

# AGENDA

## JEFFERSON COUNTY BOARD MEETING

TUESDAY JUNE 14, 2022 7:00 p.m.

Jefferson County Courthouse  
311 S. Center Avenue, Room 205  
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 MAY 10, 2022 MEETING MINUTES**
  7. **COMMUNICATIONS**
    - a. Treasurer's Monthly Report (Page 1)
    - b. Zoning Committee – Notice of Public Hearing, June 16, 2022 (Page 2)
  8. **PUBLIC COMMENT**
  9. **SPECIAL ORDER OF BUSINESS**
    - a. Presentation – Jefferson County Fairest of the Fair – Maddi Besch
    - b. Presentation of 2021 Audit Report – CliftonLarsonAllen
  10. **ANNUAL REPORTS**
    - a. Finance – Marc DeVries
    - b. Human Services – Kathi Cauley
    - c. Corporation Counsel – J. Blair Ward
    - d. UW Extension – Christine Wen
- COMMITTEE REPORTS / RESOLUTIONS / ORDINANCES**
11. **FINANCE COMMITTEE**
    - a. Resolution – Amending the 2022 Land and Water Conservation Department Budget (Page 4)
    - b. Resolution – Accepting a Wisconsin Department of Natural Resources Snowmobile Trail Aids grant for the construction of a snowmobile bridge and amending the 2022 parks department budget (Page 5)
  12. **HUMAN RESOURCES COMMITTEE**
    - a. Resolution – Eliminating a part-time Financial System Specialist and creating a full-time Budget Analyst I Position in the Finance Department (Page 6)
    - b. Resolution – Approving Temporary Suspension of Ordinance 2012-06, the Civil Service Ordinance as it relates to the 60 college credit education requirement at time of hire for Deputy Sheriffs (Page 8)
  13. **PARKS COMMITTEE**
    - a. Resolution – Authorizing a grant application to the Wisconsin Department of Natural Resources Knowles Nelson Stewardship Grant Program, the Federal Recreational Trails Program, and the Land Water Conservation Fund (Page 10)
  14. **PLANNING AND ZONING COMMITTEE**
    - a. Report – Approval of Petitions (Page 12)
    - b. Ordinance – Amending the Jefferson County Zoning Ordinance (Page 13)
    - c. Ordinance – Amending Official Zoning Map (Page 14)

15. **APPOINTMENTS BY COUNTY ADMINISTRATOR** (Page 16)
  - a. John Kannard to the Blue Spring Lake Management District for a term ending April 23, 2024
  - b. John Kannard to the Lower Spring Lake Protection & Rehabilitation District for an indeterminate term
  - c. Aari Roberts to the Zoning Board of Adjustment for a three-year term ending July 1, 2025
  - d. Laverne Behrens (2<sup>nd</sup> Alternate) to the Zoning Board of Adjustment for a three-year term ending July 1, 2025
  - e. Jessica Coburn to the Board of Health to fill an unexpired term ending May 14, 2024
16. **APPOINTMENTS BY COUNTY BOARD CHAIR** (Page 16)
  - a. Alex Brooks, DNR Rep, to the Local Emergency Planning Committee (LEPC) for an indeterminate term
  - b. Amy Rinard to the Broadband Working Group for a term ending April 23, 2024
  - c. Jerry Haferman to the Fair Park Committee for a term ending April 23, 2024
  - d. Debra Hall-Kind to the Fair Park Committee for a term ending April 23, 2024
17. **PUBLIC COMMENT** (General)
18. **ADJOURN**

**NEXT COUNTY BOARD MEETING  
JULY 12, 2022 – 7:00 P.M.**

**GENERAL FINANCIAL CONDITION  
JEFFERSON COUNTY WISCONSIN  
June 1, 2022**

Available Cash on Hand			
May 1, 2022	\$	(486,124.26)	
May Receipts	\$	<u>7,099,636.91</u>	
Total Cash	\$		6,613,512.65
Disbursements			
General - May 2022	\$	5,633,320.20	
Payroll - May 2022	\$	<u>1,660,902.90</u>	
Total Disbursements	\$		<u>7,294,223.10</u>
	\$		<b>(680,710.45)</b>
Cash on Hand (in bank) June 1, 2022	\$	291,982.65	
Less Outstanding Checks	\$	<u>972,693.10</u>	
Total Available Cash	\$		<b>(680,710.45)</b>
Local Government Investment Pool - General	\$		24,709,442.24
Dana Investments	\$		37,663,410.36
Local Government Investment Pool -Clerk of Courts	\$		29,282.99
Local Government Investment Pool -Farmland Preservation	\$		180,328.32
Local Government Investment Pool -Parks/Liddle	\$		86,692.43
Local Government Investment Pool -County Bond	\$	<u>9,389,779.34</u>	
	\$		72,058,935.68
2022 Interest - Super N.O.W. Account	\$	205.96	
2022 Interest - L.G.I.P. - General Funds	\$	27,232.38	
2022 Interest - DANA Investments	\$	247,279.40	
2022 Interest - L.G.I.P. - Parks /Carol Liddle Fund	\$	89.25	
2022 Interest - L.G.I.P. - Farmland Preservation	\$	185.64	
2022 Interest - L.G.I.P. - Clerk of Courts	\$	30.14	
2022 Interest - L.G.I.P. - County Bond	\$	<u>9,666.61</u>	
Total 2022 Interest	\$		284,689.38

JOHN E. JENSEN  
JEFFERSON COUNTY TREASURER

**NOTICE OF PUBLIC HEARING**  
**JEFFERSON COUNTY PLANNING AND ZONING COMMITTEE**

*George Jaeckel, Chair; Steve Nass, Vice-Chair; Blane Poulson, Secretary; Matt Foelker, Cassie Richardson*

**SUBJECT:** Map Amendments to the Jefferson County Zoning Ordinance and Requests for Conditional Use Permits

**DATE:** Thursday, June 16, 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: June 16, 2022 at 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=eHZRbHZXWXhlUnlKdkhtOXhoTmtNz09>  
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, June 16, 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.

Final action on only the **rezoning amendments** will be made by the County Board of Supervisors on July 14, 2022.

Final decisions on only the **conditional uses** will be made by the Planning and Zoning Committee on June 27, 2022.

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

**R4412A-22 – Reu Farms Partnership:** Create a 2.9-ac farm consolidation lot around the home at **N2502 Wenham Rd**, Town of Hebron, from part of PINs 010-0515-0521-000 (49.158 ac) and 010-0615-3234-003 (31.362 ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**R4413A-22 – ZLRM II LLC:** Create a 3-ac lot around the home at **N9010 Ridge Ln** in the Town of Ixonia from part of PIN 012-0816-1042-000 (11.382 ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**R4414A-22 – Wayne E & Donna J Martin:** Create a 5-ac lot around the home and farm buildings at **W9458 County Road B**, Town of Lake Mills, on PIN 018-0713-0743-000 (38.25 ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**R4415A-22 – Thomas & Kathleen Twohig:** Rezone one additional acre of PIN 022-0613-3122-001 (2.96 ac), resulting in a 2.96-ac A-3 zone at **W9663 Hoopen Rd**, Town of Oakland. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**R4416A-22 – Sarah Miller & Mary Krueger:** Create a 2.55-acre lot around the existing home and buildings at **W2847 Aliceton Dr**, Town of Watertown from PIN 032-0815-3622-000 (38.37 ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

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

**R4417A-22 & CU2124-22 – David Berres/D Thomas Landscaping LLC:** Rezone 2.17 acres from PIN 006-0716-1344-002 (3.58 ac) with conditional use for storage of landscaping contractor’s materials and equipment at **W158 Concord Center Dr**, Town of Concord. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

**CONDITIONAL USE PERMIT APPLICATION**

**CU2125-22 – Paul Oliver:** Conditional home occupation at **N6065 Jefferson Rd**, Town of Aztalan for office and storage of building contractor’s equipment and materials. The site is on PIN 002-0714-2412-000 (10.223 ac) in an A-1, Exclusive Agricultural zone. This is in accordance with Sec 11.04(f)6 of the Jefferson County Zoning Ordinance.

County Board Supervisors attending meetings remotely shall have the same rights and privileges as they would have when appearing in person. The official meeting will be convened at the location on the meeting agenda. If appearing remotely, it is the responsibility of the member to maintain audio and video connectivity with the official meeting site. If connectivity is lost, but the physical location of the meeting maintains a quorum, the meeting may continue in the discretion of the chair. Members attending remotely must be able to be heard, and when video is available to the member attending remotely, seen by Committee members and public who are present at the physical location of the meeting. Loss of connectivity will result in the member being considered absent from that portion of the meeting after connectivity is lost.

**7. Adjourn**

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

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

**RESOLUTION NO. 2022-\_\_\_\_\_**

**Amending the 2022 Land and Water Conservation Department Budget**

Executive Summary

In 2020, the Jefferson County Board of Supervisors authorized the Jefferson County Land and Water Conservation Department to apply for an Early Detection and Response Grant from the Wisconsin Department of Natural Resources. The purpose of the grant is to manage a population of invasive Phragmites located near the Rock River on County Highway N. A grant of \$5,700 was awarded to Jefferson County by the Department of Natural Resources in 2021 and work on the project will begin in fall of 2022. These funds were not included in the 2022 County budget. Therefore, a 2022 budget amendment is required to increase income and expenditures for this grant.

The Land and Water Conservation Department participates in the Multi-Discharger Variance Program through the Wisconsin Department of Natural Resources. Rock River Basin industries and municipalities provide funds to counties to implement conservation projects that will reduce phosphorus delivery to waterways. The amount of funding from this program included in the 2022 budget was an estimate provided by the Department of Natural Resources. The final amount of funds received in 2022 was \$27,860 more than the estimate. Therefore, a 2022 budget amendment is required to increase income and expenditures for this program.

The Land and Water Conservation Committee approved this resolution at its May 18, 2022, meeting and recommended forwarding to the County Board for approval.

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

WHEREAS, Jefferson County Land and Water Conservation Department was awarded an Early Detection and Response grant from the Department of Natural Resources for \$5,700, and

WHEREAS, the Early Detection and Response grant will be used for treatment of an invasive species and reseeding the area with native species, and

WHEREAS, the Jefferson County Land and Water Conservation Department received an additional \$27,860 for the Multi-Discharger Variance Program than was approved in the 2022 budget, and

WHEREAS, the Multi-Discharger Variance Program funding will be used to implement cover crops and pasture establishment on farmland in Jefferson County.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors hereby approves the amendment of the 2022 Land and Water Conservation Department budget to include \$5,700 for the implementation of the Early Detection and Response grant and an increase of \$27,860 for the Multi-Discharger Variance Program.

*Fiscal Note: This is a budget amendment that increases revenues and expenditures by \$5,700 for the Early Detection and Response Grant and \$27,860 for the Multi-Discharger Variance Program . This resolution authorizes the County Finance Director to make the budget adjustments necessary to enact this resolution. As a budget amendment, County Board approval requires a two-thirds vote of the entire membership of the County Board (20 members of the 30-member County Board must vote in favor of the budget amendment).*

Referred By:  
Finance Committee

6-14-2022

REVIEWED: Corporation Counsel: JBW; Finance Director: MD

**RESOLUTION NO. 2022-\_\_\_\_\_**

**Accepting a Wisconsin Department of Natural Resources Snowmobile Trail Aids grant for the construction of a snowmobile bridge and amending the 2022 Parks Department budget**

Executive Summary

Jefferson County participates in the Wisconsin Department of Natural Resources Snowmobile Trail Aid Program, funded by a Wisconsin Department of Natural Resources recreation grant which provides funding for the development and maintenance of approximately 224 miles of public snowmobile trails in Jefferson County. Part of the Department of Natural Resources Snowmobile program allows for funding to be allocated through an application process for the maintenance and repair of snowmobile infrastructure such as bridges and culverts. Through this grant program, the Jefferson County Snowmobile Alliance and Jefferson County Parks Department sought funds to replace a bridge that is no longer safe for the public or the volunteers who groom the county's snowmobile trails. This bridge crossing is located along the public snowmobile trail south of Watertown near intersection 14A. This grant will fund 100% of the snowmobile bridge construction. Jefferson County expects to complete this bridge replacement in the 2022 field season which requires an amendment to the 2022 Parks department budget to authorize acceptance and expenditure of these grant funds. The Parks Committee considered this resolution at its meeting on May 17<sup>th</sup>, 2022, and the Finance Committee considered this resolution at its meeting on June 14<sup>th</sup>, 2022. Both committees recommended forwarding this resolution to the Jefferson County Board of Supervisors for approval.

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

WHEREAS, Jefferson County continues to work with the Jefferson County Snowmobile Alliance to promote Jefferson County's 224 miles of publicly funded snowmobile trails and all they offer to the community during the winter, and

WHEREAS, grant funding has been secured that will provide 100% funding to replace a bridge that is no longer safe for use by the public on the County's publicly funded snowmobile trails, and

WHEREAS, it is in the county's and public's best interest to complete this project before the start of the 2022-2023 snowmobile season.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Parks Department 2022 Budget be amended to accept grant funds from the Wisconsin Department of Natural Resources Snowmobile Trail Aids grant in the amount of \$51,500.00 with such funds being used to replace a bridge crossing on the Jefferson County Snowmobile Trail System.

*Fiscal Note: This resolution will amend the Jefferson County parks budget 12809-535249 by \$51,500.00. There is no impact to Jefferson County Levy. This project is 100% funded through the WDNR Snowmobile Trail Aids program.*

Referred By:  
Finance Committee and Parks Committee

6/14/2022

REVIEWED: Corporation Counsel: JBW; Finance Director:

**RESOLUTION NO. 2022-\_\_**

**Eliminating a Part-time Financial System Specialist and creating a full-time Budget Analyst I position in the Finance Department**

**Executive Summary**

As Jefferson County continues to grow and thrive, its financial budgeting and accounting systems are becoming more and more complex. Also, the increasing volatility and uncertainty in the economy makes it necessary for Jefferson County to enhance its focus on budget variance analysis and reporting.

The Finance Department has recently conducted an internal study on the Financial System Specialist position and has determined that, with the implementation of the Munis system, some of the programming and financial system responsibilities of the position are outdated. Further, the challenges of the changing economic environment described previously have made it necessary to propose changes to the position that would assist the County with meeting these challenges.

The Finance Director and the County Administrator are requesting to eliminate the current, vacant part-time 0.8 full-time equivalent Financial System Specialist and create one full-time Budget Analyst I position. The position will be budgeted through an increase in property tax levy in the Finance Department. Currently, if the position remains at the current grade and benefit level, the additional cost to implement this change for 2022 is estimated to be \$5,642. The Finance Department is requesting to allocate contingency funds for this change.

The resolution requesting the elimination of a part-time Financial System Specialist position and creation of a full-time Budget Analyst I position in the Finance Department was considered by the Human Resources Committee on May 17, 2022 and recommended for approval by the County Board.

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

WHEREAS, Jefferson County faces economic and budgetary challenges in a rapidly changing environment; and

WHEREAS, the Finance Department currently staffs a part-time (0.8 FTE) Financial Systems Specialist; and

WHEREAS, with the implementation of Munis, certain duties and responsibilities of the current Financial System Specialist position have become outdated; and

WHEREAS, the Finance Department has conducted a study of the current Financial System Specialist position and is requesting to eliminate this position and replace it with a Budget Analyst I position.



NOW, THEREFORE, BE IT RESOLVED that the 2022 County Budget setting forth positions at the Finance Department be and is hereby amended to eliminate one Financial Systems Specialist position and create one Budget Analyst I position, to become effective upon passage of this resolution.

*Fiscal Note: The elimination of a part-time Financial Systems Specialist position and creation of a full-time, fully benefitted Budget Analyst I position, assuming similar grading and full benefits, will cost an additional \$5,642 of tax levy for 2022. The Finance Department requests that this increase be funded through a transfer from the contingency fund to accommodate this request. 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).*

Requested By:  
Human Resources Committee

06-14-2022

REVIEWED: Corporation Counsel: JBW; Finance Director:



**RESOLUTION NO. 2022-\_\_\_\_**

**Approving Temporary Suspension of Ordinance 2012-06, the Civil Service Ordinance as it relates to the 60 college credit education requirement at the time of hire for Deputy Sheriffs**

**Executive Summary**

To be eligible for certification as a Wisconsin law enforcement officer, Wisconsin law requires that an applicant must complete a 720-hour law enforcement academy program at an academy certified by the Wisconsin Law Enforcement Standards Board. In addition to several other requirements to enroll in an academy, law enforcement academy students must complete 60 college credits prior to enrolling in an academy. However, law enforcement academy applicants who are sponsored by a law enforcement agency, such as the Jefferson County Sheriff's Office, may complete the 60 credit requirement within five years of hire. Even though Wisconsin law allows the Jefferson County Sheriff's Office to hire Deputies with less than 60 college credits, Jefferson County, through its Civil Service Ordinance, requires that all applicants for Deputy Sheriff have 60 college credits upon hire.

The Jefferson County Sheriff's Office, along with Human Resources and Administration, continue to consider different methods to recruit and retain successful applicants for Deputy Sheriff positions. One approach to increase the number of qualified and diverse applicants for Deputy Sheriff positions is to follow the State law requirement allowing candidates to obtain the 60-college credit requirement within five years of hire and not upon hire.

The Sheriff, Chief Deputy, Human Resources Director and the County Administrator are requesting to suspend the Civil Service Ordinance requirement of 60 college credits upon hire and to utilize the Wisconsin Law Enforcement Standards Board hiring practice which allows applicants to obtain their 60 college credits within five years of employment or be subject to termination by the Sheriff's Office.

This resolution requesting the temporary suspension of Civil Service Ordinance 2012-06as it relates to the 60 college credit education requirement at the time of hire was considered by the Human Resources Committee on May 17, 2022 and recommended for approval by the County Board.

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

WHEREAS, Jefferson County strives to hire qualified and diverse staff, and

WHEREAS, Jefferson County is challenged with recruitment and retention efforts for Deputy Sheriff positions, and

WHEREAS, the suspension of requiring 60 college credits for Deputy Sheriff positions upon hire will provide opportunities for qualified candidates to apply for the position of Deputy Sheriff and to attend the law enforcement academy.

NOW, THEREFORE, BE IT RESOLVED that the County Board of Supervisors approves the temporary suspension of Ordinance 2012-06, the Civil Service Ordinance, as it relates to waiving the 60 credit education requirement at the time of hire and to utilize the Wisconsin Law Enforcement Standards Board hiring practice which allows applicants to obtain their 60 college credits within five years of employment or be subject to termination by the Sheriff's Office.

BE IT FURTHER RESOLVED, that this suspension is in effect until the County Board takes further action to amend the Jefferson County Civil Service Ordinance.

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

Requested By:  
Human Resources Committee

06-14-2022

REVIEWED: Corporation Counsel: JBW; Finance Director:



**RESOLUTION NO. 2022-\_\_\_**

**Authorizing a grant application to the Wisconsin Department of Natural Resources Knowles Nelson Stewardship Grant Program, the Federal Recreational Trails Program, and the Land & Water Conservation Fund**

Executive Summary

The Jefferson County Parks Department is seeking grant funds to complete a recreation trail for hiking, biking and cross-country skiing on the right-of-way owned by We Energies and known as the Interurban Trail. The proposed trail is 10.96 miles in length and is located between the City of Watertown, Wisconsin, and the City of Oconomowoc, Wisconsin. This off-road paved trail connection will be built on the former Interurban Rail Line that connects the City of Watertown to the City of Oconomowoc. The project is located primarily in Jefferson County (10 miles) and a portion in Waukesha County (1 mile). The City of Watertown and the City of Oconomowoc are the project boundaries. This resolution authorizes Jefferson County Parks to seek and accept additional funding for this project through the Wisconsin DNR Knowles Nelson Stewardship Grant Program. The Parks Committee considered this resolution at its meeting on May 17, 2022, and recommended forwarding to the County Board for approval.

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

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

WHEREAS, Phase I of the Interurban Trail is completed and open to the public, and

WHEREAS, construction on Phase II of the Interurban Trail commenced in May of 2022, with a planned completion date of October of 2022, and

WHEREAS, Waukesha County and the City of Oconomowoc have begun planning, budgeting, and grant writing for the final off-road and on-road portions of this trail which will directly connect with the Lake Country Trail in Oconomowoc, and

WHEREAS, the Parks Committee recommends seeking grant funds from the Wisconsin Department of Natural Resources Knowles Nelson Stewardship Grant Program, the Federal Recreational Trails Program, and the Land & Water Conservation Fund to fund up to 50% of project design/engineering/construction of Phase III which may begin in 2023, and

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

WHEREAS, this resolution is intended to satisfy the grant application requirement establishing that Jefferson County supports this project.

NOW, THEREFORE, BE IT RESOLVED that the Parks Department is authorized to seek funding of up to \$249,999 from the Wisconsin Department of Natural Resources Knowles Nelson Stewardship Grant Program, the Federal Recreational Trail Program, and the Land & Water Conservation Fund for this multi-use recreational trail from Watertown to Oconomowoc, and if grant funding is awarded, the County Administrator is authorized to accept said grant funds, sign the grant contracts, and perform all other duties necessary to comply with and fulfill the grant provisions.

*Fiscal Note: This grant could provide up to \$249,999 towards the construction of structures and the trail on Phase III of the Jefferson Interurban Trail Project. This is a budget amendment that increases revenues and expenditures in the Parks Department up to \$249,999. This resolution authorizes the County Finance Director to make the budget adjustments necessary to enact this resolution. As a budget amendment, County Board approval requires a two-thirds vote of the entire membership of the County Board (20 members of the 30-member County Board must vote in favor of the budget amendment).*

Referred By:  
Parks Committee

06-14-2022

REVIEWED: 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 May 19, 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 R4408A-22, R4409A-22, R4410A-22 AND  
R4411A-22**

**DATED THIS TWENTY-THIRD DAY OF MAY, 2022**

**Blane Poulson, Secretary**

**THE PRIOR MONTH'S AMENDMENTS R4361A-21, R4400A-22, R4401A-22, R4402A-  
22, R4403A-22, R4405A-21, R4406A-22 AND R4399A-22  
ARE EFFECTIVE UPON PASSAGE BY COUNTY BOARD, SUBJECT TO WIS. STATS.  
59.69(5)**

**ORDINANCE NO. 2022-\_\_\_\_**

**Amending the Jefferson County Zoning Ordinance**

Executive Summary

While reviewing the Jefferson County Zoning Ordinance, the Planning and Zoning Committee determined that agricultural tourism should be defined. The Committee drafted and approved a draft definition, which was provided to the 16 Towns within Jefferson County for their review and recommendation to the Committee. A majority of the 16 Towns subject to County Zoning must approve of the proposed amendments to the Zoning Ordinance before the Zoning Ordinance can be officially amended. 13 of the 16 Towns within Jefferson County approved of the proposed definition of agricultural tourism activity. Two towns recommended denial and one did not provide a recommendation.

A public hearing was held on the proposed amendment on April 21, 2022. The Planning and Zoning Committee reviewed the proposed amendment, town recommendations and public comment on April 25 and May 23, 2022, and recommended forwarding this ordinance to the County Board of Supervisors to adopt the definition of Agricultural Tourism Activity.

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THE COUNTY BOARD OF SUPERVISORS OF JEFFERSON COUNTY DOES HEREBY ORDAIN AS FOLLOWS FOR THE PURPOSE OF AMENDING THE JEFFERSON COUNTY ZONING ORDINANCE:

**11.02 DEFINITIONS**

Agricultural Tourism Activity means an agriculturally related educational or recreational activity that:

- Takes place on a farm, ranch, grove, or place where farm animals or farmed fish are raised, or where agricultural, horticultural, or silvicultural crops are grown, or there is direct marketing of such crops incorporated into finished products and made available to the public; and
- Allows members of the general public to purchase, tour, explore, observe, learn about, participate in, or be entertained by an aspect of agricultural production, harvesting, or husbandry that occurs on the farm, ranch, grove, or place.

Agricultural tourism is intended to support local agricultural economic development efforts in rural areas of Jefferson County and promote the diversification of farm-related activities by offering members of the public the opportunity to experience Jefferson County's agricultural production at locations including local working farms and establishments which sell products from local working farms.

Agricultural Tourism Activity does not include those uses or activities defined as agricultural uses or agricultural-related uses. In addition, it does not include agricultural, or crop demonstrations performed on a farm.

Referred By:  
Planning & Zoning Committee

6-14-2022

REVIEWED: Corporation Counsel: JBW Finance Director: 

**ORDINANCE NO. 2022: \_\_\_\_**

**Amending Official Zoning Map**

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

WHEREAS, Petitions R4408A-22, R4409A-22, R4410A-22 and R4411A-22 were referred to the Jefferson County Planning and Zoning Committee for public hearing on May 19, 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-2, AGRICULTURAL & RURAL BUSINESS**

Rezone 0.84 ac of PIN 016-0514-2641-000 (39.734 ac) at **N640 US Highway 12** in the Town of Koshkonong. This is in accordance with Sec 11.04(f)7 of the Jefferson County Zoning Ordinance and is conditioned upon approval and recording of a final certified survey map for the zone. R4408A-22 & CU2118-22 – Tom Stade/Stade Auction Center, Inc.

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

Create a 1-acre building site on Cheesebrough Rd from PIN 016-0514-2641-000 (39.734 ac) in the Town of Koshkonong. This is in accordance with Sec 11.04(f)8 of the Jefferson County Zoning Ordinance. It will utilize 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 map for the lot. R4409A-22 – Tom Stade/Stade Auction Center, Inc.

Rezone 0.5 ac of PIN 008-0715-1621-004 (28.336 ac) to add it to an adjoining A-3 zoned lot at W3912 County Road B, Town of Farmington. This is in accordance with Sec 11.04(f)8 of the Jefferson County Zoning Ordinance. It will utilize 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 approval and recording of a final certified survey map for the entire A-3 zone, including extraterritorial plat review if necessary. R4410A-22 – Dane M Hartwig



Rezone all of PIN 026-0616-2741-001 (0.32 ac) and part of PIN 026-0616-2741-000 (38.08 ac) to create a lot around the buildings at N3066 County Road E in the Town of Sullivan. 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. R4411A-22 – Craig Meech/David Meech Trusts, Russel & Janice Meech Trusts Property

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

06-14-2022

REVIEWED: Corporation Counsel: JBW; 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:

**BLUE SPRING LAKE MANAGEMENT DISTRICT**

- a. John Kannard, Helenville, WI, for the board term ending April 23, 2024

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

**LOWER SPRING LAKE PROTECTION & REHABILITATION DISTRICT**

- a. John Kannard, Helenville, WI, for an Indeterminate Term

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

**ZONING BOARD OF ADJUSTMENT**

- a. Aari Roberts, Watertown, WI, for a three-year term ending July 1, 2025
- b. Laverne Behrens, Jefferson, WI, (2<sup>nd</sup> alternate) for a three-year term ending July 1, 2025

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

**BOARD OF HEALTH**

- a. Jessica Coburn, Whitewater, WI for an unexpired term ending May 14, 2024

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

**APPOINTMENTS BY COUNTY BOARD CHAIR**

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

**LOCAL EMERGENCY PLANNING COMMITTEE (LEPC)**

- a. Alex Brooks for an indeterminate term.

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

**BROADBAND WORKING GROUP**

- a. Amy Rinard, Ixonia, WI for the board term ending April 23, 2024.

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

**FAIR PARK COMMITTEE**

- a. Jerry Haferman, Lake Mills, WI, for the board term ending April 23, 2024
- b. Debra Hall-Kind, Jefferson, WI, for the board term ending April 23, 2024

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

June 14, 2022