

## **AGENDA**

### **JEFFERSON COUNTY BOARD MEETING**

**TUESDAY      FEBRUARY 19, 2019      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 – Jeff Johns – Supervisory District 11 (Page 1)
  - b. Appointment by County Board Chair and confirmation by County Board – Joan Fitzgerald – Supervisory District 26 (Page 2)
  - c. Swearing in of District 11 and 26 Supervisors
  - d. Presentation – Naylor Classic donation to Veterans Service Commission
  - e. Presentation – Comprehensive Plan 101 Kick off, SRF Consulting Group, Paul Chellevoid and Stephanie Falkers
7. **APPROVAL OF JANUARY 8, 2019 MEETING MINUTES**
8. **COMMUNICATIONS**
  - a. Treasurer's Report (Addendum)
  - b. Appointments by County Board Chair – Jeff Johns to the Solid Waste/Air Quality Committee and Parks Committee (Page 3)
  - c. Appointments by County Board Chair – Jim Schroeder to the Building and Grounds Committee and Human Resources Committee (Page 4)
  - d. Resignation of Leigh Froelich from the Jefferson County Library Board (Page 5)
  - e. Resignation of Barbara A. Frank, County Clerk (Page 6-7)
  - f. Resignation of Gregg Patrick, District 26 (Page 8)
  - g. Resolution – Recognition of Outgoing Supervisor, Gregg Patrick, District 26 (Addendum)
  - h. Resolution – Recognition of Outgoing Clerk of Court, Carla Robinson (Addendum)
  - i. Letter from the Board of Health dated January 16, 2019 regarding Health Communities Gold Designation award for Jefferson County (Page 9)
  - j. Memo from Mike Burow regarding downsizing the County Board (Page 10)
  - k. Zoning Committee – Notice of Public Hearing, February 21, 2019 (Page 11-12)
9. **PUBLIC COMMENT**
10. **ANNUAL REPORTS**
  - a. Community Dental Clinic – Barb Morrison Gudgeon
  - b. Rock River Free Clinic – Kristen Wallace
  - c. Literacy Council – Lynn Forseth
  - d. UW Extension – Chrissy Wen and LaVern Georgson
  - e. County Board Meeting Fees

## **COMMITTEE REPORTS / RESOLUTIONS / ORDINANCES**

11. **EXECUTIVE COMMITTEE**
  - a. Resolution – Appointing Audrey McGraw to serve the Unexpired Term of County Clerk (Page 13)
  - b. Resolution – Reducing the Number of Jefferson County Supervisory Districts from 30 to 15 for Purposes of Electing the County Board (Page 14-15)
  - c. Resolution – Reducing the Number of Jefferson County Supervisory Districts from 30 to 25 for Purposes of Electing the County Board (Page 16-17)
  - d. Resolution – Continuing the Current Number of Jefferson County Supervisory Districts at 30 for Purposes of Electing the County Board (Page 18)
  - e. Resolution – Creating a Committee to Review the Size of the Jefferson County Board of Supervisors (Page 19)
  - f. Resolution – Confirming State of Emergency Declaration by County Board Chair (Page 20-21)
  - g. Resolution – Supporting an Increase in County Child Support Funding (Page 22-23)
12. **FAIR PARK COMMITTEE**
  - a. Resolution – Accepting Bid for construction of a Swine Barn and connected covered animal wash rack at the Jefferson County Fair Park (Addendum)
13. **FINANCE COMMITTEE**
  - a. Resolution – Disallowance of Claim - Travis Trumpf (Page 24)
  - b. Resolution – Sale of In Rem Tax Foreclosure Real Estate to City of Watertown (Addendum)
14. **BOARD OF HEALTH**
  - a. Resolution – Amending the 2019 Health Department Budget to Include the Public Health Crisis Response Grant to Respond to the Opioid Epidemic (Page 25-27)
15. **LIBRARY BOARD**
  - a. Resolution – Adopting the Plan for Jefferson County Library Services, 2019-2021 (Page 28)
16. **PLANNING AND ZONING COMMITTEE**
  - a. Report – Approval of Petitions (Page 29)
  - b. Ordinance – Amend Zoning Ordinance (Page 30)
  - c. Resolution – Adopting the Public Participation Plan for the Jefferson County Comprehensive Plan and Agricultural Preservation and Land Use Plan (Page 31-37)
17. **VETERANS SERVICE COMMISSION**
  - a. Resolution – Applying for Recognition of Exemption Under Section 501(c)(3) of the Internal Revenue Code to Administer the Jefferson County Veterans Foundation, Inc. as a Tax Exempt Organization (Page 38)
  - b. Resolution – Creating a Veterans Service Commission Revolving Loan Guarantee Program (Page 39)
18. **APPOINTMENT BY COUNTY ADMINISTRATOR** (Page 40)
  - a. Barbara R. Beaver, Lake Mills, WI, to the Jefferson County Library Board to fill the unexpired term of Leigh Froelich ending December 31, 2021
  - b. Appointment to the Sheriff's Civil Service Commission for a 5-year term ending January 1, 2024 (Addendum)
19. **APPOINTMENTS BY COUNTY BOARD CHAIR**
  - a. Chief Wes Benisch, Lt. John Sinclair and Shana Bean to the Local Emergency Planning Commission (LEPC) for an indeterminate term. (Addendum)
20. **PUBLIC COMMENT** (General)
21. **ANNOUNCEMENTS**
22. **ADJOURN**

### **NEXT COUNTY BOARD MEETINGS**

**March 12, 2019  
7:00 P.M. – RM 205**



## JEFFERSON COUNTY BOARD

Jefferson County Courthouse  
311 S. Center Avenue  
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 Jeff Johns, 5430 Switzke Road, Jefferson, WI 53549 to fill an unexpired term for County Board Supervisor - District 11 ending April 22, 2020.

Effective February 12, 2019

Dated this 25th day of January, 2019

  
\_\_\_\_\_  
Jim Schroeder



## JEFFERSON COUNTY BOARD

Jefferson County Courthouse  
311 S. Center Avenue  
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 Joan Fitzgerald, 545 Stratford Court, Fort Atkinson, WI, to fill an unexpired term for County Board Supervisor - District 26 ending April 21, 2020.

Effective February 12, 2019

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2019

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Jim Schroeder



## JEFFERSON COUNTY BOARD

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

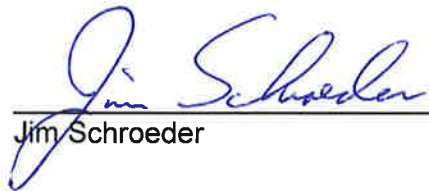
**JIM SCHROEDER**  
**County Board Chair**

### 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 Jeff Johns to the Solid Waste/Air Quality Committee and Parks Committee to fill an unexpired term ending April 21, 2020.

Effective February 12, 2019.

Dated this 5th day of February, 2019.

  
\_\_\_\_\_  
Jim Schroeder



## 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 myself to the Building and Grounds Committee and Human Resources Committee to fill an unexpired term ending April 21, 2020.

Effective \_\_\_\_\_, 20\_\_.

Dated this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Jim Schroeder

## **Tammie Jaeger**

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**From:** Leigh Froelich <froelichl@fortschools.org>  
**Sent:** Thursday, January 24, 2019 1:13 PM  
**To:** Benjamin Wehmeier; Tammie Jaeger  
**Subject:** Resignation

Dear Jefferson County Board,

I need to let you know that I have to resign from the Jefferson County Library Board. Due to the Library Board policies, I am only able to serve 3 terms and I have done that. Thank you for allowing me to serve on the Jefferson County Library Board and I hope you will accept my resignation.

--  
Leigh Froelich  
Mathematics Teacher  
Fort Atkinson High School

# 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

January 24, 2019

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

Dear Mr. Schroeder:

Here is notification of the resignation of Jefferson County Clerk Barbara A. Frank, dated Friday, January 24, 2019. It is her intention to retire effective April 3, 2019. Per Wisconsin Statute 17.01(7), I am providing you with a copy of this notice of resignation. See attached resignation notification to the Sheriff.

Sincerely,

Paul S. Milbrath,  
Jefferson County Sheriff

PSM:jo





**Jefferson County Clerk**

**Barbara A. Frank**

311 South Center Avenue - Room 109

Jefferson, WI 53549

Telephone (920) 674-7140

Fax (920) 674-7368

[barbf@jeffersoncountywi.gov](mailto:barbf@jeffersoncountywi.gov)

COPY

Date: January 24, 2019

To: Paul Milbrath, Jefferson County Sheriff

From: Barbara A. Frank, Jefferson County Clerk

Re: Resignation pursuant Wis. Stat 17.01(7)

Dear Sheriff Milbrath:

Please accept this as formal notice of my resignation from the position of Jefferson County Clerk as it is my intention to retire effective April 3, 2019.

I want to thank the citizens of Jefferson County for the opportunity to serve for thirty-eight years. It has been a challenging yet rewarding experience to serve Jefferson County since March 1981 and the County Board as County Clerk since February 1997.

Very respectfully,

Barbara A. Frank  
County Clerk

Office of the Sheriff

January 18, 2019

411 S. Center Avenue

Jefferson, WI 53549-1703

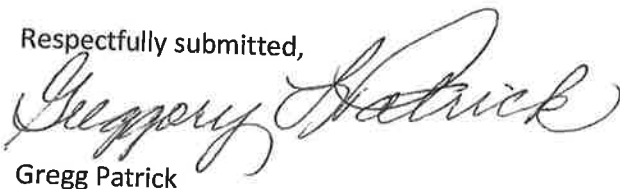
Paul Milbrath, Sheriff

Dear Mr. Milbrath,

Since I am moving out of my district (...and out of the county!), I must resign my position of Jefferson County Board Supervisor, District 26 of Jefferson County, WI. My resignation will become effective January 22, 2019. Please notify the County Board Chair and the County Clerk per Wisconsin Statutes.

It has been a pleasure and honor to serve the taxpayers of Jefferson County. I also believe our County is well-managed and staffed with the best employees! Thanks to all!

Respectfully submitted,



Gregg Patrick

Jefferson County Board Supervisor, District 26

RECEIVED  
JAN 21 2019  
JEFFERSON COUNTY  
SHERIFF'S DEPT.



## Jefferson County Health Department

1541 Annex Road ♦ Jefferson, WI 53549  
920-674-7275 (Phone) ♦ 920-674-7477 (FAX)  
[www.jeffersoncountywi.gov](http://www.jeffersoncountywi.gov)



January 16, 2019

Jefferson County has been recognized for its work to improve local health by receiving a Wisconsin Healthy Communities Designation at the gold level.

This new program is intended to recognize and encourage achievements in health improvement in Wisconsin communities, and to promote cooperation across multiple sectors.

Jefferson County is among the 31 Wisconsin communities that received designations this year and only one of four counties to earn the award at the gold level.

Gail Scott, Director/Health Officer for Jefferson County Health Department states, "Jefferson County is committed to become the healthiest community by working together on many programs and services aimed at a better quality of life for all. It is heartwarming to see the many organizations such as Fort HealthCare, Jefferson County Health Department, Jefferson County Parks, and non-profit organizations such as Rock River Free Clinic and the Community Dental clinic, agree to work collaboratively. Our collective goal is to provide our residents with the best chance at living a healthy life."

The designation recognizes governmental, non-profit and health care organizations in Jefferson County for their work to improve the health of the community through the following 10 programs:

Healthy Community Coalitions	Naloxone Education through the Jefferson County Drug Free Coalition
Proper Drug Disposal Program	Computerized Physician Order Entry in the Electronic Medical Record
Rock River Free Clinic	Parks & Recreation Open Space Plan 2013-2018
Behavior Health Primary Care Integration	Seal-A-Smile Program through the Community Dental Clinic
Alcohol & Drug Treatment Courts	Jefferson County Bike Way/Pedestrian Way Master Plan

The Wisconsin Healthy Communities Designation is a new initiative offered by the Mobilizing Action Toward Community Health (MATCH) group of the UW Population Health Institute (UWPHI), in collaboration with diverse statewide groups. The Healthy Communities Designation program, funded by the Wisconsin Partnership Program of the UW School of Medicine and Public Health, is designed to recognize and encourage achievements in health improvement in Wisconsin.

The Jefferson County Board of Health commends the Jefferson County Board of Supervisors for supporting policies that improve the health of all who live in and visit Jefferson County. The Board of Health is also grateful for the support the County Board has given the Jefferson County Health Department. The Health Department collaborates with many community entities to accomplish its mission to engage and empower the community to practice healthy lifestyles. The Health Department will continue to work hard to develop new programs and services that will accomplish the mission.

Sincerely,

Dr. Don Williams

Dick Schultz

Conor Nelan

Sam LaMuro

Maria Dabel

To the Jefferson County Board members,

This communication concerns the upcoming issue of possibly downsizing the county board and combining committees, to be considered and voted on at your 2-12-19 county board meeting.

Somewhere around 10 years ago, when I was on the county board, this issue was extensively studied and the end results were to leave the board size at the current 30 members. At that time, some committees were either combined, or eliminated and committees that had only 3 members were expanded to 5 members. The remaining committees, were deemed to be stand alone committee's with responsibilities of those committee's being such, that it was determined combining them with others would be detrimental to the work to be done. Nothing has changed since then other than each county board member now represents more constituents than 10 years ago, and combining the remaining committee's would still be a step backward from the current procedures.

At least 19 of the 30 members, who were on 10 years ago, still are members today.

Reasons for leaving the board size at the current 30 were numerous. First of all, at that time, there was a concern about money. It was determined that Jefferson County spends less on paying county board members than most other counties in the state. county board members do not receive salaries like many other counties, other than the \$55 per month and per diems for attending their committee meetings. Not much, if anything would be gained, money wise, by lowering the amount of county board members.

When I was on the board, 2006-12, each board member was expected to be on at least one committee and most were on either 2, 3, or more. Reducing board size would most likely result in more members having to increase their work load, with more committee assignments and more time spent doing county business.

Reducing board size can have a major impact on special interest groups, or any group for that matter, of getting things they want done passed. With the current board size, in order to pass anything, 16 members need to agree with the proposal. In the event that the decision was to change to 15 members, that number would change to only 8. That means only 8 people could dictate what does or does not get passed in the County. If the number were reduced to 25, the members needed to pass or reject would fall to 13. Ten years ago, it was determined the best way to represent the constituents of the county was to remain at 30 and thus need a vote of at least 16 to pass or reject anything, and thus the board would be giving the best representation to all. That has not changed either in the past 10 years.

As far as the committee's go, the possible combining of them, being as I have been off the board for a number of years, I suppose things could have changed in that regard. Still, thoughts of combining committees such as Fair Park with the Parks committee, will leave both of those areas lacking the leadership and attention they require. Fair park is way different than the Parks committee. I would suggest ample thought be given to any changes in the make up, or number of committees the county currently has.

I would like to commend the Executive committee for not forming a committee to study this issue, as I agree with them that it would be a waste of time, as well as tax payers dollars. It seemed pretty clear that there was little to no support to making these changes.

I would encourage you all to keep the status quo. Like one of the members said, "If it is not broke, don't fix it."

Jefferson County has a good system that works well, it allows a diverse group to run for office, does not overwhelm anyone elected with too many assignments, does not cost the tax payers more than most other counties, and does not allow for a small amount of people to make binding decisions for the entire county.

Thank you for your time spent on this issue.

Mike Burow, Former County board member and current town board member in Jefferson County.

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

*Steve Nass, Chair; George Jaeckel, Vice-Chair; Blane Poulson, Secretary; Matt Foelker and Lloyd Zastrow*

**SUBJECT:** Map Amendments to the Jefferson County Zoning Ordinance and Requests for Conditional Use Permits  
**DATE:** Thursday, February 21, 2019  
**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**
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 21, 2019, 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, which include staff finding of fact, are available for viewing between the hours of 8 a.m. and 4:30 p.m., Monday through Friday, excepting holidays. If you have questions regarding these matters, please contact Zoning at 920-674-7131.

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

**R4129A-19 – Tim Otterstatter:** Rezone 4.45 acres of PIN 032-0815-1223-000 (20.386 Ac) **between State Road 16 and East Gate Drive** in the Town of Watertown. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

#### **CONDITIONAL USE PERMIT APPLICATION**

**CU1971-19 – Tim Otterstatter:** Conditional use for farm/construction equipment sales on PIN 032-0815-1223-000 (20.386 Ac) **between State Road 16 and East Gate Drive** in the Town of Watertown. This is in accordance with Sec. 11.04(f)7 of the Jefferson County.

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

**R4130A-19 – Ross Walton:** Create a 2.7-ac A-2 zone on **County Road D** from part of PIN 004-0515-2732-000 (40 Ac) in the Town of Cold Spring. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

#### **CONDITIONAL USE PERMIT APPLICATION**

**CU1972-19 – Ross Walton:** Conditional use to allow a personal shop for storage and maintenance of contractor's equipment on **County Road D** in the Town of Cold Spring. The site is on PIN 004-0515-2732-000 (40 Ac). This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

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

**R4131A-19 – Ross Walton:** Rezone 2.7 acres of PIN 004-0515-2733-000 (39.6 Ac) for a lot around the home and buildings at **N510 County Road D**, Town of Cold Spring. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**R4132A-19 – Ross Walton:** Create a 6-acre building site off of **Vannoy Drive** from part of PIN 004-0515-2732-000 (40 Ac) in the Town of Cold Spring. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**R4133A-19 – Concord Wisconsin Properties LLC:** Create a 1.7-ac building site on **Concord Center Dr** in the Town of Concord from PIN 006-0716-1334-005 (15 Ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**R4134A-19 – Standard Process:** Rezone 4 acres around the home and buildings at **N1974 Koch Rd** in the Town of Palmyra from PIN 024-0516-0723-000 (37.76 Ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**R4135A-19 – Larry Rasmussen:** Create a 1.41-acre lot around the home at **N7399 Jungle Ln** in the Town of Waterloo from part of PINs 030-0813-3144-001 (34.711 Ac) and 030-0813-3233-000 (36.2 Ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**R4136A-19 – Daniel Weidner/Jeanette V Weidner Trust Property:** Rezone to create a 2.58-acre lot around the buildings at **N4642 Highland Dr** in the Town of Sullivan from PIN 026-0616-0132-000 (40 Ac) and a 3.05-acre new building site to the south from part of PIN 026-0616-0133-000 (37.555 Ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

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

**R4137A-19 – Daniel Weidner/Jeanette V Weidner Trust Property:** Create a 16.33-acre Natural Resource zone from part of PIN 026-0616-0133-000 (37.555 Ac) along **Highland Dr** in the Town of Sullivan. This is in accordance with Sec. 11.04(f)12 of the Jefferson County Zoning Ordinance.

#### **FROM A-3, AGRICULTURAL/RURAL RESIDENTIAL TO A-2, AGRICULTURAL AND RURAL BUSINESS**

**R4138A-19 – Jason Schultz:** Rezone PIN 014-0614-2833-002 (2.149 Ac) on **Hoard Road** in the Town of Jefferson. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

#### **CONDITIONAL USE PERMIT APPLICATIONS**

**CU1973 -19 – Jason Schultz:** Allow rural business parking on PIN 014-0614-2833-002 (2.149 Ac) on **Hoard Road** in the Town of Jefferson in a proposed A-2 zone. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

**CU1974-19 – Ammat LLC:** Allow an event center in an existing Business zone at **N7755 State Road 89**. The site is in the Town of Waterloo on PIN 030-0813-2634-002 (6.007 Ac). This is in accordance with Sec. 11.04(f)3 of the Jefferson County Zoning Ordinance.

**CU1975-19 – Chad Fredrick:** Allow an extensive on-site storage structure of up to 1,400 square feet, 16 feet in height at **W3091 County Rd CW**. The site is in a Residential R-2 zone in the Town of Watertown on PIN 032-0815-0212-009 (0.850 Ac). This is in accordance with Sec. 11.04(f)2 of the Jefferson County Zoning Ordinance.

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.

**RESOLUTION NO. 2018-\_\_**

**Appointing Audrey McGraw to Serve the Unexpired Term of County Clerk**

Executive Summary

On January 24, 2019, the Jefferson County Clerk submitted her resignation to the Sheriff, thereby ending her service as an elected County official effective April 3, 2019. Wisconsin Statute section 17.21(3) provides that vacancies in the elective county office of County Clerk shall be filled by appointment by the County Board for the residue of the unexpired term unless a special election is ordered by the County Board, in which case the person appointed shall serve until his or her successor is elected and qualified. The Executive Committee met on February 01, 2019, and recommended that the Jefferson County Board of Supervisors appoint Chief Deputy County Clerk Audrey McGraw to serve the unexpired term of the County Clerk, effective April 3, 2019.

WHEREAS, the executive summary is incorporated into this resolution, and

WHEREAS, Barbara A. Frank is the Jefferson County Clerk serving the term beginning January 2, 2017, and ending January 4, 2021, and

WHEREAS, Barbara A. Frank submitted her resignation on January 24, 2019, with an effective date of April 3, 2019, and

WHEREAS, Audrey McGraw is the Chief Deputy County Clerk and has diligently served in that capacity since September, 2000, and

WHEREAS, Audrey McGraw is qualified to serve the unexpired term of the County Clerk ending January 4, 2021, and

WHEREAS, Wisconsin Statute section 17.21(3) vests the County Board with authority to fill a vacancy in the elective office of County Clerk.

NOW, THEREFORE, BE IT RESOLVED that Chief Deputy County Clerk Audrey McGraw, being duly qualified, is hereby appointed to serve the unexpired term of the Jefferson County Clerk effective at 12:00 a.m. on April 3, 2019, and ending on January 4, 2021.

*Fiscal Note: No fiscal impact.*

Ayes \_\_\_\_\_ Noes \_\_\_\_\_ Abstain \_\_\_\_\_ Absent \_\_\_\_\_ Vacant \_\_\_\_\_

Requested by  
Executive Committee

J. Blair Ward: 01-24-19

REVIEWED: Administrator BW; Corp. Counsel JD; Finance Director MA

02-12-19

**RESOLUTION NO. 2018-\_\_**

**Reducing the Number of Jefferson County Supervisory Districts from 30 to 15 for  
Purposes of Electing the County Board**

Executive Summary

Jefferson County is divided into 30 supervisory districts with each district being represented by one supervisor elected from within his or her district. The number of supervisory districts was established in 1981 when the Jefferson County Board of Supervisors reduced the number of supervisory districts from 38 to 30. Wisconsin Statute section 59.10 (3) authorizes counties with a population of less than 100,000 but at least 50,000 to have no more than 39 supervisors, but does not require a minimum number of supervisors. Wisconsin Statute section 59.10 (3)(b) requires the County to review the number of supervisory districts after the 2020 federal decennial census and also authorizes the County to change the county board size. Review of the county board size is further addressed in the Jefferson County Strategic Plan, adopted by the County Board in 2017, which recommends reviewing the county board size and structure for potential consolidation and streamlining as a strategy to accomplish Goal 1 of the Strategic Plan of promoting a culture of growth and services by continuing Jefferson County's positive fiscal history (Goal 1, Strategy 1.7). This resolution authorizes the creation of a redistricting plan pursuant to s. 59.10(3)(b), Wis. Stats., which reduces the number of supervisory districts in Jefferson County from 30 to 15 and reapportions the number of supervisory districts to equal the number of supervisors, effective following the 2022 spring election. The Executive Committee considered this resolution on February 01, 2019, and recommended forwarding to the County Board for discussion and action. There was no formal recommendation made by the Executive Committee on whether or not the number of Jefferson County supervisory districts should be reduced from 30 to 15.

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WHEREAS, the executive summary is incorporated into this resolution, and

WHEREAS, Jefferson County is divided into 30 supervisory districts for purposes of electing the County Board, and

WHEREAS, reviewing the county board size is recommended in the Jefferson County Strategic Plan to promote a culture of growth and services by continuing Jefferson County's positive fiscal history, and

WHEREAS, section 59.10(3)(b), Wis. Stats., requires that, "no later than July 1 following the year of each decennial census, each board shall propose a tentative county supervisory district plan setting forth the number of supervisory districts proposed by the board and tentative boundaries or a description of boundary requirements and further authorizes the County to change the size of the County Board."

NOW, THEREFORE, BE IT RESOLVED that a redistricting plan be created pursuant to s. 59.10(3)(b), Wis. Stats., which reduces the number of supervisory districts in Jefferson County



from 30 to 15 and reapportions the number of supervisory districts to equal the number of supervisors, effective following the 2022 spring election.

*Fiscal Note: The fiscal impact of reducing County Board size will not be known until a determination is made on restructuring County Board operations including a review of the number, size and responsibilities of County Board Committees, Boards, Commissions and Other Bodies*

Ayes \_\_\_\_\_ Noes \_\_\_\_\_ Abstain \_\_\_\_\_ Absent \_\_\_\_\_ Vacant \_\_\_\_\_

Requested by  
Executive Committee

J. Blair Ward: 01-24-19; 2-01-19

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

02-12-19

## **RESOLUTION NO. 2018-\_\_**

### **Reducing the Number of Jefferson County Supervisory Districts from 30 to 25 for Purposes of Electing the County Board**

#### Executive Summary

Jefferson County is divided into 30 supervisory districts with each district being represented by one supervisor elected from within his or her district. The number of supervisory districts was established in 1981 when the Jefferson County Board of Supervisors reduced the number of supervisory districts from 38 to 30. Wisconsin Statute section 59.10 (3) authorizes counties with a population of less than 100,000 but at least 50,000 to have no more than 39 supervisors, but does not require a minimum number of supervisors. Wisconsin Statute section 59.10 (3)(b) requires the County to review the number of supervisory districts after the 2020 federal decennial census and also authorizes the County to change the county board size. Review of the county board size is further addressed in the Jefferson County Strategic Plan, adopted by the County Board in 2017, which recommends reviewing the county board size and structure for potential consolidation and streamlining as a strategy to accomplish Goal 1 of the Strategic Plan of promoting a culture of growth and services by continuing Jefferson County's positive fiscal history (Goal 1, Strategy 1.7). This resolution authorizes the creation of a redistricting plan pursuant to s. 59.10(3)(b), Wis. Stats., which reduces the number of supervisory districts in Jefferson County from 30 to 25 and reapportions the number of supervisory districts to equal the number of supervisors, effective following the 2022 spring election. The Executive Committee considered this resolution on February 01, 2019, and recommended forwarding to the County Board for discussion and action. There was no formal recommendation made by the Executive Committee on whether or not the number of Jefferson County supervisory districts should be reduced from 30 to 25.

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WHEREAS, the executive summary is incorporated into this resolution, and

WHEREAS, Jefferson County is divided into 30 supervisory districts for purposes of electing the County Board, and

WHEREAS, reviewing the county board size is recommended in the Jefferson County Strategic Plan to promote a culture of growth and services by continuing Jefferson County's positive fiscal history, and

WHEREAS, section 59.10(3)(b), Wis. Stats., requires that, "no later than July 1 following the year of each decennial census, each board shall propose a tentative county supervisory district plan setting forth the number of supervisory districts proposed by the board and tentative boundaries or a description of boundary requirements and further authorizes the County to change the size of the County Board."

NOW, THEREFORE, BE IT RESOLVED that a redistricting plan be created pursuant to s. 59.10(3)(b), Wis. Stats., which reduces the number of supervisory districts in Jefferson County

from 30 to 25 and reapportions the number of supervisory districts to equal the number of supervisors, effective following the 2022 spring election.

*Fiscal Note: The fiscal impact of reducing County Board size will not be known until a determination is made on restructuring County Board operations including a review of the number, size and responsibilities of County Board Committees, Boards, Commissions and Other Bodies.*

Ayes \_\_\_\_\_ Noes \_\_\_\_\_ Abstain \_\_\_\_\_ Absent \_\_\_\_\_ Vacant \_\_\_\_\_

Requested by  
Executive Committee

02-12-19

J. Blair Ward: 01-24-19; 2-01/19

REVIEWED: Administrator BW; Corp. Counsel DBL; Finance Director MA

RESOLUTION NO. 2018-\_\_

**Continuing the Current Number of Jefferson County Supervisory Districts at 30 for  
Purposes of Electing the County Board**

Executive Summary

Jefferson County is divided into 30 supervisory districts with each district being represented by one supervisor elected from within his or her district. The number of supervisory districts was established in 1981 when the Jefferson County Board of Supervisors reduced the number of supervisory districts from 38 to 30. Wisconsin Statute section 59.10 (3) authorizes counties with a population of less than 100,000 but at least 50,000 to have no more than 39 supervisors, but does not require a minimum number of supervisors. Wisconsin Statute section 59.10 (3)(b) requires the County to review the number of supervisory districts after the 2020 federal decennial census and also authorizes the County to change the county board size. Review of the county board size is further addressed in the Jefferson County Strategic Plan, adopted by the County Board in 2017, which recommends reviewing the county board size and structure for potential consolidation and streamlining as a strategy to accomplish Goal 1 of the Strategic Plan of promoting a culture of growth and services by continuing Jefferson County's positive fiscal history (Goal 1, Strategy 1.7). This resolution authorizes the creation of a redistricting plan pursuant to s. 59.10(3)(b), Wis. Stats., which continues the current number of supervisory districts in Jefferson County at 30 which is equal to the number of supervisors. The Executive Committee considered this resolution on February 01, 2019, and recommended forwarding to the County Board for discussion and action. There was no formal recommendation made by the Executive Committee on whether or not the current number of supervisory districts in Jefferson County should remain at 30.

WHEREAS, the executive summary is incorporated into this resolution, and

WHEREAS, Jefferson County is divided into 30 supervisory districts for purposes of electing the County Board, and

WHEREAS, reviewing the county board size is recommended in the Jefferson County Strategic Plan to promote a culture of growth and services by continuing Jefferson County's positive fiscal history, and

WHEREAS, section 59.10(3)(b), Wis. Stats., requires that, "no later than July 1 following the year of each decennial census, each board shall propose a tentative county supervisory district plan setting forth the number of supervisory districts proposed by the board and tentative boundaries or a description of boundary requirements and further authorizes the County to change the size of the County Board."

NOW, THEREFORE, BE IT RESOLVED that a redistricting plan be created pursuant to s. 59.10(3)(b), Wis. Stats., which continues the current number of supervisory districts in Jefferson County at 30 which is equal to the number of supervisors.

*Fiscal Note: No fiscal impact.*

Ayes \_\_\_\_\_ Noes \_\_\_\_\_ Abstain \_\_\_\_\_ Absent \_\_\_\_\_ Vacant \_\_\_\_\_

Requested by  
Executive Committee

02-12-19

J. Blair Ward: 01-24-19; 2-01-19

REVIEWED: Administrator ; Corp. Counsel ; Finance Director 

**RESOLUTION NO. 2018-\_\_\_\_**

**Creating a Committee to Review the Size of the Jefferson County Board of Supervisors**

Executive Summary

On January 8, 2019, the Jefferson County Board of Supervisors considered whether or not to decrease the number of supervisory districts in Jefferson County which would reduce the number of Jefferson County Board Supervisors. At that meeting, a motion was adopted directing the Executive Committee to create an ad hoc committee to study the costs and benefits of decreasing the County Board size. The Executive Committee considered this matter at its meeting on February 01, 2019, and determined by unanimous consent that the creation of an ad hoc committee to study the costs and benefits of decreasing the County Board size would not be a productive use of county resources. The reasoning behind this determination by the Executive Committee was based on the following: 1) there has been little to no support expressed among County Board Supervisors to reduce the size of the County Board; and 2) the resolutions which will be presented to the County Board at its February 12, 2019, meeting are sufficient for the County Board to voice its opinion on County Board size. The Executive Committee considered this resolution on February 01, 2019, and recommended forwarding to the County Board for approval.

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

WHEREAS, Wisconsin counties have the ability to review and reorganize the structure of their Boards of Supervisors pursuant to s. 59.10 Wis. Stats., and

WHEREAS, on January 8, 2019, the Jefferson County Board of Supervisors considered whether or not to decrease the number of supervisory districts in Jefferson County which would reduce the number of Jefferson County Board Supervisors, and

WHEREAS, the Jefferson County Board of Supervisors adopted a motion directing the Executive Committee to create an ad hoc committee to study the costs and benefits of decreasing the County Board size, and

WHEREAS, after considering the costs and benefits of creating an ad hoc committee, the Executive Committee decided that doing so would not be a productive use of county resources.

NOW, THEREFORE, BE IT RESOLVED that a committee to review the size of the Jefferson County Board of Supervisors would not be a productive use of county resources is therefore not to be created.

*Fiscal Note: This resolution has no fiscal impact.*

Ayes \_\_\_\_\_ Noes \_\_\_\_\_ Abstain \_\_\_\_\_ Absent \_\_\_\_\_ Vacant \_\_\_\_\_

Requested by  
Executive Committee

2-12-19

J. Blair Ward: 2-02-19

REVIEWED: Administrator: Blu; Corp. Counsel: JBL; Finance Director: MA

## **RESOLUTION NO. 2018-\_\_**

### **Confirming State of Emergency Declaration by County Board Chair**

#### Executive Summary

The Jefferson County Board Chair determined that there existed a State of Emergency in Jefferson County due to the extreme cold weather conditions present on January 28, 2019, January 30, 2019 and January 31, 2019, and using the authority under the County Emergency Management Ordinance declared a State of Emergency after determining it necessary and expedient for the health, safety, welfare and good order of the County. Under this authority, the County Board Chair declared that all Jefferson County employees have the additional option to use sick leave as authorized time off from work on January 28, 2019, January 30, 2019 and January 31, 2019, if such employee determines it dangerous to report to work due to the extreme cold weather conditions. Because the County Board was unable to meet for the purpose of making such a declaration, the County Emergency Management Ordinance requires this declaration to be confirmed by resolution of the County Board at its next regularly scheduled or special meeting. The Executive Committee met on February 1, 2019, and recommended forwarding this resolution to the County Board to confirm the Emergency Declaration by the County Board Chair.

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

WHEREAS, Jefferson County's Emergency Management Ordinance authorizes the County Board Chair to declare a State of Emergency if the County Board is unable to meet for the purpose of making such a declaration, and

WHEREAS, the Jefferson County Emergency Management Ordinance and section 323(4)(b), Wis. Stats., indicates that if an emergency declaration is made by the County Board Chair, the Board shall confirm or repeal such declaration as soon as the body can meet, and

WHEREAS, the Governor of the State of Wisconsin declared a State of Emergency for the State of Wisconsin on January 29, 2019, due to extreme cold weather conditions present on that date throughout the State of Wisconsin, and

WHEREAS, County Board Chair Jim Schroeder declared a State of Emergency in Jefferson County on January 28, 2019, January 30, 2019 and January 31, 2019, due to the extreme cold weather conditions present on those dates, and

WHEREAS, such emergency declaration by the Jefferson County Board Chair confers upon him emergency powers including the general authority to order, by ordinance, resolution, or proclamation, whatever is necessary and expedient for the health, safety, welfare and good order of the County during such emergency, subject to confirmation by the County Board, and

WHEREAS, the Emergency Declaration by the Jefferson County Board Chair declared it necessary and expedient for the health, safety and welfare of Jefferson County employees that no employee is required to report to work on the above dates if the extreme cold weather conditions make it dangerous for an employee to come to work, and

WHEREAS, employees who determine it dangerous to report to work due to the extreme cold weather conditions are authorized by County Ordinance time off to be charged to vacation, random hours or accrued compensatory time, time off without pay, or the time to be made up within the same work week at a time mutually agreeable to the employee and the supervisor/department head, and

WHEREAS, the Jefferson County Board Chair using his emergency powers has granted employees the additional option to use sick leave as authorized time off from work on January 28, 2019, January 30, 2019 and January 31, 2019, if such employee determines it dangerous to report to work due to the extreme cold weather conditions.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors hereby confirms the Emergency Declaration issued by County Board Chair Jim Schroeder on January 28, 2019, January 30, 2019 and January 31, 2019, granting employees the additional option to use sick leave as authorized time off from work on said dates if such employee determines it dangerous to report to work due to the extreme cold weather conditions.




*Fiscal Note: Use of sick leave benefit may reduce the county's obligation to fund this benefit from General Fund Reserves.*

Ayes \_\_\_\_\_ Noes \_\_\_\_\_ Abstain \_\_\_\_\_ Absent \_\_\_\_\_ Vacant \_\_\_\_\_

Requested by  
Executive Committee

02-12-19

J. Blair Ward: 01-29-19; 01-30-19; 02-05-19

REVIEWED: Administrator ; Corp. Counsel ; Finance Director 

**RESOLUTION NO. 2018-\_\_**

**Supporting an Increase in County Child Support Funding**

Executive Summary

Jefferson County administers the Child Support Enforcement Program on behalf of the State of Wisconsin. This program provides services to Jefferson County residents which include paternity establishment, child support enforcement, establishment of health insurance orders for dependent children, and the enforcement and modification of these orders. State funding for county child support enforcement services has failed to keep up with county agency costs which have steadily increased due to growing caseloads, inflation and new federal regulations. This resolution requests the State of Wisconsin to increase state funding for county child support agencies by \$1.5 million in each fiscal year of the 2019-21 Wisconsin state budget. Every dollar of state funding invested in the Child Support Program generates two dollars in federal matching funds. This will generate approximately \$3 million in additional federal match funding each year and ensure that counties can continue to effectively provide child support enforcement services to Wisconsin families. The Executive Committee met on February 01, 2019, and recommended forwarding this resolution to the County Board for approval.

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

WHEREAS, children's well-being, economic security and success in life are enhanced by parents who provide financial and emotional support, and

WHEREAS, Jefferson County's Child Support Agency helps ensure that parents take responsibility for the care and well-being of their children and provides services to both custodial and noncustodial parents, and

WHEREAS, the Child Support Enforcement Program is an effective investment in Wisconsin's future because child support increases self-sufficiency, reduces child poverty, and has a positive effect on children's well-being, and

WHEREAS, the Wisconsin's Child Support Enforcement Program is ranked 2<sup>nd</sup> in the nation for collecting current support and collects an average of \$5.56 in support for every dollar invested in the program, and

WHEREAS, County child support agencies collected \$934 million in child support during 2017, 95% of which went directly to families, while 5% reimbursed public assistance programs, and

WHEREAS, child support agencies help save taxpayer dollars by establishing health insurance orders for 97% of cases which reduces state Medicaid costs by moving children from public assistance to private insurance, and



WHEREAS, Wisconsin's strong performance in child support enforcement is at risk without additional state funding which will result in reduced federal funding to Wisconsin, and

WHEREAS, decreased federal funding for Jefferson County's child support agency will lead to reductions in child support enforcement staff and services resulting in reduced child support collections, and

WHEREAS, increasing state funding for county child support agencies by \$1.5 million in each fiscal year of the 2019-21 Wisconsin state budget will help ensure that counties can continue to effectively provide child support enforcement services to Wisconsin families.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors requests that the State of Wisconsin funding for county child support agencies be increased by \$1.5 million in each fiscal year of the 2019-21 Wisconsin state budget which will generate approximately \$3 million in additional federal funding each year to help ensure that counties can continue to effectively provide economic support to our children.

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded by the County Clerk to Governor Tony Evers, the Wisconsin Counties Association and Jefferson County's Legislative Representatives with the request that they assist in this endeavor.

*Fiscal Note: This resolution has no fiscal impact.*

Ayes \_\_\_\_\_ Noes \_\_\_\_\_ Abstain \_\_\_\_\_ Absent \_\_\_\_\_ Vacant \_\_\_\_\_

Requested by  
Executive Committee

02-12-19

Staci Jensen: 01-21-19; J. Blair Ward: 01-24-19

REVIEWED: Administrator BW; Corp. Counsel JBW; Finance Director MS

**RESOLUTION NO. 2018-\_\_**

**Disallowing claim of Travis Trumpf**

Executive Summary

A claim has been made against Jefferson County by Travis Trumpf for damage to his vehicle. The claim has been reviewed by the County's insurance carrier, Wisconsin Municipal Mutual Insurance Company (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 the claim filed against Jefferson County and directs the Corporation Counsel to give the claimant notice of disallowance. The Finance Committee met on January 10, 2019, and recommended forwarding this resolution to the County Board to disallow the claim.

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>
Travis H. Trumpf	11/1/18	12/5/18	Claimant alleges that a large rock was in the left lane of I-94 at marker 258 when his vehicle hit the rock causing damage to the wheels and tires on the passenger side of the vehicle.	\$321.12

WHEREAS, the damage is 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 claim on the basis that the County is not legally responsible for the alleged damage.

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

*Fiscal Note: Denial of this claim will have no fiscal impact. 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 \_\_\_\_\_

Requested by Finance Committee  
J. Blair Ward: 01-03-19

REVIEWED: Administrator: W; Corp. Counsel: DBW; Finance Director: MAZ 02-12-19

**RESOLUTION NO. 2018-\_\_**

**Amending the 2019 Health Department Budget to Include the  
Public Health Crisis Response Grant to Respond to the Opioid Epidemic**

Executive Summary

The State of Wisconsin Department of Health Services Division of Public Health received a grant through the Cooperative Agreement for Emergency Response: Public Health Crisis Response, which is intended to enhance Wisconsin's ability to rapidly mobilize and respond to specific public health crises or emergencies. The Wisconsin Department of Health Services is awarding a portion of these funds to eligible partners to support activities at the local and regional level. The Jefferson County Health Department, as a local health agency, was awarded \$20,000 of these grant funds on December 5, 2018, to be used toward strengthening public health preparedness and response to the ongoing opioid epidemic in Wisconsin.

These funds will be used in coordination with the Jefferson County Drug Free Coalition, to develop a public awareness campaign about the dangers of prescription painkillers. A second part of the campaign will utilize the Center for Disease Control's Prescription Drug Awareness Campaign which will consist of billboards, videos, print ads and social media ads to share messages about the campaign. The last component of the Drug Awareness Campaign will involve enhancing the Coalition's current website to highlight local, state and national resources on opiate prevention, treatment and recovery. This will include the downloadable Opiate and Heroin Toolkit and information about the Jefferson County Drug Free Coalition and ways to get involved. The Jefferson County Board of Health considered this resolution at its January 16, 2019 meeting, and the Jefferson County Finance Committee considered this resolution at its January 10, 2019 meeting, and recommended forwarding to the County Board for approval.

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

WHEREAS, Wisconsin and the United States are experiencing an opioid overdose epidemic, and

WHEREAS, grant funding is available from the Public Health Crisis Response Grant to advance the understanding of the opioid overdose epidemic and scale up prevention activities across all 50 States and Washington, D.C., and

WHEREAS, the Jefferson County Health Department, through the Jefferson County Drug Free Coalition, has implemented activities to educate the public on drug overdose prevention.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors hereby approves amending the 2019 Health Department budget to include a \$20,000 Public Health Crisis Response Grant.




*Fiscal Note: This resolution increases the Health Department budget by \$20,000 to strengthen public health preparedness and response to the ongoing opioid epidemic in Wisconsin. These grant funds will decrease tax levy funds allocated to respond to the opioid epidemic by \$9,995. The attached budget amendment form denotes the accounts and amounts affected at this time. It is the recommendation of the Finance Committee to retain the \$9,995 in tax levy savings within the Health Department fund. These grant funds were not anticipated at the time the 2019 budget was passed. As a budget amendment, this resolution requires twenty (20) out of thirty (30) affirmative votes for passage.*

Ayes \_\_\_\_\_ Noes \_\_\_\_\_ Abstain \_\_\_\_\_ Absent \_\_\_\_\_ Vacant \_\_\_\_\_

Requested by  
Board of Health and Finance Committee

02-12-19

Gail Scott & J. Blair Ward: 02-04-19

REVIEWED: Administrator ; Corp. Counsel ; Finance Director 

**JEFFERSON COUNTY  
BUDGET ADJUSTMENT OR AMENDMENT REQUEST**

<u>Adjustment</u>	<u>Description</u>	<u>Approval Level</u>
<input type="checkbox"/> Level 1	Adjustments of operating appropriations up to \$4,999 from one account to another <u>within</u> the department's budget	Department Head
<input type="checkbox"/> Level 2 <input type="checkbox"/> a.	Adjustments of operating appropriations over \$5,000 and up from one account to another <u>within</u> the department's budget.	Administrator
<input type="checkbox"/> b.	Substitution of capital items or adjustment of operating to capital appropriations up to \$24,999 from one account to another <u>within</u> the department's budget.	Administrator
<input type="checkbox"/> Level 3	Amendments of operating or capital appropriations needing additional funding from contingency funds from that are under 10% of the funds originally appropriated for an individual department.	Finance Committee
<input type="checkbox"/> Level 4 <input type="checkbox"/> a.	Amendments of operating or capital appropriations needing additional funding from contingency funds from that are over 10% of the funds originally appropriated for an individual department.	County Board
<input checked="" type="checkbox"/> b.	New programs in a department that were not originally budgeted through increase in expenses with offsetting increase in revenue for that program. (i.e. grant funding or donations)	County Board
<input type="checkbox"/> c.	Substitution of capital items or adjustment of operating to capital appropriations over \$25,000 from one account to another <u>within</u> the department's budget.	County Board
<input type="checkbox"/> d.	Amendments of operating or capital appropriations needing funding from general fund balance.	County Board

Increase	Decrease	Account #	Account Title	Amount
<input checked="" type="checkbox"/>	<input type="checkbox"/>	4118.421001.	State Aid Revenue	(\$20,000.00)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	4118.511110.	Salary Permanent Reg.	\$ 7,092.00
<input type="checkbox"/>	<input checked="" type="checkbox"/>	4101.511110.	PH Salary Permanent Reg.	(\$7,092.00)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	4118.512141.	Social Security	\$ 542.00
<input type="checkbox"/>	<input checked="" type="checkbox"/>	4101.512141.	PH Social Security	(\$542.00)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	4118.512142.	Retirement Employer	\$ 465.00
<input type="checkbox"/>	<input checked="" type="checkbox"/>	4101.512142.	PH Retirement Employer	(\$465.00)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	4118.512144.	Health Insurance	\$ 1,780.00
<input type="checkbox"/>	<input checked="" type="checkbox"/>	4101.512144.	PH Health Insurance	(\$1,780.00)
<input type="checkbox"/>	<input type="checkbox"/>	4118.512145.	Life Insurance	\$3.00
<input type="checkbox"/>	<input type="checkbox"/>	4101.512145.	PH Life Insurance	(\$3.00)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	4118.512173.	Dental Insurance	\$ 113.00
<input type="checkbox"/>	<input checked="" type="checkbox"/>	4101.512173.	PH Dental Insurance	(\$113.00)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	4118.531311.	Advertising	\$ 6,380.00
<input checked="" type="checkbox"/>	<input type="checkbox"/>	4118.531349.	Other Operating Exp.	\$ 1,500.00
<input checked="" type="checkbox"/>	<input type="checkbox"/>	4118.531313.	Printing	\$ 1,500.00
<input checked="" type="checkbox"/>	<input type="checkbox"/>	4118.531311.	Postage	\$ 625.00

Description of Adjustment: Division of Public Health CARS Profile #155129:  
Public Health Preparedness Opioid Grant funding in the amount of \$20,000.00 to be used between 1/01/2019 & 8/31/2019. Salary and fringe benefits for Emi Reiner, Public Health RN will reduce Public Health tax levy an estimated \$9,995.00 that is billable and payable by this grant funding.

Department Head Signature Gail M. Scott Date 12/13/2018  
 County Administrator Signature \_\_\_\_\_ Date \_\_\_\_\_

- 1) Salaries and Fringes are not included as operating above, any changes to salaries and fringes must be discussed with the County Administrator.
- 2) The County Administrator shall make the determination if the budget adjustment needs to go to the County Board.
- 3) Any items \$5,000 and above must be capitalized.

RESOLUTION NO. 2018 - \_\_\_\_\_

**Adopting the Plan for Jefferson County Library Services, 2019-2021**

Executive Summary

Jefferson County is a crucial partner for the on-going support of the public libraries within the County. In 2019, the budgeted support was \$1,153,101. The governing body for these library services is the Jefferson County Library Board which is appointed by the County Administrator and confirmed by the County Board. A key goal for the Library Board is to provide quality library services to Jefferson County citizens without regard to geographical or physical boundaries. The last plan was for years 2016-2018. This new plan develops goals for 2019-2021. There are several key themes throughout this new plan, which include review of metrics, emerging services with an emphasis on technology, budget oversight and collaboration. One new area that is being contemplated in the plan is the potential for county appointments to local library boards based on the County's percentage of funding. This would facilitate the goal of increasing engagement and communication between the libraries and the County.

The Jefferson County Library Board held a hearing on November 28, 2018, to receive public comment on the 2019-2021 Jefferson County Library Service Plan. The Library Board subsequently approved the plan on November 28, 2018, and recommended forwarding to the Jefferson County Board of Supervisors for approval.

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

WHEREAS, Jefferson County is a crucial partner in supporting the County libraries both through funding and through policy oversight by the Jefferson County Library Board, and

WHEREAS, the County Board of Supervisors has a vested interest in providing quality library services to Jefferson County citizens by encouraging county libraries to meet or exceed the service guidelines.

NOW, THEREFORE, BE IT RESOLVED that the County Board adopts the attached Plan for Jefferson County Library Services 2019-2021.

*Fiscal Note: The fiscal impact of this resolution is based on a formula that calculates the percentage of resident to non-resident circulations and allocates that percentage of libraries' operating costs, plus adjacent library requests and library board administrative costs, to non-Countywide levy. The fiscal impact will be determined through the county's annual budget process.*

Ayes \_\_\_\_\_ Noes \_\_\_\_\_ Abstain \_\_\_\_\_ Absent \_\_\_\_\_ Vacant \_\_\_\_\_

Requested by  
Jefferson County Library Board

02-12-19

J. Blair Ward: 02-04-19; Marc DeVries: 2-05-19

REVIEWED: Administrator  Corp. Counsel  ; Finance Director 

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

The Jefferson County Planning and Zoning Committee, having considered petitions to amend the official zoning map of Jefferson County, filed for public hearing held on January 17, 2019, 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 R4126A-19, R4127A-19 AND R4128A-19**

**DATED THIS 29TH DAY OF JANUARY 2019**

**Blane Poulson, Secretary**

**THE PRIOR MONTH'S AMENDMENTS, R4104A-18, R4123A-18, R4124A-18 AND  
R4125A-18 ARE EFFECTIVE UPON PASSAGE BY COUNTY BOARD, SUBJECT TO  
WIS. STATS. 59.69(5).**

Deb Magritz: 2-01-2019

2-12-2019

**ORDINANCE NO. 2018-\_\_\_\_\_**

**Amending Zoning Ordinance**

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

WHEREAS, Petitions R4126A-19, R4127A-19 and R4128A-19 were referred to the Jefferson County Planning and Zoning Committee for public hearing on January 17, 2019, 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-3,  
AGRICULTURAL/RURAL RESIDENTIAL**

Create a new 2-acre building site north of **N1023 County Road K** in the Town of Koshkonong from part of PIN 016-0514-2231-000 (40 acres). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Rezoning is 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 lot, including extraterritorial plat review if necessary. R4126A-19- Marvin Graaf Jr.

Create a new 2-acre building site south of **N1923 County Road N** in the Town of Koshkonong from part of PIN 016-0514-1241-000 (35.09 acres) and 016-0514-1214-003 (29.063 acres). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. 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 lot, including extraterritorial plat review if necessary. R4127A-19 – Dean & Sandra Yandry

Create a 3-acre lot around the home and buildings at **N9469 West Road** in the Town of Watertown from part of PIN 032-0814-0342-000 (40 acres). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Rezoning is conditioned upon receipt and approval by the Director of Planning and Zoning of a revised preliminary certified survey map showing a 3-acre lot and then approval and recording of the final certified survey map, including extraterritorial plat review if necessary. R4128A-19 – Karl H. Zinser Estate

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 and Zoning Committee

2-12-19

Deb Magritz: 02-01-19

REVIEWED: Administrator BL, Corp. Counsel JB, Finance Director MD



RESOLUTION NO. 2018 - \_\_\_\_

**Adopting the Public Participation Plan for the Jefferson County  
Comprehensive Plan and Agricultural Preservation and Land Use Plan**

Executive Summary

Jefferson County has embarked on the process of updating its Comprehensive Plan and Agricultural Preservation and Land Use Plan. At the November 13, 2018, County Board meeting, the County Board approved a resolution to accept the bid of SRF Consulting Group, Inc. to facilitate the development of the plans. At the January 8, 2019, Board meeting, the County approved the creation of a Steering Committee to provide oversight to this project. A successful Comprehensive Plan is one that weaves participation from residents and stakeholders throughout the entire project and is built from public input that is received through all phases. The attached Public Participation Plan represents the process that was designed to gather input from the public for all phases of the plan development. This plan outlines the goals for the participation process, the target audience, the notification requirements and the specific outreach efforts. The plan also includes the following phases: Data collection (online community survey and regional meetings), intergovernmental interview phase, plan analysis phase (focus group meetings, regional meeting – round 2, Planning and Zoning Public Hearing and County Board public hearing) and notification process (notice of intent, plan webpage, printed material and press release, social media and online survey). The Planning and Zoning Committee considered this resolution on January 29, 2019, and recommended forwarding to the County Board for approval.

WHEREAS, the Executive Summary is incorporated by reference, and

WHEREAS, Jefferson County is preparing to update its County Comprehensive Plan and Agriculture Preservation and Land Use Plan, and

WHEREAS, the County has a vested interest and desire to develop a process to engage the public for input into these plans, and

WHEREAS, the County, working with its consultant SRF, has developed a Public Participation Plan designed to gather input from the public for all phases of the plan development.

NOW, THEREFORE, BE IT RESOLVED that the County Board adopts the enclosed Public Participation Plan.

*Fiscal Note: The processes outlined are a part of the SRF contract for performance. This resolution will have no additional fiscal impact.*

Ayes \_\_\_\_\_ Noes \_\_\_\_\_ Abstain \_\_\_\_\_ Absent \_\_\_\_\_ Vacant \_\_\_\_\_

Requested by  
Planning & Zoning Committee  
J. Blair Ward: 02-04-19

02-12-19

REVIEWED: Administrator BW; Corp. Counsel JBW; Finance Director MA

# DRAFT Public Participation Plan

## Jefferson County Comprehensive Plan and Agricultural Preservation and Land Use Plan

A successful Comprehensive Plan is one that weaves participation from residents and stakeholders throughout the entire project duration and is built from the input that is received through all phases. This Public Participation Plan represents the process that was designed to gather input from the public to inform all phases of the plan development. The plan outlines the goals for the participation process, the target audience, the notification requirements, and the specific outreach efforts.

### Background

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Jefferson County has embarked on a process to update its Comprehensive Plan and Agricultural Preservation and Land Use Plan. The current Jefferson County Comprehensive Plan sets the vision and positioning framework to guide decision making in Jefferson County. The plan was updated in February of 2012 to incorporate the Agricultural Preservation and Land Use Plan. This plan outlines the County's vision and goals for the preservation of agricultural land and future development decisions.

The updates to these two planning documents will provide guidance for County decision making based on updated vision statements, goals, objectives, and policies. Broadly, the planning efforts will focus on the following nine plan elements:

- Issues and Opportunities
- Housing
- Transportation
- Community Facilities and Utilities
- Agricultural, Natural and Cultural Resources
- Economic Development
- Intergovernmental Cooperation
- Land Use Plan and Regulations
- Implementation

### GOALS

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Public participation is a critical component of the Jefferson County Comprehensive Plan and Agricultural Preservation and Land Use Plan. The public participation goals for the long-range planning process include:

- Broad community engagement, connecting with stakeholder groups and the public throughout Jefferson County.
- An open and inclusive process.
- Receive guidance for how the county should grow and use land.
- Educate and inform the public about the Comprehensive Plan and Agricultural Preservation and Land Use Plan.

## Jefferson County Comprehensive Plan and Agricultural Preservation and Land Use Plan Public Participation Plan - DRAFT

- Provide accessible opportunities for public participation, including meeting locations that are accessible for all and the provision of materials for those with disabilities as requested.
- Facilitate dialogue among the public, business owners, the County, local municipalities and other stakeholder groups to identify issues and craft policy solutions.

The engagement phases and strategies described below are intended to support these goals.

### TARGET AUDIENCE

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All residents of Jefferson County are actively encouraged to participate in the long-range planning process. Outreach efforts will be tailored to engage with all demographics and geographic areas of Jefferson County. This will include publishing the notice of upcoming events in many platforms (described on page 6). Additionally, engagement with the local municipalities throughout Jefferson County will be a key component of the plan's development. Overall, the participation plan is devised to provide accessible engagement options for all Jefferson County community members.

### OUTREACH PROCESS

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There are five phases of community outreach:

1. Steering Committee
2. Data Collection
3. Intergovernmental Interviews
4. Plan Analysis
5. Draft Plan Review

### STEERING COMMITTEE

A Steering Committee will be used to guide the overall planning process. This group of residents and stakeholders is charged with providing input, reviewing documentation, and promoting the Comprehensive Plan and Agricultural Preservation and Land Use Plan.

The Steering Committee will be comprised of 18 individuals representing County and municipal leaders, residents, business/property owners, and other County stakeholders. The specific functional areas include:

- Planning and Zoning Committee Members (2)
- County Board Supervisor at-large
- Developer/Real Estate/Builder
- Large Agriculture Producer
- Small Agricultural Producer
- Environmental
- Tourism
- Business (Chair of Thrive)
- City
- Village
- Township (3)

## Jefferson County Comprehensive Plan and Agricultural Preservation and Land Use Plan Public Participation Plan - DRAFT

- K-12 Education
- Post-Secondary Education
- Non-Profit Entity
- Health/Human Services

The group will meet four times during the planning process at key milestones. The anticipated agenda items are outlined in the following table.

Steering Committee Meetings	Anticipated Agenda
1. Project Kick-Off	Discuss scope and approach Review public engagement plan Discuss existing conditions review Review online engagement tool
2. Early Public Engagement Review	Review public input from Data Collect Phase Visioning Exercises/SWOT Analysis Review County Context Report
3. Mid-Project Review	Review land use plan scenarios Review Focus Group meeting input Discuss plan element strategies Review Implementation Plan elements Prepare for 2 <sup>nd</sup> round of Focus Groups
4. Draft Plan Review	Review final draft plan

Materials will be provided to Steering Committee members at least a week in advance of each meeting for review. The Steering Committee may also be asked to review and comment on materials outside of scheduled meetings as deliverables are prepared.

### DATA COLLECTION PHASE

The Data Collection Phase includes outreach and engagement efforts for gathering data and identifying issues. The engagement strategies employed in this phase include:

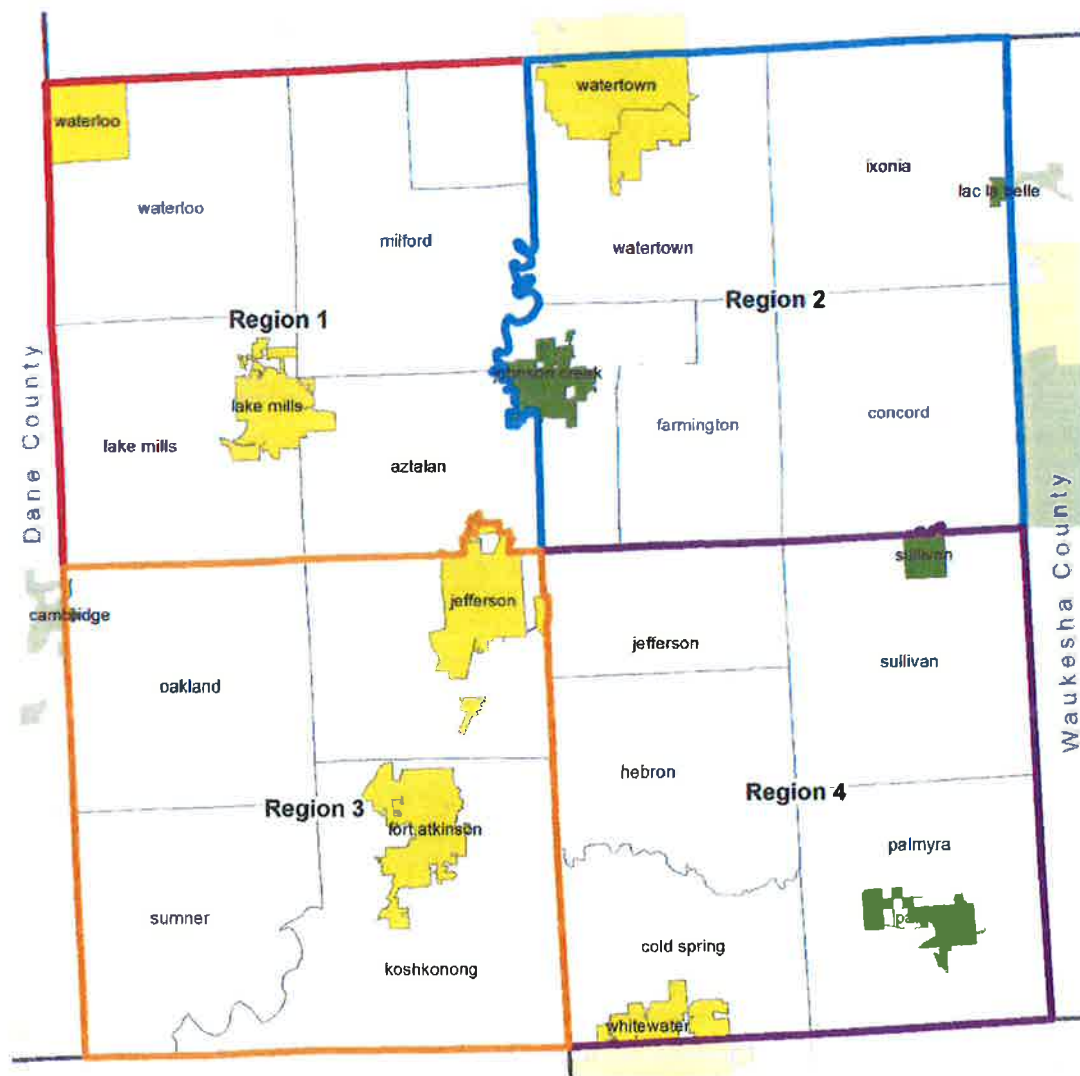
- **Online Community Survey** – An online community survey provides an opportunity to gain a wide range of feedback from residents about the strengths and weaknesses within an area. The survey will include questions that will gather input to guide the development of an overall vision for the plan, along with the goals and policies specific to each plan element. The Steering Committee will assist in the review and refinement of survey questions at their first meeting.

The survey will be hosted online via SurveyMonkey (or similar format) that can be accessed by residents on their phones, tablets or computers. Paper copies of the survey will also be created and available for those without internet access. Jefferson County will collect paper responses that will be entered into the online system.

**Jefferson County Comprehensive Plan and Agricultural Preservation and Land Use Plan  
Public Participation Plan - DRAFT**

- **Regional Meetings** – Regional meetings will be held in the Data Collection phase to introduce residents and stakeholders to the planning process and gain initial feedback about the strengths and weaknesses within Jefferson County. The meeting will be held over a 2-hour window and will include a presentation to the group along with small group engagement activities. These activities will include a range of individual questionnaires, group discussion, dot mocracy exercises, and mapping activities.

The meetings will be held in four locations throughout the County to provide multiple opportunities for engagement and to divide the County into geographic subareas. The proposed “regions” are shown in the figure below.



All Jefferson County residents will be encouraged to participate in these engagement activities that will help identify needs and issues pertaining to planning for the future of the county.

### INTERGOVERNMENTAL INTERVIEWS PHASE

Collaboration with the individual municipalities within Jefferson County is important for the long-range planning process. These interviews provide an opportunity to understand the opportunities and challenges of each local jurisdiction and to discuss their long-range planning goals. Each jurisdiction will be invited to an interview with the planning team to discuss the planning process, items that should be considered, and opportunities to improve or strengthen intergovernmental cooperation.

### PLAN ANALYSIS PHASE

The Plan Analysis Phase is intended to present initial findings of the long-range planning process to County stakeholders. This will include two rounds of engagement – focus groups and regional meetings. The engagement during this phase will focus specifically on the draft goals and policies for various plan elements, along with a review of the future condition for the County systems.

- **Focus Group Meetings** – The first engagement effort for this phase will include five (5) focus group meetings specific to elements of the plan. The intent of these meetings is to provide a review of the draft vision and goals of the plan element, discuss the existing conditions, policies and regulations, and collaborate on opportunities for the future of the topic at hand. The meetings may focus on the following topics (final topics will be discussed with County staff):
  - Housing
  - Transportation Facilities
  - Community Facilities & Utilities
  - Agricultural, Natural & Cultural Resources
  - Economic Development
  - Intergovernmental Cooperation
  - Land Use Plans & Regulations

A group of individuals will be invited to each focus group that represent the range of interests specific to a topic. For example, a housing focus group meeting should include individuals with interests ranging from large lot single-family homes to the provision of workforce housing, and everything in between). At least 12 individuals will be invited to each focus group meeting. The specific invitees and topics will be determined by County staff.

- **Regional Meetings (Round 2)** – A second round of regional meetings will be held during the Plan Analysis Phase to provide residents and stakeholders with an update of the plan findings. These meetings will be held after the focus group meetings, to allow the findings to be incorporated into the plan deliverables and findings. These meetings will use an open house format, allowing attendees to engage with the topics that interest them. The regions described in the Data Collection Phase will also be used for these meetings.

### DRAFT PLAN REVIEW PHASE

The Draft Plan Review Phase provides an opportunity for community members to provide feedback on the draft plan, followed by the adoption of the plan. In this phase, engagement opportunities include:

- **Draft Plan Open House** – An open house will be held to review and collect comments on the draft Comprehensive Plan and Agricultural Preservation and Land Use Plan. The draft plans will

## Jefferson County Comprehensive Plan and Agricultural Preservation and Land Use Plan Public Participation Plan - DRAFT

be released for review via the County's website with hard copies available at the Jefferson County Courthouse prior to the open house. The open house meeting will provide an opportunity for residents and stakeholders to engage with staff about the plan and provide feedback. The information received during this meeting will be reviewed and incorporated into the final plan as warranted.

- **Planning Commission Public Hearing** – Following the review of the draft plans by the public, Steering Committee, and County staff, the plans will be finalized for adoption by Jefferson County. A public hearing of the Planning Commission will be scheduled to discuss the plan and to provide a recommendation for approval to the County Board. The proper notification requirements for a public hearing of the Planning Commission will be filed according to County ordinances.
- **County Board Public Hearing** – Following action of the Planning Commission, a public hearing of the County Board will be scheduled for the final adoption of the Comprehensive Plan and Agricultural Preservation and Land Use Plan. The proper notification requirements for a public hearing of the County Board will be filed according to County ordinances.

### NOTIFICATION PROCESS

Proposed public notification methods include:

- **Notice of Intent** - A published notice by the County announcing the beginning of the process for updating its Comprehensive Plan and Agricultural Preservation and Land Use Plan.
- **Plan Webpage** - ([www.JeffersonCountywi.gov](http://www.JeffersonCountywi.gov)) The establishment of the Jefferson County Comprehensive Plan and Agricultural Preservation and Land Use Plan webpage, used for updates, community engagement, and the posting of materials.
- **Printed Materials and Press Releases** – Newspaper advertisements and press releases will be created and distributed for each of the public meeting opportunities. The notices will be released at least two weeks prior to the event.
- **Social Media** - Utilizing the County's existing social media platforms, information about the planning process and upcoming public engagement events will be shared to followers.
- **Online Survey** - A survey developed to solicit community feedback for Comprehensive Plan development. The survey will be sent out via County communications channels to connect with as many community members as possible.

### MEETING ACCESSIBILITY

The project team will provide convenient engagement opportunities to the maximum extent practicable. All public engagement locations will feature ADA accessible facilities. Meeting materials and presentations will be presented in clear and accessible language. Specific accommodations can be made by contacting Jefferson County in advance of the meeting.

### INFORMATION AVAILABILITY

Information about the plan development will be available throughout the planning process via the plan webpage and social media platforms. Contact information for County and Consultant staff will also be available for additional questions and comments from stakeholders and residents.



**RESOLUTION NO. 2018-\_\_**

**Applying for Recognition of Exemption Under Section 501(c)(3) of the Internal Revenue Code to Administer the Jefferson County Veterans Foundation, Inc. as a Tax Exempt Organization**

Executive Summary

The Jefferson County Veterans Service Commission desires to create the Jefferson County Veterans Foundation, Inc., a Wisconsin non-stock, not for profit tax exempt corporation under section 501(c)(3) of the Internal Revenue Code, for the purpose of assisting Jefferson County Veterans and their families in matters such as administering the Veterans Personal Loan Guarantee Program to provide financial assistance. The purpose of the organization is to operate as a direct support organization for the Jefferson County Veterans Service Office. IRS recognition as a 501(c)(3) tax exempt corporation will allow the Jefferson County Veterans Foundation, Inc., to receive charitable tax exempt donations. The Veterans Service Commission considered this resolution at its meeting on January 17, 2019, and recommended forwarding to the County Board for approval.

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

WHEREAS, the Jefferson County Veterans Service Commission proposes to establish a 501(c)(3) tax exempt corporation to assist Veterans and their families and assist the Jefferson County Veterans Service Office in providing services, and

WHEREAS, recognition of exemption under section 501(c)(3) of the Internal Revenue Code to administer the Jefferson County Veterans Foundation, Inc. as a tax exempt organization will serve to promote public donations to the organization.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors authorizes the Veterans Service Commission to create the Jefferson County Veterans Foundation, Inc. and to apply for recognition of exemption under section 501(c)(3) of the Internal Revenue Code to administer the Jefferson County Veterans Foundation, Inc. as a tax exempt organization, with the assistance of the Jefferson County Veterans Service Officer.




*Fiscal Note: This program will be funded exclusively by private donations and interest on loan repayments. No tax levy dollars will be required.*

Ayes\_\_\_\_ Noes\_\_\_\_ Abstain\_\_\_\_ Absent\_\_\_\_ Vacant\_\_\_\_

Requested by  
Veterans Service Commission

02-12-19

Yvonne Duesterhoeft & J. Blair Ward: 06-22-18; 07-02-18; 01-17-19; 01-18-19

REVIEWED: Administrator ; Corp. Counsel ; Finance Director 



**RESOLUTION NO. 2018-\_\_**

**Creating a Veterans Service Commission Revolving Loan Guarantee Program**

Executive Summary

A significant percentage of Veterans are one paycheck away from financial disaster if they incur an unexpected expense. When this happens, many Veterans borrow money from high interest rate lenders thereby becoming more deeply caught up in a cycle of debt leading to more financial distress. To address this problem, the Jefferson County Veterans Service Commission desires to create a revolving loan guarantee program to assist local Veterans who find themselves in financial distress. In addition to making loans, this program will incorporate a multipronged approach to promote self-sufficiency by empowering Veterans to take control of their financial lives through a mentoring process which seeks to determine the root cause of their financial difficulty and offer resources and solutions. Funding for this program will be through donations. The program will be administered by local banks in cooperation with the Jefferson County Veterans Foundation, Inc., and the Jefferson County Veterans Service Office. The Veterans Service Commission considered this resolution at its meeting on January 17, 2019, and recommended forwarding to the County Board for approval.

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

WHEREAS, the Jefferson County Veterans Service Commission desires to create a revolving loan guarantee program which will establish a fund to use as collateral to provide incentive for local banks to make low-interest loans available to Veterans to meet basic emergency needs or as part of a debt-restructuring plan. This program is designed specifically to provide an alternative to high interest rate loans, and

WHEREAS, giving Veterans the opportunity of a hand-up instead of a hand-out serves to shore up their morale while simultaneously improving their credit rating by providing an opportunity to establish positive credit history as they repay their loan, and

WHEREAS, to be eligible for a Veterans Service Commission Revolving Loan, the County Veterans Service Officer will interview applicants and make a referral to participating banks after evaluating the Veteran's current financial situation and requiring the Veteran to participate in financial education and one-on-one financial mentoring for the term of the loan.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors hereby supports the creation of a Veterans Service Commission Revolving Loan Guarantee Program by the Veterans Service Commission to be administered by the Jefferson County Veterans Foundation, Inc., with the assistance of the Jefferson County Veterans Service Office.



*Fiscal Note: This program will be funded exclusively by private donations and interest on loan repayments. No tax levy dollars will be required.*

Ayes\_\_\_\_ Noes\_\_\_\_ Abstain\_\_\_\_ Absent\_\_\_\_ Vacant\_\_\_\_


Requested by

Veteran's Service Commission

Yvonne Dueterhoeft & J. Blair Ward: 06-22-18; 07-02-18; 01-17-19; 01-18-19

REVIEWED: Administrator  Corp. Counsel 

02-12-2019

Finance Director 

**APPOINTMENTS BY COUNTY ADMINISTRATOR**

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

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

Barbara R. Beaver, Lake Mills, WI to the Jefferson County Library Board to fill the unexpired term of Leigh Froelich ending December 31, 2021. I respectfully request confirmation of this appointment.

AYES \_\_\_\_\_ NOES \_\_\_\_\_ ABSTAIN \_\_\_\_\_ ABSENT \_\_\_\_\_

Appointment to the Sheriff's Civil Service Commission for a 5-year term ending January 1, 2024. I respectfully request confirmation of this appointment. (Addendum)

AYES \_\_\_\_\_ NOES \_\_\_\_\_ ABSTAIN \_\_\_\_\_ ABSENT \_\_\_\_\_