

## **AGENDA**

### **JEFFERSON COUNTY BOARD MEETING**

**TUESDAY May 14, 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. **APPROVAL OF APRIL 16, 2019 MEETING MINUTES**
7. **SPECIAL ORDER OF BUSINESS**
  - a. Presentation – Wisconsin Health Communities Gold Designation Award – Gail Scott, Jefferson County Health Department, Bridget Monahan and Traci Wilson from Fort HealthCare
  - b. Presentation – Strategic Plan Update
8. **COMMUNICATIONS**
  - a. Treasurer’s Report (Addendum)
  - b. Appointments by County Board Chair – Olivia Ault, Tourism Representative, to the Comprehensive Plan Steering Committee (Page 1)
  - c. Zoning Committee – Notice of Public Hearing, May 16, 2019 (Page 2-3)
9. **PUBLIC COMMENT**
10. **ANNUAL REPORTS**
  - a. County Administrator – Ben Wehmeier
  - b. Economic Development Consortium – Vicky Pratt
  - c. Human Resources – Terri Palm-Kostroski
  - d. Medical Examiner – Nichol Tesch

**COMMITTEE REPORTS / RESOLUTIONS / ORDINANCES**
11. **EXECUTIVE COMMITTEE**
  - a. Resolution – Conducting an Advisory Referendum to Create an Independent Nonpartisan Redistricting Commission (Page 4-5)
  - b. Resolution – Authorization to amend the Partnership Agreement with Dodge County to provide Economic Development Services (Page 6-7)
12. **FINANCE COMMITTEE**
  - a. Resolution – Disallowing Claim of Janet Heidel (Page 8)
  - b. Resolution – Disallowing Claim of Alyssa Johnson (Page 9)
  - c. Resolution – Amend 2019 Health Department Budget (Page 10-12)
13. **HUMAN RESOURCES COMMITTEE**
  - a. Resolution – Creating one full-time Maintenance Worker II position and eliminating two 1000-hour Grounds Worker positions at the Fair Park (Page 13-14)
  - b. Resolution – Transferring cases involving Children in Need of Protection and Services, Termination of Parental Rights and juvenile guardianships from the District Attorney’s Office to the Corporation Counsel Office and creating one Assistant Corporation Counsel position (Page 15-16)
  - c. Resolution – Accepting grant funding through the Crisis Stabilization Innovation Incentive Award for Long-Term Care and creating a full-time Intake Worker position at the Human Services Department (Page 17-19)

14. **PARKS COMMITTEE**
  - a. Resolution – Authorizing Wisconsin Department of Natural Resources Stewardship Program, Federal Recreational Trails Program (RTP) and Land & Water Conservation Fund (LAWCON) grant applications and acceptance (Page 20-21)
  - b. Resolution – Authorizing Wisconsin Department of Natural Resources Stewardship Program, Federal Recreational Trails Program (RTP) and Land & Water Conservation Fund (LAWCON) grant applications and acceptance (Page 22-23)
15. **PLANNING AND ZONING COMMITTEE**
  - a. Report – Approval of Petitions (Page 24)
  - b. Ordinance – Amend Zoning Ordinance (Page 25-26)
16. **APPOINTMENTS BY COUNTY ADMINISTRATOR**
  - a. Amy Listle as Fair Park Director for an indeterminate term (Page 27)
17. **APPOINTMENTS BY COUNTY BOARD CHAIR**
  - a. Samantha LaMuro to the Local Emergency Planning Committee (LEPC) for an indeterminate term (Page 27-28)
18. **PROCLAMATIONS**
  - a. Proclaiming May 16, 2019 as Jefferson County Peace Officers Memorial Day in Jefferson County (Page 29)
19. **PUBLIC COMMENT** (General)
20. **ANNOUNCEMENTS**
21. **ADJOURN**

**NEXT COUNTY BOARD MEETINGS**

**June 9, 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 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 Comprehensive Plan Steering Committee:

#### **Planning & Zoning Committee:**

- Steve Nass, Town of Lake Mills
- George Jaeckel  
Town of Koshkonong

#### **County Board (At Large)**

- Richard Jones, City of Waterloo

#### **Developer/ Real Estate:**

- Christopher Nash, City of Jefferson

#### **County Farms (large & small producer):**

- John Kutz  
Town of Koshkonong (Large)
- Adam Lindl  
Town of Hebron (Small)

#### **Environmental:**

- David Musolf, Town of Lake Mills

#### **Tourism:**

- \*Olivia Ault, Chamber Tourism  
Manager, City of Fort Atkinson

#### **Business:**

- Nate Salas, Thrive Chair

#### **General Member:**

- Jennifer Bakke, City of Watertown

#### **City:**

- Matt Trebatoski  
City of Fort Atkinson

#### **Village:**

- Kyle Ellifson  
Village of Johnson Creek

#### **Towns:**

- John Thoma, Town of Watertown
- Michael Hollinger, Town of  
Jefferson
- Frank Vratny, Town of Oakland

#### **School Districts:**

- Kim Herro, Town of Concord

#### **Post-Secondary:**

- Steve Board  
Maranatha Baptist University

#### **Not for profit:**

- Megan Hartwick  
City of Fort Atkinson

#### **Health/Human Services:**

- Tina Crave, City of Watertown

Effective May 7, 20 19.

Dated this 7th day of May, 20 19.

  
Jim Schroeder

**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, May 16, 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 on May 16, 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 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 AND  
CONDITIONAL USE PERMIT APPLICATION**

**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.

**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.

**R4145A-19 – Toni Whitley:** Create a 0.382-acre A-2 zone from an existing A-3 zone at **N2385 County Road N**. The site is on PIN 016-0514-0112-002 (3.00 Ac) in the Town of Koshkonong. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

**CU1982-19 – Toni Whitley:** Conditional use to allow for an antiques store in a proposed A-2 zone at **N2385 County Road N**. The site is on PIN 016-0514-0112-002 (3.00 Ac) in the Town of Koshkonong. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

**R4155A-19 – Eggert Acres LLC:** Create a 5.5-acre A-2 zone from an existing A-1 zone **near N8187 County Road Q**. The site is on PIN(s) 020-0814-2134-000 (36.11 Ac) and 020-0814-2131-000 (40.00 Ac) in the Town of Milford. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

**CU1983-19 – Eggert Acres LLC:** Conditional use to allow for an equipment repair shop in a proposed A-2 zone **near N8187 County Road Q**. The site is on PIN(s) 020-0814-2134-000 (36.11 Ac) and 020-0814-2131-000 (40.00 Ac) in the Town of Milford. 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/RURAL RESIDENTIAL**

**R4156A-19 Eggert Acres LLC:** Create a 1.0-acre A-3 zone around the home and buildings at **N8187 County Road Q**. The site is on PIN 020-0814-2134-000 in the Town of Milford. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**R4152A-19 – Michael Bright:** Create a 2.25-acre lot on PIN 014-0615-0211-001 (28.219 Ac) on **Duck Creek Rd**, Town of Jefferson. This would be a consolidation of parcels of record from the same PIN, the area south of the DNR bike trail. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**R4157A-19 – Jeffrey and Susan Schaefer:** Create a 1.0-acre A-3 building site from an existing A-1 zone on **Horseshoe Rd**. The site is on PIN 032-0814-0132-001 (41.177 Ac) in the Town of Watertown. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

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

**R4158A-19 – Mark Meyer:** Convert a 0.47-acre A-3 portion of land to A-1 that is adjacent to an existing A-1 zone **near N278 Pottawatomie Trail**. This is on PIN 016-0513-3442-002 (0.47 Ac) in the Town of Koshkonong. This is in accordance with Sec. 11.04(f)6 of the Jefferson County Zoning Ordinance.

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

**R4159A-19 – Chris Shult:** Create a 2.48-acre N zone from an existing A-1 zone at **N4882 County Road P**. This is on PIN 026-0616-0612-000 (17.385 Ac) in the Town of Sullivan. This is in accordance with Sec. 11.04(f)12 of the Jefferson County Zoning Ordinance.

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

**CU1984-19 – D&N Probst:** Conditional use for a residence in a Business zone at **N4976 Business 26**. This is on PIN 002-0714-3543-001 (28.207 Ac) in the Town of Aztalan. This is in accordance with Sec. 11.04(f)3 of the Jefferson County Zoning Ordinance.

**CU1985-19 – Sara Manzke and Joshua Pernat:** Conditional use to allow for emotional support farm animals in a Community zoned area at **N8263 County Road E**. This is on PIN 012-0816-1931-009 (0.91 Ac) in the Town of Ixonia. This is in accordance with Sec. 11.04(f)9 of the Jefferson County Zoning Ordinance.

**CU1986-19 – Wisconsin Furniture LLC:** Conditional use of a planned multi-unit development which includes a 3-family home and 2 duplexes in a Community zoned area at **W1232/W1236 Marietta Ave**. This is on PIN(s) 012-0816-2232-013 & 012-0816-2232-014 in the Town of Ixonia. This is in accordance with Sec. 11.04(f)9 of the Jefferson County Zoning Ordinance.

**CU1981-19 – Kathleen & Michael Kruk:** Conditional use for a kennel to allow up to eight dogs in an A-1, Agricultural zone at **W5521 West Pleasant Hill Rd**. The site is in the Town of Jefferson, on PIN 014-0614-2342-000 (45.3 Ac). This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

**CU1987-19 – Keith Clark:** Conditional use to allow for an extensive on-site storage structure in an R-1 zone at **W8338 Cedar Ln**. This is on PIN 018-0713-1521-033 in the Town of Lake Mills. This is in accordance with Sec. 11.04(f)1 of the Jefferson County Zoning Ordinance.

## RESOLUTION NO. 2019-\_\_

### **Conducting an Advisory Referendum to Create an Independent Nonpartisan Redistricting Commission**

#### Executive Summary

Under current law, the district boundaries for congressional and state legislative districts must be redrawn every 10 years after a census in a process known as redistricting. The method by which redistricting occurs is governed by state law. In most states, these district lines are drawn by the state legislatures. This creates a serious conflict of interest, whereby legislators can draw the districts in such a way so as to give an unfair partisan advantage to both themselves and to the controlling political party, commonly referred to as “gerrymandering”. This can have a chilling effect on democracy as one political party can grant itself an artificial level of dominance over the political system.

Some states have addressed gerrymandering by creating independent nonpartisan commissions for redistricting. Wisconsin can adopt a similar method, but such a change can only be made by the state legislature.

This Resolution authorizes Jefferson County to conduct a county-wide advisory referendum to be held at the November 2020 general election. The Executive Committee considered this resolution at its meeting on April 24, 2019, and voted to forward to the County Board for approval. This will allow voters to communicate directly to the state legislature about their views on the subject.

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

WHEREAS, current state law entrusts the power of redistricting to the state legislature, and

WHEREAS, the current redistricting process creates a heightened risk of legislators “choosing their voters” instead of voters choosing their legislators, and

WHEREAS, several other states have reduced gerrymandering by removing redistricting from the partisan political process, and

WHEREAS, Wisconsin could similarly benefit from such an independent nonpartisan solution, and

WHEREAS, Wisconsin State Statute section 59.52(25) allows for a county board to conduct a county-wide referendum for advisory purposes, and

WHEREAS, a county-wide advisory referendum on the issue of creating an independent nonpartisan redistricting commission would provide guidance to the state legislature as to the

will of the County electorate on this issue, and

WHEREAS, this resolution seeks to conduct such a county-wide advisory referendum.

NOW, THEREFORE, BE IT RESOLVED by the Jefferson County Board of Supervisors that a county-wide advisory referendum be conducted at the November 2020 general election with the question stated as follows:

**Should the state legislature pass a constitutional amendment that entrusts the redistricting process to an independent nonpartisan commission?**

BE IT FURTHER RESOLVED that the Corporation Counsel prepare a Notice of Referendum to be published by the Jefferson County Clerk in accordance with statutory requirements.

BE IT FURTHER RESOLVED that the Corporation Counsel draft an Explanatory Statement to be approved by the Executive Committee and published by the Jefferson County Clerk in accordance with statutory requirements.

BE IT FURTHER RESOLVED that this resolution and the referendum shall be filed with the Jefferson County Clerk no later than 70 days prior to the election at which the question will appear on the ballot.

BE IT FURTHER RESOLVED that publication of this resolution may occur through posting in accordance with Section 985.02 of the Wisconsin Statutes.

BE IT FURTHER RESOLVED that this resolution, upon passage, be forwarded 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 advisory referendum will cost an estimated \$1,000.*

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

Referred By  
Executive Committee

5-14-2019

REVIEWED: County Administrator ; Corporation Counsel ; Finance Director 

## **RESOLUTION NO. 2019-\_\_\_\_\_**

### **Authorization to amend the Partnership Agreement with Dodge County to provide Economic Development Services.**

#### Executive Summary

In February of 2017, Dodge County, Jefferson County Economic Development Consortium (JCEDC), Glacial Heritage Development Partnership (GHDP) (now known as ThriveED), and Jefferson County, entered into a Partnership Agreement to provide economic development services to Dodge County for \$85,000 per year. The Partnership Agreement was approved by Jefferson County through Resolution 2016-60. Since entering into the Partnership Agreement, work has continued to increase in Dodge and Jefferson Counties in carrying out economic development services resulting in the need for additional resources.

To address the need for additional resources, Dodge County has agreed to increase its contribution to be consistent with other JCEDC members in the amount of \$1.50 per capita of Dodge County population. Dodge County approved this increase at its April, 2019 County Board meeting with an effective date of July 1<sup>st</sup> 2019. Based on the current population in Dodge County, this would result in an increased contribution of \$24,961.75 for the remainder of 2019. Dodge County's annual contribution beginning in 2020 will be approximately \$134,923.50. This amount will be adjusted based on changes in the Dodge County population.

These additional funds will be used to create a contracted Business Development position for the JCEDC to expand the capacity of the organization. At a future time, this may become a County employee position. In exchange for the additional funding, the JCEDC is committing to have this position ¾ time on site in Dodge County. Dodge County will also appoint a member to serve on the JCEDC in addition to the current representation Dodge County has on the ThriveED Board.

The proposed amendments to the Partnership Agreement were reviewed by the Executive Committee on April 24, 2019; the JCEDC on April 25, 2019; the Human Resources Committee; on May 7, 2019; and the Finance Committee May 9, 2019. All committees unanimously approved the proposed amendments to the Partnership Agreement.

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

WHEREAS, Jefferson County's Strategic plan has identified intergovernmental cooperation as a goal of the County, and

WHEREAS, the current Partnership Agreement with Dodge County has developed a need for expanded services in the two-county region, and

WHEREAS, Dodge County has approved additional funding to expand capacity for Economic Services, and



WHEREAS, it is desired to continue these Economic Development efforts in both Counties through a collaborative, regional approach.




NOW, THEREFORE, BE IT RESOLVED that the County Board authorizes the County Board Chair to execute the amended Partnership Agreement with Dodge County, the JCEDC and ThriveED.

*Fiscal Note: Account number 11901351.472010 ED-Consortium Dodge County – Consortium Revenue will increase from \$85,000 to \$109,962; account number 11901.521219 Professional Services will increase from \$20,000 to \$70,000; and account number 11901.594950 Operating Reserve will decrease by \$25,038. This is a budget amendment and requires 20 votes for passage.*

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

Referred By  
Executive Committee  
Economic Development Consortium  
Finance Committee  
Human Resources Committee

05-14-19

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

**RESOLUTION NO. 2019-\_\_\_\_\_**

**Disallowing Claim of Janet Heidel**

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 April 11<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>
Janet Heidel	2/21/19	3/19/19	Janet Heidel's vehicle was damaged in the Parking lot on S. Moorland Rd., Brookfield, WI. Ms. Heidel alleges that her vehicle was damaged by a Jefferson County patrol vehicle that was backing out of a parking spot.	Est. \$2,943.35

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 \_\_\_\_\_

Referred By  
Finance Committee

05-14-2019

REVIEWED: County Administrator: BW; Corporation Counsel: JBW; Finance Director: MD

**RESOLUTION NO. 2019-\_\_\_\_\_**

**Disallowing Claim of Alyssa Johnson**

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 the claim filed against Jefferson County and directs the Corporation Counsel to give the claimant notice of disallowance. On May 09, 2019, the Finance Committee 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>
Alyssa Johnson	4/06/19	4/15/19	Alyssa Johnson's vehicle was damaged while traveling south on County Road O, outside of Waterloo, WI. Ms. Johnson alleges that her vehicle was damaged due to road damage.	\$1,147.73

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 \_\_\_\_\_

Referred By  
Finance Committee

05-14-2019

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

**RESOLUTION NO. 2019-\_\_**

**Amend 2019 Jefferson County Health Department Budget**

Executive Summary

The Jefferson County Health Department was awarded an Enhancing Public Health Preparedness: The Opioid Epidemic, Public Health Crisis Response grant from State of Wisconsin Department of Health Services, Division of Public Health, Public Health Preparedness Program to be used to cover an additional twenty hours of Registered Nurse wages and benefits and to develop Opioid Toolkit Booklets, printing costs for 1,000 copies and mailing of the booklets when completed. The award of this grant was not anticipated at the time the budget was adopted.

Furthermore, the 2019 Women, Infants and Children program (WIC) funding released by the State of Wisconsin Department of Health Services funding released on April 3, 2019 resulted in an increase of \$9,670 in available funds for Jefferson County. Of this, \$6,437 must be used to pay for Creative Marketing Resources for the "Mom Strong" outreach campaign. The balance of \$3,323 will be used to offset costs typically funded by County levy. On May 9, 2019, the Finance Committee recommended forwarding this resolution to the County Board for approval.

WHEREAS, the Jefferson County Health Department and the Jefferson County Board of Supervisors approved the fiscal year 2019 Health Department program budget in 2018, and

WHEREAS, in April 2019 the Jefferson County Health Department was made aware of the Public Health Preparedness: The Opioid Epidemic, Public Health Crisis Response grant award and additional WIC funding, and the value it would add to existing services, and

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

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors does hereby approve the amendment of the 2019 Health Department program budget.

*Fiscal Note: Enclosed are the revised budget adjustment request forms. As a budget amendment, 20 affirmative votes are required for passage.*

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

Referred BY  
Jefferson County Health Department

05-14-2019

REVIEWED: County Administrator: ; Corporation 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 checked="" 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	\$ (5,206.00)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	4118.511111.	Salary Permanent Reg.	\$ 1,293.00
<input checked="" type="checkbox"/>	<input type="checkbox"/>	4118.512141.	Social Security	\$ 99.00
<input checked="" type="checkbox"/>	<input type="checkbox"/>	4118.512142.	Retirement Employer	\$ 85.00
<input checked="" type="checkbox"/>	<input type="checkbox"/>	4118.512144.	Health Insurance	\$ 318.00
<input checked="" type="checkbox"/>	<input type="checkbox"/>	4118.512145.	Life Insurance	\$ 3.00
<input checked="" type="checkbox"/>	<input type="checkbox"/>	4118.512173.	Dental Insurance	\$ 25.00
<input checked="" type="checkbox"/>	<input type="checkbox"/>	4118.531311.	Postage	\$ 1,113.00
<input checked="" type="checkbox"/>	<input type="checkbox"/>	4118.531313.	Printing	\$ 2,270.00

Description of Adjustment:

Additional "mini-grant" awarded for the "Preparedness Special Opioid Grant" to cover an additional 40 hours of Registered Nurse wages/fringe benefits to develop Opiate Toolkit Booklets, printing costs for 1,000 copies and postage for mailing the toolkit booklets out when completed. Note: Wages/Fringe benefits will lower Public Health ORG 4101 payroll expenses resulting in less use of the budgeted 2019 Fund Balance 3-month goal - ORG 4115.

Department Head Signature Gail M. Scott Date 4/26/2019

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

**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 checked="" 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"/>	4201.421001.	WIC Grant State Aid	\$ (9,670.00)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	420105.531349.	WIC Admin Other Operating	\$ 6,437.00
<input checked="" type="checkbox"/>	<input type="checkbox"/>	420105.511210.	WIC Admin Wages Reg.	\$ 2,190.00
<input checked="" type="checkbox"/>	<input type="checkbox"/>	420105.512141.	WIC Admin Soc. Sec.	\$ 167.00
<input checked="" type="checkbox"/>	<input type="checkbox"/>	420105.512142.	WIC Admin Retirement	\$ 144.00
<input checked="" type="checkbox"/>	<input type="checkbox"/>	420105.512144.	WIC Admin Health Insurance	\$ 682.00
<input checked="" type="checkbox"/>	<input type="checkbox"/>	420105.512173.	WIC Admin Dental Insurance	\$ 50.00

Description of Adjustment:  
 2019 WIC Funding released 04/03/2019 (effective 01/01/2019) resulted in an increase of \$9,670.00 in the 2019 County Budget. \$6,437.00 must be used to pay Creative Marketing Resources per State WIC for the "Mom Strong" Outreach campaign. The balance of \$3,233.00 will be used for wages/fringe benefits for Sandee Schunk & Michele Schmidt for finance & payroll support duties for the WIC program up to 1 hour/week. Should WIC funding remain stable (subject to change dependent on WIC client caseload) these wages/fringes will reduce Public Health ORG 4101 payroll expense resulting in less use of the budgeted 2019 Fund Balance 3 month goal - ORG 4115.

Department Head Signature Gail M. Scott Date 4/25/2019  
 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. 2019-\_\_\_\_\_

### **Creating one full-time Building Maintenance Worker II position and eliminating two 1000-hour Grounds Worker positions at the Fair Park**

#### Executive Summary

Currently, the Fair Park maintenance staff is responsible for maintaining over 15 buildings and outdoor arenas and the grounds surrounding these facilities covering over 90 acres. Specific daily needs include building maintenance and custodial services, fundamental repairs, carpentry and electrical services to buildings, snow removal, assuring other pedestrian walk-way safety issues, event set-up and take-down and being on call for emergencies during events. At present the Fair Park Maintenance staff consists of one Fair Park Supervisor, one Maintenance Worker II, 3 Grounds Workers (each at 1000 hours/year) and one seasonal laborer worker. In addition, there are two On-site Caretakers, primarily for grounds care and supervising the campsites during the camping season.

In 2010, due to budget constraints, one full-time Maintenance Worker II position was eliminated and one part-time, non-benefited position and one 1000-hour, non-benefited position was created. In 2011, the one part-time, non-benefited position was eliminated to create one 1000-hour Grounds Worker, non-benefited position. Recruitment and retention efforts have not been successful in the last few years for the 1000-hour Grounds Worker, non-benefited positions at the Fair Park. Therefore, the Fair Park Director and the County Administrator recommend eliminating two 1000-hour Grounds Worker positions and creating one full-time Maintenance Worker II position. These changes will provide consistent staffing levels needed to perform routine and preventative maintenance to buildings and grounds to assure the safety of citizens, visitors and employees.

With the savings resulting from the elimination of positions and the vacancy of the County Fair and Park Event Director position, no tax-levy is requested for 2019. In 2020 and future years, the newly created Maintenance II position will be sustained with the increased revenues from events and sponsorships, as well as the differences in budgeted salaries for the Director position in 2019 and future years.

On May 7, 2019, the Human Resources Committee reviewed the request from the County Administrator and County Fair and Park Event Director and recommended forwarding this resolution to the County Board to create one full-time Building Maintenance Worker II position and eliminate two 1000-hour, Grounds Worker positions at the Fair Park.

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

WHEREAS, routine and preventative maintenance, as well as short and long term projects of the Fair Park facilities are not adequately being performed with current staffing levels, and

WHEREAS, the creation of a full-time Building Maintenance Worker II position will provide the consistent level of staffing needed to perform the maintenance and projects currently unable to be completed, and

WHEREAS, attempts to hire and retain 1000-hour Grounds Worker staff have been unsuccessful.

NOW, THEREFORE, BE IT RESOLVED that the 2019 County Budget setting forth position allocations in the Fair Park is hereby amended to create one full-time Building Maintenance Worker II position and eliminate two 1000-hour Grounds Worker positions at the Fair Park, to become effective upon passage.




*Fiscal Note: The cost of the Maintenance Worker II position is budgeted for \$62,463 annually for salary and fringe benefits (\$55,482 for the remainder of 2019 for salary and benefits). The savings with the elimination of two 1000-hour Grounds Worker positions is budgeted at \$32,749 annually for salary and fringe benefits (\$22,924 for the remainder of 2019 for salary and benefits). The County Fair and Park Event Director was vacant January through April, with a budgeted savings of \$37,540. Therefore, no tax-levy is required for these positions. This is a budget amendment. County Board approval requires a two-thirds vote of the entire membership of the County Board (20 votes of the 30 member County Board).*

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

Referred By  
Human Resources Committee

05-14-2019

Terri M. Palm: 05-02-19; J. Blair Ward: 05-06-19

REVIEWED: Administrator ; Corp. Counsel ; Finance Director 



## RESOLUTION NO. 2019-\_\_

### **Transferring cases involving Children in Need of Protection and Services, Termination of Parental Rights, and juvenile guardianships from the District Attorney's Office to the Corporation Counsel Office and creating one Assistant Corporation Counsel position**

#### Executive Summary

The District Attorney's Office represents the interests of the public in cases involving Children in Need of Protection and Services (CHIPS), Termination of Parental Rights (TPR), and juvenile guardianships. Beginning in 2010, the District Attorney's Office started contracting with outside legal counsel to serve as a special prosecutor to assist in prosecuting Termination of Parental Rights cases. Due to the increasing number of children in need of services; the expansion of other services provided by the Human Services Department; and the increasing number of cases prosecuted by the District Attorney's Office, including the recently created Alcohol and Drug treatment Courts, the Human Services Department considered alternatives to hiring outside legal counsel to represent its interests. Transferring certain duties from the District Attorney's Office to the Corporation Counsel Office will reduce the need for contracted legal services and allow the District Attorney's Office, which is understaffed by 2.4 attorneys, to allocate more resources to prosecuting criminal and other statutorily required cases, including juvenile cases under Chapter 948. As things currently are, cases referred by the Human Services Department are either referred to the District Attorney's Office, the Corporation Counsel Office, or contracted through outside legal counsel. This change would consolidate cases involving Human Services in the Corporation Counsel Office allowing for operational efficiencies and would also be consistent with how Dodge County and other surrounding Counties operate. This transfer of duties to the Corporation Counsel Office requires the creation and funding of an attorney position in the Corporation Counsel Office. The position is also necessary for the Corporation Counsel Office to properly represent the county on cases such as mental health commitments, guardianships, protective placements, and general Corporation Counsel work which have been increasing every year. The Human Services Department, District Attorney's Office and the Corporation Counsel Office worked together toward this transition and agree that this is in the best interests of Jefferson County because it will allocate the resources necessary for each office to meet the continually increasing needs of the County.

The costs associated with adding an Assistant Corporation Counsel position are expected to be offset by the cost savings from reducing the need for outside legal counsel, reducing the length of time that children reside in foster care pending termination of parental rights and by grant funding. Furthermore, the Human Services Reserve Fund will be utilized in 2019 for initial start-up expenses. The Human Services Board considered this proposal at its meeting on March 12, 2019, and supported moving forward with a resolution to transfer designated Chapter 48 cases to the Corporation Counsel Office, but did not address adding an Assistant Corporation Counsel position to the Corporation Counsel Office. The Human Resources Committee considered this resolution at its meeting on May 7<sup>th</sup>, 2019, and the Finance Committee considered this resolution at its meeting on May 9<sup>th</sup>, 2019, and both committees recommend forwarding to the County Board for approval.

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

WHEREAS, the District Attorney's Office prosecutes cases involving Children in Need of Protection and Services (CHIPS), Termination of Parental Rights (TPR), and juvenile guardianships, and

WHEREAS, transferring duties to the Corporation Counsel Office will require one additional

Assistant Corporation Counsel position in the Corporation Counsel Office, and

WHEREAS, pursuant to Section 48.09, Wis. Stats., the County Board of Supervisors may transfer this authority to or from the District Attorney's Office if the action is effective on September 1<sup>st</sup> of an odd-numbered year, and the State of Wisconsin Department of Administration is notified of the change by January 1<sup>st</sup> of that odd-numbered year, and

WHEREAS, Jefferson County notified the State of Wisconsin Department of Administration of this proposed transition from the District Attorney's Office to the Corporation Counsel Office on December 21, 2018, subject to County Board approval.

NOW, THEREFORE, BE IT RESOLVED that pursuant to Section 48.09 Wis. Stats. the Jefferson County Board of Supervisors authorizes the transfer of duties from the District Attorney's Office to the Corporation Counsel Office in prosecuting cases involving Children in Need of Protection and Services under sections 48.13 to 48.16 Wis. Stats., Termination of Parental Rights under sections 48.40 to 48.435 Wis. Stats., and juvenile guardianships under section 48.977 Wis. Stats., to be effective September 1, 2019.

BE IT FURTHER RESOLVED, to accommodate the increased number of cases prosecuted by the Corporation Counsel Office, one additional Assistant Corporation Counsel position is hereby authorized.

BE IT FURTHER RESOLVED, that a certified copy of this Resolution shall be filed with the Wisconsin Department of Administration upon passage.

BE IT FURTHER RESOLVED, that publication of this resolution may occur through posting in accordance with Section 985.02 of the Wisconsin Statutes.

*Fiscal Note: Costs associated with hiring an attorney for the Corporation Counsel Office are estimated at \$55,346 for the remainder of 2019. Thereafter, annual costs are estimated at \$109,465 to be adjusted for cost of living and annual step increases. Approximately 38 percent of the costs associated with prosecuting Termination of Parental Rights Terminations which will be funded by a grant through the Human Services Department. The remaining costs are expected to be offset by the cost savings from reducing the need for outside legal counsel, reducing the length of time that children reside in foster care pending termination of parental rights, and Human Services Reserve funds (fiscal year 2019 only), with the balance paid by tax levy dollars. This is a budget amendment. County Board approval requires a two-thirds vote of the entire membership of the County Board (20 votes of the 30 member County Board).*

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

Referred By  
Human Services Board  
Human Resources Committee  
Finance Committee

5-14-2019

REVIEWED: County Administrator: \_\_\_\_\_; Corporation Counsel: \_\_\_\_\_; Finance Director: \_\_\_\_\_

**RESOLUTION NO. 2019-\_\_\_\_\_**

**Accepting grant funding through the Crisis Stabilization Innovation Incentive Award for Long-Term Care and creating a full-time Intake Worker position at the Human Services Department**

Executive Summary

Jefferson County Human Services was recently awarded a grant from the Crisis Stabilization Innovation Incentive Award for Long-Term Care (LTC). The County will receive a grant in the amount of \$218,041 to fund one full-time Intake Worker position in the Emergency Mental Health division, including all overhead costs and IT costs. This one-time grant will provide needed services through December 31, 2020; thereafter, the new Intake Worker position is anticipated to be fully funded by Medicaid and a purchase of service contract with Managed Care Organizations. Otherwise, the position will be eliminated.

As the frequency and severity of complex behavioral health needs in the Long-Term Care population continues to rise, crisis intervention and stabilization services will require effective communication and collaboration between the state-contracted and county systems in order to prevent and reduce admissions to psychiatric facilities for adults served by LTC programs, and to prevent unnecessary psychiatric hospitalizations. These facilities are known as institutions for mental disease. The crisis intervention innovation incentive awards promotes collaboration between county human service departments and LTC stakeholders through improving the systems of care involved in supporting vulnerable Wisconsin residents who may be at risk of being admitted to an institution for mental disease, and to support local and regional efforts to reduce the frequency and duration of these stays for adults receiving Medicaid-funded LTC services. Human Services has the support of Law Enforcement, Hospitals and Managed Care Organizations to collaboratively find a solution to reduce the number of admissions to institutions for mental disease by treating more people on an out-patient basis.

The request from the Human Services Director was reviewed by the Human Resources Committee on May 7, 2019 and by the Finance Committee on May 9, 2019. Both the Human Resources and Finance Committees recommended forwarding this resolution to the County Board to create one full-time Intake Worker position in Emergency Mental Health at the Human Services Department and accept the grant funding of \$218,041, of which \$85,150 will be distributed in 2019.

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

WHEREAS, the issue of increasing Institution for Mental Disease (IMD) admissions (psychiatric hospitalizations) and the cost associated with said admissions continues to be a concern throughout the County, and

WHEREAS, grant funding is available from the Crisis Stabilization Innovation Incentive Awards for Long Term Care Grant, and

WHEREAS, to meet the need for Jefferson County long-term care citizens who are in crisis, the Human Services Director requests, and the Human Resources Committee recommends, creation of one full-time Intake Worker position in the Emergency Mental Health division at the Human Services Department.

NOW, THEREFORE, BE IT RESOLVED that the 2019 County Budget be amended to accept the grant funding from the Crisis Stabilization Innovation Incentive Awards for Long Term Care Grant in the amount of \$218,041, with \$85,150 designated for 2019 and the remaining \$132,981 for 2020.

BE IT FURTHER RESOLVED that the 2019 County Budget setting forth position allocations and funding at the Human Services Department be and is hereby amended to include one full-time Intake Worker position in the Emergency Mental Health division at the Human Services Department, to become effective upon passage.

*Fiscal Note: The Crisis Stabilization Innovation Incentive Awards for Long Term Care Grant is for 20-months for a total of \$218,041. The Intake Worker position is budgeted for \$132,865 for 20-months for salary and fringe benefits (\$59,945 for the remainder of 2019 for salary and fringe benefits) and is fully funded through the Crisis Stabilization Innovation Incentive Awards for Long Term Care Grant; therefore, no tax-levy is required for this position. The remaining \$85,176 of the grant is budgeted for supervisory time, IT costs and overhead and other program related expense for 20-months. Jefferson County will receive \$85,150 of the \$218,041 in 2019. Please see the attached Budget Adjustment or Amendment Request form for the proposed adjustment to the 2019 budget. This is a budget amendment. County Board approval requires a two-thirds vote of the entire membership of the County Board (20 votes of the 30 member County Board).*

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

Referred By  
Human Resources Committee  
Finance Committee

05-14-2019

REVIEWED: County Administrator ; Corporation; 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"/> c. Transfers between departments within a budgetary function of up to \$24,999.	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 checked="" 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
		Org      Object      Project		
<input checked="" type="checkbox"/>	<input type="checkbox"/>	63028011      421001      65008	State Aid	(85,150)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	63028011      511110      65008	Salary - Permanent Regular	6,593
<input checked="" type="checkbox"/>	<input type="checkbox"/>	63028011      511210      65008	Wages - Regular	35,610
<input checked="" type="checkbox"/>	<input type="checkbox"/>	63028011      512141      65008	Social Security	2,724
<input checked="" type="checkbox"/>	<input type="checkbox"/>	63028011      512142      65008	Retirement (Employer)	2,332
<input checked="" type="checkbox"/>	<input type="checkbox"/>	63028011      512144      65008	Health Insurance	9,966
<input checked="" type="checkbox"/>	<input type="checkbox"/>	63028011      512151      65008	HSA Contribution	2,000
<input checked="" type="checkbox"/>	<input type="checkbox"/>	63028011      512173      65008	Dental Insurance	720
<input checked="" type="checkbox"/>	<input type="checkbox"/>	63028011      531303      65008	Comp Equip Soft	10,000
<input checked="" type="checkbox"/>	<input type="checkbox"/>	63028011      531312      65008	Office Supplies	4,350
<input checked="" type="checkbox"/>	<input type="checkbox"/>	63028011      531326      65008	Advertising	500
<input checked="" type="checkbox"/>	<input type="checkbox"/>	63028011      543954      65008	Overhead Allocation	10,355

Description of Adjustment:  
 Crisis Innovation Grant awared for May 2019 through Dec 2020. Costs are associated with new position for 8 months in 2019.

Department Head Signature \_\_\_\_\_ Date \_\_\_\_\_

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. 2019-\_\_**

**Authorizing Wisconsin Department of Natural Resources Stewardship Program, Federal Recreational Trails Program (RTP), and Land & Water Conservation Fund (LAWCON) grant applications and acceptance**

Executive Summary

The Glacial River Trail, a 52 mile bike bath and route system, links communities along the Rock River and the heart of the Glacial Heritage Area of Dodge, Jefferson and Rock Counties. The trail is frequently used by the handicapped, walkers, cyclists, runners, and dog walkers of all ages during all seasons. A portion of the Glacial River Trail, approximately 500 feet south of Lake Koshkonong and south of Fort Atkinson, has been sinking since the expansion of the west side of State Highway 26 in 2014. Giles Engineering Associates performed soil borings and provided a geotechnical report regarding the ongoing sinking. Jefferson County has made several attempts to repair the trail. With more pronounced and continued sinking, Jefferson County is now seeking assistance from the Wisconsin Department of Natural Resources to aid with the costs to repair this section of trail. This resolution authorizes the County Administrator to apply for, and if awarded, to accept grant funds up to \$15,000 for the purpose of repairing this section of the Glacial River Trail. The Parks Committee considered this resolution at its meeting on May 6, 2019, and recommended forwarding to the County Board for approval.

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

WHEREAS, The Glacial River Trail, a 52 mile bike bath and route system, links communities along the Rock River and the heart of the Glacial Heritage Area of Dodge, Jefferson and Rock Counties, and

WHEREAS, A portion of the Glacial River Trail, approximately 500 feet south of Lake Koshkonong and south of Fort Atkinson, has been sinking since the expansion of the west side of State Highway 26 in 2014, and

WHEREAS, Jefferson County has made several attempts to repair the trail, and

WHEREAS, a geotechnical report regarding the ongoing sinking states that there is buried organic material (wood) that will continue to decompose and compress under the load of the overburden created by the path itself, its traffic, plus the inadequate fill material above the wood. This appears to be a long-term maintenance situation if the wood is not removed and replaced, and

WHEREAS, the Parks Committee recommends seeking additional grant funds from the Wisconsin Department of Natural Resources Stewardship program; the Recreational Trail Program (RTP); and the Land & Water Conservation Fund (LAWCON) to be applied toward trail repair, and

WHEREAS, these grant applications are required to be accompanied by a resolution from the County Board supporting this project.

NOW, THEREFORE, BE IT RESOLVED that the Parks Department is authorized to seek funding from the Wisconsin Department of Natural Resources Stewardship Program; the Federal Recreational Trail Program (RTP); and the Land & Water Conservation Fund (LAWCON) for the repair of the Glacial River Trail, and if grant funds are awarded , the County Administrator is authorized to accept said grants, sign the grant contracts and perform all other duties necessary to comply with and fulfill the grant provisions.

*Fiscal Note:*

*If the county is awarded the Stewardship grant as described above, the Finance Director is authorized to amend the budget to increase Capital Improvement Land (12808.594820) by up to \$30,000, increase State Aid (12808.421001) by up to \$15,000 and decrease Operating Reserve (12808.594950) by up to \$15,000. This is a budget amendment requiring 20 out of 30 affirmative votes of the total membership of the County Board for passage.*

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

Requested By  
Parks Committee

05-14-19

REVIEWED: County Administrator ; Corporation Counsel ; Finance Director 

**RESOLUTION NO. 2019-\_\_**

**Authorizing Wisconsin Department of Natural Resources Stewardship Program, Federal Recreational Trails Program (RTP), and Land & Water Conservation Fund (LAWCON) grant applications and acceptance**

Executive Summary

The Jefferson County Parks Department is seeking funds to upgrade a section of trail from a paved parking lot to an overlook/observation deck. The project is located at Dorothy Carnes Park and Rose Lake State Natural Area (N3220 Radloff Lane, Fort Atkinson, WI 53538). The current gravel trail would be upgraded to an 8' paved trail approximately 460 feet in length. The trail would improve access to mobility limited users and would be 100% ADA compliant. The observation deck includes interpretive materials pertaining to wetlands, birds of rose lake, and may soon include a viewing telescope for wildlife watching. The Parks Committee considered this resolution at its meeting on May 6, 2019 and recommended forwarding to the County Board for approval.

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

WHEREAS, the Dorothy Carnes Park Master Plan outlines the possibility of upgrading the trail to asphalt if funds are available, and

WHEREAS, upgrading the trail to an 8' paved trail approximately 460 feet in length would improving access to mobility limited users and would be 100% ADA compliant, and

WHEREAS, the park is frequently used by hikers and bird watchers and upgrading the trail would create improved access for park users, and

WHEREAS, the trail leads to an observation deck which includes interpretive materials pertaining to wetlands, birds of Rose Lake, and may soon include a viewing telescope for bird watching, and

WHEREAS, the Friends of Rose Lake has reviewed and supports this project, and

WHEREAS, the Parks Committee recommends seeking additional grant funds from the Wisconsin Department of Natural Resources Stewardship program; the Recreational Trail Program (RTP); and the Land & Water Conservation Fund (LAWCON) to be applied toward upgrading this trail to ensure ADA Compliance, and

WHEREAS, these grant applications are required to be accompanied by a resolution from the County Board supporting this project.

NOW, THEREFORE, BE IT RESOLVED that the Parks Department is authorized to seek funding from the Wisconsin Department of Natural Resources Stewardship Program; the Federal



Recreational Trail Program (RTP); and the Land & Water Conservation Fund (LAWCON) for upgrading the trail to Rose Lake, and if grants are awarded, the County Administrator is authorized to accept said grants, sign the grant contracts and perform all other duties necessary to comply with and fulfill the grant provisions.

*Fiscal Note:*

*If the county is awarded the Stewardship grant as described above, the Finance Director is authorized to amend the budget to increase Capital Improvement Land (12805.594820) by up to \$14,760, increase State Aid (12805.421001) by up to \$7,380 and decrease Operating Reserve (12805.594950) by \$7,380. This is a budget amendment requiring 20 out of 30 affirmative votes of the total membership of the County Board for passage. This is a budget amendment requiring 20 out of 30 affirmative votes of the total membership of the County Board for passage.*

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

Requested By  
Parks Committee

05-14-19

REVIEWED: County 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 March 14, 2019 and April 18, 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 R4144A-19, R4145A-19, R4148A-19,  
R4150A-19, R4151A-19, R4153A-19.**

**DATED THIS 29<sup>TH</sup> DAY OF MARCH, 2019**

**Blane Poulson, Secretary**

**THE PRIOR MONTH'S AMENDMENTS R1852A-96, R4111A-18, R4146A-  
19, R4140A-19, R4141A-19, R4142A-19, R4143A-19 AND R4147A-19  
ARE EFFECTIVE UPON PASSAGE BY COUNTY BOARD, SUBJECT TO WIS.  
STATS. 59.69(5)**

**ORDINANCE NO. 2019-\_\_**

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

WHEREAS, Petitions R4144A-19 and R4145A-19 were referred to the Jefferson County Planning and Zoning Committee for public hearing on March 14, 2019 and Petitions R4150A-19, R4148A-19, R4153A-19 and R4151A-19 were referred for public hearing on April 18, 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 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. Approval is conditional upon receipt of and recording of a final certified survey map for the lot, including extraterritorial plat review if necessary. (R4144A-19 – Richard Potthast)

Create a 1-acre building site from part of PIN 006-0716-3044-000 (49.844 Ac) on **Hillside Dr** in the Town of Concord. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Approval is conditioned upon road access approval and the receipt of and recording of a final certified survey map for the lot. (R4148A-19 – Kory Keller/James & Kory Keller, Gregory & Dawn Keller Property)

Create a 1-acre building site from part of PIN 010-0515-1211-000 (40 Ac) near **W2496 Koch Rd**, Town of Hebron. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Approval is conditioned upon road access approval, receipt of a suitable soil test and the receipt of and recording of a final certified survey map. (R4150A-19 – Jeffery & Brenda Thayer)

Rezone 4.7 acres around the home and buildings at **N3497 Kiesling Rd**, Town of Jefferson, from part of PIN 014-0614-2132-000 (29.05 Ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Approval is conditioned upon the receipt of and recording of a final certified survey map, extraterritorial plat review if necessary, and the filing and recording of an affidavit acknowledging that this utilizes the last available A-3 zone for the property. (R4151A-19 – Jon & Penny Bound)

**FROM A-1, EXCLUSIVE AGRICULTURAL TO N, NATURAL RESOURCE**

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. Approval is conditioned upon road access approval, the receipt of and recording of a final certified survey map and extraterritorial plat review if necessary. (R4145A-19 – Richard Potthast)

Create a 5-acre Natural Resource zone on **Allen Rd** in the Town of Concord from part of PIN 006-0716-1111-001 (17.727 Ac). This is in accordance with Sec. 11.08(f)12 of the Jefferson County Zoning Ordinance. Approval is conditioned upon the receipt of and recording of a final certified survey map and extraterritorial plat review if necessary. (R4153A-19 – Carole Hoffmeister)

The above rezonings shall be null & void & 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 \_\_\_\_

05-14-2019

Referred By  
Planning and Zoning Committee

REVIEWED: County 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. Amy Lisle as Fair Park Director for an indeterminate term.

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:

- b. Samantha LaMuro to the Local Emergency Planning Committee (LEPC) for an indeterminate term.

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

05-14-2019



## JEFFERSON COUNTY BOARD

Jefferson County Courthouse  
311 S. Center Ave, 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 Samantha LaMuro, Health Representative, to the Local Emergency Planning Committee (LEPC) for an indeterminate term.

Effective May 7, 2019

Dated this 7th day of May, 2019.

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

**PROCLAMATION 2019-\_\_\_\_\_**

**Proclaiming May 16, 2019, as Jefferson County  
Peace Officers Memorial Day in Jefferson County**

WHEREAS, each year Congress and the President of the United States designate May 15<sup>th</sup> as Peace Officers Memorial Day and the week in which that date falls as National Police Week, and

WHEREAS, the members of the law enforcement agencies of Jefferson County play an essential role in safeguarding the rights and freedoms of the citizens of Jefferson County, and

WHEREAS, it is important that all citizens know and understand the duties, responsibilities, hazards, and sacrifices of their law enforcement officers, and that members of our law enforcement agencies recognize their duty to serve the people by safeguarding life and property, by protecting citizens against violence and disorder, and by protecting the innocent against deception and the weak against oppression, and

WHEREAS, the Jefferson County Board calls upon all citizens of Jefferson County and upon all patriotic, civic and educational organizations to observe the week of May 12-18, 2019, as National Police Week with appropriate ceremonies and observances in which all of our people may join in commemorating law enforcement officers, past and present, who by their faithful and loyal devotion to their responsibilities, have rendered dedicated service to their communities and, in so doing, have established for themselves an enviable and enduring reputation for preserving the rights and security of all citizens, and

WHEREAS, the men and women of our law enforcement community unceasingly provide a vital public service, and

WHEREAS, the Board calls upon all citizens of Jefferson County to observe Thursday, May 16, 2019, as Jefferson County Peace Officers Memorial Day in honor of those law enforcement officers who, through their courageous deeds, have made the ultimate sacrifice in service to their community or have become disabled in the performance of duty; and let us recognize and pay respect to the survivors of our fallen heroes.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board proclaims May 16, 2019, as Jefferson County Peace Officers Memorial Day.

Ayes \_\_\_\_\_ VOICE VOTE \_\_\_\_\_ Noes \_\_\_\_\_ Abstain \_\_\_\_\_ Absent \_\_\_\_\_ Vacant \_\_\_\_\_

Referred By  
County Administrator

05-14-2019

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