

**AGENDA**

**\*REVISED 03-08-2019**

**JEFFERSON COUNTY BOARD MEETING**

**TUESDAY**

**MARCH 12, 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. Presentation – MUNIS Employee Self Service – Marc DeVries
7. **APPROVAL OF FEBRUARY 19, 2019 MEETING MINUTES**
8. **COMMUNICATIONS**
  - a. Treasurer’s Report (Addendum)
  - b. Appointments by County Board Chair to the Comprehensive Plan Steering Committee (Addendum)
  - c. Zoning Committee – Notice of Public Hearing, March 14, 2019 (Page 1-2)
  - d. **\*Report on Committee Structure from Executive Committee to County Board (Addendum)**
  - e. **\*Proclamation by County Board Chair (Addendum)**
9. **PUBLIC COMMENT**
10. **ANNUAL REPORTS**
  - a. County Clerk – Barbara Frank
  - b. Register of Deeds – Staci Hoffman
  - c. Treasurer – John Jensen
- COMMITTEE REPORTS / RESOLUTIONS / ORDINANCES**
11. **BUILDING AND GROUNDS COMMITTEE**
  - a. Resolution – Accepting bid to construct a post frame storage building at the Jefferson County Sheriff’s Office Training Facility in Lake Mills (Page 3)
  - b. Resolution – Accepting bids to replace two boilers at the Human Services Workforce Development Building (Page 4)
12. **EXECUTIVE COMMITTEE**
  - a. Resolution – Creating a broadband working group to review broadband projects and consider funding options to expand broadband infrastructure (Page 5)
  - b. Appointments by County Board Chair – Jeff Johns, Dick Jones, Russ Kutz, Jim Mode and Amy Rinard to the Broadband Working Group (Page 6)
13. **FINANCE COMMITTEE**
  - a. Resolution – Authorizing contingency fund transfer to offset fiscal year 2018 departmental deficits (Page 7-10)
  - b. Resolution – Authorizing year-end requests to carry over funds for fiscal year 2018 (Page 11-12)
  - c. Resolution – Disallowing claim of Rhonda Baker (Page 13)
  - d. Resolution – Disallowing claim of Deanna Pritchard (Page 14)
  - e. Resolution – Disallowing claim of Jose Rivera (Page 15)
  - f. Resolution – Disallowing claim of Patrick Jones (Page 16)
14. **HUMAN SERVICES BOARD**
  - a. Resolution – Authorizing Jefferson County Human Services to join the National Collaborative for Infants and Toddlers and the National Association of Counties (Page 17)

15. **PARKS COMMITTEE**
  - a. Resolution – Authorizing application for Outdoor Recreational/Development Aids Grant to fund the snowmobile trail maintenance program (Page 18-19)
16. **PLANNING AND ZONING COMMITTEE**
  - a. Report – Approval of Petitions (Page 20)
  - b. Ordinance – Amend Zoning Ordinance (Page 21-23)
17. **APPOINTMENT BY COUNTY ADMINISTRATOR** (Page 24)
  - a. Tim Anhalt, Lake Mills, WI, to the Veterans Service Commission for a three-year term ending March 12, 2022
  - b. \*Carl Jaeger, Jr, Ixonia, WI, to the Sheriff’s Civil Service Commission for a five-year term ending January 1, 2024
  - c. \*Dan Jaeckel, Fort Atkinson, WI, to the Zoning Board of Adjustment as 1<sup>st</sup> Alternate to fill the unexpired term of Paul Hynek ending July 1, 2021
  - d. \*LaVerne Behrens, Jefferson, WI, to the Zoning Board of Adjustment as 2<sup>nd</sup> Alternate to fill the unexpired term of Donald Carroll ending July 1, 2019 and an additional three-year term ending July 1, 2022
18. **APPOINTMENTS BY COUNTY BOARD CHAIR** (Page 24)
  - a. \*Augie Tietz, Watertown, WI, to the WI River Rail Transit Commission (WRRTC) for a three-year term ending April 30, 2022
19. **APPOINTMENTS BY HUMAN SERVICES BOARD** (Page 24)
  - a. Carol Battenberg to the Nutrition Project Council for a three-year term ending March 12, 2022
20. **PUBLIC COMMENT** (General)
21. **PROCLAMATION**
  - a. Proclaiming the month of April 2019 as Child Abuse and Neglect Prevention Month (Page 25)
22. **ANNOUNCEMENTS**
23. **ADJOURN**

**NEXT COUNTY BOARD MEETINGS**

**April 16, 2019  
5:00 P.M. – RM 205**

**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, March 14, 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 7:00 p.m. on Thursday, March 14, 2019, in Room 205 of the Jefferson County Courthouse, Jefferson, Wisconsin. Members of the public will be allowed to be heard regarding any petition under consideration by the Planning and Zoning Committee. **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 findings of fact, are available for viewing between the hours of 8:00 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**

**R4139A-19 – Daniel Buss:** Create a 2.66-acre A-2 zone at **N4531 Rome Rd** in the Town of Jefferson from part of PIN 014-0615-0144-000 (29.53 Ac). This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

**CONDITIONAL USE PERMIT APPLICATION**

**CU1976-19 – Daniel Buss:** Conditional use to allow storage of contractor’s equipment for a tree removal operation in a proposed A-2 zone at **N4531 Rome Rd**. The site is on PIN 014-0615-0144-000 (29.53 Ac) in the Town of Jefferson. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

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

**R4146A-19 – Ryan & Tara Foust:** Create a 0.265-acre A-2 zone to enlarge the existing adjacent A-2 zone near **N2312 Becker Rd** in the Town of Sumner. This is part of PIN 028-0513-0314-003 (4.243 Ac), and is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

**CONDITIONAL USE PERMIT APPLICATION**

**CU1977-19 – Ryan & Tara Foust:** Conditional use to allow for a concrete contractor’s parking area on **Becker Rd**, part of PIN 028-0513-0314-003 (4.243 Ac), Town of Sumner. This is on a proposed A-2 zone, and is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

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

**R4140A-19 – Mark Krause:** Rezone 2.6 acres of PIN 014-0614-2711-001 (10.408 Ac) to create a lot around the home and buildings at **N3217 County Rd K** in the Town of Jefferson. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**R4141A-19 – Badger Bank/Jon A Witkins Estate:** Create a 2.8-acre lot around the former home site and farm buildings at **N415 Wojtkunski Rd** in the Town of Palmyra from part of PIN 024-0516-3121-000 (19.5 Ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**R4142A-19 – Judith Punzel:** Create a 3-acre lot around the home and buildings at **W9573 Kumlein Road** in the Town of Sumner from part of PIN 028-0513-1821-000 (40 Ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**R4143A-19 – Wileman Farms Inc:** Rezone to create a 3-acre lot around the home and buildings at **W9475 Rockdale Rd** in the Town of Sumner from part of PIN 028-0513-1812-000 (40 Ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**R4147A-19 – Jesse M Topel:** Rezone 3.4 acres of PIN 022-0613-0524-000 (35.959 Ac) for a new building site along **Hope Lake Rd** in the Town of Oakland. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**R4144A-19 – Richard Potthast:** Create a 1.01-acre lot around the home and buildings at **W5526 Curtis Mill Rd** in the Town of Jefferson, part of PIN 014-0614-2634-000 (23.46 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 RESOURCE**

**R4145A-19 – Richard Potthast:** Create a 33-acre Natural Resource zone from part of PINs 014-0614-2634 (23.46 Ac), 014-0614-2633-000 (34.1 Ac) and 014-0614-2744-000 (9.06 Ac). The property is between **Curtis Mill and Buena Vista Roads** in the Town of Jefferson. This is in accordance with Sec. 11.04(f)12 of the Jefferson County Zoning Ordinance.

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

**CU1978-19 – Shirley Kuhl:** Conditional use for a conference center/banquet hall/event facility at **N4716 County Road G**, Town of Jefferson, in an existing A-2 zone. This is on PIN 014-0614-0623-000 (5 Ac) and is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

**CU1979-19 – Timothy J Tiry:** Conditional use to enlarge an existing extensive onsite storage structure in a Residential R-2 zone at **N1851 Parkview Circle**. The site is in the Town of Palmyra, on PIN 024-0516-12343-021 (0.81 Acre). This is in accordance with Sec. 11.04(f)2 of the Jefferson County Zoning Ordinance.

#### **SECOND HEARING TO ALLOW SUBMITTAL OF ADDITIONAL INFORMATION**

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

**R4128A-19 – Karl H Zinser Estate:** Create a 3.748 gross acre lot (including road right-of-way)/3.257 net acre lot (excluding road right-of-way) around the home and buildings at **N9469 West Road** in the Town of Watertown from part of PIN 032-0814-0342-000 (40 Ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. This petition was initially presented at public hearing on January 17, 2019 and was considered by the Planning and Zoning Committee on January 29, 2019. On February 19, 2019, the County Board of Supervisors granted the request of Petitioner to send this petition back to the Planning and Zoning Committee for further review.

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

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator at 920-674-7101 24 hours prior to the meeting so that appropriate arrangements can be made.

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

Further information about Zoning can be found at [www.jeffersoncountywi.gov](http://www.jeffersoncountywi.gov)

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

**Accepting bid to construct a post frame storage building at the Jefferson County Sheriff's Office Training Facility in Lake Mills**

Executive Summary

The Jefferson County Sheriff's Office solicited bids from vendors to construct a post frame storage building at the Jefferson County Sheriff's Office Training Facility in Lake Mills. The Building and Grounds Committee met on March 6, 2019 and recommended forwarding this resolution to the County Board to accept the bid from Bos as the lowest responsible bidder at a cost not to exceed \$71,000.

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

WHEREAS, the Jefferson County Sheriff's Office received bids to construct a post frame storage building at the Jefferson County Sheriff's Office Training Facility in Lake Mills, and

WHEREAS, bids were received with the following results:

<b>Company</b>	<b>Bid Price</b>
Bos Design Builders	\$70,495
Badgerland	\$109,610

AND WHEREAS, the Building and Grounds Committee has determined that Bos Design Builders is the lowest responsible bidder for this project.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors hereby accepts the bid from Bos Design Builders as the lowest responsible bidder to construct a post frame storage building at the Jefferson County Sheriff's Office Training Facility in Lake Mills at a cost not to exceed \$71,000.

*Fiscal Note: Funds of \$68,000 for this project have been allocated in 2019 Sheriff's Office Budget, Account Number 13105.59480. An intradepartment budget adjustment will be made for the difference between the accepted bid amount and budget.*

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

Referred by:  
Building & Grounds Committee

3-12-19

REVIEWED: Administrator ; Corporation. Counsel ; Finance Director 

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

Accepting bids to replace two boilers at the Human Services Workforce Development Building

Executive Summary

The Human Services Department solicited bids from vendors to replace two boilers at the Human Services Workforce Development Building. The Building and Grounds Committee met on March 6, 2019, and the Human Services Board met on March 12, 2019, and recommended forwarding this resolution to the County Board to accept the bid from Sun Mechanical as the lowest responsible bidder.

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

WHEREAS, the Jefferson County Human Services Department received bids to replace two boilers at the Human Services Workforce Development Building, and

WHEREAS, original bids were received with the following results to replace the current boilers with high efficiency boilers:

Company	Bid Price
Sun Mechanical, LLC	\$50,500
General Heating and Air Conditioning, Inc. 1901, Inc.	\$53,995
Richter Heating and Air Conditioning, Inc	\$58,250
Illingworth-Kilgust Mechanical	\$64,968
	\$65,483

AND WHEREAS, the Human Services Board and the Buildings and Grounds Committee have determined that Sun Mechanical is the lowest responsible bidder for this project.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors hereby accepts the bid from Sun Mechanical as the lowest responsible bidder to replace two boilers at the Human Services Workforce Development Building in the amount of \$50,500.

*Fiscal Note: Funds of \$40,000 for this project have been allocated in 2019 Human Services Department Budget, Account Number 61169900.594822.65210. An intradepartment budget adjustment will be made for the difference between the accepted bid amount and budget.*

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

Referred By:  
Building & Grounds Committee/Human Services Board

3-12-19

REVIEWED: Administrator *AM*; Corporation Counsel *DL*; Finance Director *MSD*

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

**Creating a broadband working group to review broadband projects and consider funding options to expand broadband infrastructure**

Executive Summary

The Public Service Commission of Wisconsin has been authorized to certify communities as being “broadband ready” by issuing a Broadband Forward! Certification that signals a local unit of government has taken steps to reduce obstacles to broadband infrastructure investment. On December 11, 2018, the Jefferson County Board of Supervisors enacted a Broadband Forward! Community Model Ordinance for the purpose of expanding broadband access and usage in underserved areas of Jefferson County. The Executive Committee determined that creating a Broadband Working Group would facilitate expanding broadband access and usage in underserved areas of Jefferson County. This Broadband Working Group will consist of between 5 and 7 members appointed by the County Board Chair as follows: One member from the Finance Committee, one member from the Jefferson County Economic Development Consortium; one member from the Planning and Zoning Committee; and one member from the Executive Committee, with the remaining members selected at the discretion of the County Board Chair. The Executive Committee considered this resolution at its February 27, 2019 meeting and recommended forwarding to the County Board for approval.

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

WHEREAS, On December 11, 2018, the Jefferson County Board of Supervisors enacted a Broadband Forward! Community Model Ordinance for the purpose of expanding broadband access and usage in underserved areas of Jefferson County, and

WHEREAS, the Executive Committee determined that creating a Broadband Working Group would facilitate expanding broadband access and usage in underserved areas of Jefferson County, and

WHEREAS, the Broadband Working Group will consist of between 5 and 7 members appointed by the County Board Chair.

NOW, THEREFORE, BE IT RESOLVED that a Broadband Working Group to review broadband projects and consider funding options to expand broadband infrastructure is hereby created with membership as follows: One member from the Committee, one member from the Committee; one member from the Committee; one member from the Committee and the remaining members selected at the discretion of the County Board Chair.

BE IT FURTHER RESOLVED that the Broadband Working Group will dissolve at the end of the 2018-2020 County Board term.

*Fiscal Note: Working Group members will be paid a per diem for meeting attendance in accordance with County policy.*

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

Referred By:  
Executive Committee

3-12-19

REVIEWED: Administrator [Signature]; Corporation. Counsel [Signature]; Finance Director [Signature].



## JEFFERSON COUNTY BOARD

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

**JIM SCHROEDER**  
County Board Chair

### **Board Rule 3.06 Appointment to Boards, Commissions, Committees & Other Bodies**

I, Jim Schroeder, Chairman of the County Board of Supervisors, Jefferson County, Wisconsin, under §59.54(8), Wisconsin Statutes, hereby appoint the following members to the Broadband Working Group:

Supervisor Jeff Johns  
Supervisor Dick Jones  
Supervisor Russ Kutz  
Supervisor Jim Mode  
Supervisor Amy Rinard

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

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

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



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

**Authorizing contingency fund transfer to offset fiscal year 2018 departmental deficits**

Executive Summary

At year end, the County Administrator requests a budget transfer from contingency or general funds to offset department deficits. This request is reviewed by the Finance Committee and acted on by the County Board for approval. This resolution will authorize transferring \$277,350 from the contingency fund to various county departments due to expenditures in excess of appropriations in fiscal year 2018. The Finance Committee considered this resolution at its March 5, 2019 meeting and recommended forwarding to the County Board for approval.

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

WHEREAS, due to circumstances arising after the 2018 budget was adopted, the following transfers of funds are necessary from the contingency appropriation account and/or general fund as indicated to close the accounting books for 2018:

<b>Department</b>	<b>Org Code</b>	<b>Account Number</b>	<b>Deficit Amount</b>
County Administration	11101	599999	5,000
Corporation Counsel	11501	599999	5,700
Parks	12810	599999	0
Sheriff	13106	599999	236,000
Medical Examiner	12701	599999	14,010
Finance	12201	599999	8,000
Emergency Management	12001	599999	2,900
Library Admin	12602	599999	140
MIS	77001	599999	5,600
Total			<u>277,350</u>
Contingency Fund			277,350
General Fund			-
Total			<u>277,350</u>

WHEREAS, the Finance Committee recommends that the above expenditures in excess of appropriations be funded by the transfers set forth above totaling \$277,350, and

WHEREAS, donation revenue of \$100,000 was received by the Parks Department from the Greater Watertown Area Health Foundation that was not included in the budget, and should be applied toward the Interurban Trail project, along with \$49,475.15 in carryover funds from 2017.

NOW, THEREFORE, BE IT RESOLVED that the aforementioned transfers of funds are hereby approved and the 2018 budget is amended to reflect the same.

*Fiscal Note: The contingency fund has a balance of \$291,749, of which \$277,350 is needed to offset expenditures in excess of appropriations for 2018.*

*Professional development funds were not included in the Administration/TAD grant budget for 2018.*

*Legal fees related to foreclosed properties and other legal matters were higher than anticipated in the Corporation Counsel Department.*

*Overtime costs exceeded budget in the Jail.*

*Autopsy fees were higher than anticipated in the Medical Examiner department.*

*Implementation costs related to the Munis project were slightly higher than expected in the Finance Department.*

*Costs related to the Hazard Mitigation Plan were not budgeted for in the Emergency Management Department.*

*Library Administration costs were slightly higher than expected.*

*Licensing fees were higher than anticipated in the MIS Department.*

*The Parks Department requests a budget transfer of \$49,475.15 from account number 12810.699700 (Reserve Applied Capital), and a budget adjustment of \$100,000 to account number 12810.485200 (Donations – Restricted), with the offsetting adjustment to 12810.594829 (Capital Improvements) in the amount of \$149,475.15.*

*As a budget amendment, this resolution requires twenty 20 out of 30 affirmative votes from the total membership of the County Board for passage.*

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

Referred By:  
Finance Committee

3-12-19

REVIEWED: Administrator MM; Corporation Counsel DBL; Finance Director MSD

Jefferson County  
Final Non-Lapsing Requests  
For the Year Ended December 31, 2018

Note: When it states "as for 2019 budget" this is what is in the 2019 budget that was estimated as carryover, there may be another line item to adjust that amount to actual.

Department	Bus Unit	Acct #	Proj	Explanation	Non-Spendable Fund Bal	Spendable Fund Balances		Total
						Restricted	Committed	
General Rev and Exp	11001	594808		Resolution 2015-36 Purchase Park Land of of County Hwy A			34,122.00	
General Rev and Exp	11001	521219		Carry forward professional services budget			44,044.25	
General Rev and Exp	11001	521219		Carry forward Resource X Priority Based Budgeting contract			40,000.00	
General Rev and Exp	11001	594808		Resolution 2016- Purchase Property at 302 & 304 S Center and 201 E Dodge St			12,902.00	131,068.25
Central Services	11201	594822		Upgrade door swipe system Courts and Sheriff Department			17,138.00	
Central Services	11201	594822		Insulate pipes on AHU #2			520.00	
Central Services	11201	594822		Parking lot drainage/resurface			50,000.00	
Central Services	11201	594822		Replace heating coils AHU 1 & 3 Courthouse			45,000.00	
Central Services	11201	594822		Clean remaining Courthouse heating coils			9,000.00	
Central Services	11201	594822		Replace ceiling in Drug Task Force unit			8,000.00	129,658.00
Clerk of Courts	11401	594810		Audio system update - Commissioner hearing rooms 124 & 220			27,500.00	27,500.00
County Board	11601	531333		Video Services of County Board Meeting in dispute			4,440.05	
County Board	11602	593409		Remaining 2017 budget for Literacy Council			2,500.00	
County Board	11603	699700		Historical Commission restricted funds carried forward from 2017		2,756.73		
County Board	11603	699700		Adjust beginning carryover to actual amount		(242.55)		9,454.22
County Clerk	11705	699700		Adjust beginning carryover to actual amount		(245.65)		
County Clerk	11705	699700		Budgeted carryover for 2019		317.00		71.35
Economic Development	11901	594955		JCEDC vested benefit reserve		33,720.64		
Economic Development	11901	699700		Budgeted carryover for 2019		95,964.00		
Economic Development	11901	699700		Adjust beginning carryover to actual amount		47,381.69		
Economic Development	11902	699700		Budgeted carryover for 2019		50,000.00		
Economic Development	11902	699700		Adjust beginning carryover to actual amount		8,700.00		235,766.33
Emergency Mgmt	12006	699992		Revenue from Hazmat-Train Derailment-Replace supplies			915.50	915.50
Fair Park	12101	594822		Project not completed in 2018			24,000.00	
Fair Park	12101	594810		Security cameras			15,000.00	
Fair Park	12101	594810		Carry forward and apply to swine barn project			25,000.00	
Fair Park	12103	699800		Adjust beginning carryover to actual amount		3,554.79		
Fair Park	12103	699800		Budgeted carryover for 2019		32,302.00		99,856.79
Finance Department	12201	594818		ERP System (Tyler Munis)			5,000.00	5,000.00
Human Resources	12302	531303		Remaining installation of ID/Door printer			1,850.00	
Human Resources	12301	594818		ERP System (Tyler Munis)			12,500.00	
Human Resources	12302	532350		Training funds for Leadership Academy			2,500.00	16,850.00
Land Conservation	12407	699700		Adjust beginning carryover to actual amount			32,329.20	
Land Conservation	12407	699700		Farmland Preservation, operating as per 2019 budget			3,105.02	
Land Conservation	12407	699800		Farmland Preservation, capital as per 2019 budget			92,805.00	
Land Conservation	12408	535249		Drain tile repairs not completed in 2018			1,000.00	129,239.22
Land Information	12503	699700		Adjust beginning carryover to actual amount		31,543.30		
Land Information	12503	699700		Budgeted carryover for 2019		113,861.85		145,405.15
Parks Department	12801	594829		Boat Launch, Donated Funds matched with Stewardship Grant			5,789.70	
Parks Department	12801	594820		Indian Mounds Park - Signs			5,000.00	
Parks Department	12801	594829		Flood Mitigation Property Management Plan			10,000.00	
Parks Department	12801	594821		Pohlman Park Silo Improvements			8,800.00	
Parks Department	12802	699800		Adjust beginning carryover to actual amount		1,569.45		
Parks Department	12802	699800		Remaining Carol Liddle estate funds, budgeted carryover for 2019		82,661.39		
Parks Department	12803	699700		Remaining Carlin Weld Parks funds, restricted by source		1,940.99		
Parks Department	12803	699700		Carlin Weld Park funds as per 2019 budget		17,068.59		
Parks Department	12805	594950		Adjust beginning carryover to actual amount			28,033.26	
Parks Department	12805	699992		Carnes Park Development funds as per 2019 budget			159,911.10	
Parks Department	12807	699992		Remaining Garman Nature Preserve, restricted by source		42.85		
Parks Department	12807	699700		Garman Nature Preserve - sign project		329.19		
Parks Department	12807	699700		Garman Nature Preserve - vegetation		1,500.00		
Parks Department	12807	699700		Restricted from Fox River Community Foundation		10,906.76		
Parks Department	12808	699992		Remaining Glacial Heritage, restricted by source		18,362.97		
Parks Department	12810	699800		Mountain bike park		4,167.70		
Parks Department	12811	699992		Remaining Dog Park funds			4,759.33	
Parks Department	12811	699992		Remaining Dog Park funds as per 2018 budget			108,259.50	469,102.78
Planning/Zoning	12901	699700		Comprehensive Plan Update/Transportation Plan as per 2017 budget			85,000.00	
Planning/Zoning	12902	699700		Adjust beginning carryover to actual amount		59,669.42		
Planning/Zoning	12902	699700		Solid Waste funds as per 2018 budget		91,759.00		236,428.42
Register of Deeds	13002	699700		Adjust beginning carryover to actual amount		(10,550.00)		
Register of Deeds	13002	699700		Redaction Funds restricted by statute as per 2019 budget		10,550.00		0.00
Sheriff Department	13101	594819		Dive Equipment Storage Trailer			60,000.00	
Sheriff Department	13103	594810		Radio Project Study/Consultant			5,600.00	
Sheriff Department	13104	594810		Replacement Routers for Annex			9,900.00	
Sheriff Department	13105	594809		Insurance proceeds received for propane system on totaled squad			30,000.00	
Sheriff Department	13108	699700		Adjust beginning carryover to actual amount		11,674.42		
Sheriff Department	13108	699700		Jail assessment funds restricted by Wisconsin Statutes per 2019 budget		198,267.00		
Sheriff Department	13109	699992	31901	Remaining restricted donations -- K-9 related		14,921.60		
Sheriff Department	13109	699992	31902	Remaining restricted donations -- Community Program		4,199.65		
Sheriff Department	13109	699992	31904	Remaining restricted donations -- Honor Guard		913.89		
Sheriff Department	13109	699992	31906	Remaining restricted donations -- Tactical Air Wing		94.00		
Sheriff Department	13109	699992	31907	Remaining restricted donations -- Dive Team		6,369.21		
Sheriff Department	13109	699992	31908	Remaining restricted donations -- DTF		624.19		
Sheriff Department	13110	699992		Funds restricted by source -- Drug Education		29.62		
Sheriff Department	13110	699992		Funds restricted by source -- Drug Education as per 2019 budget		1,565.30		
Sheriff Department	13111	699992		Funds restricted by source -- Drug Restitution		(429.65)		
Sheriff Department	13111	699992		Funds restricted by source -- Drug Restitution as per 2019 budget		10,161.10		
Sheriff Department	13112	699992		Funds restricted by source -- Vehicle Forfeiture as per 2019 budget		5,634.43		
Sheriff Department	13113	699992		Funds restricted by source -- Drug Task Force		4,932.84		
Sheriff Department	13114	699992		Funds restricted by source -- Federal Forfeitures		3,769.12		
Sheriff Department	13114	699992		Funds restricted by source -- Federal Forfeitures as per 2019 budget		205,708.64		

**Jefferson County**  
Final Non-Lapsing Requests  
For the Year Ended December 31, 2018

Sheriff Department	13115	699992	Funds restricted by source -- CEASE Marijuana as per 2018 budget	201.00			
Sheriff Department	13116	699992	Funds restricted by source -- State Forfeitures	181.36			
Sheriff Department	13116	699992	Funds restricted by source -- State Forfeitures as per 2019 budget	37,519.08			<b>611,836.80</b>
UW Extension	13301	699700	Donation from Dec 2008 regarding 4-H fees adjustment			(345.00)	
UW Extension	13301	699700	Donation from Dec 2008 regarding 4-H fees, per 2019 budget			1,020.00	
UW Extension	13301	529299	.3 FTE Community Resources Educator			25,000.00	
UW Extension	13301	531303	Portable LCD projectors			2,000.00	
UW Extension	13302	699700	Adjust beginning carryover to actual amount			(29.30)	
UW Extension	13302	699700	UWEX Program as per 2019 budget			1,958.00	
UW Extension	13303	531348	Adjust beginning carryover to actual amount			(1,907.55)	
UW Extension	13303	699700	Remaining funds Agricultural program as per 2019 budget			8,214.00	
UW Extension	13303780	531348	Adjust beginning carryover to actual amount			(469.39)	
UW Extension	13303780	699700	Remaining funds Master Gardener Program as per 2019 budget			3,048.00	
UW Extension	13303781	531348	Adjust beginning carryover to actual amount			140.31	
UW Extension	13303781	699700	Pesticide Programs as per 2019 budget			7,591.00	
UW Extension	13303782	531348	Adjust beginning carryover to actual amount			(188.33)	
UW Extension	13303782	699700	Tractor Safety Program as per 2019 budget			4,380.00	<b>60,411.74</b>
Veterans Services	13402	699992	Adjust beginning carryover to actual amount			691.23	
Veterans Services	13402	699992	Budgeted carryover for 2019			25,424.00	<b>26,115.23</b>
<b>General Fund Totals</b>				<b>0.00</b>	<b>1,215,928.90</b>	<b>1,108,750.88</b>	<b>2,324,079.78</b>
Health Department	24	351300	Prepaid asset reserve (Prepaid Health Ins paid by Employer)	14,820.44			
Health Department	24	354800	Working capital (3 Month Operating Expense)		394,515.00		
Health Department	4115	669700	Operating to reduce levy as per 2018 budget		158,723.00		<b>567,858.44</b>
Human Services	25	353100	Prepaid asset reserve	171,202.04			
Human Services	66001	531344	Donation Account - Mental Health Recovery		975.86		
Human Services	66002	531344	Donation Account - Zero Suicide		483.54		
Human Services	66009	531344	Donation Account - C&F Basket Sale		504.00		
Human Services	66010	531344	Donation Account - Unrestricted POP Fund		161.00		
Human Services	66011	531344	Donation Account - Child Abuse		4,984.32		
Human Services	66012	531344	Donation Account - Child/Family		2,161.00		
Human Services	66015	531344	Donation Account - Homeless Families		500.00		
Human Services	66016	531344	Donation Account - Foster Parents		608.61		
Human Services	66017	531344	Donation Account - FP Recruit		37.85		
Human Services	66018	531344	Donation Account - Juvenile Justice		1,579.67		
Human Services	66019	531344	Donation Account - Safe & Stable Families		3,515.98		
Human Services	66021	531344	Donation Account - Sports Scholarship		500.00		
Human Services	66022	531344	Donation Account - Books for Babies		1,500.00		
Human Services	66025	531344	Donation Account - CSP Consumer Council		296.88		
Human Services	66026	531344	Donation Account - Project YES		530.23		
Human Services	66027	531344	Donation Account - CCS Donations		547.51		
Human Services	66102	531344	Donation Account - Drug Free Coalition		54.85		
Human Services	65195	531304	Vehicle escrow		38,560.02		
Human Services	63001	594950	Human Services Reserve Fund			650,000.00	
Human Services	65000	529299	Crisis Intervention Training with NAMI Waukesha			10,000.00	
Human Services	65000	529299	NAMI Waukesha "Warmline" for 1000 hours			25,000.00	
Human Services	65001	529299	Additional MI training - unspent from 2018			21,500.00	
Human Services	65031	529299	Oxford Housing - estimate of 6 months			16,050.00	
Human Services	65210	594813	Smart board for downstairs conf room			8,000.00	
Human Services	65210	594813	Connect/install recording equipment for upstairs			5,000.00	
Human Services	65210	594810	UPS Data Room - MIS project			8,000.00	
Human Services	65200	531303	Zoom HIPAA compliance			2,400.00	
Human Services	65210	594820	Lueder Haus retaining wall - unfinished capital			67,395.00	
Human Services	65210	594822	AC at main building - unfinished capital			40,550.00	
Human Services	65210	594810	Snow removal tractor - not done in 2018			24,000.00	
Human Services	65000	529299	E-Prescribing			15,000.00	
Human Services	65210	594822	Hillside mechanical - not done in 2018 (increased estimate)			70,000.00	
Human Services	65210	594822	Durress buttons - not done in 2018			30,000.00	
Human Services	65210	594820	Lobby flooring - not done in 2018 (decreased estimate)			8,000.00	
Human Services	65210	594822	Hillside kitchen - not done in 2018 (decreased estimate)			7,500.00	
Human Services	65210	594822	Lueder Haus safety improvements - requested but not funded in 2019 budget			47,500.00	
Human Services	65210	594820	Existing flooring upgrade - requested but not funded in 2019 budget			12,000.00	
Human Services	65025	511210	CSP LTE for compliance (estimate based on Fiscal LTE in 2018)			16,433.00	
Human Services	65210	594820	Expand CSP parking lot			25,000.00	<b>1,338,031.36</b>
Capital Projects	8151	594950	Committed for future projects			750,000.00	<b>750,000.00</b>
<b>Total Governmental Funds</b>				<b>185,822.48</b>	<b>1,826,668.22</b>	<b>2,968,078.88</b>	<b>4,980,569.58</b>

	Proprietary Funds -- Net Position			
	Capital	Restricted	Non-Restricted	Total
Highway Department	5	361100	Capital net position	
Highway Department	5	361200	Contributed capital -- state salt shed/brine equipment	24,090,559.99
Highway Department	5	3625xx	Road equity, multiple municipalities	346,417.00
Highway Department	5	362600	Restricted for Pension Benefit	143,812.48
Highway Department	5	363100	Mainlain inventory balances at 2006 levels	0.00
Highway Department	5	363200	Over-recovered fringe benefit pool to be allocated in 2018	170,247.95
Highway Department	5	363250	Over-recovered small tools pool to be allocated in 2018	(411,833.23)
Highway Department	5	363260	PBM Reserve	379,676.75
Highway Department	5	363350	Inventory net position	284,833.65
Highway Department	5	363400	Prepaid asset reserve (Prepaid Health Ins paid by Employer)	1,430,202.22
Highway Department	53241	699992	Fixed Asset replacement (machinery operations)	56,662.94
Highway Department	53311	699992	General Maintenance	3,245,613.01
Highway Department	53312	699992	Cty Hwy Construction to finish CTH A (Crossmand Rd.-Lake Mills)	816,918.02
Highway Department	53312	699992	Cty Hwy Construction to finish CTH B	895,637.07
Highway Department	53312	699992	Cty Hwy Construction to finish CTH J (CTH "G"-Jefferson)	696,213.54
Highway Department	53313	699992	Winter maintenance balance for future Winter Maintenance expense	77,319.80
Totals				348,045.40
<b>Totals</b>				<b>24,436,976.99</b>
				<b>143,812.48</b>
				<b>7,989,537.12</b>
				<b>32,570,326.59</b>

Total all Funds **37,550,896.17**

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

**Authorizing year-end requests to carry over funds for fiscal year 2018**

Executive Summary

At year end, departments are required to submit carryover requests for funds that are unspent. If the County Administrator approves the request, it is reviewed by the Finance Committee and acted on by the County Board for approval. There is a total of \$37,431,488.32 proposed to be carried over from fiscal year 2018 to fiscal year 2019, and of this amount, \$12,808,688.85 requires County Board approval. This resolution will authorize carryover funds of \$12,808,688.85 from fiscal year 2018 to fiscal year 2019. The Finance Committee considered this resolution at its March 5, 2019 meeting and recommended forwarding to the County Board for approval.

\_\_\_\_\_

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

WHEREAS, at the close of each fiscal year, it may be desirable to carry over funds in some accounts so that they can be used in the next budget year, and

WHEREAS, the Finance Committee has reviewed the collective requests of all departments to carry over the funds designated in the various accounts below, more particularly set forth in the Finance Committee minutes of March 5, 2019,

Governmental funds	Non-spendable	185,822.48	
Governmental funds	Spendable, restricted	1,707,260.37	1,707,260.37
Governmental funds	Spendable, committed	<u>2,968,078.88</u>	2,968,078.88
Governmental funds	Total	4,861,161.73	
Proprietary funds	Capital net position	24,436,976.99	
Proprietary funds	Restricted net position	143,812.48	143,812.48
Proprietary funds	Non-restricted net position	<u>7,989,537.12</u>	7,989,537.12
Proprietary funds	Total	32,570,326.59	
Grand Total		37,431,488.32	12,808,688.85

WHEREAS, the Finance Committee recommends certain funds be designated as non-lapsing for fiscal year 2019 in the amounts as listed above.

NOW, THEREFORE, BE IT RESOLVED that the funds in the accounts identified in the Finance Committee minutes of March 5, 2019, and referenced above, totaling \$12,808,688.85, are designated as non-lapsing in the 2018 budget and carried over to the 2019 departmental budgets which are hereby amended in the respective amounts.

*Fiscal Note:*

*As a budget amendment, this resolution requires twenty 20 out of 30 affirmative votes from the total membership of the County Board for passage.*

*Explanation of governmental funds: Non-spendable funds are funds that include prepaid items, deposits, and inventory accounts. Spendable, restricted funds are funds that are legally restricted by statutes, contracts, purchase orders, or funding source. Spendable, committed funds are funds that are spendable at the discretion of the County.*

*Explanation of proprietary funds (Highway): Capital net position represents items that are depreciated along with land (which is not depreciated). Restricted net position relates to municipal deposits for subsequent year work by the County. Non-restricted net position includes both required items and discretionary items.*

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

Requested by  
Finance Committee

3-12-19

REVIEWED: Administrator *MW*; Corporation Counsel *JBL*; Finance Director *MDF*

RESOLUTION NO. 2018-\_\_\_

Disallowing claim of Rhonda Baker

Executive Summary

A claim has been made against Jefferson County by Rhonda Baker for damage to her 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 February 11, 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>
Rhonda Baker	09/29/18	01/15/19	Claimant alleges that her vehicle sustained damage when she drove over a portion of Highway 106 that had been washed out by recent rains.	
			Vehicle repair	\$684.92
			Towing	<u>125.00</u>
			Total	<u>\$809.92</u>

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 Rhonda Baker 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 Marc DeVries  
Finance Committee

03-12-19

REVIEWED: Administration ML; Corporation Counsel BL; Finance Director MSD.

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

**Disallowing Claim of Deanna Pritchard**

Executive Summary

A claim has been made against Jefferson County for damages. The claim has been reviewed by the County's insurance carrier, WMMIC, and was recommended for disallowance based on the finding that the County has no liability for this claim and is not legally responsible for the alleged damages. This resolution formally denies said claim filed against Jefferson County and directs the Corporation Counsel to give the claimant notice of disallowance. The Finance Committee met on March 5<sup>th</sup>, 2019 and recommended forwarding this resolution to the County Board for approval.

WHEREAS, the 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>
Deanna Pritchard	2/12/19	2/19/19	Deanna Pritchard's vehicle was traveling eastbound on I-94 and hit a piece of metal that was on the road. A Jefferson County Highway Department truck was parked on the shoulder of the road and the driver was inspecting the truck for damage. Ms. Pritchard alleges that a metal part fell from the truck damaging the tire and rim of her vehicle.	Est. \$1181.54

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

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

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

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

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

Requested by Marc DeVries  
Finance Committee

March 12, 2019

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



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

**Disallowing Claim of Jose Rivera**

Executive Summary

A claim has been made against Jefferson County for damages. The claim has been reviewed by the County's insurance carrier, WMMIC, and was recommended for disallowance based on the finding that the County has no liability for this claim and is not legally responsible for the alleged damages. This resolution formally denies said claim filed against Jefferson County and directs the Corporation Counsel to give the claimant notice of disallowance. The Finance Committee met on March 5<sup>th</sup>, 2019 and recommended forwarding this resolution to the County Board for approval.

WHEREAS, the 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>
Jose Rivera	2/12/19	2/13/19	Jose Rivera's vehicle was traveling eastbound on I-94 in the passing lane at the same time that a Jefferson County Highway Department truck was plowing snow in the westbound passing lane. Mr. Rivera alleges that the snow from the plow truck was plowed over the median and hit his vehicle causing damage to his windshield	Est. \$375.54

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

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




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

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

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

Requested by Marc DeVries  
Finance Committee

3-12-2019

REVIEWED: Administrator ; Corp. Counsel ; Finance Director 

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

**Disallowing Claim of Patrick Jones**

Executive Summary

A claim has been made against Jefferson County for damages. The claim has been reviewed by the County's insurance carrier, WMMIC, and was recommended for disallowance based on the finding that the County has no liability for this claim and is not legally responsible for the alleged damages. This resolution formally denies said claim filed against Jefferson County and directs the Corporation Counsel to give the claimants notice of disallowance. The Finance Committee met on March 5<sup>th</sup>, 2019 and recommended forwarding this resolution to the County Board for approval.

WHEREAS, the 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>
Patrick Jones	1/31/19	2/05/19	Patrick Jones was driving his vehicle south on Hwy E in the Town of Sullivan when he encountered a Jefferson County Highway Department vehicle conducting snow removal operations. During the snow removal operations, the Jefferson County vehicle backed into Mr. Jones' car causing damage.	Est \$2,504.84

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

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

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

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

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

Requested by Marc DeVries  
Finance Committee

3-12-2019

REVIEWED: Administrator ; Corp. Counsel ; Finance Director 

**RESOLUTION NO. 2018-**

**Authorizing Jefferson County Human Services to join the National Collaborative for Infants and Toddlers and the National Association of Counties**

Executive Summary

Recent studies show that the most rapid period of brain development occurs within the first three years of life – developing faster from birth to age three than at any later period. The Jefferson County Human Services Department recognizes that counties play a pivotal role in the development of their youngest residents. The National Collaborative for Infants and Toddlers (NCIT) and the National Association of Counties (NACo) is organizing a national effort to ensure families have the support they need to give their infants and toddlers the foundation for a strong start in life. This resolution authorizes the Jefferson County Human Services Department to join the National Collaborative for Infants and Toddlers and the National Association of Counties. The Jefferson County Human Services Board met on February 12, 2019, and recommended forwarding this resolution to the County Board for approval.

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

WHEREAS, the Jefferson County Human Services Department wishes to join NCIT and NACo to prioritize and invest in prenatal-to-three efforts, and

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Human Services Department is authorized to join the National Collaborative for Infants and Toddlers and the National Association of Counties to prioritize and invest in prenatal-to-three efforts which will help ensure families have the support they need to give their infants and toddlers the foundation for a strong start in life.

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

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

Referred By:  
Human Services Board

3-12-2019

REVIEWED: Administrator:  Corporation Counsel:  Finance Director: 

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

**Authorizing Application for Outdoor Recreation/Development Aids Grant to Fund the Snowmobile Trail Maintenance Program**

Executive Summary

Jefferson County participates in the Wisconsin Department of Natural Resources (DNR) Snowmobile Trail Aid Program which maintains approximately 191 miles of public snowmobile trails and is funded by Wisconsin DNR grants. These grant funds require County Board authorization to submit a grant application. This resolution authorizes the Jefferson County Parks Director to submit a Wisconsin DNR Snowmobile Trail Aid grant application seeking funds for snowmobile trail maintenance and development and to administer the funds according to the grant requirements. The Parks Committee considered this resolution at its February 4, 2019, meeting and recommended forwarding to the County Board for approval.

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

WHEREAS, Jefferson County is interested in developing lands for public outdoor recreation purposes which includes approximately 191 miles of public snowmobile trails in Jefferson County, and

WHEREAS, Jefferson County is interested in the development of new public snowmobile trail miles, and

WHEREAS, grant funds are required to fund the annual snowmobile trail maintenance and development program and must be applied for annually, and

WHEREAS, Jefferson County includes the anticipated grant funds in the adopted budget each year for this program,

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors authorizes the Jefferson County Parks Director, to act on behalf of Jefferson County to:

- submit an application to the State of Wisconsin Department of Natural Resources for any financial aid that may be available for the snowmobile trail aid program;
- submit reimbursement claims along with necessary supporting documentation;
- take all other action required to undertake, direct and administer the snowmobile trail aid program.

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

*Fiscal Note: The snowmobile trail aid program is expected to cost approximately \$57,210 for winter 2019-2020. One hundred percent (100%) of this cost is funded by the grant and the anticipated grant funds have been included in the adopted budget for 2019. The Jefferson County Finance Director is authorized to make the necessary budget adjustments for any supplemental funding granted by the DNR that is related to construction and maintenance of additional miles of trails in excess of 191 miles.*

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

Requested by Joe Nehmer  
Parks Committee

3-12-19

REVIEWED: Administrator ; Corporation. 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 February 21, 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 R4129A-19, R4130A-19, R4131A-19,**  
**R4132A-19, R4133A-19, R4134A-19, R4135A-19, R4136A-19, R4137A-**  
**19 AND R4138A-19**

**DATED THIS 25TH DAY OF FEBRUARY, 2019**

**Blane Poulson, Secretary**

**THE PRIOR MONTH'S AMENDMENTS, R4126A-19, R4127A-19 AND R4128A-**  
**19 ARE EFFECTIVE UPON PASSAGE BY COUNTY BOARD, SUBJECT TO**  
**WIS. STATS. 59.69(5)**

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

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

WHEREAS, Petitions R4129A-19, R4130A-19, R4131A-19, R4132A-19, R4133A-19, R4134A-19, R4135A-19, R4136A-19, R4137A-19 and R4138A-19 were referred to the Jefferson County Planning and Zoning Committee for public hearing on February 21, 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-2, AGRICULTURAL AND RURAL BUSINESS**

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. Rezoning is conditioned upon road access approval and approval and recording of a final certified survey map, including extraterritorial plat review if necessary. R4129A-19 – Tim Otterstatter

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. 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, including extraterritorial plat review if necessary. R4130A-19 – Ross Walton

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

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. This action is conditioned upon road access approval, approval and recording of a final certified survey map, including extraterritorial plat review if necessary. R4131A-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. This utilizes the last available A-3 zone for the property; 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, including extraterritorial plat review if necessary. R4132A-19 – Ross Walton

Create a 1.7-ac building site on **Concord Center Drive** 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. This utilizes the last available A-3 zone for the property; 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 the final certified survey map, including extraterritorial plat review if necessary. R4133A-19 – Concord Wisconsin Properties LLC

Rezone 4 acres around the home and buildings at **N1974 Koch Road** 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. This utilizes the last available A-3 zone for the property; 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. R4134A-19 – Standard Process

Create a 1.41-acre lot around the home at **N7399 Jungle Lane** 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. Rezoning is conditioned upon approval and recording of the final certified survey map for the lot. R4135A-19 – Larry Rasmussen

Rezone to create a 2.58-acre lot around the buildings at **N4642 Highland Drive** in the Town of Sullivan from PIN 026-0616-0132-000 (40 Ac) and a 2.05-acre vacant building site to the south from part of PIN 026-0616-0133-000 (37.555 Ac). This is reduced from the 3.05-acre vacant lot originally requested, and 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; rezoning is conditioned upon recording of an affidavit acknowledging that fact. It is further conditioned upon road access approval and receipt by Zoning of a suitable soil test for the new lot, and upon approval and recording of a final certified survey map, including extraterritorial plat review if necessary. A new preliminary certified survey map showing the revised vacant lot size was required and has been submitted. R4136A-19 – Daniel Weidner/Jeanette V Weidner Trust Property

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

Create a 17.33-acre Natural Resource zone from part of PIN 026-06160133-000 (37.555 Ac) along **Highland Drive** in the Town of Sullivan. This is enlarged from the 16.33-acre zone originally requested, and is in accordance with Sec. 11.04(f)12 of the Jefferson County Zoning Ordinance. Rezoning is conditioned upon road access approval and approval and recording of the final certified survey map, including extraterritorial plat review if necessary. A new preliminary certified survey map showing the revised lot size was required and has been submitted. R4137A-19 – Daniel Weidner/Jeanette V Weidner Trust Property



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

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. A certified survey map will not be required, but can be done if the petitioner so desires. R4138A-19 – Jason Schultz

The above zoning map amendments 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 \_\_\_\_\_

**MARCH 12, 2019**

Requested by Deb Margritz  
Planning and Zoning Committee

REVIEWED: Administrator  Corporation Counsel  Finance Director 

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

**APPOINTMENTS BY COUNTY ADMINISTRATOR**

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

- a. Tim Anhalt, Lake Mills, WI to the Veterans Service Commission for a three-year term ending December 13, 2022.

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

- b. \*Carl Jaeger, Jr, Ixonia, WI, to the Sheriff's Civil Service Commission for a five-year term ending January 1, 2024.

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

- c. \*Dan Jaeckel, Fort Atkinson, WI, to the Zoning Board of Adjustment as 1<sup>st</sup> Alternate to fill the unexpired term of Paul Hynek ending July 1, 2021.

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

- d. \*LaVerne Behrens, Jefferson, WI, to the Zoning Board of Adjustment as 2<sup>nd</sup> Alternate to fill the unexpired term of Donald Carroll ending July 1, 2019 and an additional three-year term ending July 1, 2022.

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

**APPOINTMENT BY COUNTY BOARD CHAIR**

By virtue of the authority vested in me under Section 59.54(8) I hereby request confirmation of the following appointment:

- a. \*Augie Tietz, Watertown, WI, to the WI River Rail Transit Commission (WRRTC) for a three-year term ending April 30, 2022.

**APPOINTMENT BY HUMAN SERVICES BOARD**

By virtue of the authority vested in the Human Services Board under Section 3.06(1)(g) of the County Board Rules, the Human Services Board hereby requests County Board's confirmation of the following appointment:

- a. Carol Battenberg, Johnson Creek, WI, to the Nutrition Project Council for a three-year term ending March 12, 2022.

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

**PROCLAMATION**

**Proclaiming the month of April 2019 as Child Abuse and Neglect Prevention Month**

WHEREAS, child abuse and neglect is a complex and ongoing problem in our society, affecting many children in Jefferson County, and

WHEREAS, every child is entitled to be loved, cared for, nurtured, feel secure and be free from verbal, sexual, emotional and physical abuse, and neglect, and

WHEREAS, it is the responsibility of every adult who comes in contact with a child to protect that child's inalienable right to a safe and nurturing childhood, and

WHEREAS, Jefferson County has many dedicated individuals and organizations who work daily to counter the problem of child maltreatment and to help parents obtain the assistance they need, and

WHEREAS, our communities are stronger when all citizens become aware of child maltreatment prevention and become involved in supporting parents to raise their children in a safe and nurturing environment, and

WHEREAS, effective child abuse prevention programs succeed because of partnerships among families, social service agencies, schools, religious and civic organizations, law enforcement agencies, and the business community, and

WHEREAS, the Human Services Board, at its February 12, 2019 meeting, unanimously voted to forward this Proclamation to the County Board of Supervisors for adoption.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors hereby proclaims the month of April 2019 to be Child Abuse and Neglect Prevention Month.

*Fiscal Note: Adoption of this proclamation will not have any fiscal impact to the County other than the expenditure of staff time. Promotion materials will be funded by outside private donations.*

Ayes        VOICE VOTE        Noes        Abstain        Absent        Vacant       

Requested by  
Human Services Board

03-12-19

REVIEWED: Administrator: ; Corporation Counsel: ; Finance Director: 