

AGENDA

JEFFERSON COUNTY BOARD MEETING

TUESDAY OCTOBER 11, 2022 7:00 p.m.

Jefferson County Highway Training Room
1425 Wisconsin Drive
Jefferson, WI 53549

[Livestream on YouTube](#)

Register in advance for this webinar:

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

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

1. **CALL TO ORDER**
2. **ROLL CALL BY COUNTY CLERK**
3. **PLEDGE OF ALLEGIANCE**
4. **CERTIFICATION OF COMPLIANCE WITH OPEN MEETINGS LAW**
5. **APPROVAL OF THE AGENDA**
6. **APPROVAL OF SEPTEMBER 13, 2022 MEETING MINUTES**
7. **COMMUNICATIONS**
 - a. Treasurer's Monthly Report
 - b. Notice of Public Hearing – Planning and Zoning – October 20, 2022, 7:00 p.m. (Page 1)
8. **PUBLIC COMMENT**
9. **SPECIAL ORDER OF BUSINESS**
 - a. Presentation of the 2023 Recommended Budget
- COMMITTEE REPORTS / RESOLUTIONS / ORDINANCES**
10. **ECONOMIC DEVELOPMENT CONSORTIUM**
 - a. Resolution - Supporting application to the United States Economic Development Administration for recognition of the Madison Region Economic Partnership as a federally designated Economic Development District (Page 3)
 - b. Amending the Intergovernmental Cooperation Agreement for the Jefferson County Economic Development Consortium (Page 5)
11. **FINANCE COMMITTEE**
 - a. Resolution – Considering the Disallowance of Claim for personal injury of Daniel Baumann (Page 12)
 - b. Resolution - Accepting grant funds from the Wisconsin Department of Military Affairs, Division of Emergency Management to identify the types and amounts of hazardous materials transported into, out of, or within Jefferson County (Page 13)
12. **HUMAN RESOURCES COMMITTEE**
 - a. Resolution –Creating a full-time Resource Conservationist position and eliminating a vacant, full-time Geographic Information System & Land Use Specialist III position in the Land and Water Conservationist Department (Page 14)

13. LAND AND WATER CONSERVATION COMMITTEE

- a. Resolution – Authorizing the Application and Implementation of a Wisconsin Department of Natural Resources Lake Monitoring and Protection Network Grant (Page 16)
- b. Resolution – Authorizing the Application and Implementation of a Wisconsin Department of Natural Resources Healthy Lakes and Rivers Grant (Page 18)

14. PLANNING AND ZONING COMMITTEE

- a. Ordinance – Amending the Official Zoning Ordinance (Page 20)
- b. Report – Approval of Petitions (Page 22)
- c. Ordinance – Amending Official Zoning Map (Page 23)

15. PUBLIC COMMENT (General)

16. ANNOUNCEMENTS

17. ADJOURN

NEXT COUNTY BOARD MEETINGS
OCTOBER 25, 2022 – 7:00 P.M.
BUDGET PUBLIC HEARING

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, October 20, 2022

TIME: 7:00 p.m. (Doors will open at 6:30)

PLACE: **JEFFERSON COUNTY HIGHWAY DEPARTMENT TRAINING ROOM, 1425 SOUTH WISCONSIN DRIVE, JEFFERSON, WI 53549**
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: October 20, 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=eHZRbHZXWXhlUnlKdkhtOXhoTmtNZz09>
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, October 20, 2022, in the **JEFFERSON COUNTY HIGHWAY DEPARTMENT TRAINING ROOM, 1425 SOUTH WISCONSIN DRIVE**, 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 November 15, 2022.

Final decisions on only the **conditional uses** will be made by the Planning and Zoning Committee on October 31, 2022.

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

R4442A-22 – James & Karen Larson: Rezone PIN 026-0616-2511-001 (1.422 ac) to create a new building site at the intersection of **Northey Rd & County Rd Z** in the Town of Sullivan. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

R4443A-22 – Cheryl Jarrett: Create a 1.75-ac building site from part of PIN 018-0713-2643-001 (24.471 ac) along **Conservation Road**, Town of Lake Mills. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

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

R4444A-22 – Cheryl Jarrett: Create a 2.22-ac Natural Resource zone from part of PIN 018-0713-2643-001 (24.471 ac) adjacent to a proposed building site on **Conservation Rd**, Town of Lake Mills. This is in accordance with Sec. 11.04(f)12 of the Jefferson County Zoning Ordinance.

CONDITIONAL USE PERMIT APPLICATIONS

CU2069-22 – Lindsey Kjendlie: Conditional use to modify CU1294-07 and CU1592-09 to allow daycare and boarding of up to 40 dogs under new ownership at **N4936 Popp Rd**, Town of Aztalan. The site is on PIN 002-0714-3433-000 (2.812 ac) in an A-1, Exclusive Agricultural zone. This is in accordance with Sec. 11.04(f)6 of the Jefferson County Zoning Ordinance.

CU2070-22 – Justin Thiede: Conditional use for an extensive on-site storage structure in a Residential R-2 zone at **N2811 Monarch Ln**, Town of Koshkonong, on PIN 016-0614-3113-000 (15.63 ac). This is in accordance with Sec. 11.04(f)2 of the Jefferson County Zoning Ordinance.

CU2071-22 – Andrew Bauer: Conditional use to modify CU1494-08 and allow a kennel for up to 30 dogs; 20 owned by the Bauers with potential for 10 more boarded at **W2193 Staude Rd** on PIN 026-0616-0744-000 (1.639 ac). The Town of Sullivan property is zoned A-1, Exclusive Agricultural. This is in accordance with Sec. 11.04(f)6 of the Jefferson County Zoning Ordinance.

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.

A digital recording of the meeting will be available in the Zoning Department upon request.

RESOLUTION NO. 2022-_____

Supporting application to the United States Economic Development Administration for recognition of the Madison Region Economic Partnership as a federally designated Economic Development District

Executive Summary

For over 50 years, the United States Economic Development Administration has partnered with distressed communities throughout the United States to foster job creation, collaboration and regional innovation. Designation as a federally recognized economic development district by the United States Economic Development Administration will allow Districts to become eligible for grants offered through the Economic Development Administration to help fulfill regional economic development strategies designed to accelerate innovation and entrepreneurship; advance regional competitiveness; create higher-skill, living-wage jobs; generate private investment; and fortify and grow industry clusters. This resolution supports the Madison Region Economic Partnership, consisting of the Counties of Columbia, Dane, Dodge, Jefferson, Rock, and Sauk, applying to the United States Economic Development Administration for designation as an Economic Development District. The Jefferson County Economic Development Consortium considered this resolution on September 22, 2022, and recommended forwarding to the Jefferson County Board of Supervisors to support the designation of the six-county Madison Region Economic Partnership as a federally designated Economic Development District

WHEREAS, the Madison Region Economic Partnership is proposing to apply for designation as a federally recognized Economic Development District on behalf of a six-county region and,

WHEREAS, Jefferson County is located within the six-county proposed Madison Region Economic Development District in South Central Wisconsin, and

WHEREAS, in 2019, the Comprehensive Economic Development Strategy submitted by the Madison Region Economic Partnership was approved by the United States Economic Development Administration and

WHEREAS, the approved Comprehensive Economic Development Strategy includes the six Wisconsin counties of Columbia, Dane, Dodge, Jefferson, Rock, and Sauk, which together form the proposed Madison Region Economic Development District, and

WHEREAS, the Jefferson County Economic Development Consortium was an active participant in the completion of the Comprehensive Economic Development Strategy submitted to the Economic Development Administration, and

WHEREAS, 41 census tracts in the proposed Madison Region Economic Development District, three of which are in Jefferson County, have felt the impact of adverse economic

conditions and meet at least one applicable measure of economic distress for unemployment and per capita income as provided in 13 Code of Federal Regulations section 301.3 for the 24-month period ending December 2022, and

WHEREAS, the Jefferson County Economic Development Consortium believes that the designation of the Madison Region as an Economic Development District will help to ensure full cooperation among stakeholders in the Region, along with sustainable economic development actions, and

WHEREAS, the designation of the Economic Development District includes the counties and area communities located within the District as part of a framework that complements the Comprehensive Economic Development Strategy and creates a path for communities in the region to get projects funded from grant and aid assistance available through the Economic Development Administration.

NOW, THEREFORE, BE IT RESOLVED, that the Jefferson County Board of Supervisors hereby supports the designation of the six-county Madison Region Economic Partnership comprised of Columbia, Dane, Dodge, Jefferson, Rock, and Sauk Counties, as a federally designated Economic Development District under 13 C.F.R. § 304.

Fiscal Note: This resolution has no immediate fiscal impact.

Referred By:
Economic Development Consortium

10-11-2022

REVIEWED: Corporation Counsel: __JBW__ ; Finance Director: ____

RESOLUTION NO. 2022-_____

**Amending the Intergovernmental Cooperation Agreement for the
Jefferson County Economic Development Consortium**

Executive Summary

The Jefferson County Board of Supervisors approved the creation of the Jefferson County Economic Development Consortium by Resolution No. 2003-28 adopted June 10, 2003. The Consortium includes Jefferson County, the cities of Fort Atkinson, Jefferson, Lake Mills, Waterloo, Watertown, Whitewater and the Villages of Cambridge, Johnson Creek and Palmyra and is governed by an Intergovernmental Agreement. The County Board voted to amend the Intergovernmental Agreement by Resolution No. 2017-34, which primarily increased the per capita rate per participating community to \$1.50. The organization continues to evolve to meet the needs of the greater Jefferson County Region. This past year, the organization went through a strategic planning process to refine the direction and priorities of the organization. As part of this process, a key goal was to incorporate community development activities along with economic development. Associated with this process was updating the Intergovernmental Agreement based on the strategic plan and feedback by member communities. Key concepts in the amended Intergovernmental Agreement include the addition of the following community development goals: the relationship and collaboration with ThriveED a 501(c)(3) public/private organization to support Jefferson County's communities; updating the membership listing to include the Village of Palmyra; updating roles of the Board of Directors and the member appointment process; conducting meetings consistent with other County Committees; adding an Executive Committee; providing oversight of staff sections; including types of services to be provided; and amending member withdrawal and consortium dissolution process.

The Jefferson County Economic Development Consortium met on September 22, 2022 and recommended forwarding this resolution to the County Board for approval.

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

WHEREAS, the Jefferson County Board approved membership in the Jefferson County Economic Development Consortium by Resolution No. 2003-28 adopted June 10, 2003, and amended by Res. No. 2017-34 adopted on September 12, 2017, and

WHEREAS, the Consortium includes Jefferson County, the cities of Fort Atkinson, Jefferson, Lake Mills, Waterloo, Watertown, Whitewater and the Villages of Cambridge, Johnson Creek and Palmyra, and

WHEREAS, the Jefferson County Economic Development Consortium recommends amending the agreement, and

WHEREAS, the Jefferson County Economic Development Consortium Board recommends continuing the attached Jefferson County Economic Development Consortium Intergovernmental Cooperation Agreement,

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors hereby approves continuing the attached Jefferson County Economic Development Consortium Intergovernmental Cooperation Agreement as amended and authorizes the County Administrator to execute the agreement on behalf of Jefferson County.

Fiscal Note: Jefferson County's funding obligation was approved by the County Board in the 2022 budget. There is no additional fiscal impact arising from this resolution.

Referred By:
Economic Development Consortium

10-11-2022

REVIEWED: Corporation Counsel JBW; Finance Director MAD

INTERGOVERNMENTAL AGREEMENT
CONTINUING THE
JEFFERSON COUNTY ECONOMIC DEVELOPMENT CONSORTIUM

Revised September 22, 2022

ARTICLE I. PURPOSE

The purpose of the Jefferson County Economic Development Consortium (JCEDC) is to foster and encourage responsible, community and economic development activities that result in job creation, retention, increased tax base and an improved sustainability and quality of life for the citizens of Jefferson County. The JCEDC will work closely with ThriveED and other mission driven entities to develop prosperous communities within the greater Jefferson County Region.

The Glacial Heritage Development Partnership d/b/a ThriveED is a 501(c)(3) public/private partnership to support community and economic development activities in the region.

ARTICLE II. STATUTORY AUTHORITY

The JCEDC shall be a public intergovernmental enterprise organized under the authority of ___§ 66.0301, Wis. Stats., and as the same may be amended from time to time.

ARTICLE III. MEMBERSHIP

~~3.1~~ The JCEDC shall be composed of the towns, villages, cities and county governments of Jefferson County, Wisconsin (municipalities) that choose to adopt this agreement and thereby enter into membership. The current membership consists of Jefferson County, the cities of Fort Atkinson, Jefferson, Lake Mills, Waterloo, Watertown, and Whitewater and the Villages of Johnson Creek, ~~and~~ Cambridge and Palmyra.

~~3.2~~ ~~The charter member Jefferson County governments who ratify this agreement agree to maintain their membership in good standing for at least five years.~~

~~3.3~~ ~~The JCEDC came into existence upon the adoption of this agreement by Jefferson County and a two-third (2/3) majority of the following: the cities of Fort Atkinson, Jefferson, Lake Mills, Watertown, Whitewater and the Village of Johnson Creek.~~

ARTICLE IV. JCEDC BOARD OF DIRECTORS

4.1 The Board of Directors (JCEDC Board) shall provide the overall policy direction of the JCEDC. This will include but is not limited to budget development, strategic plan, annual plan of work and performance metrics. The development and oversight of the strategic plan, plan of work and metrics will be coordinated and aligned with ThriveED.

4.2 The Board's membership shall be determined by reference to Section 4.45. The Board shall consist of three Jefferson County representatives and one member appointed by each participating municipality.

4.3 The terms of the JCEDC Board members shall begin on May 1 of each year.

~~4.4~~ ~~The terms of offices for the JCEDC Board shall remain staggered, so a majority of the~~

~~JCEDC Board will not turnover in any given year.~~

4.54.4 Members of the JCEDC Board shall be appointed as follows:

- a. The three Jefferson County representatives shall be appointed by the County Board chairperson and confirmed by majority vote of the County Board in accordance with the Jefferson County Board Rules.
- b. Each member municipality shall appoint one representative by their governing body.

Note: The JCEDC Board members are appointed by the municipalities or the county they represent, the JCEDC Board cannot determine this. Official appointments will be on file with the JCEDC office from the appointing authority. The municipality may appoint an alternative appointment to serve if the primary appointee is not available.

4.64.5 The JCEDC Board may invite various organizations and/or individuals from professional areas to join as advisory, non-voting members.

4.6 The JCEDC Board may, by resolution adopted by a majority of the total JCEDC Board, create such committees for such purposes and with such authority as the resolution may provide, and appoint such members of the JCEDC Board or others to serve on said committees.

4.7 The JCEDC Board will have the same roles, responsibilities and rights as other County Committees to include recommending legislation to the County Board.

ARTICLE V. MEETINGS

5.1 The JCEDC Board will establish and publish a regular meeting schedule.

5.2 All meetings of the JCEDC Board will be properly noticed according to law.

5.3 Special meetings of the JCEDC Board may be called at the request of the Chairperson, Vice Chair, or Secretary or any two board members. The place of the meeting will be at the principal office of the JCEDC, unless otherwise agreed upon by the Chairperson and ~~the Secretary~~ Vice Chair.

5.4 A majority of the total-voting members of the JCEDC Board shall constitute a quorum for the transaction of business at any meeting. A member shall be present to vote. Present is defined to include remote attendance as authorized by the Jefferson County Board Rules.

5.5 The chairperson, and in his/her absence, the vice-chairperson, and in their absence any board member chosen by a majority of the members present shall call the meeting of the JCEDC Board to order and shall act as chairperson of the meeting.

~~5.55.6~~ JCEDC will hold at a minimum one annual joint board meeting with ThriveED to collaborate and review goals and objectives of the consolidated strategic plan and plan of work.

~~5.6~~ A JCEDC Board director may resign at any time by filing a written resignation with the Secretary. A JCEDC Board director may be removed by affirmative vote of a majority of the total JCEDC Board for any reason deemed sufficient by such JCEDC Board.

~~5.7~~ Vacancies shall be filled for the remainder of the unexpired term by the appointing authority that appointed the previous incumbent.

ARTICLE VI. ANNUAL MEETING

- 6.1 The Annual Meeting of the JCEDC Board shall be held in May of each year on a date, time and place to be determined by the JCEDC Board.
- 6.2 At its annual meeting, the JCEDC Board shall elect a chairperson, and vice-chairperson, ~~secretary and treasurer.~~
- 6.3 The JCEDC Board shall establish the duties of the chairperson, and vice-chairperson, ~~secretary and treasurer.~~

ARTICLE VII. EXECUTIVE COMMITTEE MEMBERSHIP

The chairperson and vice-chairperson of JCEDC, the chairperson and vice-chairperson of ThriveED, and the Jefferson County Administrator (County Administrator) shall serve on the Executive Committee.

ARTICLE VIII. STAFF

- 7.18.1 Jefferson County shall employ all JCEDC staff.
- 7.28.2 Day to day operational supervision of JCEDC staff shall rest with Jefferson County.
- 8.3 Jefferson County Human Resource practices and policies shall be applicable in all respects to employment of staff, except the hiring procedure for the director. JCEDC staff will be supervised by the Executive Director and the Executive Director will be supervised by the County Administrator. The Executive Director will be considered a Department Head level position within the County's organizational structure. The County Administrator will consult with the Executive Committee in development of the annual evaluation of the Executive Director.
- 7.38.4 If there is a vacancy of the Executive Director, the County will advertise and recruit for the director's position in consultation with the Executive Committee as to the best method for recruitment. Thereafter, the JCEDC Board will screen the applicants and select participantse in the interview process with the Jefferson County Administrator. At the end of the interview process, the JCEDC Board will recommend up to five finalists. The Executive CommitteeCounty Administrator and the JCEDC Board chairperson shall conduct finalist interviews. Appointment of a finalist by the County Administrator shall be subject to County Board approvalconfirmation per Wis Statute 59.18 (2)(b).

ARTICLE ~~VIII~~X. FINANCES

- 8.19.1 The JCEDC Board shall prepare an annual budget with the assistance of staff. Jefferson County's policies and procedures shall apply for meals, lodging, mileage, travel and other reimbursable expenses.
- 8.29.2 The JCEDC Board will present its proposed budget in a timely manner to all member municipalities and Jefferson County before it is adopted by the JCEDC Board.
- 8.39.3 Funding for the fiscal years ~~2017 through 2021~~ shall be established as \$1.50 per county

resident payable from Jefferson County, plus \$1.50 per municipal resident payable from each participating municipality. The population number used to calculate contributions ~~will be collected through the Wisconsin Department of Administration, shall be the most recent State of Wisconsin Department of Administration population estimate provided to the governing body prior to adoption of its annual budget.~~

~~8.49.4~~ The JCEDC shall not be limited to public funding from its member municipalities and Jefferson County. The JCEDC Board may authorize staff to pursue additional revenue through program revenue, contracts for service, and public and/or private gifts and grants.

~~8.59.5~~ Jefferson County shall act as the fiscal agent for the JCEDC.

~~8.69.6~~ Each municipality and county shall be responsible in the proportion of its contribution to the consortium as a whole for any other cost of the consortium not specifically set forth herein, including but not limited to employment costs incurred by Jefferson County as a result of unemployment compensation to staff upon termination of the consortium.

~~8.79.7~~ All funds due from a municipality shall be paid to the County by a member municipality by January 31 of the year for which such funds are budgeted. The County shall hold all funds for the benefit of JCEDC in a separate account. Unspent funds in said account shall not lapse to the general fund, but shall be carried over to the next fiscal year or otherwise distributed as set forth herein.

ARTICLE IX. GENERAL POWERS AND TYPE OF SERVICES

~~9.110.1~~ The JCEDC Board may recommend action to the County with regard to direction of staff, contracts or general program purposes.

~~10.2~~ The JCEDC Board shall not borrow money or authorize the borrowing of any funds on behalf of the JCEDC. The JCEDC Board may, however, enter into contracts in the ordinary course of its business and in pursuit of its stated goals and purpose. Examples of its permitted contracting powers would be equipment leases or equipment purchases. Under no circumstance shall the JCEDC Board enter into contracts that cause it to exceed its annual budget.

~~9.210.3~~ Under the policy oversight of the JCEDC Board, the staff of JCEDC will develop a plan of work that aligns with the strategic plan in the furtherance of community development and economic development. Staff will further accomplish this task by working on a regional basis with partners in all sectors, coordination with the state as required and with local municipalities based on their needs within the framework of the plan of work.

ARTICLE X. SEVERABILITY

If any section, paragraph, sentence, clause, phrase or any part of this agreement, including amendments, is declared to be unconstitutional or void, or if for any reason is declared to be invalid or of no effect, the remaining sections, paragraphs, sentences, clauses, phrases or parts thereof shall be in no manner affected thereby, but shall remain in full force and effect.

ARTICLE XII. AMENDMENTS

All or any portion of this agreement may be amended by a resolution passed by the affirmative vote of at least 2/3 of the total JCEDC Board membership ~~and a majority of the member municipalities and Jefferson County.~~

ARTICLE XIII. DISSOLUTION & WITHDRAWAL

~~12.4~~13.1 ~~No member may withdraw prior to January 1, 2019. Any member may withdraw from the consortium effective January 1 of 2019 or January 1 of any succeeding year thereafter.~~ Written notice of withdrawal shall be submitted a minimum of ~~13~~6 months prior to the effective date of withdrawal.

~~12.2~~13.2 Any member withdrawing from the consortium is responsible for obligations incurred during the period it was a member.

~~12.3~~13.3 The consortium may be dissolved by an affirmative vote of at least two-third (2/3) of the member municipalities and two-third (2/3) of the Jefferson County board majority of the total board membership establishing a date of dissolution, which shall be at least one year after the date of the affirmative vote.

~~12.4~~—In the event of dissolution, any assets remaining after payment of all obligations shall be distributed among existing members in proportion to their contributions, as determined by the JCEDC Board. In the event obligations exceed assets, members shall pay pro rata such sums as may be necessary to retire the obligation.

RESOLUTION NO. 2022-_____

Considering the Disallowance of Claim for personal injury of Daniel Baumann

Executive Summary

A personal injury claim has been made against Jefferson County. 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 October 6, 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>
Daniel Baumann	5/28/2022- 6/01/2022	9/25/2022	Mr. Baumann alleges Infliction of Emotional Distress, Failure to provide medical care while in the Jefferson County Jail, and False Arrest.	\$41,000.00

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

10-11-2022

REVIEWED: Corporation Counsel: JBW ; Finance Director:



RESOLUTION NO. 2022-_____

**Accepting grant funds from the Wisconsin Department of Military Affairs, Division of
Emergency Management to identify the types and amounts of hazardous materials
transported into, out of, or within Jefferson County.**

Executive Summary

The Wisconsin Department of Military Affairs, Division of Emergency Management has awarded Jefferson County \$15,210 to support the Jefferson County Hazardous Materials Emergency Preparedness/Jefferson County Commodity Flow Study project. This project will help to evaluate the safety risks, analyze trends, forecast demands for the movement of goods, and determine the needs for infrastructure. Understanding the movement of hazardous materials transported into, out of, or within Jefferson County will assist in a better understanding and response to any type of incident. On October 6, 2022, the Finance Committee reviewed this resolution and recommended forwarding to the County Board to accept \$15,210 in grant funding to identify the types and amounts of hazardous materials transported into, out of, or within Jefferson County.

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

WHEREAS, grant funding is available to Jefferson County from the Department of Military Affairs to identify the types and amounts of hazardous materials transported into, out of or within Jefferson County.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors hereby accepts grant funding from the Department of Military Affairs in the amount of \$15,210 to identify the types and amounts of hazardous materials transported into, out of or within Jefferson County.

Fiscal Note: These grant funds will be used for diversionary programming to identify the types and amounts of hazardous materials transported into, out of or within Jefferson County and are available to be used until March 31, 2023. Jefferson County will receive reimbursement for costs incurred during this time. This is a budget amendment. This resolution authorizes the Finance Director to make the necessary budget adjustments to enact this resolution by increasing revenue and expenditure appropriations by \$15,210 in the Emergency Management Department's budget. County Board approval requires a two-thirds vote of the entire membership of the County Board (20 votes of the 30 member County Board).

Referred By:
Finance Committee

10-11-2022

REVIEWED: Corporation Counsel: JBW ; Finance Director: 

RESOLUTION NO. 2022-_____

Creating a full-time Resource Conservationist position and eliminating a vacant, full-time Geographic Information System & Land Use Specialist III position in the Land and Water Conservationist Department

Executive Summary

The Land and Water Conservation Department currently staffs six full-time positions: one Land & Water Conservation Director, one Administrative Specialist I, two Resource Conservationists, one Water Resource Management Specialist, and one vacant Geographic Information System (GIS) & Land Use Specialist III. As many duties of the Geographic Information System & Land Use Specialist III position were transferred to the Geographic Information System position in the Land Information Office in 2022, the Land and Water Conservation Department Director has evaluated existing and future programs and has identified programs that cannot be absorbed by existing staff, including:

- A new partnership with the City of Watertown to accomplish agricultural conservation practice implementation for the city to meet state permit requirements
- Developing flood mitigation strategies
- Training on invasive species management
- Coordinating vegetation management plans for flood mitigation properties

In consideration that the Geographic Information System & Land Use Specialist III position is not qualified to perform the duties required to successfully complete these projects, the Land and Water Conservation Department Director is requesting elimination of the vacant Geographic Information System & Land Use Specialist position and the creation of a full-time Resource Conservationist position. The Land and Water Conservation Department Director has also determined that these existing, expanded, and new projects are compatible with the Land and Water Resources Management Plan and the Jefferson County Comprehensive Plan.

The resolution requesting the creation of a full-time Resource Conservationist position and the elimination of a vacant, full-time Geographic Information System & Land Use Specialist III position in the Land and Water Conservation Department was reviewed by the Human Resources Committee on September 16, 2022. The Human Resources Committee recommended forwarding this resolution to the County Board to create one full-time Resource Conservationist position and eliminate one full-time Geographic Information System & Land Use Specialist III position in the Land and Water Conservation Department.

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

WHEREAS, the new Resource Conservationist position will be qualified to complete current, expanded, and new projects and duties that benefit the citizens of Jefferson County as they are compliant with the Land and Water Resources Management Plan and the Jefferson County Comprehensive Plan, and

WHEREAS, Jefferson County and the City of Watertown are currently working on an intergovernmental agreement which will provide revenues to install agricultural conservation practices near the City of Watertown.

NOW, THEREFORE, BE IT RESOLVED that one full-time Resource Conservationist position is hereby created, one full-time Geographic Information System & Land Use Specialist III Position is hereby eliminated, and the 2022 County Budget setting forth positions at the Land and Water Conservation Department be and is hereby amended to fund one full-time Resource Conservation position and eliminate funding for one full-time Geographic Information System & Land Use Specialist III position at the Land and Water Conservation Department to become effective upon passage of this resolution.

Fiscal Note: The creation of the Resource Conservationist position has an annual cost of \$93,340.60 for salary and fringe benefits. There is an annual savings of \$98,397.60 from the elimination of the full-time Geographic Information System & Land Use Specialist III position. There is also \$10,808 of estimated revenues through an intergovernmental agreement with the City of Watertown in 2023 for agricultural conservation practice implementation that could assist with funding this position. Therefore, no additional tax levy is required for this position change. 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).

Referred By:
Human Resources Committee

10-11-2022

REVIEWED: Corporation Counsel: JBW ; Finance Director: 

RESOLUTION NO. 2022-_____

Authorizing the Application and Implementation of a Wisconsin Department of Natural Resources Lake Monitoring and Protection Network Grant

Executive Summary

The Wisconsin Department of Natural Resources provides annual support to counties for lake monitoring and aquatic invasive species prevention and management activities referenced as the Lake Monitoring and Protection Network grant. The amount allocated in 2023 for Jefferson County is \$13,003.36 and a grant application is required to be submitted to obtain the funds. The Land and Water Conservation Committee considered this resolution at its meeting on September 21, 2022 and recommended forwarding to the County Board to apply for and implement the Lake Monitoring and Protection Network grant.

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

WHEREAS, the Land and Water Conservation Department is interested in obtaining a cost-share grant from the Wisconsin Department of Natural Resources for the purpose of lake monitoring and aquatic invasive species prevention and management activities, and

WHEREAS, the Land and Water Conservation Department attests to the validity and veracity of the statements and representations contained in the grant application, and

WHEREAS, a grant agreement is requested by the Wisconsin Department of Natural Resources to carry out the project.

NOW, THEREFORE, BE IT RESOLVED, by the Jefferson County Board of Supervisors that the Land and Water Conservation Department will meet the financial obligations necessary to fully and satisfactorily complete the project and hereby authorizes and empowers the Land and Water Conservation Department Director to do the following:

1. Sign and submit a grant application and supporting documents to the Wisconsin Department of Natural Resources for financial assistance that may be available
2. Enter into a grant agreement with the Wisconsin Department of Natural Resources
3. Submit quarterly and/or final reports to the Wisconsin Department of Natural Resources to satisfy the grant agreement, as appropriate
4. Submit reimbursement request(s) to the Wisconsin Department of Natural Resources no later than the date specified in the grant agreement

BE IT FURTHER RESOLVED that the Land and Water Conservation Department will comply with all local, state and federal rules, regulations and ordinances relating to this project and the cost-share agreement.

Fiscal Note: The total 2023 grant award of \$13,003.36 will cover the cost of staff time spent implementing the grant deliverables. The grant amount and corresponding expenses are included in the 2023 budget. Therefore, no budget adjustment is necessary.

Referred By:
Land and Water Conservation Committee

10-11-2022

REVIEWED: Corporation Counsel: JBW

Finance Director: 

RESOLUTION NO. 2022-_____

Authorizing the Application and Implementation of a Wisconsin Department of Natural Resources Healthy Lakes and Rivers Grant

Executive Summary

The Wisconsin Department of Natural Resources has a grant program called Healthy Lakes and Rivers which assists landowners with conservation practice implementation costs related to the installation of native plant shoreland gardens and rain gardens. These practices protect the quality of the lakes and rivers. The Jefferson County Land and Water Conservation Department applies for the Wisconsin Department of Natural Resources funds on behalf of property owners who want to implement these conservation practices. The Land and Water Conservation Committee considered this resolution at its September 21, 2022 meeting and recommended forwarding to the County Board to authorize the Land and Water Conservation Department Director to submit a grant application and supporting documents to the Wisconsin Department of Natural Resources for the Healthy Lakes and Rivers Program funding.

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

WHEREAS, the Jefferson County Land and Water Conservation Department is interested in obtaining a cost-share grant from the Wisconsin Department of Natural Resources for the purpose of implementing conservation practices within 1,000 feet of Jefferson County lakes and 300 feet of Jefferson County rivers, and

WHEREAS, the Jefferson County Land and Water Conservation Department attests to the validity and veracity of the statements and representations contained in the grant application, and

WHEREAS, a grant agreement is requested by the Wisconsin Department of Natural Resources to carry out the project.

NOW, THEREFORE, BE IT RESOLVED, by the Jefferson County Board of Supervisors that the Jefferson County Land and Water Conservation Department will meet the financial obligations necessary to fully and satisfactorily complete the project and hereby authorizes and empowers the Land and Water Conservation Department Director to do the following:

1. Sign and submit a grant application and supporting documents to the Wisconsin Department of Natural Resources for financial assistance that may be available
2. Enter into a grant agreement with the Wisconsin Department of Natural Resources
3. Submit quarterly and/or final reports to the Wisconsin Department of Natural Resources to satisfy the grant agreement as appropriate
4. Submit reimbursement requests to the Wisconsin Department of Natural Resources no later than the date specified in the grant agreement.

BE IT FURTHER RESOLVED that the Land and Water Conservation Department will comply with all local, state and federal rules, regulations and ordinances relating to this project and the cost-share agreement.

Fiscal Note: The total grant request is \$5,500 of which \$5,000 will partially cover the costs of implementing the practices, with the landowners covering the remaining implementation costs. The remaining \$500 of the grant will offset the cost of existing Land and Water Conservation Department staff who will provide technical assistance for the projects. Currently, no budget adjustment is necessary to enact this resolution. The Land and Water Conservation staff will propose an adjustment to the 2023 budget based on the status of the projects after year-end as a part of the budget carryover process.

Referred By:
Land and Water Conservation Committee

10-11-2022

REVIEWED: Corporation Counsel: JBW Finance Director: 

ORDINANCE NO. 2022-____

Amending the Jefferson County Zoning Ordinance

Executive Summary

The Department of Agriculture, Trade and Consumer Protection (DATCP) recently reviewed the Jefferson County Zoning Ordinance for compliance with the County Farmland Preservation Plan and Wisconsin Statute Chapter 91. The Department of Agriculture, Trade and Consumer Protection identified four areas of the ordinance that are required to be amended in order for the County Ordinance to be a certified Farmland Preservation zoning ordinance. The proposed changes will bring the ordinance into compliance with the Farmland Preservation program and will allow for the zoning ordinance to be a certified ordinance through the Farmland Preservation Program.

A public hearing was held on the proposed amendment on September 15, 2022. The Planning and Zoning Committee reviewed the proposed amendment, town recommendations and public comment on September 26, 2022, and recommended forwarding this ordinance to the County Board of Supervisors to be adopt and amend the zoning ordinance.

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

Section 11.02(oo)

(oo) Farm: A parcel or parcels of land under common ownership that is primarily devoted to agricultural use. ~~where the majority of the land is used for growing farm products, such as vegetables, trees (e.g., orchard), and grain, and/or the raising of the farm animals, from which at least \$6,000 of gross farm revenue in the prior full calendar year (or \$18,000 total over the last 3 years) have been earned or where the land is enrolled in a farm commodity or conservation program, and typically operated as a single business venture distinct from other farms.~~ Also referred to as a “farm operation.” [cr. 3/13/12, Ord. 2011-28]

Section 11.04(f)12.ii.e – Natural Resource Zone Permitted Uses

e. ~~Other activities and uses which do not require the issuance of a zoning permit and which must be carried out without filling, flooding, draining, dredging, ditching, tiling or excavating. [cr. 3/13/12, Ord. 2011-28] [am. 2/8/00, Ord. No. 99-28]~~

Section 11.11(e)

3. By March 1 of each year, the County shall provide to the Department of Agricultural, Trade and Consumer Protection a report of the number of acres that the County has rezoned out of farmland preservation zoning districts during the previous year and a map that clearly shows the location of those areas (ch. 91.48(2)).

Section 11.12 Amendments

The County Board of Supervisors of Jefferson County, Wisconsin, may from time to time alter, supplement, or change the boundaries and regulations contained in this Ordinance in the manner provided by Section 59.69, Wisconsin Statutes. ~~Comprehensive revisions or ordinance amendments extending coverage to new towns must be certified by the Land and Water Conservation Board of the Department of Agriculture, Trade and Consumer Protection in order for landowners within the exclusive agricultural use district to qualify for tax credits under Chapter 91 of Wisconsin Statutes. (2391A-01—Jefferson County) [Amended 10/09/01, Ord. No. 2001-16]~~

Fiscal Note: Passage of this Ordinance has no immediate fiscal impact.

Referred By:
Planning & Zoning Committee

10-11-2022

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 September 15, 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 R4428A-22, R4429A-22, R4430A-22,
R4431A-22, R4432A-22, R4433A-22, R4435A-22, R4436A-22, R4437A-
22, R4438A-22, R4439A-22 AND R4440A-22**

DATED THIS 26th DAY OF SEPTEMBER 2022

Blane Poulson, Secretary

**THE PRIOR MONTH'S AMENDMENTS, PETITIONS R4420A-22, R4421A-22,
R4422A-22, R4423A-22, R4424A-22, R4425A-22 AND R4426A-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 R4428A-22, R4429A-22, R4430A-22, R4431A-22, R4432A-22, R4433A-22, R4435A-22, R4436A-22, R4437A-22, R4438A-22, R4439A-22 and R4440A-22 were referred to the Jefferson County Planning and Zoning Committee for public hearing on September 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 & RURAL BUSINESS

Rezone 13.5 ac of PINs 024-0516-1733-000 (20 ac), 024-0516-1733-001 (20 ac) & 024-0516-2022-001 (10.001 ac) around existing farm buildings at **W2058 Kincaid Ln**, Town of Palmyra. This is in accordance with Sec 11.04(f)6 of the Jefferson County Zoning Ordinance. Rezoning is conditioned upon approval and recording of a final certified survey map for the lot, including extraterritorial plat review if necessary. R4428A-22 – Dean Kincaid Inc.

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

Create an A-3 zone around the home at **W2054/W2056 Kincaid Ln**, Town of Palmyra on PINs 024-0516-1733-000 (20 ac) & 024-0516-1731-001 (20 ac). This is in accordance with Sec 11.04(f)8 of the Jefferson County Zoning Ordinance. Rezoning is conditioned upon recording of an easement for the private on-site waste treatment system, and approval and recording of a final certified survey map for the lot, including extraterritorial plat review if necessary. R4429A-22 – Dean Kincaid Inc.

Create an A-3 zone around the home at **W2051 Kincaid Ln**, Town of Palmyra on PIN 024-0516-2022-001 (10.001 ac). This is in accordance with Sec 11.04(f)8 of the Jefferson County Zoning Ordinance. Rezoning is conditioned upon approval and recording of a final certified survey map for the lot, including extraterritorial plat review if necessary. R4430A-22 – Dean Kincaid Inc.

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

Rezone 5.4 ac of PIN 026-0616-2532-002 (33.169 ac) at **N3062 Hardscrabble Rd**, Town of Sullivan around existing farm buildings. This is in accordance with Sec 11.04(f) of the Jefferson County Zoning Ordinance. Rezoning is conditioned upon approval and recording of a final certified survey map for the lot. R4431A-22 – William & Diana Thomas

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

Rezone a small area of PIN 026-0616-2532-000 (1.667 ac) owned by David Stiglich and a small area of PIN 026-0616-2532-002 (33.169 ac) owned by William & Diana Thomas to add to the A-3 zoned Walters lot at **N3090 Hardscrabble Rd** (PIN 026-0616-2532-004 (1.067 ac), Town of Sullivan, bringing it to a total of 1.5 ac. This is in accordance with Sec 11.04(f)8 of the Jefferson County Zoning Ordinance. Rezoning is conditioned upon approval and recording of a final certified survey map for the enlarged lot. R4432A-22 – Brian & Natalie Walters

Rezone all of PIN 026-0616-2532-000 (1.667 ac) owned by David Stiglich and a small area of PIN 026-0616-2532-003 (33.169 ac) owned by William & Diana Thomas to reconfigure the Stiglich lot at approximately 1.5 ac. The site is at **N3066 Hardscrabble Rd** in the Town of Sullivan. This is in accordance with Sec 11.04(f)8 of the Jefferson County Zoning Ordinance. Rezoning is conditioned upon approval and recording of a final certified survey map for the lot. R4433A-22 – Brian & Natalie Walters/Stiglich/Thomas Properties

Create a 2.11-ac lot around the home & buildings at **W2056 Church Dr** in the Town of Concord from part of PIN 006-0716-0832-000 (29.779 ac). This is in accordance with Sec 11.04(f)8 of the Jefferson County Zoning Ordinance. Rezoning is conditioned upon approval and recording of a final certified survey map for the lot. R4435A-22 – Theodore Mueller

Create a 2.35-ac farm consolidation lot around the home & buildings at **N2755 Kunz Rd**, Town of Oakland, on PIN 022-0613-3614-000 (40 ac). This is in accordance with Sec 11.04(f)8 of the Jefferson County Zoning Ordinance. Rezoning is conditioned upon approval and recording of a final certified survey map, including extraterritorial plat review if necessary. R4436A-22 – William Stroupe

Rezone to create a 1.8-ac building site on **County Road F** from part of PIN 026-0616-2034-000 (18.24 ac) in the Town of Sullivan. This is in accordance with Sec 11.04(f)8 of the Jefferson County Zoning Ordinance. Rezoning is conditioned upon road access approval, receipt by Zoning of a suitable soil test, and approval and recording of a final certified survey map for the lot. R4437A-22 – James & Steven Messmer

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

Create a 16-ac Natural Resource zone from part of PINs 022-0613-2544-000 (39.091 ac) & 022-0613-3611-001 (13.410 ac) **near W7398 County Rd C**, Town of Oakland. This is in accordance with Sec. 11.04(f)12 of the Jefferson County Zoning Ordinance. Rezoning is conditioned upon road access approval and approval and recording of a final certified survey map, including extraterritorial plat review if necessary. R4438A-22 – John Kutz/Thomas & Susan Pelloni Property

FROM A-3, AGRICULTURAL/RURAL RESIDENTIAL TO A-2, AG & RURAL BUSINESS

Create a 0.265-ac A-2 zone to enlarge the existing adjacent A-2 zone near **N2312 Becker Rd**, Town of Sumner, from part of PIN 028-0513-0314-003 (4.243 ac). Petition R4146A-19 for this

request was approved on 4/16/2019, but the conditions of approval were not met within the one-year time limit.

Also, create an additional 0.194-ac A-2 zone from part of PIN 028-0513-0311-000 (38.58 ac) to further enlarge the existing A-2 zone. This is in accordance with Sec 11.04(f)2 of the Jefferson County Zoning Ordinance. Rezoning is conditioned upon receipt of a plat of survey. R4439A-22 & R4440A-22 – Ryan Foust

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

10-11-2022

REVIEWED: Corporation Counsel JBW Finance Director 