a three year term ending November 1, 2021
 - b. James Schultz, Watertown, WI, to the Human Services Board for a three year term ending November 1, 2021
 - c. Nancy Lust, Cambridge, WI to the Jefferson County Library Board for a three year term ending December 31, 2021
 - d. Leigh Froelich, Sullivan, WI to the Jefferson County Library Board for a three year term ending December 31, 2021
 - e. Linda Ager, Jefferson, WI to the Bridges Federated Library System Board for a three year term ending December 31, 2021
 - f. Aari Roberts, Watertown, WI, to the Zoning Board of Adjustment to fill an unexpired term ending July 1, 2019
 - g. Michael Clish, Fort Atkinson, WI, to the Veterans Service Commission for a three year term ending December 13, 2021.
 13. **ANNOUNCEMENTS**
 14. **ADJOURN**

NEXT COUNTY BOARD MEETING
November 13, 2018 – 7:00 P.M. – RM 205

RESOLUTION NO. 2018-___

In Memoriam – Donald Eugene Carroll

WHEREAS, Don Carroll passed away on September 20, 2018 at the age of 88, and

WHEREAS, Don Carroll served on the Jefferson County Zoning Board of Adjustment from 2007 to 2018, and

WHEREAS, Don provided wisdom and brought a unique perspective based on his experience to the Board of Adjustment, and

WHEREAS, Don was known for his dedication and commitment to serving on the Board of Adjustment and balancing the purpose and intent of the Jefferson County Zoning Ordinance while showing fairness to all parties involved, and

WHEREAS, Don demonstrated outstanding support for the Planning and Zoning staff members, and

WHEREAS, it is fitting for Mr. Donald Eugene Carroll to be recognized by the Jefferson County Board of Supervisors for his public service, dedication, and thoughtfulness which will be missed by many.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors meeting this 23rd day of October 2018, does hereby extend its sincere sympathy to the family of Donald Eugene Carroll along with this recognition of his service and dedication to the citizens of Jefferson County as a member of the Board of Adjustment.

Ayes _____ Noes _____ Abstain _____ Absent _____ Vacant _____

Requested by
Jefferson County Board of Supervisors

10-23-18

Deb Magritz: 10-11-18

REVIEWED: Administrator BM; Corp. Counsel JBW; Finance Director YW

ORDINANCE NO. 2018-_____

Amending Personnel Ordinance sections HR0120, Differences For Sworn, Non-represented Law Enforcement Employees; HR0265, Part-time Employment; HR0461 Military Leave Procedure; and HR0640, Health Insurance of the Personnel Ordinance, to eliminate reference to the Wisconsin Public Employer's Group Health Insurance Plan (the State Plan) and amending Personnel Ordinance section HR0695, Voluntary Benefits, to offer a Health Savings Account (HSA) and a Health Reimbursement Arrangement (HRA)

Executive Summary

On September 11, 2018, the Jefferson County Board of Supervisors approved withdrawing from the Wisconsin Public Employer's Group Health Insurance Plan (the State Plan) and designating Dean Health Plan as the Employee Health Insurance provider for the Dodge Jefferson Consortium. This offers employees the option of selecting: 1) an HMO Low Deductible Health Plan; 2) an HMO High Deductible Health Plan (HDHP), with a Health Savings Account (HSA); 3) a PPO Low Deductible Health Plan; and 4) a PPO High Deductible Health Plan (HDHP), with a Health Savings Account (HSA), effective January 1, 2019. The resolution enacted by the Jefferson County Board of Supervisors on October 23, 2018, creates a Health Reimbursement Arrangement (HRA) for employees enrolled in a high deductible plan offered by the County who are not eligible to enroll in the HSA.

On October 16, 2018, the Human Resources Committee considered the proposed language and is recommending amending Personnel Ordinance sections HR0120, Differences For Sworn, Non-represented Law Enforcement Employees; HR0265, Part-time Employment; HR0461 Military Leave Procedure; and HR0640, Health Insurance of the Personnel Ordinance to eliminate reference to the Wisconsin Public Employer's Group Health Insurance Plan (the State Plan) and amending Personnel Ordinance section HR0695, Voluntary Benefits, to offer a Health Savings Account (HSA) and a Health Reimbursement Arrangement (HRA) for eligible employees

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

WHEREAS, the Jefferson County Board of Supervisors approved offering an employee-sponsored High Deductible Health Plan with a Health Savings Account (HSA) and a Health Reimbursement Arrangement (HRA) for eligible county employees, effective January 1, 2019.

NOW, THEREFORE, BE IT RESOLVED that the Human Resources Committee supports and recommends the amendment of Personnel Ordinance sections HR0120, Differences For Sworn, Non-represented Law Enforcement Employees; HR0265, Part-time Employment; HR0461 Military Leave Procedure; and HR0640, Health Insurance of the Personnel Ordinance to eliminate reference to the Wisconsin Public Employer's Group Health Insurance Plan (the State Plan) and amending Personnel Ordinance section HR0695, Voluntary Benefits, to offer a Health Savings Account (HSA) and a Health Reimbursement Arrangement (HRA) for eligible county employees.

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

Section 1. Section HR0120(A), Differences for Sworn, Non-Represented Law Enforcement Employees, is amended as follows:

HR0120 DIFFERENCES FOR SWORN, NON-REPRESENTED LAW ENFORCEMENT EMPLOYEES.

A. All sworn, non-represented law enforcement employees will be subject to the policies in the Personnel Ordinance, except as it relates to employee contribution to WRS, health insurance premium contributions ~~in the State Health Plan~~, and accruals for vacation, sick, holiday, shift differentials and hazardous pay, to which the current LAW contract language shall apply. In addition, longevity pay and sick leave payout shall be converted into a Health Insurance benefit for retirees and shall be paid by the County to the Administrator of the Health Insurance Benefit Trust, with longevity being paid on the first business day after December 1st of each year and the sick leave payout being paid on the first pay period following the employees retirement date. Sergeants shall be granted compensatory time and receive uniform allowance as set forth in the current LAW union contract. [am. ord. 2006-35, 2/14/06; am. ord. 2008-24, 11/10/08; am. ord. 2008-33, 01/13/09; 3/13/12, ord. 2011-31]

Section 2. Section HR0265(B), Part-time Employment, is amended as follows:

HR0265 PART-TIME EMPLOYMENT

B. At the time an employee is hired the candidate's employment record shall disclose the anticipated FTE (full-time equivalent) status of the position. Benefits for each status are as follows: [am. 3/13/12, ord. 2011-31]

- Full-time (1900 hours annually) – all benefits and accruals illustrated within the Personnel Ordinance
- More than half-time (1040 – 1899 hours annually) - health, dental, life and other insurances on the same basis as full-time employees. Accrued fringe benefits (vacation, sick, random and holiday) on a pro rata basis. However, ~~if the employee has never worked for a Wisconsin Public employer that participates in WRS, the employee must initially be expected to work one year and 1200 hours to receive the benefits in this category. If the employee does not meet these two criteria, benefits shall be available as described in one of the two categories below.~~ [am. 3/13/12, ord. 2011-31]
- Less than half-time (600 – 1039 hours annually) – Random hours in accordance with HR0360(A)(2) and all insurance benefits on the same basis as full-time employees, except NOT eligible for health or dental insurance or any other accrued fringe benefits. ~~Employees working less than 1040 hours annually may be eligible for the State Health insurance, but the level of employer premium contribution is 25% of the lowest qualified plan, and the employee is responsible for the balance of the monthly premium.~~ [am. 12/09/08, ord. 2008-30; 10/27/09, ord. 2009-17]
- Less than 600 hours annually - not entitled to any insurance or other fringe benefits, except that an employee may become eligible for Wisconsin Retirement, ~~State Health insurance~~ and State life insurance if the employee later meets the requirements for the Wisconsin Retirement system, ~~State Health Insurance~~, and State Life insurance. [am. ord. 84-16, 12/11/84; am. 12/09/08, ord. 2008-30]

Section 3. Section HR0461(B)(2), Military Leave Procedure, is amended as follows:

HR0461 MILITARY LEAVE PROCEDURE

B. Seniority and Benefits

2. Continuation of Health insurance will be offered under the group plan for 36 months, in compliance with ~~in accordance with the Wisconsin Public Employer's Group Health Insurance Plan, which also covers~~ requirements under USERRA. The employee will be required to pay the "active" employee contribution for the first 18 months. For the next 18 months the employee will be required to pay 100% of the premium, which is due by the 20th of the month prior to the month of coverage. If the employee does not return to work within 36 months, the employee will be offered an additional 18 months of continuation of coverage as required under Federal COBRA regulations. The employee will be required to pay 100% of the full premium for COBRA coverage. [am. 08/05, ord. 2004-35; am. 01/13/09, ord. 2008-33; am. 3/13/12, ord. 2011-31]

Section 4. Section HR0640(A)(C), Health Insurance, is amended and sections B – K renumbered A – J accordingly and as follows:

HR0640 HEALTH INSURANCE[am. 12/09/08, ord. 2008-30; am. 12/13/11, ord. 2011-21; am. 11-12-13, ord 2013-18]

- ~~A.~~ ~~Employees who actively participate in the Wisconsin Retirement System are eligible for the County's group health insurance plan. [am. ord. 2008-09, 5/13/08; am. ord. 2008-30, 12/09/2008; 12/13/11, ord. 2011-21]~~
- B.A.** For eligible employees, the County will begin making contributions for family and single health insurance for coverage effective the first of the month following completion of a 30-day waiting period.
- ~~C.B.~~ **B.** For employees who are half-time or more status, ~~and participate in Wisconsin Retirement,~~ the County Board will at least annually establish the employer and employee-share of the health insurance premiums, ~~within the parameters established by law. For employees who are a less-than-half time status and participate in Wisconsin Retirement, the County agrees to pay twenty five percent (25%) of the selected Wisconsin Public Employers Group Health Insurance Plan (the State Plan) that is the lowest cost-qualified plan available in Jefferson County for either single or family coverage. If a regular part-time employee refuses to work when called in to work, except for a reason covered by law, and has not worked 1040 hours per year (1200 hours for employees hired after July 1, 2011), the Employer will pay only 25% of the lowest cost qualified plan for a period of time not to exceed three (3) months. Employee contributions will be deducted from paychecks in the month prior to the month of coverage. [am. ord. 2008-09, 5/13/08; am. ord. 2008-30, 12/09/2008; 12/13/11, ord. 2011-21]~~

Section 5. Section HR0695, Voluntary Benefits, is amended as follows:

HR0695 VOLUNTARY BENEFITS. Employees regularly scheduled to work 600 or more hours annually may elect to participate in the County's voluntary benefit plans, unless as otherwise required by the benefit plan. The Human Resources

Committee may approve vendor or plan changes when desirable, providing there is not a financial or negative impact to the County or employees, or the vendor/law requires full County Board approval. The County Administrator may execute amendments to such plan and the Human Resources Director shall act in the capacity of the plan administrator.

- A. **DEFERRED COMPENSATION.** The County will offer employees an IRS qualified deferred compensation plan into which participants can defer some of their annual income (up to an annual limit), and which contributions and earnings are tax-deferred until withdrawal. [resolution 1982-115]
- B. **DISABILITY INSURANCE.** [am 11-12-2013, ord 2013-18] An employee who is regularly assigned 600 or more hours annually is eligible for disability insurance. The County will offer eligible employees the opportunity to participate in a voluntary long term disability insurance plan. The full cost of participating in the long-term disability plan will be paid for by the employee. The Human Resources Committee may approve vendor or plan changes when desirable.
- C. **FLEXIBLE SPENDING ACCOUNT (FSA).** The County will offer a standard FSA, Section 125 Plan, to employees eligible for health insurance and not in an HSA, which employees may utilize for insurance premiums, unreimbursed health, dental and vision expenses or dependent care expenses. The County will also offer a limited FSA, Section 125 Plan, to employees eligible for health insurance and enrolled in an HSA, for unreimbursed dental and vision expenses or dependent care expenses.
- D. **HEALTH REIMBURSEMENT ARRANGEMENT (HRA).** The County will offer an HRA for employees enrolled in a high deductible health plan offered by the County who are ineligible to enroll in an HSA due to Medicaid, Medicare or TriCare.
- E. **HEALTH SAVINGS ACCOUNT (HSA).** The County will offer an HSA for eligible employees who are enrolled in a high deductible health plan offered by the county.
- F.C. **LIFE INSURANCE.** In addition to Group term life insurance, the County will offer a Universal Life policy.
- D. ~~**SECTION 125B PLAN.** The County will offer a Section 125 Plan, to employees eligible for health insurance, which employees may utilize for insurance premiums, unreimbursed medical expenses or dependent care expenses.~~

Section 6. This ordinance shall be effective January 1, 2019, 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

10-23-18

Terri M. Palm: 10-11-18; J. Blair Ward: 10-15-18

REVIEWED: Administrator RW; Corp. Counsel JLW; Finance Director YU

RESOLUTION NO. 2018-_____

Offering a Health Reimbursement Arrangement (HRA) for employees who are not eligible to enroll in a Health Savings Account (HSA)

Executive Summary

On September 11, 2018, the Jefferson County Board of Supervisors approved designating Dean Health Plan as the Employee Health Insurance provider for the Dodge Jefferson Consortium and offering employees the option of an HMO Low Deductible Health Plan; an HMO High Deductible Health Plan (HDHP), with a Health Savings Account (HSA); a PPO Low Deductible Health Plan; and a PPO High Deductible Health Plan (HDHP), with a Health Savings Account (HSA), effective January 1, 2019. Furthermore, at the October 9, 2018, County Board meeting, the 2019 budget was presented to Board Supervisors which includes a county contribution to an HSA of \$1000 single/\$2000 family for each employee enrolled in a HDHP.

In limited circumstances, employees who are enrolled in a high deductible health plan will not be eligible to enroll in the HSA under current Federal regulations. For employees adversely affected by these regulations who are enrolled in Medicaid, Medicare or TriCare, a Health Reimbursement Arrangement (HRA) will be offered instead. An HRA still allows the County to make contributions to an employee's account and provide reimbursement for eligible expenses. The employee will also have an option to make additional tax-free contributions into a Flexible Spending Account to assist with any other medical expenses.

The Human Resources Committees met on October 16, 2018, and recommended forwarding this resolution to the County Board to offer the benefit of a Health Reimbursement Arrangement option to employees enrolled in a County high-deductible health plan who are not eligible to enroll in a Health Savings Account due to Medicaid, Medicare or TriCare.

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

WHEREAS, the Jefferson County Board of Supervisors approved offering an employee-sponsored High Deductible Health Plan with a Health Savings Account (HSA), effective January 1, 2019, and

WHEREAS, the 2019 County Budget incorporates an employer-contribution to eligible employee's HSAs, and

WHEREAS, IRS regulations prohibit, in very limited circumstances, certain employees who are enrolled in a high-deductible health plan from enrolling in an HSA, and

WHEREAS, Jefferson County currently has 8 employees who may be ineligible to enroll in an HSA, and

WHEREAS, the County desires to afford these employees a comparable employee contribution toward medical expenses, and

WHEREAS, a Health Reimbursement Arrangement for employees enrolled in a high-deductible health plan and not eligible to enroll in an HSA due to Medicaid, Medicare or TriCare, will provide a comparable benefit.

NOW, THEREFORE, BE IT RESOLVED that the Human Resources Committee supports and recommends offering a Health Reimbursement Arrangement benefit for employees who are enrolled in a high deductible health plan provided by the County and are not eligible to enroll in a Health Savings Account due to Medicaid, Medicare or TriCare.

Fiscal Note: Based on the current number of employees ineligible to enroll in an HSA, the anticipated cost to the County is \$9,000. This expense is currently proposed in the 2019 budget and therefore no amendment to the proposed 2019 budget is needed.

Ayes _____ Noes _____ Abstain _____ Absent _____ Vacant _____

Requested by Human Resources Committee

Terri M. Palm-Kostroski: 10-11-18; J. Blair Ward: 10-15-18

REVIEWED: Administrator ; Corp. Counsel ; Finance Director

10-23-18

APPOINTMENTS BY COUNTY ADMINISTRATOR

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

By virtue of the authority vested in me under Sections 59.18(2)(b) of the Wisconsin Statutes, I do hereby request confirmation of the following appointments:

Jim Mode, Jefferson, WI, to the Human Services Board for a three year term ending November 1, 2021

AYES _____ NOES _____ ABSTAIN _____ ABSENT _____

James Schultz, Watertown, WI, to the Human Services Board for a three year term ending November 1, 2021

AYES _____ NOES _____ ABSTAIN _____ ABSENT _____

Nancy Lust, Cambridge, WI, to the Jefferson County Library Board for a three year term ending December 31, 2021. I respectfully request confirmation of this appointment.

AYES _____ NOES _____ ABSTAIN _____ ABSENT _____

Leigh Froelich, Sullivan, WI, to the Jefferson County Library Board for a three year term ending December 31, 2021. I respectfully request confirmation of this appointment.

AYES _____ NOES _____ ABSTAIN _____ ABSENT _____

Linda Ager, Jefferson, WI, to the Bridges Federated Library Board for a three year term ending December 31, 2021. I respectfully request confirmation of this appointment.

AYES _____ NOES _____ ABSTAIN _____ ABSENT _____

Aari Roberts, Watertown, WI, to the Zoning Board of Adjustment to fill an unexpired term ending July 1, 2019

AYES _____ NOES _____ ABSTAIN _____ ABSENT _____

Michael Clish, Fort Atkinson, WI, to the Veterans' Service Commission for a three year term ending December 13, 2021. I respectfully request confirmation of this appointment.

AYES _____ NOES _____ ABSTAIN _____ ABSENT _____