

AGENDA

JEFFERSON COUNTY BOARD MEETING

TUESDAY February 8, 2022 7:00 p.m.

Jefferson County Courthouse
311 S. Center Avenue, Room 205
Jefferson, WI 53549

Webinar OR YouTube Livestream

Register in advance for this webinar:

https://us06web.zoom.us/webinar/register/WN_N2ghwZR3TQenotKF1KEwmQ

After registering, you will receive a confirmation email containing information about joining the webinar.

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 JANUARY 11, 2022 MEETING MINUTES**
7. **COMMUNICATIONS**
 - a. Treasurer's Report
 - b. Retirement Recognition
 - c. 2023 Budget Calendar (Page 1)
 - d. Zoning Committee – Notice of Public Hearing, February 17, 2022 (Page 3)
8. **PUBLIC COMMENT**
9. **ANNUAL REPORTS**
 - a. County Board Meeting Fee Reports 2020-2021
10. **EXECUTIVE COMMITTEE**
 - a. Discussion of proposed 2022-2024 County Board Rules
11. **HUMAN RESOURCES COMMITTEE**
 - a. Resolution – Establishing total annual compensation for county elected officials pursuant to Wis. Stat §59.22 (Page 5)
 - b. Ordinance – Amending Personnel Ordinance section HR0461, Military Leave Procedure and rescinding Resolution 2004-50, providing insurance coverage for County employees on active military duty and their families, and Resolution 2004-51, providing vacation accrual for County employees on active military duty (Page 7)
12. **PARKS COMMITTEE**
 - a. Resolution - Authorizing A Memorandum of Agreement between Jefferson County and Groundswell Conservancy, Inc. (Page 11)
 - b. Resolution - Authorizing Motorized Recreation Grant Application to Fund the Jefferson County Snowmobile Trail Aid Program (Page 13)

13. PLANNING AND ZONING COMMITTEE

- a. Report – Approval of Petitions (Page 14)
- b. Ordinance – Amending Official Zoning Map (Page 15)

14. APPOINTMENTS BY COUNTY BOARD CHAIR

- a. Elizabeth Chilsen to the Local Emergency Planning Committee (LEPC) for an indeterminate term (Page 17)

15. PUBLIC COMMENT (General)

16. ANNOUNCEMENTS

17. ADJOURN

NEXT COUNTY BOARD MEETINGS

**March 8, 2022
7:00 P.M. – RM 205**

**Jefferson County
2023 Budget Calendar**

Description	Date	Regular Finance	Budget Related
Finance releases 5-year capital requests to departments	Friday, March 4, 2022		x
Employee reclassification letter sent out by Human Resources	Monday, March 14, 2022		x
New Position Request Letter sent to Department Heads by HR	Monday, March 14, 2022		x
Employee reclassification requests due to Department Heads	Friday, March 25, 2022		x
Employee reclassification names due to HR from Departments	Tuesday March 29, 2022		x
New Position requests due from Departments to HR	Friday, April 1, 2022		x
Job Description Questionnaires (JDQs) distributed by HR for reclass requests	Friday, April 1, 2022		x
Regular Finance Meeting	Thursday, April 7, 2022	x	
5-year capital requests due from department heads	Friday, April 8, 2022		x
Employees turn in completed JDQs to department heads	Tuesday, April 14, 2022		x
MIS issues 2022 IT equipment/programming request forms to departments	Friday, April 15, 2022		x
Department Heads turn in reviewed JDQs to Human Resources	Friday, April 15, 2022		x
Dept Heads turn in completed IT equip/Programming request forms to MIS	Monday, May 2, 2022		x
Human Resources submits reclassifications to vendor	Monday, May 2, 2022		x
2022 MIS Requested Budget/programming hours reviewed with Administrator	Friday, May 6, 2022		x
Regular Finance meeting	Thursday, May 5, 2022	x	
MIS reviews departmental IT equipment requests with Administrator	Friday, May 13, 2022		x
Budget town hall meeting with departments and committee chairs	May/June - TBD		x
Preliminary Dept Personnel Budgets available for Courthouse & Sheriff	Thursday, June 2, 2022		x
Reclassification requests shared with Department Heads	Thursday, June 2, 2022		x
Preliminary dental rates set	Thursday, June 2, 2022		x
MIS budget completed	Thursday, June 2, 2022		x
Regular Finance meeting	Tuesday, June 14, 2022	x	
Department Head meeting to hand out budget materials/budget guidelines	Wednesday, June 8, 2022		x
May monthly financial reports generated	Tuesday, June 21, 2022		
Final dental rates set	Thursday, July 7, 2022		x
Regular Finance meeting	Thursday, July 7, 2022	x	
June monthly financial reports generated	Thursday, July 21, 2022		x
Budget requests due to Administrator	Monday, August 1, 2022		x
Regular Finance meeting	Thursday, August 4, 2022	x	
Health insurance rates set and updated in Munis	Friday, August 12, 2022		x
Budget Hearings	Monday, September 12, 2022		x
Budget Hearings	Wednesday, September 14, 2022		x
Budget Hearings	Thursday, September 15, 2022		x

**Jefferson County
2023 Budget Calendar**

Description	Date	Regular Finance	Budget Related
Budget hearings, apply fund balance policy, set tax levy (With Regular Finance Meeting)	Friday, September 16, 2022		x
WCA Annual Conference	Monday, September 19, 2022		
WCA Annual Conference	Tuesday, September 20, 2022		
Present budget and Amendment Procedure to County Board	Tuesday, October 11, 2022		x
Regular Finance meeting	Thursday, October 6, 2022	x	
Public hearing on budget	Tuesday, October 25, 2022		x
Supervisor budget amendments due to Administration at noon	Monday, November 7, 2022		x
Regular Finance meeting/Supervisor budget amendments	Thursday, November 10, 2022	x	x
Budget Adoption by County Board	Tuesday, November 15, 2022		x
County Levy Limit Worksheet due to State	Tuesday, November 15, 2022		x
County Apportionment Worksheet due to State	Thursday, December 15, 2022		x

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, February 17, 2022

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:

You are invited to a Zoom meeting.
When: Thursday, February 17, 2022, 07:00 PM Central Time (US and Canada)
Meeting ID: 957 3344 0565
Passcode: Zoning
Register in advance for this meeting:
<https://zoom.us/j/95733440565?pwd=eHZRbHZXWXhUnlKdkhtOXhoTmtNZz09>
After registering, you will receive a confirmation email containing information about joining the meeting.

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 Thursday, February 17, 2022 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 EITHER IN PERSON OR VIA ZOOM.** 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-T, AGRICULTURAL TRANSITION TO R-2, RESIDENTIAL

R4377A-22 – Andy Selle: Create two new building sites of approximately 1-ac and a 0.9-ac from part of PIN 016-0513-2434-026 (8.711 ac) near **W7526 Koshkonong Mounds Rd**, Town of Koshkonong. This is in accordance with Sec. 11.04(f)2 of the Jefferson County Zoning Ordinance.

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

R4378A-22 & CU2107-22 – Christopher Leeman: Create a 0.712-ac A-2 zone at **N3549 Schmidt Rd** with conditional use for storage of non-farm equipment. The site is part of PIN 010-0615-2113-000 (39.275 ac) in the Town of Hebron. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

R4379A-22 & CU2108-22 – Donald & Nancy Brunson: Create a 7.4-ac A-2 zone near **W1432 County Rd B** with conditional use for boat storage. The site is part of PIN 006-0716-1642-000 (24 ac) in the Town of Concord. 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

R4380A-22 – Donald & Nancy Brunson: Create a 2-ac lot around the home and buildings at **W1432 County Rd B**, part of PIN 006-0716-1642-000 (24 ac) in the Town of Concord. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

R4381A-22 – Gregory Alt: Create a 5-ac lot around the home and buildings at **W2140 County Road B**, Town of Concord from part of PIN 006-0716-1811-000 (46.804 ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

R4382A-22 – TW & Ruth Schwalenberg: Create a 2-ac building site from part of PIN 010-0615-3434-001 (35.716 ac) on **Kitzinger Ln** in the Town of Hebron. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance

FROM A-1, EXCLUSIVE AGRICULTURAL TO A-3, AGRICULTURAL/RURAL RESIDENTIAL AND N, NATURAL RESOURCE

R4383A-22 & R4384A-22 – TW & Ruth Schwalenberg: Create a 3.3-ac lot around the home at **N2572 Kitzinger Ln**, and a 2.4-ac Natural Resource zone adjacent in the Town of Hebron, part of PIN 010-0615-3434-001 (35.716 ac). This is in accordance with Sec. 11.04(f)8 and 11.04(f) 12 of the Jefferson County Zoning Ordinance.

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

R4385A-22 – Brian & Jennifer Statz: Create a 2-ac lot around the home and buildings at **W2948 Hagedorn Rd** from part of PIN 010-0615-2344-000 (16 ac) in the Town of Hebron. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

R4386A-22 – Brian & Jennifer Statz: Create two lots, one of 2 ac and one of 1.5 ac near **W2948 Hagedorn Rd** from part of PIN 010-0615-2344-000 (16 ac) in the Town of Hebron. This is in accordance with Sec. 11.04(f) of the Jefferson County Zoning Ordinance.

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

R4387A-22 – Brian & Jennifer Statz: Create a 4.1-ac N zone from part of PINs 010-0615-2341-000 (22 ac) and 010-0615-2344-000 (16 ac) on **Hagedorn Rd** in the Town of Hebron. This is in accordance with Sec. 11.04(f)12 of the Jefferson County Zoning Ordinance.

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

R4388A-22 - Kutz Dairy LLC: Create a 1.3-ac lot around the home at **N3965 County Rd Y** from PIN 014-0615-1823-000 (26.162 ac) in the Town of Jefferson. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

R4389A-22 – Michael & Mary Steptoe: Create a 2.45-ac building site near **N3775 County Rd Y** from part of PIN 014-0615-1843-004 (6.05 ac) in the Town of Jefferson. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

R4390A-22 – Tim & Amy Dettmann: Create a 3-acre lot around the home & buildings at **W5588 Albers Ln** in the Town of Milford from part of PIN 020-0714-1123-000 (20 ac) and 020-0714-1124-000 (38.38 ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

CONDITIONAL USE PERMIT APPLICATIONS

CU2109-22 – Rod & Theresa Cooke: Conditional use for an extensive on-site storage structure totaling 1,680 square feet in size at **W7288 County Rd V** in the Town of Aztalan. The site is on PIN 002-0714-0732-001 (1.201 ac) in a Residential R-2 zone. This is in accordance with Sec. 11.04(f)2 of the Jefferson County Zoning Ordinance.

CU2110-22 – Meliza & Ryan Ritacca: Conditional use for a kennel to allow doggie daycare, boarding and breeding for up to 32 dogs at **N5617 County Rd A** on PIN 018-0713-2243-000 (40 ac) and 018-0713-2244-002 (10 ac). This is in the Town of Lake Mills in an A-1 Exclusive Agricultural zone. It is in accordance with Sec. 11.04(f)6 of the Jefferson County Zoning Ordinance.

7. Adjourn

RESOLUTION NO. 2021-_____

**Establishing Total Annual Compensation for County Elected Officials
pursuant to Wis. Stat. § 59.22**

Executive Summary

On Tuesday, March 10, 2020, the Jefferson County Board of Supervisors adopted Ordinance 2019-18, establishing a procedure to set elected official salaries. The ordinance establishes compensation for constitutional elected officials at the 70th percentile of comparable Wisconsin counties of the appropriate grade as recommended by the County's classification and compensation consultant. The ordinance further establishes the ability for the County Board to adjust the salary during the four-year term based on the analysis of several factors. The salaries for all four years must be determined prior to April 15, 2022, the earliest time for filing nomination papers for the county elective office.

On Tuesday, January 18, 2022, the Human Resources Committee discussed the current market conditions and trends, the internal comparable wages and Jefferson County's comparable counties' salaries of the Sheriff and the Clerk of Courts. After analyzing this information, the Human Resources Committee is recommending a 2% increase in each year of the four-year term (2023, 2024, 2025, and 2026) of the Sheriff and a 2% increase in each year of the four-year term (2023, 2024, 2025, and 2026) of the Clerk of Courts, based on the starting salary of the step that is at close to, but not less than, the 70th percentile of comparable counties of the appropriate recommended grade placement (Grade 12 for the Clerk of Courts and Grade 16 for the Sheriff), effective July 3, 2022.

WHEREAS, the Executive Summary is incorporated by reference, and

WHEREAS, pursuant to Wis. Stat. § 59.22(1), the Board must establish the total annual compensation for services to be paid to county elected officials, other than County Board Supervisors, prior to April 15, 2022, which is the earliest time for filing nomination papers for county elective offices, and

WHEREAS, the Board desires to establish the total annual compensation for certain county elected officials not including fringe benefits which are subject to increase or decrease during the official's term at the discretion of the Board and in accordance with state and federal law, and

WHEREAS, as part of the County's fringe benefit program, county elected officials may participate in the Wisconsin Retirement System in accordance with state law, and

WHEREAS, as part of the County's fringe benefit program, county elected officials may elect to receive health insurance coverage under the same terms and conditions as the health insurance coverage offered to non-represented managerial county employees who are not law enforcement managerial employees, and

WHEREAS, the Human Resources Committee has reviewed salaries for elected officials in comparable counties, as well as compensation practices among non-represented, non-law enforcement managerial positions.

NOW, THEREFORE, BE IT RESOLVED by the Jefferson County Board of Supervisors that the total annual compensation for county elected officials under Wis. Stat. § 59.22(1) shall be as follows, effective on the first day of the term of office that begins after the date of this resolution:

Elective Official	2023 Rate	2024 Rate	2025 Rate	2026 Rate
Clerk of Courts	\$85,176.00	\$86,881.60	\$88,628.80	\$90,396.80
Sheriff	\$117,748.80	\$120,099.20	\$122,491.20	\$124,945.60

BE IT FURTHER RESOLVED that the aforementioned county elected officials are entitled to participate in the Wisconsin Retirement System in accordance with state law and the County shall pay only its share of contributions required by law, and

BE IT FURTHER RESOLVED that the aforementioned county elected officials are entitled to participate in the County’s health, dental and life insurance programs subject to the terms and conditions of the programs, which may be modified from time to time, under the same terms and conditions for such programs offered to non-represented managerial county employees who are not law enforcement managerial employees.

Fiscal Note:

Fiscal impact from 2022 to 2023: Clerk of Courts, \$3,244.80; Sheriff, \$17,430.40

Fiscal impact from 2023 to 2024: Clerk of Courts, \$1,705.60; Sheriff, \$2,350.40.


Fiscal impact from 2024 to 2025: Clerk of Courts, \$1,747.20; Sheriff, \$2,392.00.

Fiscal impact from 2025 to 2026: Clerk of Courts, \$1,768.00; Sheriff, \$2,454.40.

The total cumulative fiscal impact for the four-year term, from 2023 to 2026, is: Clerk of Courts, \$23,358.40; Sheriff, \$84,011.20. Total cumulative fiscal impact for the four-year term is \$107,369.60. Federal Insurance Contributions Act (FICA)tax, Wisconsin Retirement System employer contribution, health and other eligible fringe benefits will be as stated in this resolution and will be part of the budget process for each budget year.

Referred By:
Human Resources Committee

02-08-2022

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

ORDINANCE NO. 2021-____

Amending Personnel Ordinance section HR0461, Military Leave Procedure and Rescinding Resolution 2004-50, providing insurance coverage for County employees on active military duty and their families, and Resolution 2004-51, providing vacation accrual for County employees on active military duty

Executive Summary

Resolution 2004-50, regarding insurance coverage for County employees on active military duty and their families, and Resolution 2004-51, regarding vacation accrual for County employees on active military duty, provides additional benefits to employees on Military Leave and their families. In addition, the current language in Personnel Ordinance HR0461, Military Leave Procedure, incorporates several of the elements in these resolutions.

Under Federal law, there are two options available to most employers for the continuation of employer-provided health coverage for employees on military leave. The first option is to voluntarily continue health insurance under the same terms and conditions as any active employee. The second option is to provide employees on military leave with continuation of coverage rights under the Federal Uniformed Services Employment and Reemployment Rights Act (USERRA) that are similar to COBRA. USERRA requires that an employer provide health insurance coverage based on the regular employer-employee premium rates, to persons on military leave for periods of less than 31 days. After this period, an employer must offer the employee COBRA-like coverage provided for under USERRA for up to 24 months. Resolution 2004-50 provides “stacks” both options described above by providing 18 months of voluntary continuation, followed by 24 months of COBRA benefits under USERRA.

Also, to ensure that Jefferson County employees do not forfeit accrued vacation during military leave, the Jefferson County Board of Supervisors enacted Resolution 2004-51 which allows employees to accrue vacation during military leave which can be used after their return.

These two resolutions have been reviewed annually by the Human Resources Committee since 2004 and the Human Resources Committee has consistently voted to continue these benefits for County employees on active military duty. On Tuesday, December 21, 2021, the Human Resources Committee voted to formally incorporate Resolutions 2004-50 and 2004-51 into the Personnel Ordinance finding that it is not necessary to conduct annual reviews. This Ordinance amends Personal Ordinance HR0461 to incorporate the substantive elements of Resolution 2004-50, providing insurance coverage for County employees on active military duty and their families, and Resolution 2004-51, providing vacation accrual for County employees on active military duty and to formally rescind Resolution 2004-50 and 2004-51.

WHEREAS, the above Executive Summary is incorporated into this Ordinance amendment, and

WHEREAS, the Jefferson County Board of Supervisors approved Resolution 2004-50, offering additional health, dental, and life insurance for active-duty service members in 2004 through present, and

WHEREAS, the Jefferson County Board of Supervisors approved Resolution 2004-51, crediting active-duty hours as hours worked for the purpose of vacation accrual, and

WHEREAS, the Human Resources Committee was charged to review Resolutions 2004-50 and 2004-51 on an annual basis and bring forward any recommended changes to the County Board of Supervisors.

NOW THEREFORE, THE COUNTY BOARD OF SUPERVISORS OF JEFFERSON COUNTY DOES HEREBY ORDAIN AS FOLLOWS:

HR0461 MILITARY LEAVE PROCEDURE

B. Seniority and Benefits

1. Seniority will continue to accrue while on military leave. Seniority, for purposes of this section, is consistent with USERRA, meaning longevity in employment together with any benefits of employment that accrue with, or are determined by, longevity in employment. [am. 3/13/12, ord. 2011-31]

~~2. Continuation of Health insurance will be offered under the group plan for 36 months, in compliance with requirements under USERRA. The employee will be required to pay the “active” employee contribution for the first 18 months. For the next 18 months the employee will be required to pay 100% of the premium, which is due by the 20th of the month prior to the month of coverage. If the employee does not return to work within 36 months, the employee will be offered an additional 18 months of continuation of coverage as required under Federal COBRA regulations. The employee will be required to pay 100% of the full premium for COBRA coverage. [am. 08/05, ord. 2004-35; am. 01/13/09, ord. 2008-33; am. 3/13/12, ord. 2011-31; Ord. 2018-17, 10/23/18]~~

~~3. Continuation of Dental insurance will be offered under the group plan for 24 months in accordance with COBRA and USERRA requirements. The COBRA and USERRA coverage will run concurrently. For COBRA or USERRA coverage, the employee will be required to pay the “active” employee contribution for the first 18 months. For the next 6 months under USERRA, and thereafter, if additional COBRA coverage is offered, the employee will be required to pay 102% of the full premium. [cr. 01/13/09, ord. 2008-33]~~

2. Jefferson County will voluntarily maintain health and dental insurance coverage for an active service member under the same terms and conditions as any active employee for 18 months. This includes requiring the active service member to pay the “active” employee contribution.

Following the first 18 months of the group health and dental coverage maintained as an active employee, the service member shall be offered Continuation of Health insurance under the group plan for 24 months, in compliance with requirements under USERRA. The employee will be required to pay 100% of the premium, which is due by the 20th of the month prior to the month of coverage.

If the employee does not return to work within 42 months, the employee will be offered an additional 18 months of continuation of coverage as permitted under Federal COBRA regulations. The employee will be required to pay 102% of the full premium for COBRA coverage. [am. 08/05, ord. 2004-35; am. 01/13/09, ord. 2008-33; am. 3/13/12, ord. 2011-31; Ord. 2018-17, 10/23/18]

4.3. WRS [cr. 3/13/12, ord. 2011-31]

a. If an employee is covered by a collective bargaining agreement under which the County will pay the total WRS employee-required contributions, the employee will receive contributions and service credit for the time he or she was on a military leave of absence. [cr. 3/13/12, ord. 2011-31]

b. If an employee is not covered by a collective bargaining agreement under which the County will pay the WRS employee-required contributions, when the employee returns to employment, the employee will have the choice whether to make up all, some or none of the total WRS employee-required contributions dating to the employee’s military leave of absence. The employee-required contributions for repayment are to be made beginning with the date of reemployment, and ending on the

earlier of: (1) three times the period of military service, or; (2) five years. [cr. 3/13/12, ord. 2011-31]

- c. The employer is required to make employer-required contributions to match the contributions made by the employee. [cr. 3/13/12, ord. 2011-31]
- d. In order to ensure that an employee receives his or her rights under USERRA, the employee should provide Human Resources with the following information upon return from Military leave: 1) How much, if any, of the employee-contributions the employee intends to make up and 2) a copy of the employee's DD-214, or if the employee did not receive a DD-214 based on the length of service, a copy of his or her military orders. [cr. 3/13/12, ord, 2011-31]
- e. With respect to service credit, an employee will generally receive WRS service credit for up to five years of eligible military service whether the employee chooses to make up all, some or none of the employee-required make-up contributions. There are Federal and State exceptions to the years of WRS service credit. [cr. 3/13/12, ord. 2011-31]

5.4. Life insurance will continue under the group plan for a minimum of 30 days of unpaid leave. Once the insurance would normally end with the group plan, the employee may continue coverage by paying premiums to Jefferson County until the employee returns to work. The County will continue to pay the employer's required portion of the premium for the first 18 months, after which, the employee will be required to pay the additional required contribution. [am. 01/13/09, ord. 2008-33; renumbered 3/13/12, ord. 2011-31]

6.5. Vacation accrual rate will continue as if employee was not on military leave. Beginning in 2004, employees will receive the total vacation the employee would have earned as if any time on Military leave during the previous year was actual time worked. Any donated time counts toward this total time. [renumbered 01/13/09, ord. 2008-33; renumbered & am. 3/13/12, ord. 2011-31]

7.6. Sick or Holiday pay is not based on seniority and will, therefore, be handled in the same manner as any other leave of absence. Thereby, sick will not accrue while on Military leave, and Holiday pay will be distributed as if the employee was actively working. In addition, if an employee does not return to work after discharge, the employee will be responsible for returning any overpayment of holiday pay received. [renumbered 01/13/09, ord. 2008-33; renumbered am. 3/13/12, ord. 2011-31]

8.7. Contingency and Longevity. Military leave will count as hours worked for longevity and contingency purposes, providing the employee is eligible for the benefit as determined in HR0620 and HR0655. [cr. 3/13/12, ord 2011-31]

Section 2. This ordinance incorporates Resolutions 2004-50 and 2004-51 as part of the Personnel Ordinance and, therefore, Resolutions 2004-50 and 2004-51 are rescinded.

Section 3. This ordinance shall be effective upon passage and publication as provided by law.

Fiscal Note: Family coverage for one active-duty service member on Military Leave for 18 months or more has a fiscal impact of approximately \$27,012 for insurance benefits under the current 2022 rate structure. Based on the average hourly rate of pay for all full-time County employees during 2022, and the average amount of vacation an employee receives annually, the total cost for vacation for one active service-member for 12 months is \$4,201.

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

Referred By:
Human Resources Committee

02-08-2022

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

RESOLUTION NO. 2021-___

Authorizing A Memorandum of Agreement between Jefferson County and Groundswell Conservancy, Inc.

Executive Summary

The Jefferson County Parks Department has been working with Groundswell Conservancy Inc., and the Wisconsin Department of Natural Resources for over four years to acquire a parcel of property along Highway A, in the Town of Lake Mills, known as the Trieloff Property. This 42-acre parcel is located along the edge of Marsh Lake as indicated in the attached map. The parcel is part of the Lake Mills Wildlife Area Project Boundary and provides opportunity for both public conservation and public access to Marsh Lake Rock Lake for a variety of nature based outdoor recreation activities. This Memorandum of Agreement provides the framework to continue to move forward as a partner with Groundswell Conservancy, and the Wisconsin DNR on the acquisition, management, and future development of the Trieloff Property. The Jefferson County Parks Committee considered this resolution at its meeting on February 7th, 2022, and recommended forwarding to the County Board for approval.

WHEREAS, Groundswell Conservancy, Inc., is a Wisconsin non-stock corporation with one of its missions being to manage natural areas to care for wildlife and connect communities to the land, and

WHEREAS, the Lake Mills Wildlife Area is comprised of a diverse variety of wildlife habitat types covering approximately 3,300 acres. The habitat types include open water marsh, large areas of wet prairie, lowland hardwoods with tamarack, and oak savanna uplands, and

WHEREAS, Groundswell Conservancy has offered to purchase a 42-acre parcel of property which is located within the project boundary of the Lake Mills Wildlife Area in Jefferson County and has the potential to provide public conservation land along the east side of the Wildlife Area and serve as a point of access to Marsh Lake and Rock Lake providing many opportunities to the public for nature-based outdoor recreation, and

WHEREAS, the Property owner has expressed interest in selling this Property to the Groundswell Conservancy for conservation purposes, and

WHEREAS, the Conservancy has expressed interest in working cooperatively with Jefferson County to manage this Property for the benefit of the public, and

WHEREAS, the Conservancy does not intend to be an active manager of the Property and may elect to file for exemption from property taxes under Wis. Stats 70.11, and

WHEREAS, the Conservancy is seeking acquisition funds to purchase the Property from the Knowles-Nelson Stewardship Program and other public and private sources, which may include Jefferson County.

NOW THEREFORE, BE IT RESOLVED, that the Jefferson County Board of Supervisors authorizes the County Administrator to enter into a Memorandum of Agreement with Groundswell Conservancy, Inc. agreeing to the following:

1. The County assuming management responsibilities for the 42-acre parcel of property described herein, including the preparation of a land management plan jointly agreed to by the County and the Conservancy. Such management plan will address creating public access to the Property for the purpose of offering nature-based outdoor recreation activities to the public; and
2. Accepting donation of the property if Conservancy offers to donate the Property to the County to be used as an addition to the Jefferson County Park system and assume the obligations of any grant contracts associated with the grant awards related to property acquisition; and
3. To include the logo of the Conservancy on any informational sign erected on the Property in recognition of the Conservancy's role in acquiring the Property; and
4. Working cooperatively with the Conservancy to complete the acquisition, the possible donation of the Property to the State of Wisconsin or the County, and/or the completion and approval of the Land Management Plan by December 1, 2022.

Fiscal Note: This resolution grants authority to the County Administrator to negotiate the potential purchase of property for future expansion of public use recreational land. Any agreements negotiated relative to this resolution will be brought back to the Board of Supervisors prior to execution. At this time, this resolution has no fiscal impact.

Referred By:
Parks Committee

02-08-2022

REVIEWED: County Administrator: BPW Corporation Counsel: JBW Finance Director: 

RESOLUTION NO. 2021-__

Authorizing Motorized Recreation Grant Application to Fund the Jefferson County Snowmobile Trail Aid Program

Executive Summary

Jefferson County participates in the Wisconsin Department of Natural Resources Snowmobile Trail Aid Program funded by a Wisconsin Department of Natural Resources Motorized Recreation grant which provides funding for the development and maintenance of approximately 224 miles of public snowmobile trails in Jefferson County. Applying for these grant funds requires County Board authorization. This resolution authorizes the Jefferson County Administrator to submit a Wisconsin Department of Natural Resources Motorized Recreation grant application seeking funds for snowmobile trail maintenance and development, and to administer the funds according to the grant requirements. The Parks Committee considered this resolution at its February 7, 2022 meeting and recommended forwarding to the County Board for approval.

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

WHEREAS, Jefferson County is interested in continuing to develop and maintain land for public outdoor recreation purposes which includes approximately 224 miles of public snowmobile trails in Jefferson County, and

WHEREAS, grant funds are available to Jefferson County to fund the Snowmobile Trail Aid program and must be applied for annually, and

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

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

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

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

Fiscal Note: The snowmobile trail aid program is expected to cost approximately \$67,320 for winter 2022-2023. One hundred percent (100%) of this cost is funded by the grant and the anticipated grant funds have been included in the adopted budget for 2022. The Jefferson County Finance Director may make any necessary budget adjustments for additional miles.

Referred By:
Parks Committee

02-08-2022

REVIEWED: County Administrator: BPW Corporation Counsel: JBW; 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 20, 2017 and January 20, 2022 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 R3963A-17, R4374A-22, R4375A-22,
AND R4376A-22

DATED THIS 31ST DAY OF JANUARY, 2022

Blane Poulson, Secretary

THE PRIOR MONTH'S AMENDMENTS, R4363A-21, R4364A-21, R4365A-21,
R4366A-21, R4367A-21, R4368A-21, R4369A-21, R4370A-21, R4371A-21, R4372A-
21 AND R4349A-21 ARE EFFECTIVE UPON PASSAGE BY COUNTY BOARD,
SUBJECT TO WIS. STATS. 59.69(5)

ORDINANCE NO. 2021- _____

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 R3963A-17 was referred to the Jefferson County Planning and Zoning Committee for public hearing on April 20, 2017, and Petitions R4374A-22, R4375A-22 and R4376A-22 were referred for public hearing on January 20, 2022, 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

Rezone two, 0.503-acre areas from PIN 018-0713-3343-003 (28.139 Ac), each to be added to an existing A-3 zone on **Hope Lake Rd** in the Town of Lake Mills and utilizing consolidation of parcels of record from PINs 018-0713-3312-000 (39.67 Ac) and 018-0713-3313-000 (39.67 Ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. This utilizes the last available A-3 zone for the consolidated property; therefore, rezoning is conditioned upon recording of an affidavit acknowledging that fact. It is further conditioned upon approval and recording of a soil test for each lot, and approval and recording of a final certified survey map for the properties. R3963A-17 – David & Diana Schroeder

Create a 2.42-ac lot around the existing home & buildings at **N8203 County Rd D**, Town of Watertown from part of PINs 032-0815-2331-000 (39.8 ac) and 032-0815-2334-000 (32.285 ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. It is conditioned upon approval and recording of a final certified survey map for the lot, including extraterritorial plat review if necessary. Road access must also be obtained from the County Highway Department for the remaining A-1 zoned land. R4374A-22 – Alvin & Judith Gudenkauf LE

Create a 1.15-ac new building site on **Kasten Ln** from part of PIN 032-0815-1843-000 (23.66 ac), Town of Watertown. It is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. This, in conjunction with the following amendment, will use the last available A-3 zone for the property. Therefore, rezoning is conditioned upon recording of an affidavit acknowledging that fact. It is further conditioned upon road access approval, receipt by Zoning of a suitable soil test, and approval and recording of a final certified survey for the lot, including extraterritorial plat review if necessary. R4375A-22 – Lee Allen L Rickerman

Create a 1.15-ac new building site on **Kasten Ln** from part of PIN 032-0815-1843-000 (23.66 ac), Town of Watertown. It is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. This,

in conjunction with the previous amendment, will use the last available A-3 zone for the property. Therefore, rezoning is conditioned upon recording of an affidavit acknowledging that fact. It is further conditioned upon road access approval, receipt by Zoning of a suitable soil test, and approval and recording of a final certified survey for the lot, including extraterritorial plat review if necessary.
R4376A-22 – Lee Allen L Rickerman

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.

Referred By:
Planning and Zoning Committee

02-08-2022

REVIEWED: County Administrator: BPW; Corporation Counsel: JBW; Finance Director: MAD

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

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. Elizabeth Chilsen to the Local Emergency Planning Committee (LEPC) as public health representative for an indeterminate term replacing Gail Scott.

AYES _____ NOES _____ ABSTAIN _____ ABSENT _____