

## AGENDA

\*REVISED 08-19-2022

### JEFFERSON COUNTY BOARD MEETING

TUESDAY AUGUST 23, 2022 7:00 p.m.

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

[Livestream on YouTube](#)

Register in advance for this webinar:

[https://us06web.zoom.us/webinar/register/WN\\_N2ghwZR3TQenotKF1KEwmQ](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 JULY 12, 2022 MEETING MINUTES**
7. **COMMUNICATIONS**
  - a. Treasurer's Monthly Report (Page 1)
  - b. \*Retirement Recognitions
8. **PUBLIC COMMENT**
9. **SPECIAL ORDER OF BUSINESS**
  - a. Presentation – Overview of final project budget and financing
10. **ANNUAL REPORTS**
  - a. County Clerk – Audrey McGraw
  - b. Health Department – Elizabeth Chilsen
  - c. Library Services – Eric Robinson
  - d. Literacy Council – Pamela Waters
- COMMITTEE REPORTS / RESOLUTIONS / ORDINANCES**
11. **BUILDING AND GROUNDS COMMITTEE**
  - a. Resolution – Awarding bids, approval of final project budget and ratification of professional service agreements for the Jefferson County Courthouse, Sheriff's Office, and Jail (Page 2)
12. **FINANCE COMMITTEE**
  - a. Resolution – Considering the Disallowance of Claim by Defend Town Plans in regard to Petition R4379A-22 (Page 9)
  - b. Resolution – Considering the Disallowance of Claim for damages by Sonrise Trucking, LLC (Page 10)
  - c. Resolution – Granting a property access easement to Deposit Telephone Company, Inc., d/b/a TDS Telecom (Page 11)
  - d. Resolution – Providing for the sale of not to exceed \$28,000,000 General Obligation County Building Bonds, Series 2022A (Page 13)
  - e. Resolution – Resolution to Contract with the US Bank for Investment Custodian Services (Page 15)
13. **HUMAN RESOURCES COMMITTEE**
  - a. Resolution – Amending the Civil Service Ordinance for full-time and part-time Deputy Sheriff's, Detectives, Sergeants, Captains and Chief Deputy (Page 17)

**14. PARKS COMMITTEE**

- a. Resolution – Authorizing the County Administrator to enter into a contract with KL Engineering to complete design, permitting, and engineering for Phase II of the Jefferson County Interurban Trail Project (Page 26)

**15. PLANNING AND ZONING COMMITTEE**

- a. Report – Approval of Petitions (Page 28)
- b. Ordinance – Amending Official Zoning Map (Page 29)
- c. Resolution – Adopting a Public Participation Plan for amending the Jefferson County Comprehensive Plan and Agricultural Preservation and Land Use Plan (Page 30)

**16. APPOINTMENTS BY COUNTY BOARD CHAIR**

- a. Andrew Koehler, Emergency Preparedness Representative, to the Local Emergency Planning Committee (LEPC) for an indeterminate term (Page 33)

**17. APPOINTMENTS BY HUMAN SERVICES BOARD**

- a. Mary Roberts, Fort Atkinson, WI, to the Aging and Disability Resource Center Advisory Committee (ADRC) for a three-year term ending July 1, 2025 (Page 33)

**18. PUBLIC COMMENT (General)**

**19. ANNOUNCEMENTS**

- a. County Board Tablet Updates

**20. ADJOURN**

**NEXT COUNTY BOARD MEETING  
SEPTEMBER 13, 2022 – 7:00 P.M.**

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

Available Cash on Hand		
July 1, 2022	\$	(484,869.43)
July Receipts	\$	<u>16,222,394.89</u>
Total Cash	\$	15,737,525.46
Disbursements		
General - July 2022	\$	12,901,470.52
Payroll - July 2022	\$	<u>1,818,134.33</u>
Total Disbursements	\$	<u>14,719,604.85</u>
	\$	<b>1,017,920.61</b>
Cash on Hand (in bank) August 1, 2022	\$	2,145,325.87
Less Outstanding Checks	\$	<u>1,127,405.26</u>
Total Available Cash	\$	<b>1,017,920.61</b>
Local Government Investment Pool - General	\$	56,087,188.70
Dana Investments	\$	37,897,498.68
Local Government Investment Pool -Clerk of Courts	\$	29,345.04
Local Government Investment Pool -Farmland Preservation	\$	180,710.46
Local Government Investment Pool -Parks/Liddle	\$	86,876.14
Local Government Investment Pool -County Bond	\$	<u>9,409,677.74</u>
	\$	103,691,296.76
2022 Interest - Super N.O.W. Account	\$	276.80
2022 Interest - L.G.I.P. - General Funds	\$	100,203.46
2022 Interest - DANA Investments	\$	346,699.80
2022 Interest - L.G.I.P. - Parks /Carol Liddle Fund	\$	272.96
2022 Interest - L.G.I.P. - Farmland Preservation	\$	567.78
2022 Interest - L.G.I.P. - Clerk of Courts	\$	92.19
2022 Interest - L.G.I.P. - County Bond	\$	<u>29,565.01</u>
Total 2022 Interest	\$	477,678.00

JOHN E. JENSEN  
JEFFERSON COUNTY TREASURER

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

### **Awarding bids, approval of final project budget and ratification of professional service agreements for the Jefferson County Courthouse, Sheriff's Office, and Jail.**

#### Executive Summary

Over the last 20 years, various studies have been conducted relating to the long term needs of County facilities including the Courthouse and adjoining Sheriff's Office and jail. The most recent studies took place in 2005, 2014 and 2020.

In 2014, the County continued to evaluate its long term needs through an independent consultant. This 2014 evaluation concluded that many of the components within County facilities have reached their end of life, specifically the mechanical, plumbing, and electrical systems. Based on these studies and reports, both the Task Force on Operations and Organizations, the County's Strategic Plan, and Comprehensive Plan determined that there is a need to update County facilities to include the Courthouse, Sheriff's Office, and Jail. In addition to the mechanical, plumbing and electrical concerns, significant portions of Jefferson County facilities do not comply with current laws and regulations such as the Americans with Disabilities Act, fire and safety codes including lack of a sprinkler system and proper alarm notification system, Wisconsin Supreme Court Rules related to judicial operations, and Department of Corrections requirements related to jail safety and security. Additionally, many of the mechanical, plumbing, and electrical systems have reached their end of service life making them difficult and expensive to repair.

The County engaged the professional services of Potter Lawson in 2020 to evaluate the long term needs of County facilities including the Courthouse and adjoining Sheriff's Office and jail.. After Potter Lawson's initial evaluation, the County Board authorized the County Administrator to contract with them on June 8, 2021, and July 13, 2021, for construction design services. On September 14, 2021, the County engaged Maas Brothers as Construction Manager. In January of 2022, the County Board authorized expanding the scope of this project to include the Law Enforcement center specifically related to jail operations, and on April 4, 2022, the County Board formally approved the final updated design and budget for this project. The budget included an inflationary increase of about 18% from the schematic design phase of the budget.

On August 10, 2021, Jefferson County approved issuing debt of up to \$36 million to fund this project. On September 14, 2021, an initial \$8 million in debt was issued. As part of the 2022 budget process, \$7 million of American Rescue Plan Act Funds were allocated toward heating, ventilation and cooling Systems as authorized under American Rescue Plan spending rules. Finally, an additional \$2.65 million was allocated through the budgetary carryover process on March 8, 2022, to cover items such as technology, furniture, fixtures, and equipment. A total of \$45.65 million has been allocated to date towards this project. Due to final numbers impacted by inflation and other considerations, it is being recommended that an additional \$1.35 million of American Rescue Plan Act dollars be reallocated toward this project and \$3 million of working capital be reserved towards the project.

The proposed updated budget is attached as Exhibit B

Additional consultants have been engaged to provide technical expertise in certain areas. These include: Audio/visual consultant ProAudio, which was recommended by the Wisconsin Third District Court; M&M Furniture to assist with furniture consultation which is listed by the State of

Wisconsin as a responsible cooperative bidder to provide services to local governments in the state; and EMC to evaluate potential bidders and develop bid documents for abatement and remediation services.

On July 25<sup>th</sup>, 2022, nineteen bid packages were issued and were advertised through various forums to include the Daily Union, Dodge Reports, and the Jefferson County Website, as well as various other methods of publication to reach as many prospective bidders as possible. Sealed bids were opened on August 11, 2022, and August 16, 2022.

The Finance Committee and Building and Grounds Committee considered this resolution at a joint meeting on August 22, 2022, and recommended forwarding to the Jefferson County Board of Supervisors for approval on a \_\_\_ to \_\_\_ vote.

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

WHEREAS, nineteen bid packages were advertised with the lowest responsible bids as follows, and

Item	Description	Base Bid
1.01	BC#01 – Excavation and Site Utilities	Bids Pending
1.02	BC#02 - Landscaping (Breezy Hill Nursery)	\$59,949.25
1.03	BC#03 - Cast-In-Place Concrete (Maas Brothers)	\$1,226,000.00
1.04	BC#04 - Masonry (Walsh Masonry)	\$1,348,531.00
1.05	BC#05 - Structural Steel & Misc. Steel (Maas Brothers)	\$1,330,000.00
1.06	BC#06 - Steel Erection (Red Cedar)	\$467,150.00
1.07	BC#07 - General Construction (Maas Brothers)	\$5,440,000.00
1.08	BC#08 - Roofing & Siding (Pioneer Roofing)	\$530,000.00
1.09	BC#09 - Aluminum-Framed Entrances-Windows-Glazing-Operators (Jefferson Glass)	\$604,750.00
1.10	BC#10 - Steel Stud Framing (Including Exterior)-Insulation-Drywall (Common Links)	\$2,400,000.00
1.11	BC#11 - Flooring-Tile Work (Hughes Flooring)	\$889,000.00
1.12	BC#12 - Ceilings (Central Ceilings)	\$436,800.00
1.13	BC#13 - Painting (Hess)	\$536,000.00
1.14	BC#14 - Plumbing (Monona Plumbing)	\$1,683,258.00
1.15	BC#15 - Fire Protection (Nelson Fire Protection)	\$615,987.00
1.16	BC#16 - HVAC (Sure-Fire)	\$8,950,000.00
1.17	BC#17 - Electrical-Communications-Electronic Safety & Security (Next Electric)	\$7,544,000.00
1.18	BC#18 - Detention Equipment (Stronghold)	\$795,000.00
1.19	Abatement (Robinson Brothers)	\$415,100.00

WHEREAS, the final bid tabulation is included as Exhibit A, with the exception of one pending bid for excavation and site utilities, and

WHEREAS, the updated budget is included as Exhibit B, and

WHEREAS, the County has engaged M&M Furniture, Pro-Audio and EMC to provide technical consultation for aspects of the project, and

WHEREAS, because there were no bids submitted for excavation and site utilities, bids have been re-solicited with a bid due date of September 1, 2022, and

WHEREAS, the bid for abatement (Robinson Brothers) listed above was not the lowest bid, but was determined by the County's consultant to be the lowest responsible bidder, and

WHEREAS, the Buildings and Grounds Committee and the Finance Committee met on August 22, 2022, and reviewed the recommended bids results and updated budget and recommended these be forwarded to the county board for approval.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board accepts the bids as provided above as the lowest responsible bidders with funding as set forth in the project budget attached as Exhibit B.

BE IT FURTHER RESOLVED that the Jefferson County Board ratifies agreements with Pro-Audio, M&M and EMC.

BE IT FURTHER RESOLVED that the County Administrator is authorized to enter into all necessary contracts as required to execute the project accordingly.

BE IT FURTHER RESOLVED that the Building and Grounds Committee is hereby authorized to review and accept the lowest responsible bid for excavation and site utilities after consultation with the County Administrator.

BE IT FURTHER RESOLVED that the County Administrator is authorized to unilaterally execute change orders up to \$100,000; change orders greater than \$100,000 up to \$200,000 shall be co-signed by the County Administrator and County Finance Director; change orders greater than \$200,000 up to \$400,000 shall be authorized by the County Administrator following consultation with the County Board Chair, Building and Grounds Committee Chair, Finance Committee Chair, and Finance Director. Any change order that exceeds \$400,000 or is not within the total appropriation of the budget shall be approved by majority vote of the county board.

BE IT FURTHER RESOLVED that the County Administrator and the consultant will provide updates to the Building and Grounds Committee and Finance Committee and other interested parties on a regular basis.

*Fiscal Note: The total cost for the Courthouse, Sheriff and Jail Improvements Project is expected to be up to \$49,959,475. This project will be funded by a combination of 2021A General Obligation Bonds in the amount of \$8,000,000, 2022A General Obligation Bonds in the amount of \$28,000,000, American Rescue Plan Act funding of \$8,355,000, carryover funds designated by the Board of Supervisors on March 8, 2022 in the amount of \$2,635,000, and working capital fund balance in the amount of \$2,969,475. The County Board has appropriated \$10,635,000 in the 2022 budget for this project, with the remainder of the project costs to be appropriated in the 2023 budget. No budget adjustment is necessary.*

Referred By:  
Buildings and Grounds Committee  
and Finance Committee

8-23-2022

REVIEWED: Corporation. Counsel: JBW ; Finance Director: 

# Jefferson County Courthouse & Sheriff's Building Renovation & Additions Bid Tabulation

Item	Description	Base Bid	Alternate #1 Green Roof	Alternate #2 Sky Lights
<b>1.01 - BC#01 - Sitework-Site Utilities</b>				
		pending		
<b>1.02 - BC#02 - Landscaping</b>				
	Breezy Hill Nursery	\$59,949.25		
<b>1.03 - BC#03 - Cast-In-Place Concrete</b>				
	Cullen	\$1,300,000.00		
	Maas Brothers	\$1,226,000.00		
<b>1.04 - BC#04 - Masonry</b>				
	Cullen	\$1,544,351.00		
	Walsh Masonry	\$1,348,531.00		
<b>1.05 - BC#05 - Structural Steel &amp; Misc. Steel</b>				
	Maas Brothers	\$1,330,000.00	\$11,700.00	\$9,600.00
	Cullen Combined Bid BC#05 & #06	\$1,947,668.00	\$20,795.00	\$13,348.00
<b>1.06 - BC#06 - Steel Erection</b>				
	Cullen	\$474,368.00	\$2,645.00	\$3,998.00
	Red Cedar Steel Erectors	\$467,150.00	\$2,200.00	\$6,480.00
	Capital Steel Erectors	\$593,400.00	\$4,300.00	\$4,700.00
	SPE Inc.	\$561,500.00		\$4,000.00
<b>1.07 - BC#07 - General Construction</b>				
	Maas Brothers	\$5,440,000.00	\$15,000.00	\$104,000.00
<b>1.08 - BC#08 - Roofing &amp; Siding</b>				
	Pioneer Roofing	\$530,000.00	\$98,000.00	\$12,400.00
	Waukesha Roofing	\$674,040.00	\$95,766.00	\$8,839.00
	SRS Roofing	\$591,900.00	100,511.00	\$15,200.00
<b>1.09 - BC#09 - Aluminum-Framed Entrances-Windows-Glazing-Operators</b>				
	Jefferson Glass	\$604,750.00		
	Lake City	\$1,064,000.00		\$174,000.00

Item	Description	Base Bid	Alternate #1 Green Roof	Alternate #2 Sky Lights
<b>1.10 - BC#10 - Steel Stud Framing (Including Exterior)-Insulation-Drywall</b>				
	Common Lakes Construction	\$2,400,000.00		
<b>1.11 - BC#11 - Flooring-Tile Work</b>				
	Halverson Carpet	\$942,230.00		
	Hughes Flooring	\$889,000.00		
	Macco's	\$976,320.00		
<b>1.12 - BC#12 - Ceilings</b>				
	PCI	\$523,350.00		
	Badger Acoustics	\$557,500.00		
	Advantage Acoustical	\$504,059.00		
	Common Links Construction	\$575,800.00		
	Central Ceilings	\$436,800.00		
<b>1.13 - BC#13 - Painting</b>				
	Hess Painting	\$536,000.00		
<b>1.14 - BC#14 - Plumbing</b>				
	NAMI	\$2,135,000.00		
	Monona Plumbing	\$1,683,258.00		
<b>1.15 - BC#15 - Fire Protection</b>				
	Nelson	\$615,987.00		\$1,500.00
	Design Build Fire Protection	\$987,850.00		
<b>1.16 - BC#16 - HVAC</b>				
	Sure Fire	\$8,950,000.00		
	NAMI	\$11,293,000.00		
<b>1.17 - BC#17 - Electrical-Communications-Electronic Safety &amp; Security</b>				
	Universal Power & Systems Inc.	\$7,589,000.00		
	Next Electric	\$7,544,000.00		
<b>1.18 - BC#18 - Detention Equipment</b>				
	Stronghold Industries	\$795,000.00		



## BID TALLY SHEET

<b>OWNER:</b>	<b>JEFFERSON COUNTY</b>					
<b>ASBESTOS ABATEMENT AND SELECT DEMOLITION PROJECT:</b>	<b>JEFFERSON COUNTY COURTHOUSE, EMC PROJECT NO. 220758-02</b>					
<b>BID OPENING DATE/TIME:</b>	<b>THURSDAY, AUGUST 11, 2022 AT 1:00 PM</b>					
<b>PERSONS PRESENT</b>	Marc DeVries, J. Blair Ward, Tammie Jaeger, Sarana Stolar, Mark Stafford, James Jozwiakowski,					
<b>BASE BID NO. 1:</b> All work specified for Areas 1A, 1B, 1C, 1D, 1E, 1F, 1G, 1H, 2A, 2B, 2C, 2D, 3A and 3B.	631,339.00	396,000.00	767,262.00	369,065.53	535,000.00	779,000.00
<b>ALTERNATE BID NO. 1:</b> All work specified for Areas Alt 2E and 2F.	23,770.00	16,500.00	37,104.00	22,869.35	5,200.00	79,000.00
<b>ALTERNATE BID NO. 2:</b> All work specified for Area Alt 2G.	3,835.00	2,600.00	4,765.00	8,789.65	4,030.00	9,400.00
<b>ALTERNATE UNIT PRICE:</b> Per TSI Fitting	28.00	20.00	20.50	23.23	28.00	25.00
<b>ALTERNATE UNIT PRICE:</b> Per Linear Foot	18.00	20.00	10.50	23.23	15.00	25.00
<b>ALTERNATE UNIT PRICE:</b> Per All-inclusive Man Hour	95.00	65.00	80.00	267,589.20	85.00	125.00
<b>ALTERNATE UNIT PRICE:</b> Per Additional Mobilization	250.00	300.00	350.00	1,741.00	350.00	1,500.00
<b>ALTERNATE UNIT PRICE:</b> Per Square Foot of Spray-applied Fireproofing	14.00	12.00	22.00	3.08	10.00	17.50

b

# Jefferson County - Courthouse/Law Enforcement Center - Total Project Budget 8-23-2022

	Total	Previous Budget
Construction Costs - Building Additions & Renovations	\$38,669,834.00	\$32,960,000.00
MIS Building Demolition & Parking Lot Construction	Future Project Below	\$235,000.00
Construction Contingency	\$3,750,000.00	\$3,296,000.00
BC#1 Site Work-Site Utilities	\$300,000.00	In Construction Costs
<b>Sub-Total</b>	<b>\$42,719,834.00</b>	<b>\$36,491,000.00</b>
 Design Fees (Including \$19k Reimbursable Allowance)	 <b>\$2,757,801.00</b>	 <b>\$2,660,000.00</b>
Construction Materials Testing Allowance (Soils/Steel)	\$40,000.00	\$30,000.00
Owner Moving Costs/Misc. Costs	\$150,000.00	\$150,000.00
Temporary Office Space	\$300,000.00	Not Included
Temporary Conditioning of Offices/Flex Spaces	\$300,000.00	\$300,000.00
Winter Construction Costs (Additions)	\$100,000.00	\$100,000.00
Private Utility Relocations	\$150,000.00	Not Included
Security/Cameras/Access	In Construction Costs	\$975,000.00
Temporary/Interim Workspace Construction (Within Building)	\$100,000.00	Not Included
Terrazzo Repairs @ Doors (Removal/Patching of 38 Openings)	\$70,000.00	Not Included
Full Terrazzo Repairs (Crack Repair & Refinishing)	\$140,000.00	Not Included
Final Building Cleaning	\$50,000.00	In Construction Costs
Jail Rec Yard Buildout	\$150,000.00	In Construction Costs
<b>**Potential Levy Funded Items**</b>		
Asbestos Abatement/Consulting	\$581,840.00	\$125,000.00
Audio-Visual/Information Technology/Telecommunications	\$1,000,000.00	\$660,000.00
Fixtures, Furnishings, & Equipment (Including Exterior)	\$1,000,000.00	\$750,000.00
Paving of East Lot/MIS Building Demo & Parking Lot	\$350,000.00	\$235,000.00
<b>Sub-Total</b>	<b>\$4,481,840.00</b>	<b>\$3,325,000.00</b>
<b>Total</b>	<b>\$49,959,475.00</b>	<b>\$42,476,000.00</b>
<b>Funding Sources:</b>		
Series 2021A General Obligation Bonds	(\$8,000,000.00)	
Series 2022A General Obligation Bonds	(\$28,000,000.00)	
American Rescue Plan Act (ARPA) funding	(\$8,355,000.00)	
Designated Carryover from 2021	(\$2,635,000.00)	
Working Capital/Fund Balance	(\$2,969,475.00)	
<b>**Inflation on Construction Only**</b> (as previously presented)		
Inflation Scenario (August 2022 Bid) - 3.00%		\$43,464,800.00
Inflation Scenario (August 2022 Bid) - 6.00%		\$44,453,600.00
Inflation Scenario (August 2022 Bid) - 9.00%		\$45,442,400.00
<b>**Future Projects**</b>		
New Storage Building @ New Parking Lot	\$250,000.00	\$250,000.00
Street/Storm Sewer Work	Included in BC#01	\$375,000.00
Alternate #1&#2 Skylights & Green Roof	\$269,906.00	

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

**Considering the Disallowance of Claim by Defend Town Plans in regard to Petition R4379A-22**

Executive Summary

A claim has been made against Jefferson County. The Notice of Circumstances and Notice of Claim have been reviewed by the County's insurance carrier, WMMIC, and recommended for disallowance based on the finding that the County has no liability for this claim and did not violate the law when granting the rezoning petition. This resolution formally denies the claim filed against Jefferson County and directs the Corporation Counsel to give the claimant notice of disallowance. The Planning and Zoning Committee considered this resolution on July 27, 2022, and the Finance Committee considered this resolution on August 03, 2022. Both committees recommended forwarding to the County Board for approval.

\_\_\_\_\_

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

WHEREAS, the following claim was filed against Jefferson County as follows:

<u>Claimant</u>	<u>Date of Loss</u>	<u>Claim Filed</u>	<u>Description</u>
Defend Town Plans,U.A., LLC., Rhonnie Garcia, Robert and Karen Gartzke, Thomas and Sally Williams	4/19/22	6/21/22	The claimants are asserting a claim against the Jefferson County Board of Supervisors that the approval of a rezoning petition was in violation of Wisconsin law and the Jefferson County Comprehensive Plan. Claimants are asking the County Board to reverse its decision granting the rezoning petition.


WHEREAS, Jefferson County's insurance carrier, Wisconsin Municipal Mutual Insurance Company, recommends disallowance of the claim on the basis that the County is not legally responsible for the alleged damages.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors hereby disallows said claim and directs the Corporation Counsel to give the claimant notice of disallowance.

*Fiscal Note: This matter has been referred to Wisconsin Municipal Mutual Insurance Company (WMMIC) and will be resolved in accordance with the terms of the County's policy.*

Referred By:  
Finance Committee  
and Planning and Zoning Committee

08-23-2022

REVIEWED: Corporation Counsel: JBW ; Finance Director: 

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

**Considering the Disallowance of Claim for damages by Sonrise Trucking, LLC.**

Executive Summary

A claim has been made against Jefferson County for damages. The claim has been reviewed by the County's insurance carrier, WMMIC, and was recommended for disallowance based on the finding that the County has no liability for this claim and is not legally responsible for the alleged damages. This resolution formally denies the claim filed against Jefferson County and directs the Corporation Counsel to give the claimant notice of disallowance. The Finance Committee considered this resolution on August 03, 2022, and recommended forwarding to the County Board for approval.

\_\_\_\_\_

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

WHEREAS, the following claim was filed against Jefferson County as follows:

<u>Claimant</u>	<u>Date of Loss</u>	<u>Claim Filed</u>	<u>Description</u>	<u>Alleged Damages</u>
Sonrise Trucking, LLC.	6/27/22	7/05/22	Sonrise Trucking, LLC., alleges damages to its vehicle caused by a rock thrown from a Jefferson County mower while mowing the median on 1-94.	\$286.96

WHEREAS, said damages are alleged to be the result of negligence of Jefferson County, its agents, officials, officers or employees, and


WHEREAS, Jefferson County's insurance carrier, Wisconsin Municipal Mutual Insurance Company, recommends disallowance of the claim on the basis that the County is not legally responsible for the alleged damages.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors hereby disallows said claim and directs the Corporation Counsel to give the claimant notice of disallowance.

*Fiscal Note: This matter has been referred to Wisconsin Municipal Mutual Insurance Company (WMMIC) and will be resolved in accordance with the terms of the County's policy.*

Referred By:  
Finance Committee

08-23-2022

REVIEWED: Corporation Counsel: JBW ; Finance Director: 

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

**Granting a property access easement to Deposit Telephone Company, Inc., d/b/a TDS Telecom**

Executive Summary

Jefferson County is the owner of a vacant parcel of land located on Sherwood Lane in the City of Jefferson, Parcel Identification Number 241-0614-1512-001, which adjoins and is directly west of the Jefferson County Workforce Development building (see attached Exhibit A). Jefferson County was contacted by TDS Telecom requesting a permanent access easement over this property for the purpose of maintaining equipment and accessories for the operation of its telecommunications systems. The easement area measures approximately 15 feet by 15 feet and the consideration provided to Jefferson County for granting the easement will be \$5000.00. This easement will give TDS the ability to expand internet service within Jefferson County and is consistent with the Jefferson County Strategic Plan, Comprehensive Plan, and the *Broadband Forward!* mission adopted by the Broadband Working Group and the Jefferson County Board of Supervisors. This resolution will grant Deposit Telephone Company, Inc., d/b/a TDS Telecom the legal right to access the property described above. The Finance Committee considered this resolution at its meeting on August 03, 2022, and recommended forwarding to the Jefferson County Board of Supervisors to grant the requested access easement.

WHEREAS, Jefferson County owns real property located on Sherwood Lane in the City of Jefferson, State of Wisconsin, which is currently vacant, and

WHEREAS, Deposit Telephone Company, Inc., d/b/a TDS Telecom has requested Jefferson County to grant a permanent access easement to this property for the purpose of maintaining equipment and accessories for the operation of its telecommunications systems, and

WHEREAS, granting the requested easement will expand high speed internet service within Jefferson County.

NOW, THEREFORE, BE IT RESOLVED that Jefferson County hereby grants Deposit Telephone Company, Inc., d/b/a TDS Telecom, a perpetual, nonexclusive access easement as depicted and described in Exhibit A, incorporated by reference herein, for the purpose of maintaining equipment and accessories for the operation of its telecommunications systems.


BE IT FURTHER RESOLVED that nothing in this access easement will prohibit current or future use of the access easement property by Jefferson County.

BE IT FURTHER RESOLVED that the Jefferson County Clerk is hereby authorized to execute a perpetual nonexclusive easement as described herein.

*Fiscal Note: This resolution will result in Jefferson County receiving \$5000.00 as consideration for granting the easement.*

Referred By:  
Finance Committee

08-23-2022

REVIEWED: Corporation Counsel: JBW\_ Finance Director: 

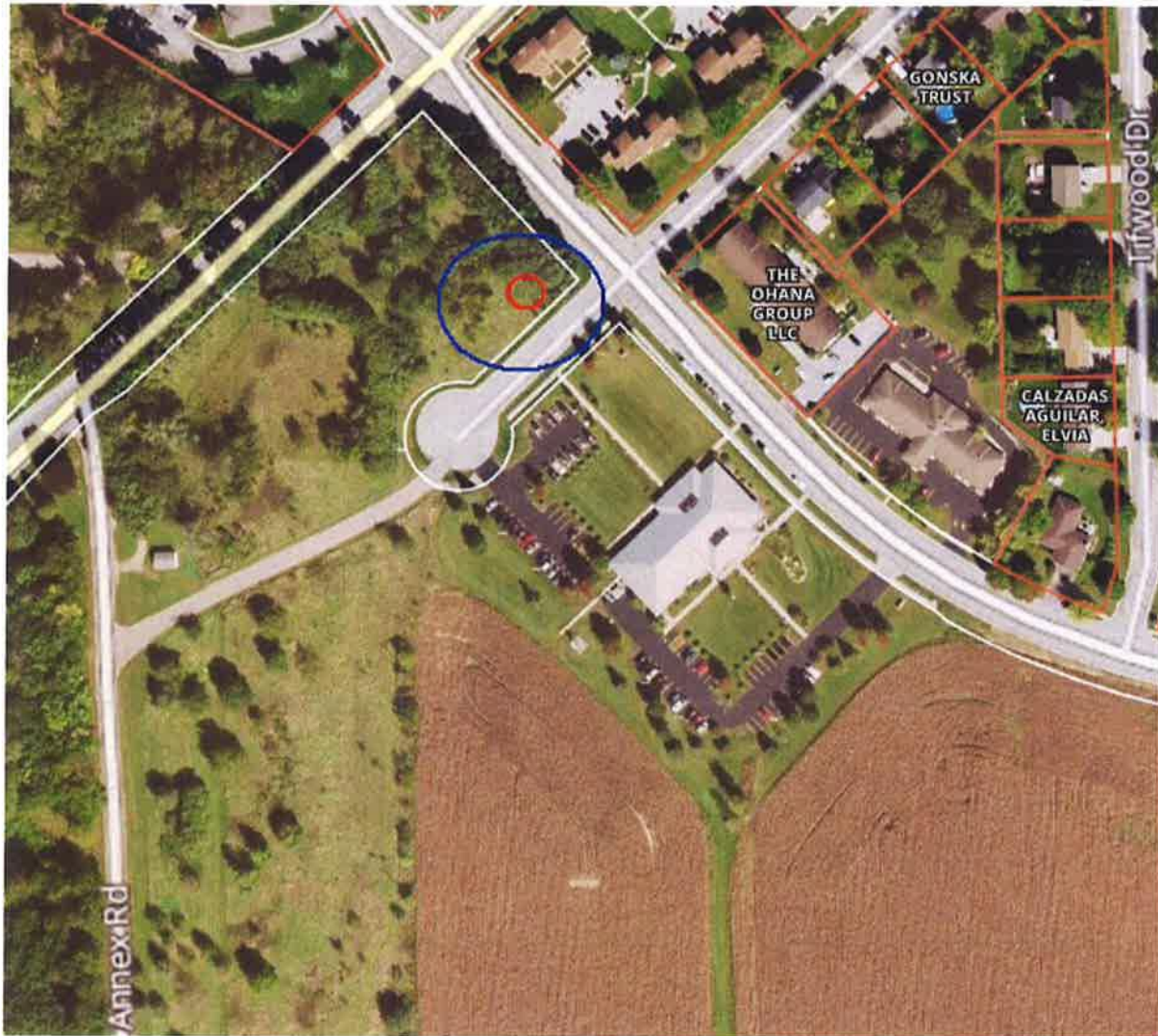


**Exhibit A**  
**Description of Easement Area**

Coordinates: 42.991516, -88.824781

Parcel: 241-0614-1512-001

Map: Along Sherwood Ln is best proposed location



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

**Providing for the sale of not to exceed \$28,000,000 General Obligation County Building Bonds, Series 2022A**

WHEREAS, on August 10, 2021, the County Board of Supervisors of Jefferson County, Wisconsin (the "County"), by a vote of at least 3/4 of the members-elect, adopted an initial resolution (the "Initial Resolution") authorizing the issuance of general obligation bonds or promissory notes in an amount not to exceed \$36,000,000 for the public purpose of paying the cost of County building projects, consisting of the construction of additions to and renovation of the Courthouse, Sheriff's Office and Jail facilities, construction of related improvements and acquisition of furnishings and equipment (collectively, the "Projects"); and

WHEREAS, the County Board of Supervisors hereby finds and determines that the Projects described in the Initial Resolution are within the County's power to undertake and therefore serve a "public purpose" as that term is defined in Section 67.04(1)(b), Wisconsin Statutes; and

WHEREAS, on October 28, 2021, the County issued its \$8,000,000 General Obligation County Building Bonds, Series 2021, pursuant to the Initial Resolution to finance a portion of the Projects; and

WHEREAS, the County Board of Supervisors of the County has now determined that it is in the best interest of the County to issue additional general obligation bonds pursuant to the Initial Resolution to finance the remaining portion of the Projects.

NOW, THEREFORE, BE IT RESOLVED by the County Board of Supervisors of the County that:

Section 1. Issuance of the Bonds. The County shall issue general obligation bonds in an amount not to exceed \$28,000,000 pursuant to the Initial Resolution, which bonds shall be designated "General Obligation County Building Bonds, Series 2022A" (the "Bonds").

Section 2. Sale of the Bonds. The County Board of Supervisors hereby authorizes and directs that the Bonds be offered for public sale. At a subsequent meeting, the County Board of Supervisors shall consider such bids for the Bonds as may have been received and take action thereon.

Section 3. Notice of Sale. The County Clerk (in consultation with the County's financial advisor, Ehlers & Associates, Inc. ("Ehlers")) is hereby authorized and directed to cause the sale of the Bonds to be publicized at such times and in such manner as the County Clerk may determine and to cause copies of a complete Notice of Sale and other pertinent data to be forwarded to interested bidders as the County Clerk may determine.

Section 4. Official Statement. The County Clerk (in consultation with Ehlers) shall also cause an Official Statement to be prepared and distributed. The appropriate County officials shall determine when the Official Statement is final for purposes of Securities and Exchange

Commission Rule 15c2-12 and shall certify said Official Statement, such certification to constitute full authorization of such Official Statement under this resolution.

*Fiscal Note: This resolution enables the funding of the remainder of the Courthouse, Sheriff, and Jail Improvement Project. Currently, the Board has appropriated \$10,635,000 for this project in the 2022 budget. The remainder of the project costs and funding will be included in the 2023 budget. No budget adjustment is necessary.*

Referred By:  
Finance Committee

08-23-2022

REVIEWED BY: Corporation Counsel: JBW ; Finance Director:





## RESOLUTION NO. 2022-\_\_

### Resolution to Contract with U.S. Bank for Investment Custodian Services

#### Executive Summary

Jefferson County invests funds not required for immediate cash flow needs in accordance with Wisconsin State Statute 66.0603 (1m) and its own Investment Policy. The County hires two firms to assist with its investments: an investment manager, which provides direction and assistance with determining the highest yielding investments that match cash requirements in accordance with statute and policy, and an investment custodian, which is an independent third party that holds the investments that are recommended for purchase. The custodian produces monthly statements that measure the cost and market value of the investments.

Upon discovering a reporting error in the monthly investment statements received from its current investment custodian, County Administration decided to seek Requests for Proposals for investment custodial services. Jefferson County received two proposals from qualified service providers. Two staff members reviewed the proposals to determine which firm should be awarded the contract based on criteria such as cost, proposal requirements, experience and audit approach. The Finance Committee considered this resolution on August 3, 2022, and recommended forwarding to the County Board to approve contracting with U.S. Bank for investment custodian services.

WHEREAS, proposals were received for investment custodial services, and Jefferson County staff reviewed the proposals, with the results of the review shown below:

	Wells Fargo	US Bank
Size (in assets)	\$1.9 trillion	\$587 billion
Report analysis and capability	Performance reporting at an extra cost \$2400 annually per account	Performance reporting at no extra cost
Public sector experience	Total custodial accounts - 576 Total custodial assets \$6 billion (did not disclose number of gov't clients /assets)	Total public sector custodial clients - 616 Total public sector custodial assets - \$290.6 billion

Fees	1. 30 basis points on first \$3 million 2. 15 basis points on all above \$3 million 3. Transaction fees apply \$25-\$35 per trade 4. \$2400 for performance reporting	1. Minimum fee: \$12,000 2. Total portfolio balance *2 basis points
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Example:

Total portfolio balance	\$ 40,000,000.00	\$ 40,000,000.00
value-based fee #1	9,000.00	12,000.00
value-based fee #2	55,500.00	8,000.00
performance reporting option	2,400.00	included
Total fee	\$ 66,900.00	\$ 20,000.00

WHEREAS, the Finance Committee recommends contracting with U.S. Bank for investment custodian services.

NOW, THEREFORE, BE IT RESOLVED that the Finance Director is authorized to negotiate, and the County Administrator is authorized to execute, a contract with U.S. Bank at the price contained in their proposal.

*Fiscal Note: The cost of custodial services are estimated to be approximately \$6,700 for 2022. The County Treasurer's budget contains adequate funds for this service. No budget adjustment is necessary.*

Referred By:  
Finance Committee

08-23-2022

Corporation Counsel: JBW ; Finance Director: 

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

**Amending the Civil Service Ordinance for full-time and part-time Deputy Sheriffs,  
Detectives, Sergeants, Captains and Chief Deputy**

THE COUNTY BOARD OF SUPERVISORS OF JEFFERSON COUNTY DOES  
HEREBY AMEND THE CIVIL SERVICE ORDINANCE AS FOLLOWS:

**SECTION 1. PURPOSE.** This ordinance is intended to bring qualified persons into county law enforcement work by a system of competitive examinations and to ensure continuity in county law enforcement work by virtue of a permanent appointment as deputy sheriff under a civil service ordinance as set forth in sec. 59.26(8) and Chapter 63, Wisconsin Statutes.

**SECTION 2. COMMISSION.**

- A. There is hereby established a County Civil Service Commission with the duties, functions and authority set forth in sec. 59.26 and Chapter 63 of the Wisconsin Statutes.
- B. Such Commission shall consist of five (5) members, all of whom shall be legal residents of Jefferson County. Appointments shall be made on the basis of recognized and demonstrated interest in, and knowledge of the problems of civil service. No person holding any elected or appointed public position or office of any sort in Jefferson County government shall be appointed thereon.
- C. The Jefferson County Administrator shall appoint members of the Commission, subject to confirmation by the County Board. The office of a commissioner shall be deemed vacant upon the happening of any of the following events:
  - 1. Death of the incumbent.
  - 2. Resignation of the incumbent in writing.
  - 3. Removal of the incumbent by the County Board.
  - 4. Ceasing to be a resident of Jefferson County.
- D. In the month of December of each year immediately preceding the expiration of the term of office of any such commissioner, the County Administrator shall appoint one member of such Commission to hold office for the term of five (5) years from the first day of January next succeeding the appointment and until a successor is elected and is qualified. Appointment to vacant positions shall be for the remainder of the original term.
- E. Each member of the Commission shall take and file the official oath.
- F. Each member of the Commission shall receive such compensation as the County Board shall determine.

- G. The Commission shall organize and elect a chairperson whose term of office shall be one (1) year and shall elect a secretary whose term of office shall be one (1) year. Such chairperson and secretary shall serve until election of a successor. The secretary shall cause the minutes of the proceedings of the Commission to be preserved in a proper record book.
- H. Nothing herein shall be construed as to affect the appointment or terms of the present commissioners.

**SECTION 3. DUTIES OF THE COMMISSION.** It shall be the duty of the Commission:

- A. To prepare and publish such rules and regulations to carry out the provisions of this ordinance as may be necessary to secure the best law enforcement service for the County.
- B. To receive applications and conduct examinations of applicants for positions in the Sheriff's Office of Jefferson County with such frequency as may be necessary to maintain an eligibility list sufficient to meet the needs of the Sheriff's Office.

**SECTION 4. RECRUITMENT.**

- A. The following classifications are created within the Jefferson County Sheriff's Office: Chief Deputy, Captain, Sergeant, Detective, and Deputy Sheriff.
- B. In addition to requirements under Section 6, Promotions, no person shall be eligible to apply for or be appointed to the positions covered by this ordinance after September 1, 2022, unless:
  - 1. The applicant is a citizen of the United States.
  - 2. It is preferred that the applicant has a minimum of sixty (60) college credits or has three (3) years of experience as a paid full-time law enforcement officer (civilian or military). The Jefferson County Sheriff's Office will utilize the Wisconsin Law Enforcement Standards Board hiring practice which allows applicants to obtain their sixty (60) college credits within five (5) years of employment. Applicants hired with fewer than sixty (60) college credits must obtain sixty (60) college credits within five (5) years or they will no longer be eligible to serve as a Wisconsin law enforcement officer due to not meeting the minimum requirements of the Wisconsin Law Enforcement Standards Board, and therefore unqualified for continued employment as a Jefferson County Deputy Sheriff.
  - 3. Persons employed in the classifications subject to this ordinance shall meet the training standards set by the Department of Justice, Wisconsin Law Enforcement Standards Training Board as a Wisconsin Certified Law Enforcement officer within 12 months of employment unless a waiver is granted by the Wisconsin Law Enforcement Standards Training Board.
  - 4. The applicant is at least eighteen (18) years of age.

5. There is no specific measurement set for height and weight relationships. They shall be in proportion and shall be considered by the medical examiners in determining the applicant's physical fitness for the position. In addition, all new hire Deputy Sheriff applicants shall be required to pass the entrance standards for the Wisconsin Physical Readiness Testing. See Addendum A.
  6. The applicant shall not have been convicted at any time or any place of a felony, unless the judgment or conviction has been reversed or a complete pardon has been granted.
  7. Have no convictions of a misdemeanor crime of domestic violence as defined in 18 USC 921(a)(33), convictions of domestic abuse as defined in § 968.075(1)(a), Wis. Stats., or convictions of a crime subject to the imposition of the domestic abuse surcharge under § 973.055(4), Wis. Stats.
- C. The applicant must possess a valid Wisconsin driver's license at the time of appointment of Deputy Sheriff positions. All candidates for the position of Deputy Sheriff shall file a written application with the Jefferson County Human Resources Department. Notice of the date, time and place for conducting written examinations and notice as to the open Deputy Sheriff positions, the necessary qualifications and where applications may be filed shall be published in the County's official newspaper. Such notice may also be given to schools within this state which confer police science degrees as well as law enforcement websites designed for advertising openings/hiring processes for law enforcement personnel, such as the Department of Justice's WILENET website.
- D. Detective: At least fourteen (14) days prior to the commencement of the examination process, the Sheriff shall post a notice in an area designated by the Sheriff and known and communicated to all staff, which notice shall identify the opening and classification, along with the salary range. Such notice shall contain the names of those persons within the Sheriff's Office eligible to write the examination. Eligible sworn staff intending to participate in the examination process shall so indicate in writing by placing their signatures next to their names on the eligibility list.
- E. Supervisory positions of Sergeant and Captain: At least fourteen (14) days prior to the commencement of the examination process, the Sheriff shall post a notice in an area designated by the Sheriff and known and communicated to all staff, which notice shall identify the supervisory and/or administrative opening and classification, along with the salary range. Such notice shall contain the names of those persons within the Sheriff's Office eligible to write the examination. Eligible sworn staff intending to participate in the examination process shall so indicate in writing by placing their signatures next to their names on the eligibility list.
- F. Chief Deputy Position: In addition to meeting the posting requirements for other Supervisory positions, at least thirty (30) days prior to the commencement of the examination process, the Sheriff shall post a notice of the Chief Deputy vacancy in an area designated by the Sheriff and known and communicated to all staff which shall identify the Chief Deputy opening, along with the salary range. Such notice shall

contain the names of those persons within the Sheriff's Office eligible to write the examination. Eligible sworn staff intending to participate in the examination process shall so indicate in writing to the Sheriff or designee. If no eligible candidates within the Sheriff's Office are qualified, the Sheriff shall publish a notice of the Chief Deputy vacancy containing the required qualifications of the position. All candidates must have at least ten (10) years of service with a Sheriff's Office and at least five (5) years of supervisory experience with a Sheriff's Office.

- G. Jefferson County is an Equal Opportunity Employer. No person employed by the Jefferson County Sheriff's Office, nor any person seeking admission thereto, shall be discriminated against contrary to the provisions of Ch. 111, Wisconsin Statutes.

## **SECTION 5. EXAMINATION.**

- A. The Commission shall conduct competitive written and oral examinations. The Commission shall establish passing grades for each phase of examination prior to each phase thereof.
- B. The first stage of the testing procedure will be a written examination, administered and proctored by the Commission or its designee. The test used shall be the current test certified for use by the Commission or its designee. The tests used must be validated and job-related.
- C. The Sheriff's Office shall, upon request of the Commission, conduct a background investigation to determine the character and reputation of applicants. This will be done by the Sheriff's Office Detective Bureau or other trained sworn personnel for new hire applicants.
- D. The Commission may refuse to examine a candidate or, after examination, to certify a candidate as eligible who (1) is found to lack any of the established requirements for the position for which that person has applied, or (2) has intentionally made a false statement in any material fact, or (3) is addicted to the habitual use of intoxicating beverages, narcotics or dangerous drugs, or (4) has ever been convicted of a felony without a full pardon, or (5) any other sufficient fact which, because of business necessity, would be a detriment to holding the position of Deputy Sheriff.
- E. The Commission shall establish a certified eligibility list of candidates who meet the prerequisites of the position, and who have scored a passing grade on the written and oral examinations. The Commission may invite representatives of other law enforcement agencies to participate in the oral interview process. Invitees' scores will be given to the Civil Service Commission for discussion and consideration in accordance with the Commission's rules. Invited law enforcement guests are neutral third parties chosen by their respective departments to participate in the process at the request of the Jefferson County Civil Service Commission. Invitees should be individuals that by rank or assignment have a level of expertise that is beneficial in the final scoring process.

- F. Placement on the certified eligibility list for initial appointment shall be by overall score, weighing the scores on the written and oral examinations, 40 percent each, with the remaining 20 percent taken from the applicants file information. For promotional factor weights, see Section 6 (B)(1). Preference points shall be given to veterans of any wars of the United States as provided by sec. 63.08(1)(f) and 230.16 (7), Wisconsin Statutes.
- G. Every candidate on the eligibility list must, prior to appointment, submit to and pass a psychological, physical and drug test to be conducted by such physician or physicians as may be designated by the Commission. Such physician shall submit a statement that the applicant is of sound health and has the physical ability to perform the duties, with or without reasonable accommodation, of the position to which they seek appointment. Cost of such examination shall be borne by Jefferson County. The Commission will also implement a physical readiness test for prospective new hires, who will pass a minimum of the entry standards of the Wisconsin Physical Readiness Testing (PRT). See Addendum A.
- H. The Sheriff, has the discretion, to employ an assessment center process as an additional tool for evaluation of the top candidates for both new and promotional positions as certified by the Commission.

## **SECTION 6. PROMOTIONS.**

Promotions and divisional reassignment shall be made according to this ordinance:

- A. **Promotion Eligibility.** Those eligible for promotion shall be limited as follows:
  1. Chief Deputy. To take the examination for the position of Chief Deputy, Sheriff's Office candidates will not have less than ten (10) years of service with the Jefferson County Sheriff's Office, and not less than five (5) years supervisory experience. The candidate must have a Bachelor's degree or the equivalency of 120 college credits. In lieu of College Credits, graduation from a major Law Enforcement Executive Leadership College will be recognized and accepted. The F.B.I. National Academy, The Southern Police Institute, The Northwestern College of Police and Command Staff of Evanston Illinois or the National Command and Staff College will be accepted. The Sheriff's Office shall, upon request of the Commission, conduct a background investigation to determine the character and reputation of applicants. By the direction and decision of the Sheriff, the background investigation will be completed by a representative of the Human Resources Department, an outside consultant, another law enforcement agency or a combination thereof.
  2. Captain. To take the examination for promotion to Captain, the candidate must have not less than seven (7) years of service with the Jefferson County Sheriff's Office and not less than three (3) years supervisory experience therein.
  3. Sergeant. To take the examination for promotion to Sergeant, a candidate must have not less than five (5) years of service with the Jefferson County Sheriff's Office. [Ord. No. 2014-22, 10-14-14]

4. Detective. To take the examination for promotion to Detective, the candidate must have not less than three and one-half (3 ½ ) years of service with the Jefferson County Sheriff's Office.

**B. Education – Experience Credit.**

1. An Associate degree from an accredited college/university shall be deemed the equivalent of nine (9) months of service.
2. A Bachelor degree from an accredited college/university shall be deemed the equivalent of 18 months (1-1/2 years) of service.
3. A Master Degree from an accredited college/university shall be deemed the equivalent of 24 months (2 years) of service.
4. These equivalents may be used for a successful promotion to a position enumerated in Section 6 (A)(1-4). Only one equivalent may be used per promotional process.

**C. Written Examinations.**

1. The process to consider a Sergeant for assignment to a different division or for the promotions to the positions of Captain and Sergeant will be scored as follows: The written test and the oral test shall be given thirty (30) percent weight each. Twenty (20) percent of the final grade shall be based on the job evaluations and other material contained within the employee's personnel file, and another twenty (20) percent of the final score shall be from the "Applicant Profile Questionnaire."
2. Written examinations for the position of Chief Deputy, Captain, and Sergeant will be designed specifically for those levels of supervision, management, and administrative functions. These written exams will be selected by the Sheriff or his/her designee. If an individual already holding the rank of Sergeant desires to be eligible for a Sergeant's position in another division, and their Sergeant written exam score is older than six (6) months, that Sergeant must take the written examination for the Sergeant's vacancy in that division. The number of applicants advancing from the written test to the Civil Service Commission interview is unlimited, as long as a passing score has been received.
3. Written examinations for the position of Detective will be scored as follows: The written test and the oral test shall be given forty (40) percent weight each with the remaining Twenty (20) percent of the final grade being based on the job evaluations and other material contained within the employee's personnel file.
4. Written test scores will be valid for a period of 6 months.
5. Written test scores and the scored "Applicant Profile Questionnaire" will not be available to the Commission prior to oral interviews.

**SECTION 7. APPOINTMENTS.**



- A. Whenever a vacancy is to be filled, the Sheriff shall make appointments to the position from the list of applicants who are certified as eligible by the Commission. The Commission shall certify to the Sheriff the names of all persons with the three highest scores on the eligibility list, from which the Sheriff shall make the selection. If more than one vacancy is to be filled, the Commission may certify the names of all persons at the next highest score if the Commission concludes that the three highest scores do not provide a sufficiently large field of eligible candidates.
- B. Appointments by the Sheriff should be made within twenty (20) days after receipt of the certified list from the Commission.
- C. Deputy Sheriffs appointed according to the provisions of this ordinance shall hold office on good behavior and shall not be dismissed from such office or demoted or suspended except as provided in this ordinance.
- D. All full-time Deputy Sheriffs whose classifications are covered by this ordinance are granted civil service status which shall continue without further examination or appointment, except examination will be required when said Deputy Sheriff seeks a position which constitutes a promotion to a higher classification.
- E. The number of full-time Deputy Sheriffs in the classification covered by this ordinance shall be determined annually by the Jefferson County Board.
- F. Appointments made pursuant to this ordinance shall be probationary for a period of eighteen (18) months and may be terminated by the Sheriff and the Commission acting jointly at any time during such probationary period. [Ord. No. 2014-03, 04-15-2014]

## **SECTION 8. DISCIPLINARY PROVISIONS.**

- A. Any member of the Jefferson County Sheriff's Office covered by this ordinance may be suspended, demoted or discharged in accordance with sec. 59.26(8)(b) Wisconsin Statutes.
- B. The grievance committee required by sec. 59.26(8)(b), Wis. Stats. shall consist of the members of the Human Resources Committee of the Jefferson County Board.

## **SECTION 9. GENERAL PROVISIONS.**

- A. No person holding the position of Deputy Sheriff under this ordinance shall, during duty hours, engage in any form of political activity calculated to favor or improve the chances of any political party or any person seeking or attempting to hold political office, nor engage in or appear at any political activity, gathering or profit-making function while off duty and in uniform. This provision is not intended to abridge or interfere with the rights of deputies to engage in political activities during off duty hours, but rather is designed to avoid the appearance of the support of the Jefferson County Sheriff's Office for any political candidate, position or cause.

- B. In the event a Deputy Sheriff is elected Jefferson County Sheriff, the appointment as a Deputy Sheriff shall terminate upon the execution and filing the official bond and official oath as Sheriff, unless requesting prior thereto, in writing from the Commission a leave of absence during the term of office as Sheriff. If such leave of absence is granted, such deputy shall be reinstated in the classification of Deputy Sheriff upon completion of the duties as Sheriff.
- C. Policies, rules, regulations and duties of the personnel in the Office shall be established by the Sheriff and incorporated in the Office policy manual.
- D. The Sheriff shall prepare Office rules for the general administration and efficient operation of the Office. Such rules shall be known as the "Office Rules", and Deputy Sheriffs shall be required to conduct themselves in accordance with such rules. Failure so to do shall be cause for discipline.
- E. The rights of a Deputy Sheriff in military service of the United States government shall be governed by applicable federal and state laws.
- F. Pursuant to sec. 59.26(8)(d), Wisconsin Statutes, the County Board has the power to repeal this ordinance at any time by a vote of three-fourths of the members elect.

#### **SECTION 10. SEVERABILITY.**

The provisions of this ordinance are severable and provisions or sections which may hereinafter be declared to be illegal or unconstitutional shall be declared repealed and the remainder shall not be affected thereby.

#### **SECTION 11.**

All other ordinances in conflict with this ordinance are hereby repealed.

#### **SECTION 12. EFFECTIVE DATE.**

This ordinance shall be effective after passage and publication as provided by law.

Adopted: 06-12-2012

Last amended: 04-15-14; 10-14-14; 08-23-22

ADDENDUM A

	Vertical Jump	Agility Run	Sit-Ups	300 Meter Run	Push-Ups	1.5 Mile Run
Entrance Standard	11.5 in.	23.4 sec	24	82 sec	18	20:20 (13:23/mile)

Referred By:  
Human Resources Committee

08-23-2022

REVIEWED: Corporation Counsel: JBW ; Finance Director

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

### **Authorizing the County Administrator to enter into a contract with KL Engineering to complete design, permitting, and engineering for Phase III of the Jefferson County Interurban Trail Project.**

#### Executive Summary

The Jefferson County Parks Department is continuing construction of a multi-use recreation trail on utility right-of-way owned by We Energies. The proposed trail is 10.96 miles and is located on the former interurban rail line between the City of Watertown and the City of Oconomowoc. The path cross-section will consist of a 10-foot-wide asphalt surface with 2-foot-wide aggregate shoulders. The project includes 10 miles of trail within Jefferson County, and 1 mile of trail in Waukesha County. The City of Watertown and the City of Oconomowoc are the project boundaries. The trail will act as an extension of the Lake Country Trail and connect to the City of Pewaukee.

Phase III of this project includes a 3 mile section of trail from County Highway F in Ixonia to the Jefferson County line. The Jefferson County Parks Department is seeking to complete design and engineering on Phase III of this project by March of 2023 in order to be eligible for upcoming funding opportunities through the Bipartisan Infrastructure Law and Wisconsin DOT grant programs targeting alternative transportation projects. A Request for Qualifications was completed. Twelve firms were directly contacted, with two firms responding with proposals. The Jefferson County Parks Department is seeking to move forward with design and engineering services on Phase III of the Interurban Trail project with KL Engineering based on its previous experience with Wisconsin Department of Transportation and Federal Transportation Alternative grants, as well as its experience working on projects with We Energies. The Parks Committee considered this resolution at its meeting on August 15, 2022, and recommended forwarding to the County Board to authorize the County Administrator to enter into a contract with KL Engineering to provide design and engineering services on Phase III of the Interurban Trail project.

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WHEREAS, the Jefferson County Interurban Trail is a paved, separated grade multimodal trail that will connect the communities of Watertown, Ixonia, and Oconomowoc for alternative transportation and recreational purposes, and

WHEREAS, Jefferson County and the City of Watertown have both invested in the development of phases I and II of the trail with a trailhead facility in Watertown which consists of 2.5 miles of paved trail completed in phase I and 4.5 miles of trail currently under construction in phase II, and

WHEREAS, the Interurban Trail has been included in multiple plans approved by the Jefferson County Board of Supervisors, including most recently the 2020 Jefferson County Park, Recreation and Open Space Plan, and the 2020 Jefferson County Comprehensive and Land Use Plan, and

WHEREAS, a portion of the trail also exists in Waukesha County and the City of Oconomowoc. Both of these communities have also included this project in their approved master plans and are currently working to complete connections and facilities to support this project in their respective areas, and

WHEREAS, with additional Bipartisan Infrastructure Law funds becoming available at the end of 2022 and into 2023, the Jefferson County Parks Department is attempting to best position the County for successful applications in upcoming grant cycles by having a shovel ready project by the beginning of 2023.

NOW, THEREFORE, BE IT RESOLVED that the County Administrator is hereby authorized to enter into an agreement with KL Engineering to complete design and engineering on the third and final phase of the interurban trail project which includes bridge engineering and design.

*Fiscal Note: The total contract amount shall not exceed \$219,330. The Jefferson County Board of Supervisors appropriated \$750,000 in carryover funds on March 8, 2022 as initial seed money/grant match funding for Phase III of the Interurban Trail. No budget adjustment is necessary.*

Referred By:  
Parks Committee

08-23-2022

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 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 R4418A-22 AND R4419A-22**

**DATED THIS 25th DAY OF JULY, 2022**

**Blane Poulson, Secretary**

**THE PRIOR MONTH'S AMENDMENTS, R4412A-22, R4413A-22, R4414A-22,  
R4416A-22 AND R4417A-22  
ARE EFFECTIVE UPON PASSAGE BY COUNTY BOARD, SUBJECT TO WIS.  
STATS. 59.69(5)**

## 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 R4418A-22 and R4419A-22 were referred to the Jefferson County Planning and Zoning Committee for public hearing on July 15, 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 AND RURAL BUSINESS WITH CONDITIONAL USE**

Rezone two acres of PIN 026-0616-2512-002 (10 ac) with conditional use to allow for an office and storage of construction contractor's equipment and materials near **W277 Northey Rd**, Town of Sullivan. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance. Rezoning is conditioned upon approval and recording of the final certified survey map for the zone. R4418A-22 & CU2126-22 – Ryan & Angela Kraft


#### **FROM A-1, EXCLUSIVE AGRICULTURAL TO A-3, AGRICULTURAL**

Rezone 0.8 ac of PIN 018-0713-3334-002 (31.513 ac) owned by Stilling Farms Inc. in the Town of Lake Mills to add it to the existing A-3 zoned lot at **W8768 Hope Lake Rd** owned by Michael Noyce. No new lots are being created. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Rezoning is conditioned upon approval and recording of the final certified survey map. R4419A-22 – Harold Stilling;

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

08-23-2022

REVIEWED: Corporation Counsel: JBW; Finance Director\_  \_

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

**Adopting a Public Participation Plan for amending the Jefferson County Comprehensive Plan and Agricultural Preservation and Land Use Plan**

Executive Summary

The Department of Agriculture, Trade and Consumer Protection (DATCP) recently reviewed the Jefferson County Zoning Ordinance and Maps for certification of compliance with Wis. Stat. Chapter 91 Farmland Preservation. During review, it was determined that a discrepancy existed between the County's Zoning Ordinance Map and the County's Farmland Preservation Plan and Comprehensive Plan. Specifically, two Natural Resource zones exist within a 15 year growth area in the Town of Sullivan. The Natural Resource zone is a certified farmland preservation zoning district and can only exist within the farmland preservation planning area. This resolution corrects the farmland preservation plan mapping by incorporating the Natural Resource zoned area to allow for the County Zoning Ordinance to be certified as a Farmland Preservation Zoning Ordinance.

The Planning and Zoning Committee considered this resolution on July 25, 2022 and recommended forwarding to the Board of Supervisors to adopt the attached Public Participation Plan to amend the Jefferson County Comprehensive Plan and Agricultural Preservation and Land Use Plan also known as the Farmland Preservation Plan.

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

WHEREAS, Jefferson County has the statutory authority to amend its Comprehensive Plan and Agricultural Preservation and Land Use Plan (Farmland Preservation Plan), and

WHEREAS, the Planning and Zoning Committee recommends beginning the amendment process, and

WHEREAS, the Planning and Zoning Committee approved the Public Participation Plan on July 25, 2022, to outline public engagement during the amendment process.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors does hereby adopt the attached Public Participation Plan to outline public engagement during the amendment process of the Jefferson County Comprehensive Plan and Agricultural Preservation and Land Use Plan also known as the Farmland Preservation Plan.

*Fiscal Note: This resolution will have no fiscal impact.*

Referred By:  
Planning and Zoning Committee

08-23-2022

REVIEWED: Corporation Counsel: JBW ; Finance Director:







# Jefferson County

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## PLANNING AND ZONING DEPARTMENT

COURTHOUSE, 311 S. CENTER AVE., JEFFERSON, WI 53549-1701

ROOM 201 PHONE (920) 674-8638 FAX 920-674-7525

### **Public Participation Plan For a Map Amend the Comprehensive Plan and Farmland Preservation Plan (Agricultural Preservation and Land Use Plan)**

Wisconsin State Statute requires the County Board to adopt a public participation plan to foster public input and participation while updating or amending a Comprehensive Plan or Farmland Preservation Plan. Jefferson County plans to amend the Farmland Preservation Plan Map for the Town of Sullivan to incorporate a natural resource area into the farmland preservation district.

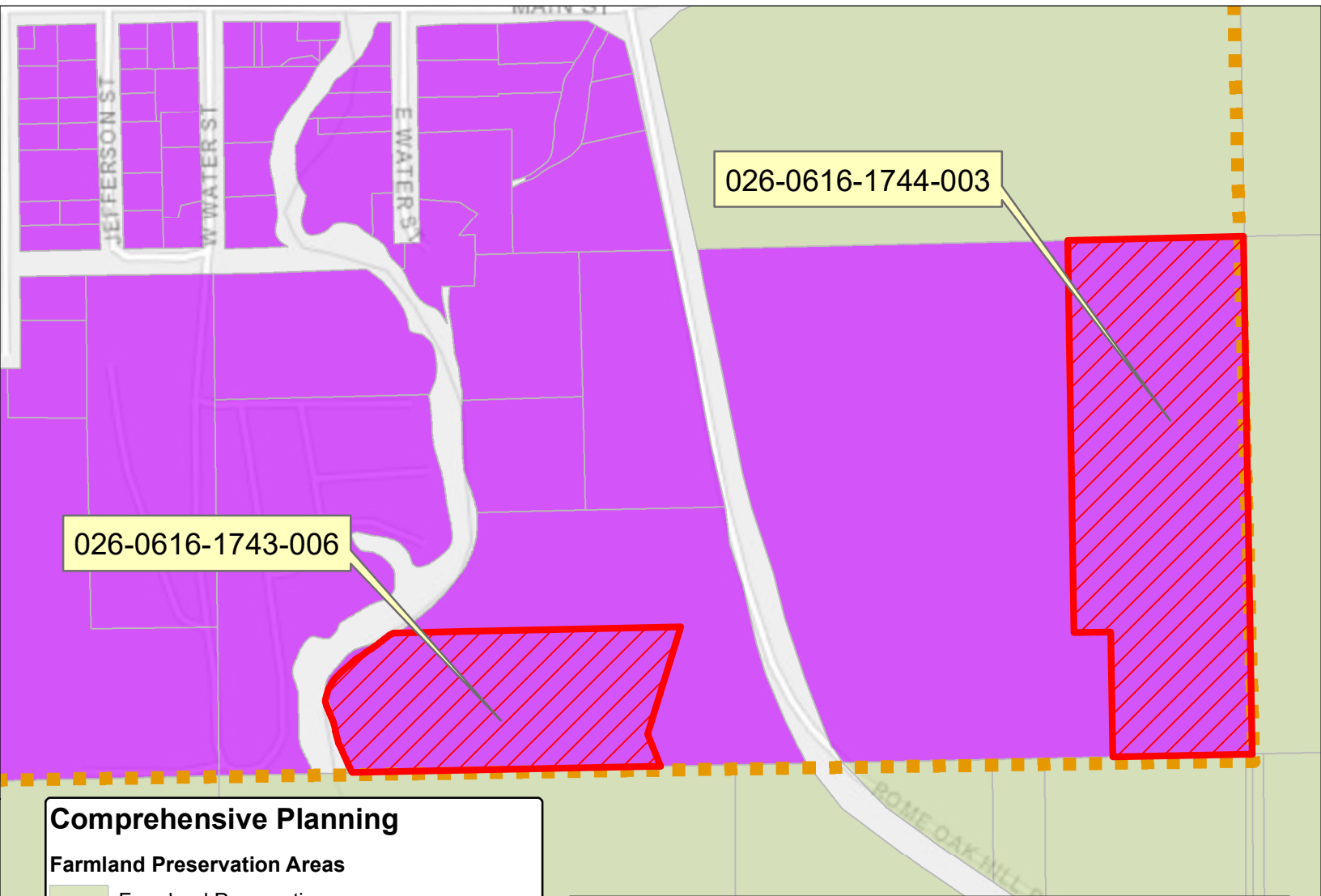
Pursuant to Wisconsin Statutes 66.1001 and Chapter 91, two public hearings will be held to discuss the proposed map amendment to the Jefferson County Comprehensive Plan and Agricultural Preservation and Land Use Plan. A public hearing will be held for any member of the public that would like to express interest or opposition to the proposed map amendment. The public hearings will be noticed as open meetings. Notices will be sent to non-metallic mine operators, owners of registered marketable non-metallic mineral deposits and affected governmental bodies within Jefferson County. Notice of the public hearings will also be mailed to landowners within 1,320 feet of the affected properties.

The Jefferson County Planning and Zoning Committee will hold a public hearing on Thursday, September 15<sup>th</sup> at 7:00 p.m., and the Jefferson County Board of Supervisors will hold a public hearing on Tuesday, October 25<sup>th</sup> at 7:00 p.m. A Class I Notice will be published at least 30 days prior to the County Board hearing.

Please contact the Jefferson County Planning and Zoning Department at 920-674-7131 with any questions.

# Jefferson County Farmland Preservation Plan

## Town of Sullivan



### Comprehensive Planning

#### Farmland Preservation Areas

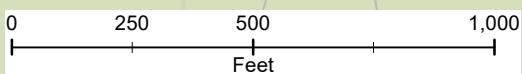
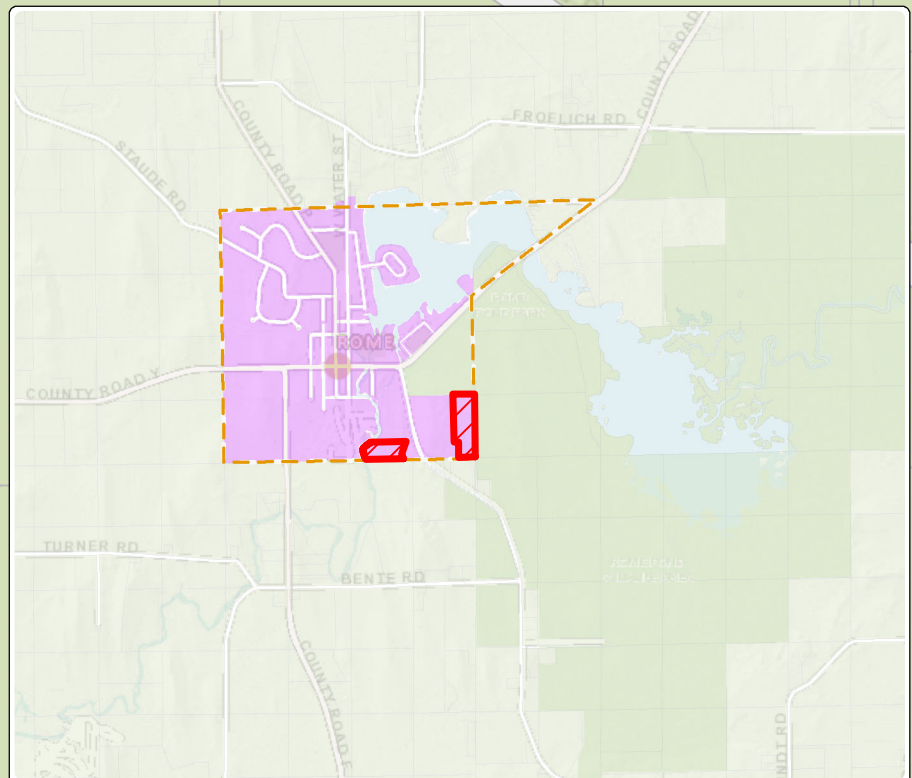
- Farmland Preservation
- 15 Year Growth Area
- Proposed Addition to Farmland Preservation

#### Urban Service Areas

- Urban Service Areas

#### Extraterritorial Limits

- 1.5 mi Review Not Exercised
- 3 mi Review Not Exercised
- S66.0105 Overlap
- 1.5 mi Plat Review
- 3 mi Plat Review
- Limited Urban Service Areas



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

**MEMBER OF THE BOARD:**

**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. Andrew Koehler, Emergency Preparedness Representative, for an indeterminate term.

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

**APPOINTMENTS BY HUMAN SERVICES BOARD**

By virtue of the authority vested in the Human Services Board under Section 3.06(1)(g) of the County Board Rules, the Human Services Board hereby requests County Board confirmation of the following appointment:

**AGING AND DISABILITY RESOURCE CENTER ADVISORY COMMITTEE (ADRC)**

- a. Mary Roberts, Fort Atkinson, WI, for a three-year term ending July 1, 2025

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

August 23, 2022