

AGENDA

JEFFERSON COUNTY BOARD MEETING

TUESDAY JULY 14, 2020 7:00 p.m.

Fair Park Activity Center
503 N. Jackson Avenue
Jefferson, WI 53549

[Livestream on YouTube](#)

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 MINUTES FROM JUNE 9, 2020**
7. **COMMUNICATIONS**
 - a. Treasurer's Monthly Report
 - b. Zoning Committee – Notice of Public Hearing, July 16, 2020 (Page 1)
8. **PUBLIC COMMENT**
- COMMITTEE REPORTS / RESOLUTIONS / ORDINANCES**
9. **BUILDING AND GROUNDS COMMITTEE**
 - a. Resolution – Award bids for South Campus Improvements (Page 3)
10. **EXECUTIVE COMMITTEE**
 - a. Resolution – Removing from action the enactment of an Ordinance regulating the Powers and Duties of County Health Officer (Page 8)
11. **FINANCE COMMITTEE**
 - a. Resolution – Temporarily Amending the Jefferson County Purchasing Ordinance (Page 9)
12. **HUMAN RESOURCES COMMITTEE**
 - a. Resolution – Approving Temporary Suspension of Personnel Policy Provisions (Page 11)
 - b. Resolution – Adopting the Families First Coronavirus Response Act Policy (Page 15)
13. **HUMAN SERVICES BOARD**
 - a. Resolution – Accepting the Parents as Teachers grant funding through Greater Watertown Community Health Foundation at the Human Services Department (Page 23)
13. **PLANNING AND ZONING COMMITTEE**
 - a. Report – Approval of Petitions (Page 24)
 - b. Ordinance – Amend Official Zoning Map (Page 25)
14. **PROCLAMATION**
 - a. Proclaiming the month of August as Child Support Awareness Month in Jefferson County (Page 27)
15. **APPOINTMENTS BY COUNTY ADMINISTRATOR**
 - a. Dale Weiss to the Zoning Board of Adjustment (Page 28)
- b. **PUBLIC COMMENT** (General)
- c. **ADJOURN**

**NEXT COUNTY BOARD MEETING
MONDAY - AUGUST 10, 2020 – 7:00 P.M.**

NOTICE OF PUBLIC HEARING
JEFFERSON COUNTY PLANNING AND ZONING COMMITTEE

George Jaeckel, Chair; Steve Nass, 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, July 16, 2020
- TIME:** 7:00 p.m. (*Courthouse doors will open at 6:30*)
- PLACE:** Room 205, Jefferson County Courthouse, 311 S. Center Ave., Jefferson, WI OR Via Zoom Videoconference

PETITIONERS OR MEMBERS OF THE PUBLIC MAY ATTEND THE MEETING VIRTUALLY BY FOLLOWING THESE INSTRUCTIONS IF THEY CHOOSE NOT TO ATTEND IN PERSON:

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

Join Zoom Meeting
<https://zoom.us/j/92449767012?pwd=eHBZWVpmaWV2R3RXaW00dE5HeUVnZz09>
09

Meeting ID: 924 4976 7012
Password: 190283

Dial by your location:
+1 301 715 8592 US (Germantown)

NOTICE IS HEREBY GIVEN that the Jefferson County Planning and Zoning Committee will conduct a public hearing on Thursday, July 16, 2020, 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 AGRICULTURAL/RURAL RESIDENTIAL A-3

R4248A-20 – Sally Armstrong: Rezone to create an approximately 1.42-acre A-3 zone from part of PIN 006-0716-1841-002 (5.83 Ac) off of **Sunset Rd** in the Town of Concord. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

R4249A-20 – Mark and Lisa Groose: Rezone to create a 1.03-acre A-3 zone around the existing home and buildings from part of PIN 006-0716-1332-000 (29.45 Ac) at **W486 Concord Center Dr** in the Town of Concord. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

R42450A-20 – Mark and Lisa Groose: Rezone to create a 1.05-acre A-3 zone around the existing home and buildings from part of PIN 006-0716-1431-000 (42.42 Ac) at **W752 Concord Center Dr** in the Town of Concord. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

R4251A-20 – Benjamin Barnhart/Randall V Mitchell Trust: Rezone to create a 1-acre A-3 zone around the existing home from part of PINs 012-0816-3012-001 (0.40 Ac) and 012-0816-3012-000 (52.13 Ac) at **N8097 County Road E** in the Town of Ixonia. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

R4252A-20 – James and Susan Schroedl Trust: Rezone to create an approximately 2.5-acre A-3 zone around the existing home and buildings from part of PIN 014-0615-1821-000 (44.14 Ac) at **N4064 County Road Y** in the Town of Jefferson. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

R4253A-20 – J&A Buckman Trust: Rezone to create a 6.7-acre A-3 zone around the existing home and buildings from part of PIN 016-0514-0721-000 at **W7170 North Shore Rd** in the Town of Koshkonong. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

R4254A-20 – Kyle and Aubree Berger: Rezone to create an approximately 2-acre A-3 zone for a new residential building site from part of PIN 024-0516-1233-000 at **W414 Pine Dr** in the Town of Palmyra. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

R4255A-20 – Dorothy Sindberg/Keith Sindberg: Rezone to create a 2.39-acre A-3 zone around the existing home and buildings from part of PIN 026-0616-0131-001 at **N4625 Indian Point Rd** in the Town of Sullivan. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

R4256A-20 – Dorothy Sindberg/Keith Sindberg: Rezone to create an approximately 1.94-acre A-3 zone for a new residential building site from part of PIN 026-0616-0131-001 at **N4625 Indian Point Rd** in the Town of Sullivan. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

R4257A-20 – Dorothy Sindberg/Keith Sindberg: Rezone to create an approximately 1.88-acre A-3 zone for a new residential building site from part of PIN 026-0616-0131-001 at **N4625 Indian Point Rd** in the Town of Sullivan. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

CONDITIONAL USE PERMIT APPLICATIONS

CU2034-20 – Daniel and Joann Russler: Conditional use to allow for a conditional home occupation for a civic association in a Community zone at **W3308 US Highway 18** in the Town of Jefferson. The site is on PIN 014-0615-0314-008 (0.42 Ac). This is in accordance with Sec. 11.04(f)9 of the Jefferson County Zoning Ordinance.

CU2035-20 – Jay Settersten: Conditional use to allow for an extensive on-site storage structure that is 1,440 sq. ft. and 25 ft. in height in an R-1 zone at **N4354 Beach Dr** in the Town of Oakland. The site is on PIN 022-0613-0813-020 (0.726 Ac). This is in accordance with Sec. 11.04(f)1 of the Jefferson County Zoning Ordinance.

CU2036-20 – Matthew and Angela Reich: Conditional use to allow for a home occupation for a bread making business in an A-1 zone at **N8094 Little Coffee Rd** in the Town of Watertown. The site is on PIN 032-0815-2712-000. This is in accordance with Sec. 11.04(f)6 of the Jefferson County Zoning Ordinance.

CU2037-20 – Wade and Jennifer Staude: Conditional use to allow for an extensive on-site storage structure that exceeds is 35 ft. in height in an R-2 zone at **W6276 Apple Ln** in the Town of Koshkonong. The site is on PIN 016-0514-1612-007. This is in accordance with Sec. 11.04(f)2 of the Jefferson County Zoning Ordinance.

7. Adjourn

RESOLUTION NO. 2020-_____

Award Bids for South Campus Improvements

Executive Summary

On March 5, 2020, Jefferson County issued General Obligation Capital Project Bonds in the amount of \$7,600,000 to fund various improvements to County facilities and its 911 telecommunications infrastructure.

During June of 2020, Jefferson County solicited bids for improvements to the South Campus. Bids were requested for general construction, roofing and metal panels, windows and glazing, heating, ventilation and air conditioning, electrical, and site utilities. There was a total of fourteen (14) proposals submitted to the County for consideration for all projects. Staff from the Administration and Finance departments as well as representatives from Jefferson County's construction manager Mass Brothers Construction reviewed the bids and recommends entering into contracts with the lowest responsible bidders for each project as described below.

This resolution authorizes the County Administrator to enter into contracts with the following vendors:

1. General construction - Maas Brothers Construction - \$281,300
2. Roofing and metal panels – Waukesha Roofing - \$279,504
3. Windows and Glazing – Jefferson Glass - \$148,000
4. Heating, ventilation, and air conditioning – North American Mechanical - \$758,800
5. Electrical – Jefferson Current Electric, Inc. - \$173,600
6. Site utilities – Wondra Construction, Inc. - \$445,000

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

WHEREAS, on March 5, 2020, Jefferson County issued General Obligation Capital Project Bonds in the amount of \$7,600,000 to fund various improvements to County facilities and 911 telecommunication infrastructure, including the Health and Human Services Building, Lueder Haus, and Workforce buildings, herein referred to as the South Campus, and

WHEREAS, bids were solicited, received, and reviewed by staff of Jefferson County and Maas Brothers Construction for South Campus Improvement projects, and

WHEREAS, on July 9, 2020 the Finance Committee reviewed the bid submissions and recommended to award the bids to the lowest responsible bidders as described in the Executive Summary above.




NOW, THEREFORE, BE IT RESOLVED that the County Administrator is authorized to enter into contracts with Maas Brothers Construction for \$281,300, Waukesha Roofing for \$279,504, Jefferson Glass for \$148,000, North American Mechanical for \$758,800, Jefferson Current Electric for \$173,600, and Wondra Construction for \$445,000.

Fiscal Note: Funds from the Series 2020A General Obligation Capital Project Bonds are currently budgeted for these projects.

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

Referred By:
Finance Committee

07-14-2020

REVIEWED: Administrator: ; Corp. Counsel: ; Finance Director: 

Jefferson County - 2020 Capital Improvements - Construction Budget Spreadsheet
6/25/2020

BID PACKAGE #1 - GENERAL CONSTRUCTION

Vendor Name Maas Construction

Construction Costs

Description	Base Bid	Alternate #1	Alternate #2	Alternate #3	Alternate #4	Alternate #5	Base Bid w/Alternates
BP #01 - General Construction	\$277,700.00				\$1,800.00	\$1,800.00	\$281,300.00
Local Building Permits/Impact Fees (BP #1-3)	\$0.00						\$0.00
General Conditions	\$0.00						\$0.00
Total Construction Contract	\$277,700.00	\$0.00	\$0.00	\$0.00	\$1,800.00	\$1,800.00	\$281,300.00

BID PACKAGE #2 - ROOFING AND METAL PANELS

Vendor Name Northern Metal & Roofing

Construction Costs

Description	Base Bid	Alternate #1	Alternate #2	Alternate #3	Alternate #4	Alternate #5	Base Bid w/Alternates
BP #02 - Roofing & Metal Panels	\$299,640.00						\$299,640.00
Local Building Permits/Impact Fees (BP #1-3)	\$0.00						\$0.00
General Conditions	\$0.00						\$0.00
Total Construction Contract	\$299,640.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$299,640.00

Vendor Name Waukesha Roofing

Construction Costs

Description	Base Bid	Alternate #1	Alternate #2	Alternate #3	Alternate #4	Alternate #5	Base Bid w/Alternates
BP #02 - Roofing & Metal Panels	\$279,504.00						\$279,504.00
Local Building Permits/Impact Fees (BP #1-3)	\$0.00						\$0.00
General Conditions	\$0.00						\$0.00
Total Construction Contract	\$279,504.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$279,504.00

Vendor Name FJA Christiansen Roofing Co., Inc.

Construction Costs

Description	Base Bid	Alternate #1	Alternate #2	Alternate #3	Alternate #4	Alternate #5	Base Bid w/Alternates
BP #02 - Roofing & Metal Panels	\$354,245.00						\$354,245.00
Local Building Permits/Impact Fees (BP #1-3)	\$0.00						\$0.00
General Conditions	\$0.00						\$0.00
Total Construction Contract	\$354,245.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$354,245.00

BID PACKAGE #3 - WINDOWS AND GLAZING

Vendor Name Jefferson Glass

Construction Costs

Description	Base Bid	Alternate #1	Alternate #2	Alternate #3	Alternate #4	Alternate #5	Base Bid w/Alternates
BP #03 - Windows & Glazing	\$148,000.00						\$148,000.00
Local Building Permits/Impact Fees (BP #1-3)	\$0.00						\$0.00
General Conditions	\$0.00						\$0.00
Total Construction Contract	\$148,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$148,000.00

Jefferson County - 2020 Capital Improvements - Construction Budget Spreadsheet
6/25/2020

BID PACKAGE #4 - HEATING, VENTILATION, AND AIR CONDITIONING

Vendor Name 1901 Inc.

Construction Costs

Description	Base Bid	Alternate #1	Alternate #2	Alternate #3	Alternate #4	Alternate #5	Base Bid w/Alternates
BP #04 - HVAC	\$798,000.00	\$7,750.00	\$4,500.00	\$89,400.00	-\$1,500.00	-\$1,500.00	\$896,650.00
General Conditions	\$0.00						\$0.00
Total Construction Contract	\$798,000.00	\$7,750.00	\$4,500.00	\$89,400.00	-\$1,500.00	-\$1,500.00	\$896,650.00

Vendor Name Just Mechanical

Construction Costs

Description	Base Bid	Alternate #1	Alternate #2	Alternate #3	Alternate #4	Alternate #5	Base Bid w/Alternates
BP #04 - HVAC	\$808,900.00	\$8,500.00	\$8,500.00	-\$59,150.00	\$3,211.00	\$3,211.00	\$773,172.00
General Conditions	\$0.00						\$0.00
Total Construction Contract	\$808,900.00	\$8,500.00	\$8,500.00	-\$59,150.00	\$3,211.00	\$3,211.00	\$773,172.00

Vendor Name Sure-Fire Inc.

Construction Costs

Description	Base Bid	Alternate #1	Alternate #2	Alternate #3	Alternate #4	Alternate #5	Base Bid w/Alternates
BP #04 - HVAC	\$699,500.00	\$3,000.00	\$2,500.00	\$62,250.00	\$0.00	\$0.00	\$767,250.00
General Conditions	\$0.00						\$0.00
Total Construction Contract	\$699,500.00	\$3,000.00	\$2,500.00	\$62,250.00	\$0.00	\$0.00	\$767,250.00

Vendor Name General Heating and Cooling

Construction Costs

Description	Base Bid	Alternate #1	Alternate #2	Alternate #3	Alternate #4	Alternate #5	Base Bid w/Alternates
BP #04 - HVAC	\$726,000.00	no bid	no bid	\$53,960.00	\$2,234.00	\$2,234.00	\$784,428.00
General Conditions	\$0.00						\$0.00
Total Construction Contract	\$726,000.00	\$0.00	\$0.00	\$53,960.00	\$2,234.00	\$2,234.00	\$784,428.00

Vendor Name North American Mechanical

Construction Costs

Description	Base Bid	Alternate #1	Alternate #2	Alternate #3	Alternate #4	Alternate #5	Base Bid w/Alternates
BP #04 - HVAC	\$658,000.00	\$5,200.00	\$4,600.00	\$78,000.00	\$6,500.00	\$6,500.00	\$758,800.00
General Conditions	\$0.00						\$0.00
Total Construction Contract	\$658,000.00	\$5,200.00	\$4,600.00	\$78,000.00	\$6,500.00	\$6,500.00	\$758,800.00

Jefferson County - 2020 Capital Improvements - Construction Budget Spreadsheet
6/25/2020

BID PACKAGE #5 - ELECTRICAL

Vendor Name Jefferson Current Electric, Inc.

Construction Costs							
Description	Base Bid	Alternate #1	Alternate #2	Alternate #3	Alternate #4	Alternate #5	Base Bid w/Alternates
BP #05 - Electrical	\$106,556.00	\$36,772.00	\$22,064.00	\$6,058.00	\$1,080.00	\$1,070.00	\$173,600.00
General Conditions	\$0.00						\$0.00
Total Construction Contract	\$106,556.00	\$36,772.00	\$22,064.00	\$6,058.00	\$1,080.00	\$1,070.00	\$173,600.00

Vendor Name KW Electric, Inc.

Construction Costs							
Description	Base Bid	Alternate #1	Alternate #2	Alternate #3	Alternate #4	Alternate #5	Base Bid w/Alternates
BP #05 - Electrical	\$158,500.00	\$68,800.00	\$53,900.00	\$10,950.00	\$3,850.00	\$3,950.00	\$299,950.00
General Conditions	\$0.00						\$0.00
Total Construction Contract	\$158,500.00	\$68,800.00	\$53,900.00	\$10,950.00	\$3,850.00	\$3,950.00	\$299,950.00

Vendor Name Midwest Electric LLC

Construction Costs							
Description	Base Bid	Alternate #1	Alternate #2	Alternate #3	Alternate #4	Alternate #5	Base Bid w/Alternates
BP #05 - Electrical	\$167,805.00	\$37,150.00	\$34,170.00	\$6,272.00	\$992.00	\$992.00	\$247,381.00
General Conditions	\$0.00						\$0.00
Total Construction Contract	\$167,805.00	\$37,150.00	\$34,170.00	\$6,272.00	\$992.00	\$992.00	\$247,381.00

BID PACKAGE #6 - SITE UTILITIES

Vendor Name Wondra Construction, Inc.

Construction Costs							
Description	Base Bid	Alternate #1	Alternate #2	Alternate #3	Alternate #4	Alternate #5	Base Bid w/Alternates
BP #06 - Site Utilities	\$445,000.00						\$445,000.00
General Conditions	\$0.00						\$0.00
Total Construction Contract	\$445,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$445,000.00

RESOLUTION NO. 2020-_____

Removing from action the enactment of an Ordinance regulating the Powers and Duties of County Health Officer

Executive Summary

On June 9th, 2020, the Jefferson County Board of Supervisors considered enacting an ordinance titled, "Powers and Duties of County Health Officer (previously known as the Communicable Disease Ordinance)" in response to the COVID-19 pandemic. This proposed Ordinance was referred to the County Board of Supervisors following a joint meeting of the Jefferson County Executive Committee and the Jefferson County Board of Health with a recommendation that the Ordinance be enacted by the County Board. After the proposed Ordinance was presented to the County Board for discussion and action, a motion was made to indefinitely postpone taking action on enacting the Ordinance which passed by majority vote. The basis for postponing action was to allow time for the Wisconsin Counties Association Working Group to provide clear guidance to local units of government on courses of action that are reasonable and necessary for the prevention and suppression of COVID-19.

At its meeting on July 8th, 2020, the Jefferson County Executive Committee voted to rescind its previous recommendation to the County Board to enact an ordinance, and referred this Resolution to the Jefferson County Board of Supervisors for the purpose of formally withdrawing such recommendation.

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

WHEREAS, the Wisconsin Counties Association Working Group is in the process of providing guidance to local units of government on courses of action that are reasonable and necessary for the prevention and suppression of COVID-19.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors hereby accepts the decision of the Jefferson County Executive Committee from July 8th, 2020 to rescind its recommendation to enact a Powers and Duties of County Health Officer Ordinance, previously known as the Communicable Disease Ordinance.

BE IT FURTHER RESOLVED that the Powers and Duties of County Health Officer Ordinance, previously known as the Communicable Disease Ordinance, introduced to the County Board for discussion and action on June 9th, 2020 is hereby removed from consideration by the County Board unless reintroduced for consideration following the procedures set forth in the County Board Rules of Order.

Fiscal Note: This resolution will have no fiscal impact.

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

Referred By:
Executive Committee

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

07-14-2020

RESOLUTION NO. 2020- _____

Temporarily Amending the Jefferson County Purchasing Ordinance

Executive Summary

On March 13, 2020, in response to an emerging concern of a Public Health Emergency then County Board Chair Jim Schroeder issued an emergency declaration. This order had been subsequently ratified and continued as written by the Jefferson County Board of Supervisors on March 19, 2020, April 21, 2020, May 12, 2020, and June 9, 2020. On June 24, 2020 the Executive Committee voted not to continue the emergency declaration. The declaration is set to expire on July 14, 2020.

Since the declaration was declared, the County has developed several systems to respond to the COVID-19 status along with the process to begin recovery operations externally and internally. These systems have allowed the operations to normalize and processes are in place to deal with emerging issues. These systems will continue to be enhanced as we work through potential additional dollars the County may receive from the state and federal government and as the situation requires.

Although the emergency declaration will expire on July 14, 2020, certain systems described above that are designed to respond to the COVID-19 pandemic should remain in place in order to provide the flexibility necessary to make timely decisions.

The State of Wisconsin has designated \$1,375,046 of CARES Act funding under its Routes to Recovery program for Jefferson County to respond to the COVID-19 pandemic. Due to the overwhelming need for goods and services relative to COVID-19, lead time for procuring such goods and services has extended, making it necessary for the County to continue to have an option for emergency procurements as allowed by Section 5 (5) of the County's Purchasing Ordinance. This is of particular importance as Jefferson County considers the need to re-open its facilities to members of the public and staff as safely as possible.

This resolution temporarily amends the Jefferson County Purchasing Ordinance by authorizing the Purchasing Agent or Designee to continue emergency procurements through December 31, 2020 for goods or services related to Jefferson County's response to the COVID-19 pandemic, provided that such procurements comply with applicable state and federal laws.

This Resolution also requires the Purchasing Agent or Designee to report purchases made under this Resolution to the Finance Committee on a monthly basis.

WHEREAS, Jefferson County's Emergency Management Ordinance, No. 1987-24 as amended by Ord. No. 2011-16, provides "In the event an emergency occurs within Jefferson County at a time when the County Board is unable to meet for the purpose of making such a declaration . . . , the following persons may declare state of emergency: (a) County Board Chair . . .", and

WHEREAS, the Emergency Management Ordinance and § 323(4)(b), Wisconsin Statutes, indicates that if the emergency declaration is made by the County Board Chair, the Board shall ratify or repeal such declaration as soon as the body can meet, and

WHEREAS, an emergency, namely the COVID-19 Pandemic, has impacted and will continue to impact Jefferson County, and

WHEREAS, County Board Chair Jim Schroeder issued an emergency declaration on March 13, 2020, following the World Health Organization’s designation of the COVID-19 pandemic a Public Health Emergency of International Concern, Governor of the State of Wisconsin’s declaration of a State of Emergency; President Trump’s Declaration of a National Emergency; and the United States Health and Human Services Secretary’s declaration of a public health emergency for the entire United States, which declaration is presently in effect, and

WHEREAS, the emergency declaration will expire on July 14, 2020, and

WHEREAS, Jefferson County wishes to provide the safest possible environment for members of the public, employees, and elected officials to conduct County business, and

WHEREAS, funding from the State of Wisconsin in the amount of \$1,375,046 under the CARES Act has been made available to Jefferson County through November 6, 2020 for the purpose of providing a safe environment to conduct County business, and

WHEREAS goods and services needed to provide a safe environment are in high demand as all businesses look to re-open safely, and therefore lead times for procuring these goods and services have extended, creating a need for responsiveness,

NOW, THEREFORE, BE IT RESOLVED the County Board amends the Jefferson County Purchasing Ordinance to extend the ability for emergency procurements under Section 5 (5) through December 31, 2020 for goods or services relative to Jefferson County’s response to the COVID-19 pandemic, provided that all procurements under this resolution will comply with applicable state and federal laws.




BE IT FURTHER RESOLVED that all purchases made under this resolution shall be reported to the Finance Committee on a monthly basis.

Fiscal Note: The fiscal impact of this resolution is not known at this time.

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

Referred By:
Finance Committee

07-14-2020

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

RESOLUTION NO. 2020-_____

Approving Temporary Suspension of Personnel Policy Provisions

Executive Summary

During the COVID-19 pandemic, the County Administrator, Benjamin Wehmeier, under the authority of the County's Emergency Declaration, temporarily suspended personnel policy provisions to address the safety and well-being of Jefferson County employees, clients and customers, and the general public. This included attendance provisions as authorized in Section HR045(C) of the Personnel Ordinance, but also policies and procedures regarding employee travel and leave of absences. As Jefferson County, Wisconsin, and the United States begin "opening up America again," it is necessary to maintain flexibility with the current policy suspensions as well as possible suspension of other policies, such as Personal Protective Equipment (PPE). Therefore, the County Administrator requests approval of the current suspension of policies and the authorization to continue to monitor and amend personnel policies, that will extend beyond the term of the County's Emergency Declaration, while transitioning employees back to work and to do so in a safe manner within the guidelines and requirements of the Center for Disease Control (CDC), the Occupational Safety and Health Administration (OSHA), the Equal Employment Opportunity Commission (EEOC), and the Department of Labor (DOL).

A summary of current temporary suspended policies are as follows:

School and Day Care Cancellations:

Employees who have children in schools or day cares that have been cancelled, and whose children are not old enough to care for themselves, will be allowed time off from work without being penalized. However, in turn, we are asking employees to try to locate other care for their children that you are comfortable with, such as a relative or neighbor. If possible, employees will be required to work an alternate arrangement, such as a different shift or remote work. If the only option available for the employee is to take time off of work, employees will be allowed to use up to 120 hours of voluntary furlough, with approval of your department head. Employees may also use vacation pay, floating holiday pay, random hours, or compensatory time, prior to using unpaid time. Sick pay may be used only after 40 hours of other accruals are used. Voluntary furlough can be used at any time during the absence for school and day care closings. The voluntary furlough hours may be taken in as small as 15 minute increments, pending approval of your department head.

Travel Out-of-State, Personal:

Employees who travel out of state shall report the travel to the supervisor and Human Resources prior to leaving. This should include where they are traveling, the dates of travel, the mode of travel, and activities planned during travel. Providing there is no extended period in a "hot spot" (i.e. NYC), upon return the employee shall self-quarantine if he/she, or any member traveling with, is experiencing flu-like symptoms for up to 14 days. Employees shall work remotely if possible during this time, use voluntary furlough or other accrued time. It should be noted that

employees are not eligible for the Emergency Paid Sick Leave Act unless they have been ordered to be tested or self-quarantine by a health care provider or under a local or state order. If no symptoms exist, the employee shall self-monitor daily and immediately report any symptoms to their supervisor and Human Resources and leave the workplace until further instruction. While at the workplace, the employee shall practice social distancing at all times and wear a face covering for the 14 days following return from travel.

Travel Out-of-State, Work-Related:

All work-related, out-of-state travel is prohibited at this time, unless pre-approved by the County Administrator.

Quarantine due to Contact with the COVID-19 Virus, Personal: If an employee must be quarantined due to coming in contact with an individual infected with the COVID-19 virus, and it was not within the course of your employment, employees may be allowed to telecommute with the permission of the department head. Employees will be allowed to use any available accrued benefited time or compensatory time and may be eligible for the Emergency Paid Sick Leave Act.

Quarantine due to Contact with the COVID-19 Virus, Work Time, Non-Occupational: If an employee must be quarantined due to coming in contact with an individual infected with the COVID-19 virus, and it is determined that this occurred while at work (not necessarily because it was an occupational contact as defined under Workers Compensation), employees may be allowed to telecommute with the permission of the department head. Employees will be allowed to use any available accrued benefited time or compensatory time and may be eligible for the Emergency Paid Sick Leave Act.

Quarantine due to Contact with the COVID-19 Virus, Work Time, Occupational: If an employee must be quarantined due to coming in contact with an individual infected with the COVID-19 virus, and it is determined that this occurred while at work and as an occupational hazard of the work (e.g. Public Health Nurse who is expected to treat infected employees), employees should fill out a first-report-of injury form and may be eligible for workers' compensation. Employees may be allowed to telecommute with the permission of the department head and/or be allowed to use accrued benefited time or compensatory time.

Reporting to Work Sick: Employees who are sick need to stay home. If an employee reports to work with, or while at work develops, a fever, upper respiratory symptoms such as difficult breathing or cough, vomiting, diarrhea, or other infectious symptoms will be sent home and allowed to use sick pay or other accrued time.

Family Members who are Required to Quarantine: If a family member is required to quarantine because of potential exposure or travel history and is awaiting test results or to see if they get symptoms, it is currently not expected that the entire family quarantine. Instead, it is recommended to practice social distancing within their home. If the results came back positive, or the person develops symptoms, then the entire household/contacts would be expected to isolate themselves.

Sick Leave: With the approval of the department head, new employees may access sick pay immediately (prior to the 6-month probationary period). Also, with the approval of Human Resources and/or County Administrator, employees may be able to use accruals already earned for 2021. But, employees need to realize this will reduce the amount of vacation received in January, 2021.

Voluntary Furlough: With Department head approval, employees may use unlimited amount of voluntary furlough prior to utilizing accrued benefits. During this specific time only with voluntary furlough, the County will continue to calculate your benefits based on the unpaid voluntary furlough and will continue your health/dental insurance, providing the employee continues to pay his/her share of premiums.

Face Masks: Although Jefferson County has not implemented mandatory face covering at this time for all employees, the County Administrator has authorized department heads to make this determination, either on a department-wide basis or by position. If a department head implements a mandatory face covering requirement, the department head should provide Human Resources with an outline of the policy, including positions it pertains to and the general justification. Reasons may include positions that are unable to social distance themselves from others; position may have contact with clients/consumers/customers; working with high-risk populations; or other safety or operational reason.

Families First Coronavirus Response Act (FFCRA): As day cares have begun to reopen, employees who are covered under the Emergency Family Medical Leave Expansion Act (EFMLEA) will be periodically asked to re-verify that their day care coverage remains closed to help evaluate EFMLEA eligibility.

On June 16, 2020, the Human Resources Committee reviewed the request from the County Administrator to approve current suspensions of personnel provisions and to provide the County Administrator the authority to modify current suspensions or approve additional personnel provision suspensions to ensure the protection of employees, clients/customers, and the general public during the COVID-19 outbreak and recommended forwarding this resolution to the County Board for consideration.

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

WHEREAS, the purpose of this Resolution is to provide the flexibility to proactively prepare for employees to safely physically return to the workplace and to respond quickly to changes in COVID-19 guidelines from regulatory agencies, and

WHEREAS, it is the intent of this Resolution to approve current suspensions of personnel provisions and to provide the County Administrator the authority to modify current suspensions or approve additional personnel provision suspensions to ensure we protect employees, the customers we serve, and the general public during the COVID-19 outbreak.

NOW, THEREFORE, BE IT RESOLVED that the County Board of Supervisor approves the current suspensions of personnel provisions and authorizes the County Administrator the authority to modify current suspensions or approve additional personnel provision suspensions to ensure the protection of employees, clients/customers, and the general public through December 31, 2020, during the COVID-19 outbreak.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Human Resources Committee shall meet in December, 2020, to review this resolution and are authorized to extend the County Administrator's ability to temporarily suspend personnel provisions as may be deemed necessary.



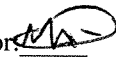
NOW, THEREFORE, BE IT FURTHER RESOLVED that if the Human Resources Committee is not able to meet in December, 2020, this resolution will be extended until the next time the Human Resources Committee is able to meet.

Fiscal Note: The fiscal impact is unknown at this time.

Ayes _____ Noes _____ Abstain _____ Absent _____ Vacant _____

Referred By:
Human Resources Committee

07-14-20

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

RESOLUTION NO. 2020-_____

Adopting the Families First Coronavirus Response Act Policy

Executive Summary

On March 18, 2020, President Donald Trump signed the Families First Coronavirus Response Act (“FFCRA”), which expands the Family and Medical Leave Act (Emergency Family and Medical Leave Expansion Act), and creates a paid sick leave entitlement for certain eligible employees (Emergency Paid Sick Leave Act). The provisions of the FFCRA allow employers to exempt “emergency responders” and “health care provider” from provisions of the FFCRA. The Act became effective on April 1, 2020, with a sunset date of December 31, 2020, and was formalized as a policy under the Jefferson County Declaration of Emergency.

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

WHEREAS, this Resolution provides a written policy for Jefferson County employees to determine eligibility for and benefits of the Emergency Family and Medical Leave Expansion Act and the Emergency Paid Sick Leave Act for employees affected by COVID-19, and

WHEREAS, it is the intent of this Resolution to authorize the County Administrator to define the terms “emergency responder” and “health care provider” in the broadest sense possible consistent with the law in an effort to ensure and continue our essential functions during this time of emergency.

NOW, THEREFORE, BE IT RESOLVED that the County Board of Supervisor adopts the Families First Coronavirus Response Act policy, effective April 1, 2020, with a sunset date of December 31, 2020.

NOW, THEREFORE, BE IT FURTHER RESOLVED if the Families First Coronavirus Response Act is extended by Federal legislation, the County Board of Supervisors authorizes the extension of this policy to be aligned with Federal Regulations without additional action of the County Board. The County Administrator will be required to report this to the Human Resource Committee if this were to occur.

THE COUNTY BOARD OF SUPERVISORS OF JEFFERSON COUNTY DOES HEREBY ADOPT THE FOLLOWING POLICY:

Section 1. The Families First Coronavirus Response Act is adopted as follows:

- I. **Emergency Family and Medical Leave Expansion Act (EFMLEA):**
 - A. **Employee eligibility:** Employed by Jefferson County for at least 30 calendar days.
Excludes health care providers and emergency first responders.

- B. **Qualifications:** The employee needs to, and actually is, caring for his or her child and is unable to work or telecommute to care for a minor child if the child's school or childcare has been closed or is unavailable due to a public health emergency (COVID-19). Generally, an employee does not need to take such leave if another suitable individual--such as a co-parent, co guardian, or the usual child care provider—is available to provide the care the employee's child needs. For purposes of this policy, the definition of Child is defined under section 110(a) of the Federal Medical Leave Act and includes a child age 18 or older who is incapable of caring for himself or herself because of a mental or physical disability.
- C. **Pay During Leave:** The EFMLEA provides for time away from work for up to 12 weeks. The first two weeks (typically 10 days) of EFMLEA leave is unpaid, unless the employees has available accrued vacation, personal or sick leave which can be substituted for the otherwise unpaid time. The employee will not be required to substitute pay for the first two weeks of unpaid leave. After the two weeks of unpaid time, the employee will be eligible for pay from the County equal to 2/3 of the employee's regular rate of pay for the remainder of the available FMLA leave associated with the qualifying COVID-19 reason, not to exceed a daily cap of \$200 or aggregate cap of \$10,000, per person.

For full time employees, the paid leave opportunity will be based on the regular rate of pay of the employee for the hours the employee would normally work. Part-time employees pay eligibility will be based on their regular hours worked per week – or if variable – the average hours worked in the preceding six months.

An employee may be eligible for regular FMLA leave if they have a COVID-19 diagnosis and they meet the normal requirements of the FMLA. An employee who is not ill but merely quarantined because of coming into contact with COVID-19 would not be eligible for EFMLEA or regular FMLA.

Employer Paid FMLA leave is allowed **only** for the reason of closure of the child's school or childcare and need to provide child care due to the public health emergency and not allowed for other FMLA reasons.

It is important to note that while an employee is entitled to 12 weeks of leave under the EFMLEA, the length of the leave is reduced by any FMLA Leave previously taken by the employee – this is not a separate 12 week entitlement. In other words, the Emergency Leave for childcare purposes is automatically reduced by the amount of leave an employee has already taken in the current administrative year, without regard to the reason for the previous leave.

- D. **Benefits During Leave:** Benefits during leave will be applied as benefits under HR0430, Family Medical Leave Act and Family Leave Act.
- E. **Employee Status after Leave:** The FMLA's job protected leave requirements and anti-retaliation provisions also apply to EFMLEA scenarios.
- F. **Procedure for Requesting Leave and Certification:** Employees are required to provide oral or written notice for leave no later than after the first workday for which an employee receives EFMLEA in order to continue to receive such leave. Employees shall provide information on the Amended FMLA Request form that will be used specifically for the purposes under the FAMILIES FIRST CORONAVIRUS RESPONSE ACT.

Forms can be found on Seamless Docs link [here](#), by calling Human Resources at X7102 or emailing humanresources@jeffersoncountywi.gov. In compliance with the recommended social distancing, please do not physically go to the Human Resources Department.

Understanding that Schools and Day Cares are closed, and health care providers are overwhelmed at this time, the required certification will be waived unless there is cause to believe the employee falsified the request. For leave taken under the FMLA for an employee's own serious health condition related to COVID-19, or to care for the employee's spouse, son, daughter, or parent with a serious health condition related to COVID-19, the normal FMLA certification requirements still apply.

However, the following documentation is required:

1. Employee's name
2. Date(s) for which leave is requested
3. The COVID-19 qualifying reason for leave
4. A statement representing that the employee is unable to work or telecommute because of the COVID-19 reason
5. The name and age of the child(ren) being cared for
6. The name of the school, place of care, or child care provider that closed or became unavailable due to COVID-19 reasons
7. A statement representing that no other suitable person is available to care for the child(ren) during the period of requested leave
8. A statement that special circumstances exist, requiring the employee to provide care for a child older than fourteen during daylight hours and unable to work or telework

G. **Return to Work:** Employees will not be required to provide a return-to-work notice unless specifically requested by Human Resources. Employees who experience virus symptoms (cough, fever, sore throat, shortness of breath) should be symptom free for 72-hours prior to returning to work.

H. **Enforcement:** Nothing in this provision shall be construed to in any way to diminish the rights or benefits that an employee is entitled to under any law, collective bargaining agreement, or existing County policy. An employee is encouraged to consult with Human Resources regarding any questions or concern. An employee may file a complaint with the U.S. Department of Labor or may bring a private lawsuit against an employer.

II. **The Emergency Paid Sick Leave Act (PSLA)**

Provides a limited term paid sick leave benefit for employees outside of the FMLA or EFMLEA.

A. **Employee eligibility:** All employees actively employed by Jefferson County. Health care providers and emergency first responders are exempt from portions of this policy.

The County is not excluding health care providers and emergency first responders for any of the conditions listed in 1, 2 or 3 below.

B. **Qualifications:** The employee must be unable to work or telecommute because:

1. the employee is subject to a Federal, State or local quarantine or isolation order relative to the COVID-19 virus;
2. the employee has been advised by a health care provider to self-quarantine due to concerns related to COVID-19. This does not include quarantine recommended by the County due to voluntary travel or failure to adhere to the Safer at Home Order;
3. the employee is experiencing symptoms of the COVID-19 (fever, cough, sore throat, shortness of breath) and is seeking medical diagnosis from an appropriate health provider;
4. the employee is caring for a family member subject to a federal, state or local order related to COVID-19 or has been advised by a health care provider to self-quarantine due to concerns related to COVID-19;
5. the employee is caring for a son or daughter whose school or place of care is closed or child care provider is unavailable due to COVID-19 precautions. For purposes of this policy, the definition of Child is defined under section 110(a) of the Federal Medical Leave Act and includes a child age 18 or older who is incapable of caring for himself or herself because of a mental or physical disability; or,
6. the employee is experiencing a substantially similar condition to COVID-19 as has been identified by the Secretary of Health and Human Services.

C. Pay During Leave: The amount of Emergency Paid Sick Leave available to employees is limited:

- Full-time employees will be eligible for two weeks (maximum of 80 hours) of Emergency Paid Sick Leave.
- Regular, Part-time employees will be pro-rated based upon their regular hours of work.
- Employees who work a variable work schedule, the average bi-weekly hours of work over the preceding six month period will be utilized.

The actual pay to which an employee will be entitled will depend on the reason for the absence.

1. If absent due to reasons identified under 1), 2) or 3) under qualifications above (generally arising from the employee's quarantine or in caring for the employee's family because of COVID-19 illness), the employee will be entitled to:
 - a. 100% of his/her regular hourly rate of pay (as long as in excess of minimum wage) for the hours of work missed and
 - b. Subject to the cap of \$511 per day, to a maximum aggregate payment of \$5,110.
2. If absent due to reasons identified under 4), 5) or 6) under qualifications above, the employee will be entitled to:
 - a. 2/3 of the employee's regular rate of pay or minimum wage, whichever is greater, and
 - b. Subject to the cap of \$200 per day, \$2,000 in the aggregate

D. Benefits During Leave: Benefits will continue as actively working during this leave.

E. Procedure for Requesting Leave and Certification:

The Paid Sick Leave Law requires that the employee give notice to the employer of the desire to use the available paid time. Notice must be given to the employer no later than the first workday (or portion of such workday) that the employee receives Emergency Paid Sick Leave in order to continue to receive such leave.

Please refer to Procedures as set forth in Section I for access to request forms, Emergency Family Medical and Leave Expansion Act.

In addition to the documentation required under the EFMLEA (F) (1) – (4), the following is required as applicable:

1. Government ordered quarantine or isolation for employee or family member (qualifications 1 and 4): The name of the government entity that issued the quarantine or isolation order
2. Health Care Provider advisement of self-quarantine for employee or family member (qualifications 2 and 4): The name of the health care provider who advised the self-quarantine

F. **Return to Work:** Employees will not be required to provide a return-to-work notice unless specifically requested by Human Resources. Employees who experience virus symptoms (cough, fever, sore throat, shortness of breath) should be symptom free for 72-hours prior to returning to work.

G. **Enforcement:** Nothing in this provision shall be construed to in any way to diminish the rights or benefits that an employee is entitled to under any law, collective bargaining agreement, or existing County policy. An employee is encouraged to consult with Human Resources regarding any questions or concern.

An employee may not carry over any unused Emergency Paid Sick Leave. Further, upon an employee's separation from employment, any unused Emergency Paid Sick Leave is forfeited.

III. **Unemployment Compensation Rights**

The Families First Coronavirus Response Act also affords an opportunity to affected employees absent due to the Coronavirus to access Unemployment Compensation Benefits at an earlier point than exists under current law. The Act not only increases funding for Unemployment Compensation Benefits, it also removes the “job search requirement” and allows for benefit entitlement on the first day of the loss of employment, rather than a one week waiting period for benefits. The Wisconsin Legislature still must take action to eliminate the one week benefit waiting period, which as of the writing of this Client Alert has not occurred.

A flowchart is available to assist in determining eligibility for these benefits.

<https://www.lucidchart.com/publicSegments/view/48f95f80-5ef0-410d-ab69-26b49f08b1f2>

COVID-19 HEALTH CARE PROVIDERS AND EMERGENCY FIRST RESPONDER POSITIONS

County Administrator

Administration

Building and Maintenance Foreman

Central Services

Building Maintenance Worker I

19 Central Services

Building Maintenance Worker II	Central Services
Central Service Worker	Central Services
Asst Corporation Counsel	Corporation Counsel
Corporation Counsel	Corporation Counsel
GHDP CEO/JCEDC Executive Director	EDC
Emergency Management Director	Emergency Mngmt
Program Assistant	Emerg Mngmnt/Sheriff
Maintenance Worker II	Fair Park
Building and Grounds Worker I	Fair Park
Clinic LPN	Health
Director/Health Officer	Health
Jail Nurse Supervisor	Health
Public Health Nurse	Health
Public Health Program Manager	Health
Public Health Tech (office and jail)	Health
Registered Nurse - Associate	Health
WIC Dietetic Technician	Health
WIC Project Director Supervisor	Health
WIC Registered Dietician/Registered Nurse	Health
Bridge Crew Foreman	Highway
Equipment Mechanic	Highway
Equipment Parts Person	Highway
GIS/Engineering Technician	Highway
Grade Crew Foreman	Highway
Highway Commissioner	Highway
Highway Fleet Manager	Highway
Highway Foreman	Highway
Highway Operations Manager	Highway
Highway Operations Superintendent	Highway
Maintenance Worker III	Highway
Sign Foreman	Highway
Welder Fabricator	Highway
Deputy Director/Child and Family Division Manager	Human Services
Administrative Services Division Manager	Human Services
ADRC Supervisor	Human Services
Adult Protective Svcs Case Mg	Human Services
Aging & Disability Resource Specialist I	Human Services
Aging & Disability Resource Specialist II	Human Services
Aging and Disability Resources Div Mngr	Human Services
Alternate Care Coordinator	Human Services
Benefits Specialist	Human Services
Birth-to-three/Preschool Supervisor	Human Services
Building Maintenance Worker I	Human Services

Building Maintenance Worker II	Human Services
CCS/YES! Supervisor	Human Services
Child Prot Serv Ongoing Prof I	Human Services
Child Protective Services Supr	Human Services
Children's Long Term Support (CLTS) Supervisor	Human Services
Children's Long Term Support Case Manager I	Human Services
Children's Long Term Support Case Manager II	Human Services
Community Rsrc Coord-Wraparound	Human Services
Community Sup Prog Manager	Human Services
Community Support Prof I	Human Services
Community Support Prof II	Human Services
Community Support Professional III	Human Services
Compliance Officer	Human Services
Comprehensive Commun Serv Manager	Human Services
Comprhnsve Comm Srv Facilitatr	Human Services
Crisis Services Manager	Human Services
Dementia Care Specialist	Human Services
Director of Human Services	Human Services
Early Intervention Teacher	Human Services
Economic Support Division Mngr	Human Services
Economic Support Lead	Human Services
Economic Support Specialist I	Human Services
Economic Support Specialist II	Human Services
Economic Support Supervisor	Human Services
Family Advocate	Human Services
Foster Care Coordinator	Human Services
Group Home Supervisor	Human Services
Group Home Worker	Human Services
Home Delivered Meal Assessor	Human Services
Human Services Professional I/IDP Assessor/Counselor	Human Services
Human Services Professional I/TCM Case Manager	Human Services
Intake After Hours Worker	Human Services
Intake Manager	Human Services
Intake Worker	Human Services
IT Specialist	Human Services
Jail Case Mngr/Psychotherapist	Human Services
Maintenance Supervisor	Human Services
Mental Health Professional - CCS	Human Services
Mental Health Professional - Family Treatment Coord (FTC)	Human Services
Mental Health/AODA Manager	Human Services
Nutrition Program Supervisor	Human Services
Psychotherapist	Human Services
Transportation Coord/Van Drvr	Human Services
Youth and Family Services Supervisor	Human Services
Youth Justice Worker	Human Services




Medical Investigators	Medical Examiner
Hardware Technician	MIS
Information Technology Director	MIS
Micro Computer Specialist	MIS
Network Specialist	MIS
Programmer Analyst	MIS
Senior Systems Analyst	MIS
Sr Systems Analyst Supervisor	MIS
Sr. Network Specialist Supervisor	MIS
Systems Analyst	MIS
Building and Grounds Worker I	Parks
Parks Building and Grounds Worker II	Parks
Parks Construction/Maint Lead	Parks
Parks Supervisor	Parks
Captain-Administrative	Sheriff
Captain-Jail	Sheriff
Captain-Patrol	Sheriff
Chief Deputy	Sheriff
Communication Supervisor	Sheriff
Communications Operator I	Sheriff
Communications Operator II	Sheriff
Cook	Sheriff
Deputy - Jail	Sheriff
Deputy - Patrol	Sheriff
Deputy - PT	Sheriff
Deputy - Support Services	Sheriff
Detective	Sheriff
Jail Food Service Supervisor	Sheriff
Mechanic	Sheriff
Sergeant - Support Services	Sheriff
Sergeant-Detective	Sheriff
Sergeant-Jail	Sheriff
Sergeant-Patrol	Sheriff

Fiscal Note: The fiscal impact of this Resolution cannot be determined at this time.

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

Referred By:
Human Resources Committee

07-14-20

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

RESOLUTION NO. 2020-_____

Accepting the Parents as Teachers grant funding through Greater Watertown Community Health Foundation at the Human Services Department

Executive Summary

Jefferson County Human Services was recently awarded a grant from the Greater Watertown Community Health Foundation to purchase the Parents as Teachers online curriculum for the Jefferson County Birth to Three program and various community partners.

The County will receive a grant in the amount of \$8,945 to fund the purchase. This will allow for the Parents as Teachers curriculum to be provided to several new staff and continue for several others.

On July 9, 2020, the Finance Committee reviewed the request from the Human Services Director and recommended forwarding this resolution to the County Board to accept the grant funding of \$8,945 and create a budget amendment.

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

WHEREAS, grant funding is available from the Greater Watertown Community Health Foundation to expand the curriculum the Human Services Department provides to children enrolled in the Birth to Three program, and




NOW, THEREFORE, BE IT RESOLVED that the 2020 County Budget be amended to accept the grant funding from the Greater Watertown Community Health Foundation for the amount of \$8,945.

Fiscal Note: The Parents as Teachers grant funding is available to be used until July 1, 2021. Jefferson County will receive reimbursement for costs incurred in 2020 and 2021. Please see the attached Budget Adjustment or Amendment Request form for the proposed adjustment to the 2020 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). Grant funds not expended during 2020 will be incorporated into the Human Services' 2021 budget.

Ayes _____ Noes _____ Abstain _____ Absent _____ Vacant _____

Requested by
Finance Committee

7-14-2020

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 April 23 and June 18, 2020 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 R4232A-20, R4244A-20, R4245A-20,
R4246A-20, R4247A-20

DATED THIS 29TH DAY OF JUNE, 2020

Blane Poulson, Secretary

THE PRIOR MONTH'S AMENDMENTS, PETITIONS R4223A-20, R4235A-20,
R4236A-20, R4237A-20, R4240A-20, R4241A-20 AND R4242A-20 ARE
EFFECTIVE UPON PASSAGE BY COUNTY BOARD, SUBJECT TO WIS.
STATS. 59.69(5)

ORDINANCE NO. 2020- _____

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, Petition R4232A-20 was referred to the Jefferson County Planning and Zoning Committee for public hearing on April 23, 2020, and Petitions R4244A-20, R4245A-20, R4246A-20 and R4247A-20 were referred for public hearing on June 18, 2020, 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 2-ac building site **south of N4253 Duck Creek Rd**, Town of Jefferson, from part of PIN 014-0615-1223-000 (40 ac). 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 recording of a final certified survey map for the lot. R4232A-20 – Mary Ane Jensen

Rezone PINs 008-0715-3533-003 (1 Ac) in the Town of Farmington and 014-0615-0222-000 (5.17 Ac) & 014-0615-0221-031 (0.199 Ac) in the Town of Jefferson, all owned by Lueder; and rezone part of 014-0615-0221-000 (14.801 Ac), Town of Jefferson owned by Chambers/Johnson to create an approximate 4.45-ac A-3 lot at **W3222 Depot Rd**. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Rezoning is conditioned upon optional recording of a final certified survey map for the lot. R4244A-20 – Todd Lueder/Matthew Chambers & Nancy Johnson Properties

Rezone to create a 2-acre A-3 zone from part of PINs 026-0616-3432-000 (40 Ac) and 026-0616-3433-000 (40 Ac) to create a new 2-acre building site near **W1246 Schuyler Rd** in the Town of Sullivan. 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 recording of a final certified survey map for the lot. R4245A-20 – Christopher and Jean Keller

Create a 2.9-acre A-3 zone around the homes and buildings at **W7816 Island Rd** in the Town of Waterloo on PIN 030-0813-1142-000 (32.8 Ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Rezoning is conditioned upon recording of a final certified survey map for the lot and confirmation of access for the remaining A-1 land. R4246A-20 – N Charles & Lauren Eggert

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

Rezone 0.71 acre of PIN 004-0515-1924-001 (11.801 Ac) from A-1 to A-3 and 0.7 ac of PIN 004-0515-1924-005 (2 Ac) from A-3 to A-1 to reconfigure an existing A-3 lot at **N1149 County Road N**, Town of Cold Spring. This is in accordance with Sec. 11.04(f)6 and 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, extraterritorial plat review and recording of a final certified survey map for the lot R4247A-20 – Casey Kelleher

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

7-14-20

REVIEWED: County Administrator  Corporation Counsel  Finance Director 

PROCLAMATION NO. 2020- _____

Proclaiming the Month of August as Child Support Awareness Month in Jefferson County

Executive Summary

Research shows that a child’s well-being, economic security and success in life are improved when the child has a legal father and the financial support of both parents. Wisconsin Child Support agencies provide services to the public such as ensuring that children have a legal father designated on their birth certificates and that children have the financial support needed to grow and thrive. County Child Support agencies recognize the importance of providing services to both parents which helps them financially support their children and encourages involvement in their children’s lives. Wisconsin child support agencies collected over \$920 million in 2019 and ranked fifth nationally in the collection of child support in 2019. This proclamation proclaims the month of August as child support awareness month in Jefferson County and recognizes that August is also National Child Support Awareness Month. The Finance Committee considered this proclamation at its meeting on July 9, 2020, and recommended forwarding to the County Board for approval.

WHEREAS, the State of Wisconsin recognizes children as its greatest resource, and

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

WHEREAS, Wisconsin’s Child Support program ensures that parents take responsibility for the care and well-being of their children, supports the involvement of parents in their children’s lives, and provides services to both custodial and noncustodial parents, and

WHEREAS, child support agencies in Wisconsin collected more than \$920 million in child support in 2019, and

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




WHEREAS, increased public awareness of the importance of providing children with the support they need and the services offered by the Child Support program through county and tribal-child support agencies benefits Wisconsin’s children and families.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors hereby proclaims the month of August, 2020, as Child Support Awareness Month in Jefferson County and commends this observance to all citizens.

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

Referred By:
Finance Committee

07-14-20

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 Sections 59.18(2)(b) of the Wisconsin Statutes, I respectfully request confirmation of the following appointments:

- a. Dale Weiss, Johnson Creek, WI, to the Zoning Board of Adjustment for a three-year term ending July 1, 2023

AYES _____ NOES _____ ABSTAIN _____ ABSENT _____