

AGENDA

*REVISED 10-23-2023

JEFFERSON COUNTY BOARD MEETING

TUESDAY OCTOBER 24, 2023 7:00 p.m.

Jefferson County Courthouse
311 S. Center Avenue, Room C2063
Jefferson, WI 53549

Webinar OR [Livestream on YouTube](#)

Register in advance for this webinar:

https://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. **COMMUNICATIONS**
7. **PUBLIC COMMENT**
8. **REPORTS**
 - a. Report – Net New Construction 2023 (Page 1)
 - b. Report – 2023 County Apportionment (Page 2)
9. **PUBLIC HEARING**
 - a. 2024 Recommended Budget (Public Comment on Budget Items)
[Budget Link](#)
10. **SPECIAL ORDER OF BUSINESS**
 - a. Questions and Answers on the 2024 Budget
 - b. Presentation of Final Strategic Plan
[Strategic Plan Link](#)

COMMITTEE REPORTS / RESOLUTIONS / ORDINANCES

11. **EXECUTIVE COMMITTEE**
 - a. Resolution – Adopting the 2023-2033 Strategic Plan (Page 4)
12. **BROADBAND WORKING GROUP**
 - a. *Resolution – Authorizing expansion of a public-private partnership with Hilbert Communications/Bug Tussel by Applying for Capital Projects Fund Broadband Infrastructure Grant Program and Extending Conduit Debt Financing
13. **FINANCE COMMITTEE**
 - a. Resolution – Accepting \$1009.90 from the Greater Watertown Community Health Foundation for a universal hub for Ages and Stages Questionnaire Screening results (Page 6)
 - b. Resolution – Accepting a \$500 Randy Schopen Donation for a Jefferson County Community Baby Shower (Page 8)
 - c. Resolution – Authorizing Jefferson County to enter into a General Obligation Promissory Note Agreement with Premier Bank in the amount of \$370,000 (Page 10)
14. **SPECIAL ORDER OF BUSINESS**
 - a. Overview of County Board Rules and Review Process
15. **PUBLIC COMMENT** (General)
16. **ANNOUNCEMENTS**
17. **ADJOURN**

Next County Board Meetings

Tuesday, November 14, 2023
7:00 p.m.

Jefferson County

NET NEW CONSTRUCTION 2023

COMUN CODE	MUNICIPALITY	2022 EQUALIZED VALUE	2023 NET NEW CONSTRUCTION	PERCENT
28002	TOWN OF AZTALAN	188,995,600	918,600	0.49%
28004	TOWN OF COLD SPRING	101,164,800	1,376,100	1.36%
28006	TOWN OF CONCORD	260,873,900	1,296,600	0.50%
28008	TOWN OF FARMINGTON	199,596,600	911,900	0.46%
28010	TOWN OF HEBRON	146,440,100	1,041,000	0.71%
28012	TOWN OF IXONIA	681,735,600	9,352,900	1.37%
28014	TOWN OF JEFFERSON	282,847,700	6,015,300	2.13%
28016	TOWN OF KOSHKONONG	555,175,200	6,583,100	1.19%
28018	TOWN OF LAKE MILLS	544,971,000	3,940,100	0.72%
28020	TOWN OF MILFORD	162,347,000	1,137,600	0.70%
28022	TOWN OF OAKLAND	530,579,700	6,557,500	1.24%
28024	TOWN OF PALMYRA	305,341,200	9,838,900	3.22%
28026	TOWN OF SULLIVAN	296,924,500	2,434,000	0.82%
28028	TOWN OF SUMNER	165,112,200	1,199,800	0.73%
28030	TOWN OF WATERLOO	136,742,000	2,405,200	1.76%
28032	TOWN OF WATERTOWN	282,275,700	1,064,100	0.38%
28111	VILLAGE OF CAMBRIDGE *	8,315,900	0	0.00%
28141	VILLAGE OF JOHNSON CREEK	515,093,200	10,382,100	2.02%
28146	VILLAGE OF LAC LA BELLE *	585,800	0	0.00%
28171	VILLAGE OF PALMYRA	156,143,900	1,722,500	1.10%
28181	VILLAGE OF SULLIVAN	61,089,900	762,900	1.25%
28226	CITY OF FORT ATKINSON	1,257,936,500	6,873,900	0.55%
28241	CITY OF JEFFERSON	747,576,000	5,683,400	0.76%
28246	CITY OF LAKE MILLS	785,678,900	21,815,500	2.78%
28290	CITY OF WATERLOO	314,946,400	3,143,200	1.00%
28291	CITY OF WATERTOWN *	1,294,933,400	25,741,900	1.99%
28292	CITY OF WHITEWATER *	108,363,900	1,168,200	1.08%
28999	COUNTY OF JEFFERSON	10,091,786,600	133,366,300	1.32%

* Split districts are summed at the end of the report

JEFFERSON County
2023 County Apportionment

District	Equalized Value Reduced by TID Value Increment	% to Total
Aztalan	197,160,300	.018138139
Cold Spring	112,066,300	.010309754
Concord	310,559,900	.028570552
Farmington	214,550,500	.019737984
Hebron	160,921,700	.014804300
Ixonia	751,593,300	.069144263
Jefferson	314,879,700	.028967960
Koshkonong	615,050,900	.056582784
Lake Mills	577,045,800	.053086432
Milford	180,116,800	.016570190
Oakland	588,993,000	.054185538
Palmyra	340,565,800	.031331002
Sullivan	342,579,700	.031516275
Sumner	180,769,500	.016630236
Waterloo	151,550,800	.013942206
Watertown	318,969,400	.029344200
Town Total	5,357,373,400	.492861812
Cambridge	9,019,300	.000829748
Johnson Creek	539,255,900	.049609878
Lac La Belle	656,400	.000060387
Palmyra	176,027,000	.016193941
Sullivan	74,296,800	.006835076
Village Total	799,255,400	.073529029
Fort Atkinson	1,274,989,400	.117295088
Jefferson	757,727,000	.069708545
Lake Mills	832,247,300	.076564182
Waterloo	331,385,100	.030486406
Watertown	1,406,920,700	.129432361
Whitewater	110,031,700	.010122577
City Total	4,713,301,200	.433609158
County Total	10,869,930,000	1.000000000

District	TID Value Increments			Current Value	Increment
	TID #	YEAR	Base Value		
V Johnson Creek	004	2021	14,106,800	21,534,700	7,427,900
V Palmyra	003	2006	442,200	9,431,300	8,989,100
C Fort Atkinson	006	2000	1,135,400	8,550,300	7,414,900
C Fort Atkinson	007	2000	11,587,900	33,919,900	22,332,000
C Fort Atkinson	008	2009	28,584,200	76,334,300	47,750,100
C Jefferson	005	2001	21,437,300	45,585,900	24,148,600
C Jefferson	006	2009	0	9,346,900	9,346,900
C Jefferson	007	2012	18,200	12,523,100	12,504,900
C Jefferson	008	2015	873,200	3,526,200	2,653,000
C Jefferson	009	2019	15,100	6,166,700	6,151,600
C Jefferson	010	2022	7,777,800	9,850,600	2,072,800
C Lake Mills	003	2006	6,993,800	14,549,100	7,555,300
C Lake Mills	004	2006	8,565,400	32,469,400	23,904,000
C Lake Mills	005	2014	4,388,700	24,729,900	20,341,200
C Lake Mills	006	2014	3,312,200	7,086,500	3,774,300
C Lake Mills	007	2019	9,657,200	14,969,100	5,311,900
C Lake Mills	008	2021	23,060,500	30,262,000	7,201,500
C Waterloo	002	2011	7,158,000	12,530,800	5,372,800

JEFFERSON County

2023 County Apportionment

District	TID Value Increments			Current Value	Increment
	TID #	YEAR	Base Value		
C . Waterloo	003	2012	1,583,100	6,196,700	4,613,600
C . Waterloo	004	2014	2,320,100	4,529,800	2,209,700
C . Watertown	004	2005	1,047,600	62,551,200	61,503,600
C . Watertown	005	2005	39,631,000	44,144,100	4,513,100
C . Watertown	006	2005	225,800	4,780,000	4,554,200
C . Watertown	007	2016	42,443,600	61,318,700	18,875,100
C . Watertown	008	2021	15,938,900	22,268,300	6,329,400
C . Whitewater	010	2021	4,876,300	5,712,400	836,100
C . Whitewater	014	2021	22,919,700	33,921,200	11,001,500

RESOLUTION NO. 2023-__

Adopting the 2023-2033 Strategic Plan

Executive Summary

In 2023, Jefferson County embarked on a strategic planning process. A strategic plan is a working, living document that reflects the policy direction from the elected body, sets the vision for the organization, and drives and informs an Implementation Plan which the staff will create to ensure progress and measurable results. The strategic plan will be updated and reported on regularly to the County Board. Jefferson County's Comprehensive Plan and other existing planning documents served as the foundation for the strategic plan process, with the specific intent being the development of priorities for implementation. There was a robust engagement process with the public, consideration of previous public inputs and multiple meetings of the Board of Supervisors and key staff to create this final document for adoption.

The strategic plan process was designed to assess current efforts and status, build upon successes and partnerships, continue momentum in positive growth and services, and identify a path to further accomplishments. The vision and mission created by the County Board of Supervisors will provide policy level alignment, and when combined with the priorities and strategic goals, will give clear direction from the County Board of Supervisors to staff for budgeting, planning, and allocation of resources.

The strategic planning process was overseen and sponsored by the Executive Committee. The County Board held a public board retreat on July 31st and Aug 1st, 2023 followed by public workshop meetings on August 8th and September 12th, 2023. This resolution adopts the enclosed strategic plan based on the feedback and guidance from these meetings.

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

WHEREAS, the Strategic Plan adopts the following Vision Statement – **“We are a place to spend a lifetime; a welcoming community with a thriving economy, cherished roots, and an innovative mind,”** and

WHEREAS, the Strategic Plan adopts the following Mission Statement **“Our Mission is to enhance the quality of life by providing exceptional services and programs to our community,”** and

WHEREAS, the Strategic Plan adopts the following tag line **“Explore. Thrive. Belong,”** and

WHEREAS, the following areas have been determined to be the initial County's Strategic Priorities as set forth in the Strategic Plan:

- 1) Diverse Housing Opportunities
- 2) Highly Regarded Quality of Life
- 3) Intentional Economic Growth
- 4) Transformative Government


NOW, THEREFORE, BE IT RESOLVED that the 2023-2033 Strategic Plan is hereby adopted in its entirety and the County Administrator is directed to finalize an Implementation Plan with staff, , facilitate alignment with the priority-based budgeting system and develop a process for reporting progress to the County Board of Supervisors and public, and

BE IT FURTHER RESOLVED the Executive Committee will continue to provide oversight of the Strategic Plan, which shall include referring any future amendments that may be necessary, for various reasons, including but not limited to, accomplishment of objectives, emerging trends, and/or change in priorities, to the County Board of Supervisors for consideration.

Fiscal Note: This resolution does not have a direct fiscal impact. This plan will help prioritize and align future budgeting processes with the intent of executing the overall plan. Departments have aligned the FY 2024 Budget goals and outcomes based on the Mission, Vision, Guiding Principles, Priorities and Objectives of the plan. Future budgets will be based on this plan with further refinement based on the priority-based budgeting process.

Referred By
County Administrator
after review and endorsement by the
Executive Committee and
County Board

10-24-2023

REVIEWED: Corporation Counsel: DHT____; Finance Director: 

RESOLUTION NO. 2023 - _____

Authorizing expansion of a public-private partnership with Hilbert Communications/Bug Tussel by Applying for Capital Projects Fund Broadband Infrastructure Grant Program and Extending Conduit Debt Financing

Executive Summary

Broadband has often been referred to as the infrastructure of the future, impacting business investment, education access, residential attraction, and quality of life. The importance of broadband was reinforced through Jefferson County's update of its Comprehensive Plan which was approved in 2021, where broadband was a demonstrated need brought forward by our communities and other stakeholders. This was reinforced during the development of Jefferson County's Strategic Plan, as continued efforts for broadband expansion to underserved and unserved parts of the County was highlighted as a key initiative for the County that impacts everyone, including rural and urban residents and business and agri-business by providing access to education and lifelong learning.

There are several broadband projects within Jefferson County currently under construction. This includes expansion of services by TDS in several communities, installation of fiber by Charter/Spectrum throughout various locations in the county via Rural Digital Opportunity Funds (RDOF), installation of fiber in the greater Fort Atkinson area by Edge Broadband with a Public Service Commission grant and county matching funds, and installation of a county wide project by Bug Tussel through a conduit debt instrument, along with other miscellaneous entities with various projects throughout the County.

The Wisconsin Public Service Commission (PSC) announced the Capital Projects Fund Broadband Infrastructure Grant Program, which provides up to \$42 million in federal grant dollars available on a statewide basis. Applications are due November 7, 2023. In developing parameters for the grant, the PSC developed several criteria to determine what locations are eligible for funding, including but not limited to 100 Mbps download and upload speeds, existing enforceable funding commitment including RDOF and PSC grant areas, and factors of the Social Vulnerability Index.

Bug Tussel was the only internet service provider (ISP) that approached the county with two identified locations that expanded on their current project and met the grant criteria that would be competitive for the grants. The first project area is in the Town of Milford. It has a total estimated cost of \$1.7 million and would impact 152 serviceable locations. This would build upon a middle mile project to be installed in 2024 and would seek \$800,000 in grant funds. It is north of I-94 and west of the Rock River. The second location area is in the Town of Cold Spring and Palmyra. It has a total estimated cost of \$1.25 million and would impact 136 serviceable locations. This area is north of the county line and west of the Village of Palmyra and northeast of UW-Whitewater. This would build upon a middle mile installation installed in 2023 and would seek \$500,000 in PSC grant funding. The remainder of funds needed for each project would be provided by Bug Tussel and Jefferson County through conduit debt financing.

At its meeting on October 23, 2023, the Broadband Working Group considered the projects as presented by Bug Tussel and discussed financing options for potential match towards these projects. The Broadband Working Group recommended moving forward with working with Bug Tussel and expanding utilization of the conduit debt financing model to cover the match if

awarded, allowing ARPA funds to be reallocated as needed for other projects in the County. The Finance Committee previously conceptually reviewed the utilization of conduit debt financing to fund broadband projects and using overall ARPA funds for other needs of the county, which was also provided as part of the budget message.

This resolution authorizes the County Administrator to expand the public-private partnership with Hilbert Communications/Bug Tussel by applying for the Capital Projects Fund Broadband Infrastructure Grant Program for the projects presented and extend conduit debt financing for these projects. The Broadband Working Group considered this resolution at its meeting on October 20, 2023, and recommended forwarding it to the County Board for approval.

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

WHEREAS, the need for broadband has been a key action step in the Jefferson County Strategic Plan and the Jefferson County Comprehensive Plan, and

WHEREAS, Jefferson County has continued to work on efforts through development of partnerships and grant applications to provide reliable and sufficient broadband to its residents, stakeholders and others to enhance quality of life, education, access to healthcare and economic development, and

WHEREAS, the County feels a significant public interest exists to work with Bug Tussel and Hilbert Communications to extend a financial model that accelerates opportunities to expand broadband, specifically fiber in Jefferson County to areas not covered by current projects or committed funding via other grants.

NOW THEREFORE IT BE RESOLVED, that the Jefferson County Administrator is authorized to continue efforts to coordinate with Bug Tussel for grant applications and to develop a final plan and budget for broadband financing options for projects located in the Towns of Milford, Cold Spring and Palmyra with an anticipated completion date of the end of 2024.

BE IT FURTHER RESOLVED, the County Administrator is authorized to engage with bond counsel and financial advisors to assist in the preparation of appropriate documents for consideration if subject grants are awarded.

Fiscal Note:

Passage of this resolution will have no fiscal impact at this time. If Jefferson County is awarded a grant, the Board of Supervisors will be required to approve additional resolutions to meet necessary statutory requirements for financing model, authorize a new agreement with Provider, and amend the budget accordingly will be brought to the Board of Supervisors for approval.

Referred By:
Broadband Working Group

10-24-2023

REVIEWED: Corporation Counsel: DHT ; Finance Director

Accepting \$1,009.90 from the Greater Watertown Community Health Foundation for a universal hub for Ages and Stages Questionnaire Screening results

Executive Summary

In partnership with the Greater Watertown Community Health Foundation and other community agencies, the Foundation has invested in a universal hub from Brooks Publishing Co. that will house Ages and Stages Questionnaire results. Through grant funding from the Greater Watertown Community Health Foundation in the amount of \$1,009.90, the service fee, subscription, and registration charge associated with this program will be reimbursed. With this universal hub and its ability to universally house data from the Ages and Stages Questionnaires, the Jefferson County Health Department can better understand the strengths of children in our communities and identify areas where they need additional support in order to assess and plan for future interventions and achieve a greater collective impact. The goals include increasing the number of developmental screens completed for children in Dodge and Jefferson Counties and increasing the percentage of children who are developmentally on track and ready to attend kindergarten. The Finance Committee considered this resolution at its meeting on October 4, 2023, and the Board of Health considered it at its meeting on October 18, 2023. Both recommended forwarding to the County Board for approval.

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

WHEREAS, funding is available to the Jefferson County Health Department from the Greater Watertown Community Health Foundation; and

WHEREAS, the Ages and Stages Questionnaires have been used for more than twenty years to help parents identify their children's strengths and identify areas where children may need additional support; and

WHEREAS, this universal hub will achieve a greater collective impact for partners across both Dodge and Jefferson Counties who work with families at varying levels.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors hereby accepts grant funding from the Greater Watertown Community Health Foundation in the amount of \$1,009.90 to reimburse for the service fee, subscription, and registration charge to be applied toward the universal hub from Brooks Publishing Co. that will house Ages and Stages Questionnaire results.

Fiscal Note: Please see the accompanying Budget Adjustment or Amendment Request form for the specific accounts affected by this resolution. This is a budget amendment. This resolution requires a two-thirds affirmative vote of all board members (20 of 30) for passage.

Referred By:
Finance Committee

10-24-2023

REVIEWED: Corporation Counsel: DHT ; Finance Director: 

RESOLUTION NO. 2023-_____

Accepting a \$500 Randy Schopen Donation for a Jefferson County Community Baby Shower.

Executive Summary

The Randy Schopen Foundation, JCF was formed to continue the work that Randy did throughout his life helping others, supporting communities, and giving people a chance. The Foundation's Mission is to continue that legacy by helping others in his hometown of Jefferson, Wisconsin. The Randy Schopen Foundation, JCF awarded the Jefferson County Health Department a \$500.00 grant for the Jefferson County Community Baby Shower which most recently took place on October 20th, 2023. This grant will fund the meals provided for those in attendance. The Community Baby Shower will not only celebrate the families who are expecting but also connect them with valuable resources which will be critical over the next few months of their lives. This event is also an opportunity for a population that generally feels isolated to feel socially connected and help forge valuable relationships with others. The first Community Baby Shower was held on May 12th, 2023, and served residents of Jefferson County and Dodge County. The October 20, 2023 Community Baby Shower served solely residents of Jefferson County. This resolution authorizes the acceptance of grant funding from the Randy Schopen Foundation, JCF in the amount of \$500.00 to fund the meals provided at the Jefferson County Community Baby Shower on October 20, 2023. The Finance Committee considered this resolution at its meeting on October 4, 2023, and the Board of Health considered this resolution at its meeting on October 18, 2023. Both recommended forwarding to the County Board of Supervisors for acceptance of \$500 in grant funds.

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

WHEREAS, this funding is available to the Jefferson County Health Department from the Randy Schopen Foundation, JCF to fund meals for the Jefferson County Community Baby Shower, and

WHEREAS, this event served fifteen mothers and their support people, and

WHEREAS, this event continues to provide opportunities for the Health Department to maintain and enhance relationships with community partners and agencies.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors hereby accepts grant funding from the Randy Schopen Foundation, JCF in the amount of \$500.00 to fund the meals provided at the Jefferson County Community Baby Shower on October 20, 2023.

Fiscal Note: Please see the accompanying Budget Adjustment or Amendment Request form for the specific accounts affected by this resolution. This is a budget amendment. This resolution requires a two-thirds affirmative vote of all board members (20 of 30) for passage.

Referred By:
Finance Committee

10-24-2023

REVIEWED: Corporation Counsel: DHT ; Finance Director: 

JEFFERSON COUNTY

BUDGET ADJUSTMENT OR AMENDMENT REQUEST

<u>Adjustment</u>	<u>Description</u>	<u>Approval Level</u>
<input type="checkbox"/> Level 1	Adjustments of operating appropriations up to \$4,999 from one account to another <u>within</u> the department's budget	Department Head
<input type="checkbox"/> Level 2	<input type="checkbox"/> a. Adjustments of operating appropriations over \$5,000 and up from one account to another <u>within</u> the department's budget.	Administrator
	<input type="checkbox"/> b. Substitution of capital items or adjustment of operating to capital appropriations up to \$24,999 from one account to another <u>within</u> the department's budget.	Administrator
<input type="checkbox"/> Level 3	Amendments of operating or capital appropriations needing additional funding from contingency funds from that are under 10% of the funds originally appropriated for an individual department.	Finance Committee
<input checked="" type="checkbox"/> Level 4	<input type="checkbox"/> a. Amendments of operating or capital appropriations needing additional funding from contingency funds from that are over 10% of the funds originally appropriated for an individual department.	County Board
	<input checked="" type="checkbox"/> b. New programs in a department that were not originally budgeted through increase in expenses with offsetting increase in revenue for that program. (i.e. grant funding or donations)	County Board
	<input type="checkbox"/> c. Substitution of capital items or adjustment of operating to capital appropriations over \$25,000 from one account to another <u>within</u> the department's budget.	County Board
	<input type="checkbox"/> d. Amendments of operating or capital appropriations needing funding from general fund balance.	County Board

[illegible]

Description of Adjustment:

Grant was written to obtain additional funding to support the Jefferson County Community Baby Shower which will be held on October 20th, 2023.

Department Head Signature

Elizabeth Chilsen

Date 09/22/2023

County Administrator Signature
with the County Administrator.

Date _____

- 1) Salaries and Fringes are not included as operating above, any changes to salaries and fringes must be discussed
- 2) The County Administrator shall make the determination if the budget adjustment needs to go to the County Board.
- 3) Any items \$5,000 and above must be capitalized.

RESOLUTION 2023-_____

Authorizing Jefferson County to enter into a General Obligation Promissory Note Agreement with Premier Bank in the amount of \$370,000

Adopted at an Open Meeting held on October 24, 2023

Executive Summary

Jefferson County purchased its current telephone system in 2003. The telephone system and technical support are currently provided by Cisco Systems. Recently, Cisco Systems informed the County that its current phones will not be supported in the next system upgrade which will take place in 2025. The telephone system and technical support are critical to ensure that Jefferson County is able to continue operations and serve the public.

On July 11, 2023, the Jefferson County Board of Supervisors approved a resolution authorizing the County to purchase the phone system from Mitel under a capital lease agreement. At that time, the Finance Committee advised the County Administrator and Finance Director to investigate a means by which to satisfy this obligation in full in the 2024 budget. The full amount of the obligation on January 1, 2024, was expected to be approximately \$370,000. During the budget process it became clear the 2024 County operating budget could not support the full satisfaction of this obligation. As an alternative to early payment, the County is seeking to issue a general obligation promissory note with Premier Bank in the amount of \$370,000. The restructuring of this debt will allow the County to shift this obligation from general operating levy to debt levy and also produce savings of \$24,485.32 over the current lease agreement.

The Finance Committee considered this resolution at its October 4, 2023, meeting and by a vote of 5-0 recommended forwarding to the County Board of Supervisors to enter into a general obligation promissory note in the amount of \$370,000 with Premier Bank.

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

WHEREAS, Jefferson County, Wisconsin ("County") is presently in need of funds aggregating \$370,000 for public purposes of refinancing a capital lease for its new phone system; and

WHEREAS, the County Board of Supervisors deems it necessary and in the best interests of the County that, pursuant to the provisions of Section 67.12(12), Wisconsin Statutes, the sum of Three Hundred Seventy Thousand Dollars (\$370,000) be borrowed for such purposes upon the terms and conditions hereinafter set forth.

NOW, THEREFORE, BE IT RESOLVED, that for the purpose(s) hereinabove set forth, Jefferson County, by its Chairperson of the County Board and Clerk, pursuant to Section 67.12(12), Wisconsin Statutes, borrows from Premier Bank, ("Lender"), the sum of \$370,000, and, to evidence such indebtedness, said Chairperson of the County Board and County Clerk shall

make, execute and deliver to the Lender for and on behalf of the County the promissory note of the County, in said principal amount with interest at the rate of six and one quarter percent (6.25%) per annum and payable as follows:

	<u>Principal</u>	<u>Interest</u>	<u>Total</u>	<u>Principal Balance</u>
4/1/2024	\$ 56,998.64	\$ 11,594.17	\$ 68,592.81	\$ 313,001.36
10/1/2024	58,784.72	9,808.09	68,592.81	254,216.64
4/1/2025	60,670.31	7,922.50	68,592.81	193,546.33
10/1/2025	62,527.92	6,064.89	68,592.81	131,018.41
4/1/2026	64,509.71	4,083.10	68,592.81	66,508.70
10/1/2026	<u>66,508.70</u>	<u>2,084.09</u>	<u>68,592.79</u>	
Total	\$ 370,000.00	\$ 41,556.84	\$ 411,556.84	

A copy of the promissory note shall be attached to this resolution.

BE IT FURTHER RESOLVED, that there be, and there hereby is, levied on all the taxable property of the County, a direct annual irrevocable tax sufficient in amount to pay the principal and interest on said note as the same becomes due and payable, said tax to be in the following minimum amounts:

<u>Amount of Tax</u> <u>(Principal and Interest)</u>	<u>To meet Note Payments</u> <u>Due On</u>	<u>Year of Levy</u> <u>(must be in years prior to due date)</u>
\$ 137,185.62	April 1 and October 1, 2024	2023
137,185.62	April 1 and October 1, 2025	2024
137,185.60	April 1 and October 1, 2026	2025

If at any time there shall be on hand insufficient funds from the aforesaid tax levy to meet principal and/or interest payments on said note when due, the requisite amount shall be paid from other funds of the County then available, which sums shall be replaced upon the collection of the taxes herein levied.

In the event that the County exercises its prepayment privilege, if any, then no such direct annual tax shall be included on the tax rolls for the prepayments made and the amount of direct annual tax hereinabove levied shall be reduced accordingly for the year or years with respect to which said note was prepaid.

In each of said levy years, the direct annual tax so levied shall be carried into the tax rolls each year and shall be collected in the same manner and at the same time as other taxes of the County for such years are collected; provided, that the amount of tax carried into the tax roll may be reduced in any year by the amount of any surplus in the debt service account for the note. So long as any part of the principal of, or interest on, said note remains unpaid, the proceeds of said tax shall be segregated in a special fund used solely for the payment of the principal of, and interest on, said note.

BE IT FURTHER RESOLVED, that there be and there hereby is established in the treasury of the County, if one has not already been established, a debt service fund, separate and distinct from every other fund, which shall be maintained in accordance with generally accepted accounting principles. Sinking funds established for obligations previously issued by the County may be considered as separate and distinct accounts within the debt service fund. Within the debt service fund, there be and there hereby is established a separate and distinct account designated as the "Debt Service Account for Promissory Note," which account shall be used solely for the purpose of paying principal of and interest on said note. There shall be deposited in said account any accrued interest paid on said note at the time it is delivered to the Lender, all money raised by taxation or appropriated pursuant hereto, and such other sums as may be necessary to pay principal and interest on said note when the same shall become due.

BE IT FURTHER RESOLVED, that the proceeds of said note shall be used solely for the purposes for which it is issued, but may be temporarily invested until needed in legal investments, provided that no such investment shall be in such a manner as would cause said note to be an "arbitrage bond" within the meaning of Section 148 of the Internal Revenue Code of 1986, as amended, or the Regulations of the Commissioner of Internal Revenue thereunder; and an officer of the County, charged with the responsibility for issuing the note, shall certify by use of an arbitrage certificate, if required, that, on the basis of the facts, estimates and circumstances in existence on the date of the delivery of the note, it is not expected that the proceeds will be used in a manner that would cause said note to be an "arbitrage bond."

BE IT FURTHER RESOLVED, that the projects financed by the note and their ownership, management and use will not cause the note to be a "private activity bond" within the meaning of Section 141 of the Internal Revenue Code of 1986, as amended, and that the County shall comply with the provisions of the Code to the extent necessary to maintain the tax-exempt status of the interest on the note.

BE IT FURTHER RESOLVED, that the County Clerk shall keep records for the registration and for the transfer of the note. The person in whose name the note shall be registered shall be deemed and regarded as the absolute owner thereof for all purposes and payment of either principal or interest on the note shall be made only to the registered owner thereof. All such payments shall be valid and effectual to satisfy and discharge the liability upon such note to the extent of the sum or sums so paid. The note may be transferred by the registered owner thereof by presentation of the note at the office of the County Clerk, duly endorsed for the transfer or accompanied by an assignment duly executed by the registered owner or his legal representative duly authorized in writing. Upon such presentation, the note shall be transferred by appropriate entry in the registration records and a similar notation, including date of registration, name of new registered owner and signature of the County Clerk, shall be made on such note.

BE IT FURTHER RESOLVED, that the note is hereby designated as a "qualified tax-exempt obligation" for purposes of Section 265 of the Internal Revenue Code of 1986, as amended, relating to the ability of financial institutions to deduct from income, for federal income tax purposes, interest expense that is allocable to carrying and acquiring tax-exempt obligations.

BE IT FURTHER RESOLVED, that the County officials are hereby authorized and directed, so long as said note is outstanding, to deliver to the Lender any audit statement or other financial information the Lender may reasonably request and to discuss its affairs and finances with the Lender.

BE IT FURTHER RESOLVED, that said note shall be delivered to the Lender on or after the date of said note, upon receipt of the total principal amount of the loan evidenced thereby, plus accrued interest, if any, to date of delivery, provided that, if this is a refinancing, the refunding note shall be immediately exchanged for the note being refinanced.

Fiscal Note: This general obligation promissory note refinances an Equipment Finance Agreement with Leasing Services, LLC for the purchase of a new county phone system from Mitel, Inc., that was approved by the County Board on July 11, 2023. The purpose of the refinance is twofold: 1). Restructuring as General Obligation Debt will allow the County to shift the debt service payments from the operating levy to the debt levy; and 2). Refinancing from a 5-year, 8 percent note to a 3-year, 6,25% note will save an estimated \$24,485.32 in interest payments. Passage of this resolution requires a three-fourths vote of the full County Board of Supervisors.

Referred By:
Finance Committee

10-24-2023

REVIEWED: Corporation Counsel: DHT ; Finance Director:

