

AGENDA

JEFFERSON COUNTY BOARD MEETING

TUESDAY September 10, 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 AUGUST 13, 2019 MEETING MINUTES**
 7. **COMMUNICATIONS**
 - a. Treasurer's Report (Addendum)
 - b. Memo, dated August 13, 2019, from Donna Haugom removing Duane Scott as a member of the Local Emergency Planning Committee (LEPC) (Page 1)
 - c. Zoning Committee – Notice of Public Hearing, September 19, 2019 (Page 2-3)
 8. **PUBLIC COMMENT**
 9. **ANNUAL REPORTS**
 - a. Planning and Zoning – Matt Zangl
 - b. Land and Water Conservation – Patricia Cicero
 - c. Library Board – Connie Meier
- COMMITTEE REPORTS / RESOLUTIONS / ORDINANCES**
10. **BUILDING AND GROUNDS COMMITTEE**
 - a. Resolution – Accepting Bid for the repair and improvement of the Human Services parking lot at the Lueder Haus building (Page 4)
 11. **HUMAN SERVICES BOARD**
 - a. Resolution – Supporting the Month of September as National Recovery Month (Page 5-6)
 12. **PARKS COMMITTEE**
 - a. Resolution – Entering into a contract with KL Engineering for Designing Segment 2 of the Interurban Trail (Page 7-8)
 13. **PLANNING AND ZONING COMMITTEE**
 - a. Report – Approval and Denial of Petitions (Page 9)
 - b. Ordinance – Amending Official Zoning Map (Page 10-11)
 - c. Resolution – Denying Petition to Amend the Official Zoning Map (Page 12)
 14. **APPOINTMENT BY COUNTY ADMINISTRATOR** (Page 13)
 - a. Barb Elwood-Goetsch, Ixonia, WI, to the Oconomowoc Library Board
 15. **APPOINTMENT BY COUNTY BOARD CHAIR** (Page 13)
 - a. Travis Maze to the Local Emergency Planning Committee (LEPC)
 16. **APPOINTMENT BY HUMAN SERVICES BOARD** (Page 13)
 - a. Patricia Rabay, Palmyra, WI, to the Nutrition Project Council
 17. **PUBLIC COMMENT** (General)
 18. **ANNOUNCEMENTS**
 19. **ADJOURN**

NEXT COUNTY BOARD MEETINGS

October 8, 2019

October 22, 2019

7:00 P.M. – RM 205

JEFFERSON COUNTY

Donna Haugom WCEM, Director
Nicol Haberman, Program Assistant



Office of Emergency Management
411 S Center Avenue
Jefferson WI 53549

DATE: August 13, 2019

TO: Ben Wehmeier, County Administrator

FROM: Donna Haugom

SUBJECT: Local Emergency Planning Committee (LEPC) Membership Request

The LEPC would appreciate you making a provision for the September 10, 2019 meeting of the Jefferson County Board of Supervisors to act on the following membership change:

Please Remove as a Member:

Captain Duane Scott

Please Add as a Member:

Captain Travis Maze

Upon approval by the Jefferson County Board of Supervisors, I will submit the necessary information to the State.

Thank you for your assistance in this matter.

cc: Audrey McGraw

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, September 19, 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 September 19, 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-3, AGRICULTURAL/RURAL
RESIDENTIAL**

R4175A-19 – Richard A Dama/Daniel & Diane Malone Property: Rezone 0.13 acre of PIN 006-0716-1533-000 (11.952 Acres) and transfer it to the adjoining A-3 zoned property at **N6196 County Road F**. The area to be rezoned is in the Town of Sullivan, at **N6190 County Road F**, from the Daniel & Diane Malone property. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

R4176A-19 – Kathleen Kalvaitis: Create a 2.8-acre lot around the home and buildings at **N324 Poeppe Road**, Town of Koshkonong on PIN 016-0514-3213-002 (9.013 Acres). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

R4177A-19 – Kathleen Kalvaitis: Create a 2-acre building site on **Sunset Lane** from part of PIN 016-0514-3213-002 (9.013 Acres) in the Town of Koshkonong. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

R4178A-19 – Steven Paape and Fredrick & Jeanette Huebner Property: Rezone all of PIN 030-0813-3231-001 (1.81 Acre) owned by Paape, and 0.6 acre from PINs 030-0813-3231-000 (39.19 Acres) and 030-0813-3234-000 (17 Acres) owned by Huebners to create one, 2.4-acre A-3 zone at **N7405 Airport Road** in the Town of Waterloo. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

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

R4179A-19 – Franz & Vickie Weigand: Create a 2.67-acre agribusiness zone on PIN 028-0513-0241-000 (40 Acres). The property is in the Town of Sumner at **W7755 State Road 106**. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

CONDITIONAL USE PERMIT APPLICATION

CU2002-19 – Franz & Vickie Weigand: Conditional use for an existing waste hauling business at **W7755 State Road 106**, and to allow for a 1.37 million gallon holding tank to contain hauled-in septage and industrial food waste for the purpose of agricultural land application. The site is on PIN 028-0513-0241-000 (40 Acres) in the Town of Sumner in a proposed A-2 zone. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

RESOLUTION NO. 2019-

Accepting Bid for the repair and improvement of the Human Services parking lot at the Lueder Haus building

Executive Summary

The Jefferson County Human Services Department received bids from vendors to make necessary repairs and improvements to the Human Services parking lot at the Lueder Haus building. Parking Lot Maintenance, Inc. submitted a bid in the amount of \$40,695 and Wolf Paving submitted a bid in the amount of \$48,069. The Building and Grounds Committee considered this resolution at its meeting on September 4, 2019, and the Finance Committee and Human Services Board considered this resolution at their meetings on September 10, 2019, and recommended forwarding to the County Board to accept the bid from Parking Lot Maintenance, Inc. as the lowest responsible bidder.

WHEREAS, the Jefferson County Human Services Department solicited bids to repair and improve the Human Services parking lot at the Lueder Haus building, and

WHEREAS, bids were received with the following results:

Company	Bid Price
Parking Lot Maintenance, Inc.	\$40,695.00
Wolf Paving	\$48,069.00

WHEREAS, the Human Services Board, the Finance Committee, and the Building and Grounds Committee have determined Parking Lot Maintenance, Inc. is the lowest responsible bidder for this project.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors hereby accepts the bid of Parking Lot Maintenance, Inc. as the lowest responsible bidder to make necessary repairs and improvements to the Human Services parking lot at the Lueder Haus building in the amount of \$40,695.

Fiscal Note: Funding for this project in the amount of \$25,000 has been included in the 2019 Human Services Department budget. The balance of this project will be funded by an intra-department transfer from Building Improvement to Land Improvement. This is a budget amendment. County Board approval requires a two-thirds vote of the entire membership of the County Board (20 members of the 30 member County Board must vote in favor of the budget amendment).

Ayes _____ Noes _____ Abstain _____ Absent _____ Vacant _____

Requested By:

Building and Grounds Committee, Human Services Board, and Finance Committee

09-10-19

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

RESOLUTION NO. 2019-__

Supporting the Month of September as National Recovery Month

Executive Summary

Recovery Month began in 1989 as Treatment Works! Month which honored the work of substance use treatment professionals in the field. In 2011, this observance evolved into National Recovery Month to include mental illness. National Recovery Month is a national observance held every September to educate Americans that substance use treatment and mental health services can enable those with mental and substance use disorders to live healthy and rewarding lives. This observance celebrates the millions of Americans who are in recovery from mental and substance use disorders, reminding us that treatment is effective and that people can and do recover. It also serves to help reduce the stigma and misconceptions that cloud public understanding of mental and substance use disorders, potentially discouraging others from seeking help. This Resolution invites all residents of Jefferson County to participate in National Recovery Month, and calls upon the people of Jefferson County to observe the month of September with appropriate programs, activities, and ceremonies to support this year's National Recovery Month. The Jefferson County Human Services Board considered this Resolution at its meeting on August 13, 2019 and recommended forwarding to the County Board for approval.

WHEREAS, behavioral health is an essential part of overall wellness, and

WHEREAS, prevention and treatment of mental and/or substance use disorders is effective, and people recover in Jefferson County and around the nation, and

WHEREAS, preventing and overcoming mental and/or substance use disorders is essential to achieving healthy lifestyles, both physically and emotionally, and

WHEREAS, relatives and friends of people with mental and/or substance use disorders must be encouraged to implement preventive measures, recognize the signs of a problem, and guide those in need to appropriate treatment and recovery support services, and

WHEREAS, in 2017, an estimated 13.5 million adults had a perceived unmet need for mental health care at any time in the preceding year, including 6.5 million adults who did not receive any mental health services in the past year, and

WHEREAS, to help more people achieve and sustain long-term recovery, the U.S. Department of Health and Human Services (HHS), the Substance Abuse and Mental Health Services Administration (SAMHSA), the White House Office of National Drug Control Policy (ONDCP), and the Jefferson County Human Services Department invite all residents of Jefferson County to participate in National Recovery Month, and call upon the people of Jefferson County to observe the month of September with appropriate programs, activities, and ceremonies to support this year's Recovery Month.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors hereby invites all residents of Jefferson County to participate in National Recovery Month, and calls upon the people of Jefferson County to observe the month of September with appropriate programs, activities, and ceremonies to support this year's Recovery Month.

Fiscal Note: This resolution has no fiscal impact.

Ayes: _____ Noes: _____ Abstain: _____ Absent: _____ Vacant: _____

Referred By:
Human Services Board

09-10-19

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

RESOLUTION NO. 2019-_____

Entering into a contract for engineering services between Jefferson County and KL Engineering, Inc., for design services related to the construction of Segment 2 of the Interurban Trail.

Executive Summary

The Jefferson County Parks Department is continuing construction of a recreation trail for hiking, biking and cross-country skiing on right-of-way owned by We Energies. The proposed trail is 10.96 miles in length and is located between the City of Watertown, Wisconsin, and the City of Oconomowoc, Wisconsin. This off-road paved trail connection is being built on the former Interurban Rail Line that connects the City of Watertown to the City of Oconomowoc. The path cross-section consists of a 10-foot wide asphalt surface with 2-foot wide aggregate shoulders. An 8-inch stone base with 3-inch asphalt layer will be used. The project is located primarily in Jefferson County (10 miles) and a portion in Waukesha County (1 mile). The City of Watertown and the City of Oconomowoc are the project boundaries. This resolution authorizes the County Administrator to enter into a contract with KL Engineering, Inc. to provide consultation services for the design of Segment 2 of the Interurban Trail with a cost not to exceed \$209,827.21. The Parks Committee considered this resolution at its meeting on September 3rd, 2019, and recommended forwarding to the County Board for approval.

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

WHEREAS, the Parks Committee has expended significant time and effort towards establishing a multi-use trail from Watertown to Oconomowoc, and

WHEREAS, the cost of this project from River Road in the Town of Watertown east to County Highway F in the Town of Ixonia is approximately \$1.74 million, and

WHEREAS, the Parks Committee has received a Wisconsin Department of Transportation (TAP) Transportation Alternative Program grant of \$1,224,150 for plan review, construction, and construction review, and

WHEREAS, the Parks Committee supports completion of these multi-purpose trails as part of the County's Bikeway/Pedestrianway Plan, the Jefferson County Comprehensive Plan and the Glacial Heritage Area Plan.

NOW, THEREFORE, BE IT RESOLVED that the County Administrator is authorized to enter into a contract with KL Engineering, Inc., for design services related to the construction of Segment 2 of the Interurban Trail.

Fiscal Note: The period covered by this contract is 3 calendar years. \$175,000 has been allocated for these services which will pay for costs through 2020. Additional funding, if needed, will be allocated in the 2021 budget.

Ayes _____ Noes _____ Abstain _____ Absent _____ Vacant _____

Requested by
Parks Committee

09-10-2019

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 August 15, 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 R4171A-19, R4172A-19, R4173A-19
AND R4170A-19

DENIAL OF PETITION R4170A-19

This petition was to create a 2-acre A-2 zone on **South Farmington Road** from PIN 008-0715-2434-001 (15 Acres) in the Town of Farmington. The Planning and Zoning Committee is recommending denial of the request because the lot is not appropriately clustered, does not fit the purpose and intent of the A-2 zone, and would be setting a precedent for an A-2 zone without an agri-business if it were approved. R4170A-19 – Ron Zimmerman/Delores Zimmerman Trust Property:

DATED THIS 26th DAY OF AUGUST, 2019

Blane Poulson, Secretary

THE PRIOR MONTH'S AMENDMENTS, R4158A-19, R4166A-19, R4167A-19,
R4168A-19 AND R4169A-19 ARE EFFECTIVE UPON PASSAGE BY COUNTY
BOARD, SUBJECT TO WIS. STATS. 59.69(5)

ORDINANCE NO. 2019- _____

Amending Official Zoning Map

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

WHEREAS, Petitions R4171A-19, R4172A-19, R4173A-19 and R4170A-19 were referred to the Jefferson County Planning and Zoning Committee for public hearing on August 15, 2019, and

WHEREAS, the proposed amendments have been given due consideration by the Board of Supervisors in open session,

NOW, THEREFORE, BE IT ORDAINED that the Jefferson County Board of Supervisors does amend the official zoning map of Jefferson County as follows:

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

Create a new 1-acre building site on **Seavert Lane** from PIN 002-0714-2831-003 (28.226 Acres). The site is in the Town of Aztalan, and the request is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. This and the following petition utilize the last remaining A-3 zones for the property; therefore rezoning is conditioned upon recording of an affidavit acknowledging that fact. It is further conditioned upon road access approval, receipt by Zoning of a suitable soil test and approval and recording of a final certified survey map for the lot. R4171A-19 – Laura L Jacobson/Charlie Oestreich Trust Property

Enlarge an existing A-3 zone at **W6380 Seavert Lane** by 1 acre, part of PINs 002-0714-2831-003 (28.226 Acres) and 002-0714-2832-000 (29.674 Acres). The site is in the Town of Aztalan, and the request is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. This and the previous petition utilize the last remaining A-3 zones for the property; therefore rezoning is conditioned upon recording of an affidavit acknowledging that fact. It is further conditioned upon approval and recording of a final certified map for the lot. R4174A-19 – Laura L Jacobson/Charlie Oestreich Trust Property

Create a new 2-acre building site on **County Road D** in the Town of Hebron from part of PIN 010-0515-0234-002 (4.492 Acres). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Rezoning is conditioned upon road access approval, receipt by Zoning of a suitable soil test and approval and recording of a final certified survey map for the lot. R4172A-19 – Philip E Hack

Create a 2.98-acre building site on **Pine Drive** from part of PIN 024-0516-1144-000 (40 Acres) in the Town of Palmyra. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Rezoning is conditioned upon road access approval, receipt by Zoning of a suitable soil test and approval and recording of a final certified survey map for the lot, including extraterritorial plat review if necessary. There shall be no development on slopes exceeding 20%. R4173A-19 – Thomas W Hooper

The above zoning amendments shall be null and void and have no effect one year from the date of County Board approval unless all applicable conditions have been completed.

Ayes ____ Noes ____ Abstain ____ Absent ____ Vacant ____

Referred By:
Planning and Zoning Committee

09-10-19

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

RESOLUTION NO. 2019- _____

Denying Petition to Amend Official Zoning Map

WHEREAS, the Jefferson County Board of Supervisors has heretofore been petitioned to amend the official zoning map of Jefferson County for an A-2 zone on South Farmington Road in the Town of Farmington, and

WHEREAS, Petition R4170A-19 was referred to the Jefferson County Planning and Zoning Committee for public hearing, and

WHEREAS, the proposed amendment has been given due consideration by the Jefferson County Planning and Zoning Committee after public hearing held on August 15, 2019 as required by law and the Committee, after being duly advised of the wishes of the Town Board and persons in the areas affected, made a recommendation to DENY Petition R4170A-19.

NOW, THEREFORE, BE IT RESOLVED by the Jefferson County Board of Supervisors that Petition R4170A-19 submitted by Ron Zimmerman for the Delores Zimmerman Trust to rezone two acres from A-1 to A-2 of PIN 008-0715-2434-001 for an Agri-business zone on South Farmington Road in the Town of Farmington is hereby DENIED for the reasons stated more particularly in the Planning and Zoning Committee Report to the County Board dated August 26, 2019, and the minutes and official record of the public hearing of August 15, 2019.

Fiscal Note: Adoption of this resolution will have no fiscal impact.

Ayes _____ Noes _____ Abstain _____ Absent _____ Vacant _____

Referred By:
Planning and Zoning Committee

09-10-19

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

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. Barb Elwood-Goetsch, Ixonia, WI, to the to the Oconomowoc Library Board for a 3-year term ending September 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. Travis Maze to the Local Emergency Planning Committee (LEPC) for an indeterminate term replacing Duane Scott.

AYES _____ NOES _____ ABSTAIN _____ ABSENT _____

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. Patricia Rabay, Palmyra, WI, to the Nutrition Project Council for a three-year term ending September 10, 2022.

AYES _____ NOES _____ ABSTAIN _____ ABSENT _____