

## AGENDA

### JEFFERSON COUNTY BOARD MEETING

TUESDAY      MAY 14, 2024      7:00 p.m.

Jefferson County Courthouse  
311 S. Center Avenue, Room C2063  
Jefferson, WI 535493

[Livestream on YouTube](#)

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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 APRIL 16, 2024 MEETING MINUTES**
  7. **SPECIAL ORDER OF BUSINESS**
    - a. County Board Chair Appointment and Confirmation of Matthew Tracy – District 12 Supervisor
    - b. Oath of Office
    - c. Recognition of Artists – Christensen
    - d. Strategic Plan Update
  8. **COMMUNICATIONS**
    - a. Treasurer’s Monthly Report
    - b. Zoning Committee – Notice of Public Hearing, May 16, 2024
  9. **PUBLIC COMMENT (agenda items)**
  10. **ANNUAL REPORTS**
    - a. Land and Water Conservation – Patricia Cicero
    - b. Register of Deeds – Staci Hoffman
- COMMITTEE REPORTS / RESOLUTIONS / ORDINANCES**
11. **FINANCE COMMITTEE**
    - a. Resolution – Accepting the Public Service Commission of Wisconsin (PSC) Broadband, Equity, Access and Deployment (BEAD) Local Planning Grant and amending the 2024 Administration department budget (Page 1)
    - b. Resolution – Approving Parks Department Fee Schedule for Fiscal Year 2025 (Page 3)
    - c. Resolution – Accepting Quotes and Authorizing Contracts for Fair Park Broadband Expansion (Page 9)
    - d. Resolution – Amending the Classification of Authorized position in the FY 2024 Budget (Page 11)
    - e. Resolution – Authorizing land transactions to clarify interests and allow for necessary infrastructure in Food & Beverage Innovation Campus (Page 14)

12. **PARKS COMMITTEE**

- a. Ordinance - Amending the Historic Sites Preservation Council Ordinance (Page 17)
- b. Resolution - Authorizing a grant application to the Wisconsin Department of Natural Resources Knowles Nelson Stewardship Program Recreation Boating Facilities Grant in Aid Program and amending the 2024 Parks department budget – Kanow (Page 21)
- c. Resolution - Authorizing a grant application to the Wisconsin Department of Natural Resources Knowles Nelson Stewardship Grant Program, the Federal Recreational Trails Program, and the Land & Water Conservation Fund and amending the 2024 Parks department budget - Korth Park Connector (Page 23)
- d. Resolution - Authorizing a grant application to the Wisconsin Department of Natural Resources Knowles Nelson Stewardship Grant Program, the Federal Recreational Trails Program, and the Land & Water Conservation Fund and amending the 2024 Parks department budget - Interurban Trail (Page 25)

13. **PLANNING AND ZONING COMMITTEE**

- a. Report – Approval of Petitions (Page 27)
- b. Ordinance – Amending Official Zoning Map (Page 28)

14. **APPOINTMENTS BY COUNTY ADMINISTRATOR** (Page 29)

15. **APPOINTMENTS BY COUNTY BOARD CHAIR** (Page 30)

16. **APPOINTMENTS BY HUMAN SERVICES BOARD** (Page 32)

17. **PUBLIC COMMENT** (General)

18. **ANNOUNCEMENTS**

19. **ADJOURN**

**NEXT COUNTY BOARD MEETING  
JUNE 11, 2024 – 7:00 P.M.**

**RESOLUTION NO. 2024-\_\_\_\_\_**

**Accepting the Public Service Commission of Wisconsin (PSC) Broadband, Equity, Access and Deployment (BEAD) Local Planning Grant and amending the 2024 Administration department budget**

Executive Summary

In 2023, the Wisconsin Public Service Commission provided planning grants to counties in the state to prepare for funds received via the federal bipartisan infrastructure law known as Broadband, Equity, Access and Deployment (BEAD) with allocation to Wisconsin being just over \$1 billion. On May 16, 2023, and June 6, 2023, the Broadband Working Group met, reviewed and approved Vision and Goals for the planning grant and recommended the following areas of focus in use of funds: Promotion/Marketing, Data Collection, Resource Tool Kit, GIS mapping and Gap Analysis.

As part of this grant process, if counties worked with their Regional Economic Development Organization in the grant process, additional planning funds would be allocated. In June of 2023 Jefferson County entered into a Memorandum of Understanding with the Madison Region Economic Partnership (MadREP) to provide support for the PSC BEAD Local Planning Grant. Under this MOU, Jefferson County is allocated \$20,171.15. This money can be given as a reimbursement for eligible activities.

Jefferson County Administration Department continues to do direct outreach to prepare for the BEAD Challenge Process. On April 22, 2024, the final BEAD challenge rules were published by the PSC. In anticipation of the challenge process, the Broadband Working Group on April 1, 2024, authorized a direct mailer to select addresses to verify their categorization as either BEAD eligible or ineligible.

On May 7, 2024, the Finance Committee reviewed the request from County Administration and recommended forwarding this resolution to the County Board to accept the PSC Bead Local Planning Grant and amend the 2024 budget for the Administration Department.

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

WHEREAS, Jefferson County applied for and received \$20,171.15 in PSC BEAD Local Planning Grant Funds; and

WHEREAS, grant funding is available from the PSC and under the terms of the MOU signed with MadREP.

NOW, THEREFORE, BE IT RESOLVED that the Administration Department is authorized to accept grant funding in the amount of \$20,171.15 as reimbursement for eligible expenses and the 2024 County Budget is amended accordingly.

*Fiscal Note: Passage of this resolution authorizes the County Finance Director to make the necessary budget adjustments to enact this resolution. 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).*

*Strategic Plan Reference: YES*



*Intentional Economic Growth: Collaborate with public and private sectors to improve broadband coverage across the country, ensuring digital equity for all residents and businesses.*

Referred By:  
Finance Committee

05-14-2024

REVIEWED: Corporation Counsel:DHT ; Finance Director:

A handwritten signature in blue ink, enclosed in a blue circular scribble.

**RESOLUTION NO. 2024-\_\_**

**Approving Parks Department Fee Schedule for Fiscal Year 2025**

Executive Summary

The Jefferson County Parks Department charges fees for use of certain County Park facilities, including the dog park and shelter rentals. The Parks Department reviewed the fee structure of neighboring counties and municipalities and recommends adjusting its 2025 fees as set forth in the attached schedule to align with the market data. Additionally, the Parks Department's revised schedule proposes the elimination of certain fee categories to improve administrative efficiency. The Parks Department begins accepting reservations for the 2025 fiscal year on June 1, 2024. As such, the Parks Department is requesting approval of the 2025 fee schedule prospectively.

This resolution authorizes the revised fee schedule for fiscal year 2025. The Parks Committee and the Finance Committee considered this resolution at their meetings on May 2, 2024, and May 7, 2024, respectively. Both committees recommended forwarding it to the County Board for approval.

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

**WHEREAS**, the attached Park's Department fee schedule for fiscal year 2025 will align the County's fees with the surrounding market and streamline the process for administration and online payment.

**NOW, THEREFORE, BE IT RESOLVED** that the Jefferson County Board of Supervisors hereby approves the attached 2025 Parks Department Fee Schedule.

*Fiscal Note: The fee schedule changes will be incorporated into the 2025 budget.*

*Strategic Plan Reference: YES*



*Highly Regarded Quality of Life: Continuing developing recreational, historical, and cultural resources that build on emerging recreational trends and enhance positive user experiences.*

*Transformative Government: Data driven budgets and policy management*

Referred by: Finance Committee

05-14-2024

REVIEWED: Corporation Counsel: DHT; Finance Director: 



# JEFFERSON COUNTY

PARKS DEPARTMENT  
311 South Center Ave  
Jefferson, WI 53549  
920-674-7260

[www.jeffersoncountywi.gov/parks](http://www.jeffersoncountywi.gov/parks)  
[jeffcoparks@jeffersoncountywi.gov](mailto:jeffcoparks@jeffersoncountywi.gov)



April 24<sup>th</sup>, 2024

Re: Changes to 2025 Parks Department Fee Schedule

Multiple changes to the 2025 fee schedule are being recommended by the Jefferson County Parks Staff. Below is a synopsis of recommendations for changes to the previous fee structure for 2024.

### **Dog Park Licenses**

- Eliminate resident/non-resident
- Increase the Annual Tag fees from \$30-\$35 across the board.
- Increase second tag from \$15-\$20.
- Estimated increase in revenue \$7,000.00

### **Community Gardens**

- Change Korth Park gardens to \$25 to match Carnes Park Gardens.
- Eliminate Carnes Park 10x10 plot fee. None remaining.

### **Shelter Rentals**

- Eliminate the shelter deposit for all but the Korth Park Kitchen rentals (\$100).
- Eliminate resident/non-resident fee structure and replace with weekday rates (Mon-Thur) and weekend rates (Fri-Sun).
- Create 4 Categories of Shelters for a standard list of costs. Most stayed relatively the same with reduced rates for the weekdays. Korth Park shelter weekend rates are \$50 higher than before and weekday rates are slightly lower.

1. Small Shelters with limited capacity and no electricity – \$25/\$50
  - a. Cappies, Coldspring, Garman, Rock River
2. Medium Shelters with limited capacity and a playground, no electric - \$25/\$75
  - a. Pohlman, Upper Rock, Rome Pond, Welcome Travelers, Kanow
3. Medium Shelters with greater capacity, a playground, and electricity - \$50/\$100
  - a. Carlin, Dorothy Carnes, Elm Point, Lower Rock
4. Large Pavilion with greater capacity, electricity, and playground – Korth Park Main
  - a. Without Kitchen - \$75/\$125, \$200/\$250
  - b. With Kitchen - \$175/\$225, \$250/\$300

### **Group Permit Fees**

- Eliminate GP fees and add to special use permit fee structure and provide Parks Committee oversight to set additional fees for events if needed. Require rental of shelter for any group over x participants.

Anticipated outcomes



## JEFFERSON COUNTY

### PARKS DEPARTMENT

311 South Center Ave

Jefferson, WI 53549

920-674-7260

[www.jeffersoncountywi.gov/parks](http://www.jeffersoncountywi.gov/parks)

[jeffcoparks@jeffersoncountywi.gov](mailto:jeffcoparks@jeffersoncountywi.gov)



- 
1. Increase in revenue to the dog park which has been struggling to maintain a fund balance for site repairs and improvements.
  2. Increase number of shelter rentals by eliminating the cost of the deposit. Potential increase in maintenance costs to do “Park Checks” and increase in revenue from rentals.
  3. Provide a more streamline process for administration and online payments.

# Fee Schedule - Parks

	Unit	2025 Rate	2025 Credit Card Rate
<b>Dog Park Licenses</b>			
Annual Tag-1st Dog	First	\$ 35.00	\$ 36.35
Annual Tag Each Additional Dog up to 3		\$ 20.00	\$ 20.91
Annual Tag-Senior Citizen	Each	\$ 15.00	\$ 15.76
Annual Tag-Disabled	Each	\$ 15.00	\$ 15.76
Annual Tag-Veteran	Each	\$ 15.00	\$ 15.76
Replacement Tag		\$ 10.00	\$ 10.61
Daily Permit		\$ 5.00	\$ 5.46
<b>Camping</b>			
Camping-Carnes Park East	Per Night	\$ 20.00	\$ 20.91
Camping-Cappie's Landing	Per Night	\$ 20.00	\$ 20.91
Camping - Other	Per Night	\$ 20.00	\$ 20.91
<b>Boat Launch Access</b>			
Boat Launch - Rock River Park and Cappies Landing	Daily	\$ 5.00	\$ 5.46
Boat Launch - Rock River Park and Cappies Landing	Annual	\$ 25.00	\$ 26.06
<b>Community Gardens</b>			
Gardens - Korth	10x20 site	\$ 25.00	\$ 26.06
Gardens - Carnes	10x20 site	\$ 25.00	\$ 26.06
<b>Special Use Permits: Star Gazing, GeoCache, and Group Gatherings above 20 people</b>			
Any special event, larger than 25 individuals will be required to rent the shelter for the day of the event.			
Special Use Permits	Per Event	10.00	\$ 10.61
<b>Shelter Rentals and Auxiliry Structures (All Fees Subject to Sales Tax)</b>			
Weekday rentals are Monday -Thursday, Weekend rentals are Friday -Sunday and includes holidays. A \$100 security deposit is required with the Korth Park Pavilion kitchen.			
Placement of External Structures (tents, bouncy houses, etc.) by others.	Per Structure	\$ 50.00	
<b>Cappie's Landing Park</b>			



	Weekday Rental 1-100 Persons		\$ 25.00	\$ 26.06
	Weekend Rental 1-100 Persons		\$ 50.00	\$ 51.08
	<b>Carlin Weld Park (Electric)</b>			
	Weekday Rental 1-100 Persons		\$ 50.00	\$ 51.80
	Weekend Rental 1-100 Persons		\$ 100.00	\$ 103.30
	<b>Cold Spring Creamery</b>			
	Weekday Rental 1-100 Persons		\$ 25.00	\$ 26.06
	Weekend Rental 1-100 Persons		\$ 50.00	\$ 51.08
	<b>Dog Park - Special Use Area</b>			
	Hourly		\$ 25.00	\$ 26.06
	1/2 day (4 hours)		\$ 75.00	\$ 77.55
	Full day		\$ 125.00	\$ 129.04
	<b>Dorothy Carnes Park (Electricity)</b>			
	Weekday Rental 1-100 Persons		\$ 50.00	\$ 51.80
	Weekend Rental 1-100 Persons		\$ 100.00	\$ 103.30
	<b>Garman Nature Preserve</b>			
	Weekday Rental 1-100 Persons		\$ 25.00	\$ 26.06
	Weekend Rental 1-100 Persons		\$ 50.00	\$ 51.08
	<b>Kanow Park</b>			
	Weekday Rental 1-100 Persons		\$ 25.00	\$ 26.06
	Weekend Rental 1-100 Persons		\$ 75.00	\$ 77.55
	<b>Korth Park-Elm Point Rd (Electricity)</b>			
	Weekday Rental 1-100 Persons		\$ 50.00	\$ 51.80
	Weekend Rental 1-100 Persons		\$ 100.00	\$ 103.30
	<b>Korth Park, Pavilion (Electricity)</b>			
	Weekday Rental 1-100 Persons		\$ 75.00	\$ 77.55
	Weekday Rental 101-200 Persons		\$ 125.00	\$ 129.04
	Weekend Rental 1-100 Persons		\$ 200.00	\$ 206.28
	Weekend Rental 101-200 Persons		\$ 250.00	\$ 232.03
	<b>Korth Park, Pavilion and Kitchen (Electricity)</b>			
	Weekday Rental 1-100 Persons		\$ 175.00	\$ 180.54
	Weekday Rental 101-200 Persons		\$ 225.00	\$ 232.03
	Weekend Rental 1-100 Persons		\$ 300.00	\$ 309.27
	Weekend Rental 101-200 Persons		\$ 350.00	\$ 360.76
	<b>Pohlmann Park</b>			
	Weekday Rental 1-100 Persons		\$ 25.00	\$ 26.06
	Weekend Rental 1-100 Persons		\$ 75.00	\$ 77.55
	<b>Rock Lake Park (Lower/Lakeside, Electric)</b>			
	Weekday Rental 1-100 Persons		\$ 50.00	\$ 51.80
	Weekend Rental 1-100 Persons		\$ 100.00	\$ 103.30
	<b>Rock Lake Park (Upper/Hillside)</b>			
	Weekday Rental 1-100 Persons		\$ 25.00	\$ 26.06
	Weekend Rental 1-100 Persons		\$ 75.00	\$ 77.55
	<b>Rock River Park</b>			
	Weekday Rental 1-100 Persons		\$ 25.00	\$ 26.06
	Weekend Rental 1-100 Persons		\$ 50.00	\$ 51.08
	<b>Rome Pond Park</b>			

	Weekday Rental 1-100 Persons		\$ 25.00	\$ 26.06
	Weekend Rental 1-100 Persons		\$ 75.00	\$ 77.55
	<b>Welcome Travelers Park</b>			
	Weekday Rental 1-100 Persons		\$ 25.00	\$ 26.06
	Weekend Rental 1-100 Persons		\$ 75.00	\$ 77.55

**RESOLUTION NO. 2024-\_\_\_**

**Accepting Quotes and Authorizing Contracts for Fair Park Broadband Expansion**

Executive Summary

In 2022, Jefferson County was awarded a Tourism Grant from the Wisconsin Department of Administration. As a part of that grant, the County is undergoing a project to expand broadband access at the Jefferson County Fair Park facilities. That project includes three components: equipment purchase, underground fiber installation and electrical work. The equipment is being purchased via a cooperative purchasing arrangement whereby Wisconsin counties can purchase goods at discounted prices under contracts already negotiated by the State of Wisconsin.

Jefferson County received quotes from six contractors for the fiber installation. Those quotes ranged from approximately \$31,000 to \$51,000, with Underground Specialists being the lowest responsible vendor at a cost of **\$31,241**. Jefferson County also solicited quotes from four contractors for the electrical work associated with this project, which includes mounting the access points. Two contractors declined to submit quotes. Of the two electrical contractors that submitted proposals, United Electric was the lowest, responsible vendor at a cost of **\$32,000**.

This resolution authorizes the County Administrator to accept the quotes and enter into a contracts with Underground Specialists and United Electric related to the completion of the proposed broadband expansion project at Jefferson County Fair Park. The Finance Committee considered this resolution at its meeting on May 7, 2024, and recommended forwarding on to the County Board for approval.

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

WHEREAS, Jefferson County has received Tourism Grant funding from the State of Wisconsin to complete broadband expansion at the Fairgrounds, and

WHEREAS, Jefferson County solicited quotations for completion of the broadband expansion project at Jefferson County Fair Park, and

WHEREAS, the Finance Committee has reviewed the quotes received from Underground Specialists and United Electric for completion of the underground fiber installation and electrical work for the broadband project, and has recommended accepting those proposals.

NOW, THEREFORE, BE IT RESOLVED the Jefferson County Board of Supervisors hereby authorizes the County Administrator to enter into a contracts with Underground Specialists and United Electric for completion of broadband expansion at the Fair Park facilities.

*Fiscal Note: Jefferson County has received \$120,000 from the State of Wisconsin for this project which is currently appropriated in the 2024 Fair Park budget. No budget adjustment is necessary.*

*Strategic Plan Reference: YES*



*Highly Regarded Quality of Life: Develop tourism-related infrastructure within the county to increase efficiency and maximize impact.*

*Intentional Economic Growth: Collaborate with public and private sectors to improve broadband coverage across the county, ensuring digital equity for all residents and businesses.*

Referred By:  
Finance Committee

05-14-2024

REVIEWED: Corporation Counsel: DHT ; Finance Director:

A handwritten signature in blue ink, appearing to be 'DHT', is written over the text 'Finance Director:'.

## RESOLUTION NO. 2024-\_\_\_\_

### Amending the Classification of Authorized Positions in the FY 2024 Budget

#### Executive Summary

Jefferson County Departments continuously evaluate their staffing requirements, which includes consideration of the volume of work, along with the technical expertise required to effectively execute departmental operations. This ongoing evaluation aligns with the County's Strategic Plan, ensuring that the County's operations are in sync with its strategic objectives.

There are often natural trigger points where analysis and adjustment occur, including the examination of vacant positions, changes in management, changes in programs, prospective operational or structural needs, and budget analysis. These trigger points provide an opportunity for departments to reassess their needs and make recommendations to enhance operations.

Due to a variety of factors, several departments, in collaboration with Administration and Human Resources, are making various recommendations to amend the current Classification of Authorized Positions. These recommendations are as follows:

- **Human Services** – Eliminate three part-time Parent Partner Positions (currently vacant) and create one full-time Parent Partner position. It is anticipated this change will provide better outcomes and is cost neutral. These roles are funded through a Department of Child and Family grant with a 10% County match.  
*Fiscal Note: This action decreases the 2024 Human Services budget by \$6,070.*
- **Human Services/Central Services** – Eliminate a Lead Maintenance Position and create a Maintenance Supervisor. The Lead Maintenance Position is anticipated to be vacant in July. This change aligns with the planned organizational structure to meet the facility maintenance needs in the county. It is anticipated this reclassification will result in an additional increase of approximately \$20,000 and will be absorbed within the Human Services budget through other cost reductions.
  - *Fiscal Note: This action increases in the 2024 Human Services budget by \$19,012 which will be offset with other cost reductions in the Human Services Department. Finance will remove this amount from the annual levy increase for the 2025 budget.*
- **Fair Park** – Eliminate Administrative Position and create an Advanced Program Assistant. This current role is vacant. During the past five months, there have been various reviews of operational functions with changes in the structure of the Fair Park Department. It has been identified there is a need to have two Advanced Program Assistant positions. These roles, while cross trained in many Fair Park duties, will each have distinct responsibilities. One Advanced Program Assistant role will focus on the county fair (new position) and the other on non-fair events. Budget increases will be absorbed due to vacant positions and incorporated in the FY 2025 budget.
  - *Fiscal Note: This action increases the 2025 Fair Park budget by \$3,304. Due to vacancies during 2024, there is no fiscal impact on the 2024 budget.*
- **Highway** – Eliminate a Superintendent position, eliminate a Foreman position, eliminate an Equipment Parts position, and create two Assistant Superintendent positions. This transition will include an adjustment in the existing superintendent

roles to include additional responsibilities, adding assistant superintendent roles that will include on-call and supervision duties, and will allow additional leadership and growth opportunities for existing employees. This resolution also allows for adjustments of leadership roles within the Highway Department as part of its ongoing restructuring and succession planning. These changes recognize the current shared position between Administration and Highway is shifting toward more general county administrative project management work. This resolution will formalize that position as the County Engineer/Planner and will eliminate the highway operational responsibilities of that position. As part of this restructuring, the Highway Department will maintain those responsibilities within the separate Operations Manager position.

- *Fiscal Note: This action reduces the 2025 budget in the Highway Department by \$1,308 and increases the 2025 budget in the Administration Department by up to \$75,283. The impact on the 2024 Administration and Highway budgets will be determined by the County Administrator once the extent of need for additional Engineer/Planner hours during 2024 is identified.*

The Finance Committee considered the above actions at its meeting on May 7, 2024, and recommended forwarding on to the County Board for approval.

In addition, the Human Resources Committee considered the following personnel changes at its February 28, 2024, meeting:

- **Human Services** – Create a part-time Nutrition Site Manager position which replaces and cancels an existing contractor agreement.
  - *Fiscal Note: The net effect of these actions on the 2024 budget is \$0.*
- **Human Services** - Eliminate a vacant, full-time CCS Facilitator position and create a full-time CCS Compliance Administrative Specialist I position.
  - *Fiscal Note: The net effect of these actions on the 2024 budget is \$0.*
- **Human Services** – Eliminate a vacant, full-time CCS Coordinator position and create a full-time CCS Compliance Administrative Specialist I position.
  - *Fiscal Note: The net effect of these actions on the 2024 budget is \$0.*
- **Fair Park** – Eliminate a full-time Maintenance Worker II position and create a full-time Maintenance Lead position.
  - *Fiscal Note: This action increases the 2025 Fair Park budget by \$8,670. Due to vacancies during 2024, there is no impact on the 2024 budget.*

The County Administrator included these changes as part of the FY 2024 Budget Carryover presentation at the March 12, 2024 County Board meeting which was approved; however inclusion of these roles in this resolution ensures proper memorialization of these changes.

This resolution authorizes the reclassification of positions as outlined above.

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

WHEREAS, Jefferson County staff continuously analyze potential operational enhancements within their respective departments to ensure the successful realization of their assigned goals and visions, consistent with the County's Strategic Plan; and

WHEREAS, the respective Department Heads are proposing amendments to the Classification of Authorized Positions, in collaboration with the Administration and Human Resources Departments; and

WHEREAS, it is recommended to proceed with amending the Classification of Authorization Position based on current and projected county operations.

NOW, THEREFORE, BE IT RESOLVED the FY 2024 Budget – Classification of Authorized Positions is amended as set forth in the Executive Summary above; and

BE IT FURTHER RESOLVED the Human Resources Director is authorized to make final grade placement based on comprehensive review of the job duties; and

BE IT FURTHER RESOLVED the County Administrator is authorized to finalize the allocation and time for the shared Administration/Highway Position and adjust budget and duties accordingly.

*Fiscal Note: The fiscal impact of each action is noted above in the Executive Summary. Passage of this resolution authorizes the County Finance Director to make the necessary budget adjustments to enact this resolution. 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).*

*Strategic Plan Reference: YES*



*Transformative Government: Attract and retain a talented and committed County workforce and Board of Supervisors; Data driven budgets and policy management.*

Referred By:  
Finance Committee

05-14-2024

REVIEWED: Corporation Counsel: DHT; Finance Director: 

## RESOLUTION NO. 2024-\_\_

### Authorizing land transactions to clarify interests and allow for necessary infrastructure in Food & Beverage Innovation Campus

#### Executive Summary

The Jefferson County Board of Supervisors previously authorized the County Administrator to work with the City of Jefferson to finalize a certified survey map for the Food & Beverage Innovation Campus located on the former County farmland as part of the 100-acre land sale to Kikkoman Corporation. Two CSMs were recorded identifying lots, outlots, and right-of-way dedications. Further land transfers, lot line adjustments, easements, and right-of-way dedications are required to support the development as outlined below.

To ensure that ownership interest aligns with proposed use and maintenance responsibility and to accommodate the proposed infrastructure, Jefferson County must execute the following land transfers:

- **Transfer Outlot 1 of CSM #6448 to the City of Jefferson**
  - This parcel will be occupied by the eastern stormwater management pond which will be operated and maintained by the City of Jefferson
- **Transfer portion of Outlot 1 of CSM #6456 north of the creek to the City of Jefferson**
  - The portion of this parcel north of the creek will almost entirely be occupied by the western stormwater management pond and the sanitary pumping station, both of which will be operated and maintained by the City of Jefferson.
- **Accept transfer of an approximately 5.11 acre parcel (Tax ID- 241-0614-1423-007), located at the south end of Industrial Avenue from the City of Jefferson**
  - This parcel is largely undevelopable due to its narrow “flagpole” connecting to Industrial Avenue and wetlands covering much of the southern portion. It is currently used by the County’s adjacent Parks Maintenance Facility as an informal driveway
- **Adjust the northern boundary line of Outlot 1 of CSM #6456 as necessary to accommodate the proposed lift station**

Additionally, Jefferson Utilities has requested generic utility easements from the County to allow it to better serve both the Kikkoman site and future potential tenants. Currently, four easements on County property have been identified as follows:

- **Lot 1 of CSM #6456-** The northerly, westerly and southerly 10 feet, respectively, of the entire parcel.
- **Lot 2 of CSM #6456-** Both the southerly and westerly 10 feet, respectively, of the entire parcel.
- **Lot 3 of CSM #6456-** The southerly 10 feet of the entire parcel.
- **Outlot 1 of CSM #6456-** The northerly 10 feet of the entire parcel.



Additional utility easements may be required to service the campus depending upon final engineering. This resolution gives the County Administrator the discretion to execute all easements ultimately deemed necessary by the engineers working on this project.

Lastly, a right-of-way dedication is needed to provide for access to the northern portion of the Food & Beverage Campus as shown on Exhibit A.

This resolution authorizes the County Administrator to execute the land transactions outlined above in order to align interests with responsibilities and allow for the infrastructure needed to support the development. The Finance Committee considered this resolution at its meeting on May 7, 2024, and recommended forwarding to the County Board for approval.

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

WHEREAS, the Food and Beverage Innovation Campus is a cooperative effort between Jefferson County and the City of Jefferson to provide a home for industrial activity in the area; and

WHEREAS, the first phase of development is being constructed in 2024 to accommodate a 100-acre site for Kikkoman, with future development anticipated, necessitating street and utility infrastructure to support that growth; and

WHEREAS, it is necessary and appropriate to execute the land transactions identified in above to ensure that land interests align with responsibilities and infrastructure is possible to support future development.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Administrator is authorized to execute all necessary documentation to complete the land transactions referenced above, including but not limited to transferring outlots to the City of Jefferson, accepting the transfer of lands from the City of Jefferson, adjusting lot lines, granting utility easements to service the Food & Beverage Innovation Campus, and dedicating street right-of-ways.

BE IT FURTHER RESOLVED that the Jefferson County Clerk is authorized to execute all necessary documents as required for the closure of these land transactions, including but not limited to the deeds and easements conveying property interests to the City of Jefferson & Jefferson Utilities.

*Fiscal Note: While there is value exchanged between various aforementioned parties, the actions described in the body of the resolution require no capital outlay. This resolution prepares the land formerly known as the County farm for development that is consistent with prior Board resolutions and adds value to the remaining property that the County endeavors to sell.*


*Strategic Plan Reference: YES*



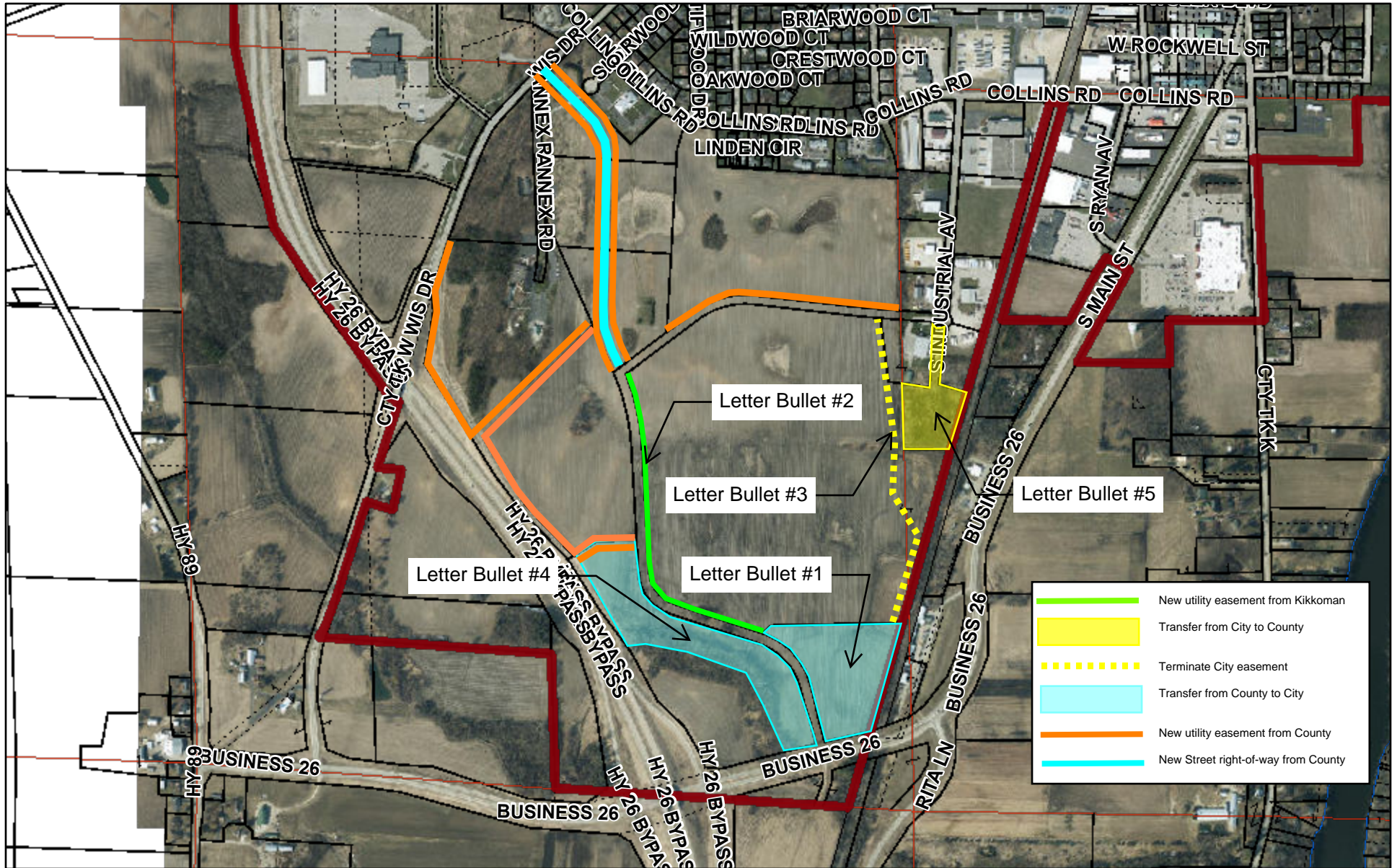
*Intentional Economic Growth: Foster partnerships and collaboration to serve as a catalyst for intentional economic growth for the county and its towns, cities, and villages.*

Referred By  
Finance Committee

05-14-2024

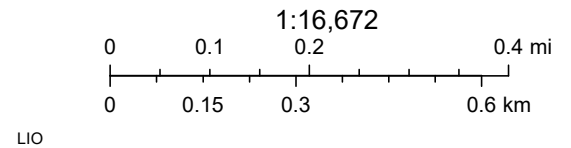
REVIEWED: Corporation Counsel: DHT; Finance Director: 

# City of Jefferson



4/21/2024, 3:47:24 PM

- Tax Parcels
- Parcel Lines
- Property Boundary
- ..... Old Lot/Meander Lines
- Rail Right of Ways
- Road Right of Ways
- Section Lines
- Surface Water
- Map Hooks
- ▭ Municipal Boundaries



**ORDINANCE NO. 2024-\_\_**

**Amending the Historic Sites Preservation Council Ordinance**

Executive Summary

Jefferson County’s current Historic Sites Preservation Ordinance was adopted in 2017. In tandem with the Historic Sites Preservation Council preparing a new public-facing historic sites registry, it is necessary to update the language of the original Preservation Ordinance. This ordinance update more clearly defines the process by which historic sites are identified and vetted regarding inclusion in the registry.

The Historic Sites Preservation Council recommended proposed amendments to the Parks Committee. The Parks Committee considered these recommendations at its meeting on May 2, 2024, and recommended forwarding the amended ordinance to the County Board for approval.

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**NOW THEREFORE, BE IT ORDAINED** by the Jefferson County Board of Supervisors that the Historic Sites Preservation Council Ordinance, adopted on February 14, 2017, is amended as follows:

1.01 PURPOSE AND INTENT.

(1) It is hereby declared a matter of public policy that the protection, enhancement, perpetuation and use of improvements of special character or special historical interest or value are in the public interest. The purpose of this section is to:

- (a) Promote the protection, enhancement and perpetuation of such improvements and of districts which represent or reflect elements of the County’s cultural, social, economic, political, engineering, anthropological, archaeological and architectural histories;
- (b) Safeguard the County’s historic, and cultural heritage, as embodied and reflected in such historic structures, sites and districts;
- (c) Stabilize and protect property values;
- (d) Foster civic pride in the beauty and noble accomplishments of the past;
- (e) Protect and enhance the County’s attractions to residents, tourists and visitors;
- (f) Strengthen the economy of the County; and
- (g) Promote the use and understanding of historic structures, sites, and districts for the education, pleasure and general welfare of the people of the County.

## 1.02 DEFINITIONS.

(1) In this section, unless the context clearly requires otherwise:

(a) Council means the Historic Sites Preservation Council created under this section.

(b) Historic structure means any improvement which has a special character or is of meaningful interest or value as part of the heritage or cultural characteristics of the County, state or nation.

(c) Historic site means any location or region wherein or upon significance is derived in part from the archeological, anthropological, colonial, national, territorial, state, or county history or upon which a historic event occurred, and which has been designated as a historic site under this section, part thereof, abutting an improvement parcel, used as and constituting part of the premises on which the historic structure is situated.

(d) History is defined to include all geological, archeological, colonial, national, territorial, state, or county periods or events.

## 1.03 MEMBERSHIP.

(1) The Historic Sites Preservation Council is hereby created consisting of 5 members. Such members shall be eligible for meeting fees, mileage and other expense reimbursement in the same manner as members of Boards, Commissions and other Bodies of the County Board. One member shall be a Jefferson County Board Supervisor who shall also be a member of the Jefferson County Parks Committee. The remaining members may be Jefferson County Board Supervisors or members of the public, and insofar as possible, should include experts in historic preservation and Jefferson County history. The Council shall meet no more than 6 times per year. Additional meetings may be held if authorized by the County Board Chairperson prior to the additional meetings being held.

(2) The Jefferson County Board Chairperson shall appoint members to the Council subject to confirmation by the Jefferson County Board of Supervisors. Members shall serve two -year terms except for the initial appointments which may be longer or shorter than two years at the discretion of the Board Chairperson. The Council shall conduct business as prescribed in the Jefferson County Board of Supervisors Rules of Order.

## 1.04 HISTORIC STRUCTURES AND SITES DESIGNATION CRITERIA.

(1) Upon request, a historic structure or historic site designation may be placed on any site, natural or improved, including any building, improvement or structure located thereon, or any area of particular historic, geological, archaeological, architectural or cultural significance to the County of Jefferson or the region that became Jefferson County, which:

(a) Exemplify or reflect the natural, cultural, political, or economic or social history of the region, nation, state, or local community; or

(b) Are identified with historic personages or with important events in regional, national, territorial, state or local history; or

(c) Embody the distinguishing characteristics of any architectural type or specimen, inherently valuable for a study of a period, style, method of construction, or of indigenous materials or craftsmanship; or

(d) Are representative of the honorable work of a master builder, designer or architect whose individual genius influenced his/her age; or

(e) Have yielded, or may be likely to yield, information important to historical understanding; or

(f) Contains archeological sites.

(2) Removal from Jefferson County Historic Sites Registry

(a) Any property owner may petition in writing for removal of their property from the Jefferson County Historic Sites Registry. The Jefferson County Board of Supervisors shall remove the subject property, after recommendation from the Historic Sites Preservation Council and the Jefferson County Parks Committee, if it finds either of the following:

(i) Additional information shows that the property does not possess sufficient significance to be designated a historic site.

(ii) The designation of the property was made based upon inaccurate information which has since been disproven.

(b) As the Jefferson County Historic Sites Registry is honorary in nature, properties which cease to meet the criteria for designation because the qualities which caused it to be originally listed have been lost or destroyed are not automatically removed from the registry. The historical record of the property remains for future education and reference purposes.

(c) Private addresses and site location may be redacted from the public registry upon written request of the property owner.

1.05 DUTIES AND RESPONSIBILITIES.

(1) Designation. The Council shall:

(a) have the responsibility to recommend the designation of historic structures, historic sites and historic districts within Jefferson County to the Jefferson County Parks Committee. Once a recommendation is made by the Council, such recommendation shall be acted on by the Jefferson County Parks Committee for a determination on whether or not to forward to the Jefferson County Board of Supervisors for official County recognition. If a recommendation is forwarded to the Jefferson County Board of Supervisors, the Board shall make a determination

on whether or not to recognize such structure, site and district as historic. A determination by the County Board that a structure, site or district is historic is for recognition purposes only and does not obligate the owner or occupant to maintain or preserve the structure, site or district in any particular manner or in any way limit or restrict the construction, demolition, reconstruction or exterior alteration of such structure, site or district;

(b) assist owners of historic structures and sites, to include such designated properties as a historic structure or site in the National Register of Historic Places, National Parks Service and/or State Historical Society;

(c) work for the continuing education of the citizens about the historic heritage of Jefferson County and its historic structures and sites;

(d) identify structures and sites of historic importance to Jefferson County;

(e) recognize the owners of historic structures and sites who have excelled in preserving and maintaining those properties;

(f) cooperate with local historical societies in preserving and publicizing the history of Jefferson County;

(g) make recommendations to the County Board on ways that Jefferson County government can preserve, maintain and publicize the history of the County and its historic structures, sites and districts; and

(h) provide a quarterly report to the Parks Committee.

BE IT FURTHER ORDAINED, this ordinance amendment shall be effective after passage and publication as provided by law.

*Fiscal Note: Adoption of this Ordinance has no fiscal impact.*

*Strategic Plan Reference: YES*



*Highly Regarded Quality of Life: Promote Jefferson County's historical, cultural, and natural assets to attract tourists and stimulate local businesses.*

Referred By:  
Parks Committee

05-14-2024

REVIEWED: Corporation Counsel: DHT

; Finance Director:

A handwritten signature in blue ink, appearing to be 'DHT', enclosed in a blue circular scribble.

**RESOLUTION NO. 2024-\_\_\_\_**

**Authorizing a grant application to the Wisconsin Department of Natural Resources Knowles Nelson Stewardship Program Recreation Boating Facilities Grant in Aid Program and amending the 2024 Parks department budget- Kanow**

Executive Summary

The Jefferson County Parks Department is seeking grant funds to purchase and install a floating pier and kayak launch at Kanow County Park to improve access to the river for paddle craft. This resolution authorizes Jefferson County Parks to seek funding for this project through the Wisconsin Department of Natural Resources Knowles Nelson Stewardship Program as well as the Recreation Boating Facilities grant program. The Parks Committee and the Finance Committee considered this resolution at their meetings on May 2, 2024, and May 7, 2024, and both recommended forwarding to the County Board for approval.

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

WHEREAS, the Jefferson County Parks Department is interested in obtaining a cost-share grant from the Wisconsin Department of Natural Resources for the purpose of installing a canoe/kayak launch improvement at Kanow County Park, and

WHEREAS, the proposed launch will increase accessibility and allow recreational access to the Rock River for a greater segment of users, and

WHEREAS, the Parks Committee recommended applying for grant assistance to supplement the \$15,000.00 budgeted for this project which has a total estimated cost of \$30,000, and

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

NOW, THEREFORE, BE IT RESOLVED that the Parks Department is authorized to seek funding from the Wisconsin Department of Natural Resources Recreation Knowles Nelson Stewardship Program and Boating Facilities grant programs for the purchase and installation of a floating kayak launch at Kanow County Park which will be constructed to meet the standards required by the Americans with Disabilities Act, and if grant funding is awarded, the County Administrator is authorized to accept said grant funds, sign the grant contracts, submit reimbursement claims along with necessary supporting documentation within six months of project completion date, and perform all other duties necessary to comply with and fulfill the grant provisions.

BE IT FURTHER RESOLVED that Jefferson County will comply with all local, state, and federal rules, regulations, and ordinances relating to this project and the cost-share Agreement/Contract.

*Fiscal Note: \$15,000.00 is included in the 2024 Parks Department budget for the project. Total estimated cost for the project would be \$30,000.00 with a 50% matching grant from Wisconsin DNR. This resolution increases the Parks Department's budgeted revenue and expenditures by \$15,000.00 for acceptance of the Knowles Nelson Stewardship Program and/or Recreation Boating Facilities grant and authorizes the Finance Director to make the necessary budget adjustments to enact this resolution. As a budget amendment, County Board approval requires a two-thirds vote of the entire membership of the County Board (20 members of the 30-member County Board must vote in favor of the budget amendment).*


*Strategic Plan Reference: YES*



*Highly Regarded Quality of Life: Continue developing recreational, historical, and cultural resources that build on emerging recreational trends and enhance positive user experiences.*

Referred By:  
Parks Committee

05-14-2024

REVIEWED: Corporation Counsel: DHT ; Finance Director: 



**RESOLUTION NO. 2024-\_\_\_\_\_**

**Authorizing grant applications to the Wisconsin Department of Natural Resources Knowles Nelson Stewardship Grant Program, the Federal Recreational Trails Program, and the Land & Water Conservation Fund and amending the 2024 Parks Department budget- Korth Park Connector**

Executive Summary

The Korth Park connector trail currently creates a trail connection between the Glacial Drumlin Trail and Cedar Lane in the Town of Lake Mills. This 0.8 mile trail connection helps create what is known to locals as the Legendary Lake Loop around Rock Lake through a combination of on-road and off-road trail connections. The Korth Park connector is composed of graded and compacted gravel base overlaid with recycled asphalt. Continued erosion of the trail surface can create unsafe sections of the trail, especially for bicyclists navigating hills. The Jefferson County Parks Department is seeking grants and donations to pave the entire 0.8 miles of trail through the park to improve safety and create a durable trail connection around Rock Lake.

This resolution authorizes the Parks Department to apply for grant funding to pave the Korth Park connector trail. The Parks Committee and the Finance Committee considered this resolution at their meetings on May 2, 2024, and May 7, 2024, respectively. Both committees recommended forwarding this resolution to the County Board for approval.

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

WHEREAS, the Korth Park connector trail is a 0.8 mile connector trail linking the Glacial Drumlin Trail to Cedar Lane which has experienced erosion and washouts which can create an unsafe surface for pedestrian and bicycle traffic; and

WHEREAS, the Parks Department is seeking donations and grants to fund the paving of the trail to create a more permanent solution to the erosion and safety concerns; and

WHEREAS, the Parks Committee recommends seeking grant funds from the Wisconsin Department of Natural Resources Knowles Nelson Stewardship Grant Program, the Federal Recreational Trails Program, and the Land & Water Conservation Fund to fund between 50-80% of the total project cost; and

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

NOW, THEREFORE, BE IT RESOLVED that the Parks Department is authorized to seek funding from the Wisconsin Department of Natural Resources Knowles Nelson Stewardship Grant Program, the Federal Recreational Trail Program, and the Land & Water Conservation Fund for Korth County Park Connector Trail, and if grant funding is awarded, the County Administrator is authorized to accept said grant funds, sign the grant contracts, submit reimbursement claims along with necessary supporting documentation within six months of the project completion date, and perform all other duties necessary to comply with and fulfill the grant provisions.

*Fiscal Note:*

*The total 2024 estimated project cost for paving the 0.8 mile Korth Park Connector trail is \$140,000.00. Grants could cover up to 80% or \$112,000.00 of the total project cost. Fundraisers and donations will cover the remaining cost of the trail paving project. The Parks department currently has \$127,242 in unbudgeted carryover funds that could be applied as a match towards this project. This resolution authorizes the Finance Director to make the necessary budget adjustments to enact this resolution, based on the grants and donations received. This is a budget amendment. Passage of this resolution requires two-thirds of the entire County Board of Supervisors (20 votes of the 30 member County board).*


*Strategic Plan Reference: YES*



*Highly Regarded Quality of Life: Continue developing recreational, historical, and cultural resources that build on emerging recreational trends and enhance positive user experiences.  
Intentional Economic Growth: Research and potentially enhance public transportation/transit opportunities including bike trails.*

Referred By:  
Parks Committee

05-14-2024

REVIEWED: Corporation Counsel: DHT ; Finance Director: 

**RESOLUTION NO. 2024-\_\_**

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

Executive Summary

The Jefferson County Parks Department is seeking grant funds to complete a recreation trail on the right-of-way owned by We Energies and known as the Interurban Trail. The proposed trail is 10.96 miles in length and is located between the City of Watertown and the City of Oconomowoc. This off-road paved trail will be built on the former Interurban Rail Line and is located primarily in Jefferson County. This resolution authorizes the Jefferson County Parks Department to seek additional funding for this project through the Wisconsin DNR Knowles Nelson Stewardship Grant Program. The Parks Committee considered this resolution at its meeting on May 2<sup>nd</sup>, 2024, and recommended forwarding to the County Board for approval.

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WHEREAS, Phase I and Phase II of the Interurban Trail are complete and open to the public, and

WHEREAS, construction on Phase III of the Interurban trail is scheduled to commence in May of 2025, with a planned completion date of June of 2026, and

WHEREAS, Waukesha County and the City of Oconomowoc have begun planning, budgeting, and grant writing for the final section of trail that will directly connect the Interurban Trail to the Lake Country trail in Oconomowoc, and

WHEREAS, the Parks Committee recommends seeking grant funds from the Wisconsin Department of Natural Resources Knowles Nelson Stewardship Grant Program, the Federal Recreational Trails Program, and the Land & Water Conservation Fund to fund up to 50% of project design/engineering/construction of Phase III which is scheduled to begin in 2025, and

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

NOW, THEREFORE, BE IT RESOLVED that the Parks Department is authorized to seek funding from the Wisconsin Department of Natural Resources Knowles Nelson Stewardship Grant Program, the Federal Recreational Trail Program, and the Land & Water Conservation Fund for this multi-use recreational trail from Watertown to Oconomowoc, and if grant funding is awarded, the County Administrator is authorized to accept said grant funds, sign the grant contracts, submit reimbursement claims along with necessary supporting documentation within six months of the project completion date, and perform all other duties necessary to comply with and fulfill the grant provisions.

*Fiscal Note:*

*This grant could provide up to \$249,999.00 towards the construction of the final phase of the Interurban Trail. Jefferson County has already received a Transportation Alternative Program Grant for this phase of the project for \$1.4m. Total estimated project costs at this time are \$1.7M. This grant is already appropriated in the Parks Department budget, therefore no budget adjustment is necessary.*

*Strategic Plan Reference: YES*



*Highly Regarded Quality of Life: Continue developing recreational, historical, and cultural resources that build on emerging recreational trends and enhance positive user experiences.*

*Intentional Economic Growth: Research and potentially enhance public transportation/transit opportunities including bike trails.*

Referred By:  
Parks Committee

05-14-2024

REVIEWED: Corporation Counsel: DHT ; Finance Director:

A handwritten signature in blue ink, appearing to be 'DHT', is written over the text 'Finance Director:'.

**REPORT  
TO THE HONORABLE MEMBERS OF THE JEFFERSON COUNTY  
BOARD OF SUPERVISORS**

The Jefferson County Planning and Zoning Committee, having considered petitions to amend the official zoning map of Jefferson County, filed for public hearing held on April 18, 2024, 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**

**R4521A-24, 4531A-24, R4532A-24, R4533A-24**

**DATED THIS TWENTY-NINETH DAY OF APRIL 2024**

**Blane Poulson, Secretary**

**THE PRIOR MONTH'S AMENDMENTS, R4514A-24, 4522A-24,  
R4523A-24, R4524A-24, R4525A-24, R4531A-24,  
R4526A-24, R4527A-24, R4528A-24, R4529A-24 AND R4530A-24**

**ARE EFFECTIVE UPON PASSAGE BY COUNTY BOARD, SUBJECT TO WIS.  
STATS. 59.69(5)**

**ORDINANCE NO. 2024-\_\_\_\_\_**

**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 R4521A-24, R4531A-24, R4532A-24, R4533A-24 were referred to the to the Jefferson County Planning and Zoning Committee for public hearing on April 18, 2024, 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:

Rezone to create a 1.1-ac A-2 zone to allow for storage of business equipment from part of PIN 008-0715-3644-000 (33.411 Ac) located at N4922 S Farmington Rd in the Town of Farmington in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance. Rezoning is conditional upon receipt of and recording of the final certified survey map. R4521-A Nick Klein./Michael L Klein

Rezone from A-2 to A-T and from A-T to A-2 to create a 4.9-acre A-2 lot located at W5003 US Highway 18 from part of PIN 014-0614-1212-002 (36.636 Ac) in the Town of Jefferson in accordance with Sec.11.04(f)5 and 11.04(f)7 of the Jefferson County Zoning Ordinance. Rezoning is conditional upon receipt of and recording of the final certified survey map, extraterritorial plat review. R4531A-24 Chris Sukow (Kemmeter’s Properties LLC)

Rezone to create a 1-acre lot around the existing home located at N5870 Popp Road from part of PIN 002-0714-2142-000 (40 Ac) in the Town of Aztalan in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Rezoning is conditional upon receipt of and recording of the final certified survey map. R4532A-24 Charlie K Oestreich Trust


Rezone to create a 1-acre lot around the existing home located at N5323 County Road D and to create a 1-acre lot around the existing home at N5325 County Road D from part of PIN 008-0715-2634-000 (40 Ac) in the Town of Farmington in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Rezoning is conditional upon receipt of and recording of the final certified survey map. R4533A-24 Eric & Lindsay Baneck

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.

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

Referred By:  
Planning and Zoning Committee

05-14-2024

REVIEWED: Corporation Counsel: DHT ; Finance Director: 

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

**APPOINTMENTS BY COUNTY ADMINISTRATOR**

By virtue of the authority vested in me under sections 59-18 (2)(b) of the Wisconsin Statutes, I respectfully request confirmation of the following appointments:

**BLUE SPRING LAKE MANAGEMENT DISTRICT \***

John Kannard                      April 21, 2026

**BOARD OF HEALTH \***

*Dr. Jessica Coburn              May 11, 2027*

Meg Turville-Heitz              May 11, 2027

**BRIDGES FEDERATED LIBRARY SYSTEM BOARD \***

Amanda Golson                  December 31, 2025

**JEFFERSON COUNTY LIBRARY BOARD \***

Amanda Golson                  December 31, 2025

**LAND INFORMATION COUNCIL \***

Steve Nass                        April 21, 2026

**TRAFFIC SAFETY COMMISSION \***

Robert Preuss                  Board Supervisor                  Indeterminate

Nicholas Lorenzen              State Patrol                          Indeterminate

Todd Horn                        DOT                                      Indeterminate

Brian Udovich                  Traffic Safety Coordinator          Indeterminate

Sean Heaslip                    Highway Rep                          Indeterminate

**ZONING BOARD OF ADJUSTMENT \***

*Steven Masche                  July 1, 2025*

*Janet Sayre Hoeft              July 1, 2027 (Alternate)*

*Dan Jaeckel                      July 1, 2027 (Alternate)*

**\*Requires County Board Confirmation**

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

**APPOINTMENTS BY COUNTY BOARD CHAIR**

I, Steven Nass, Chair of the County Board of Supervisors, Jefferson County, Wisconsin as the appointing authority for standing committees, hereby appoint the following:

**BROADBAND WORKING GROUP**

Matthew Foelker, Richard Jones, Amy Rinard, Amanda Truax, Michael Wineke

**BUILDING AND GROUNDS COMMITTEE**

Curtis Backlund, Jim Braughler, Roger Lindl, Robert Preuss, Mary Roberts

**ECONOMIC DEVELOPMENT CONSORTIUM\***

Amanda Truax            April 30, 2026

Karl Zarling             April 30, 2027

**EXECUTIVE COMMITTEE**

Walt Christensen, Steve Nass, Blane Poulson (v), Brandon White, Michael Wineke (c)

**FAIR PARK COMMITTEE**

Curtis Backlund, Mark Groose, Elizabeth Hafften, Blane Poulson, Brandon White, *VACANT, VACANT*

**FINANCE COMMITTEE**

Walt Christensen, David Drayna, George Jaeckel, Richard Jones, Russel Kutz

**HIGHWAY COMMITTEE**

Curtis Backlund, Bruce Degner, David Drayna, George Jaeckel, Roger Lindl

**HISTORIC SITES PRESERVATION COUNCIL \***

Anthony Gulig, Roger Lindl, *Peter Killoran, Robin Untz*, Matthew Tracy

**HOME CONSORTIUM BOARD**

Mark Groose

**HUMAN RESOURCES COMMITTEE**

Jim Braughler, Joan Callan, Kirk Lund, Karl Zarling, Matthew Tracy

**INTERCOUNTY COORDINATING COMMITTEE (ICC)**

Steve Nass

**LAND AND WATER CONSERVATION COMMITTEE**

*Margaret Burlingham*, Walt Christensen, Matt Foelker (UW), Elizabeth Hafften (UW), Cassie Richardson, *Scott Schultz (Ag)*, Meg Turville-Heitz

**LAW ENFORCEMENT /EMERGENCY MANAGEMENT COMMITTEE**

David Drayna, Dwayne Morris, Mary Roberts, Brandon White, Karl Zarling

**LOCAL EMERGENCY PLANNING COMMITTEE (LEPC) \***

Chief Ron Wegner – Fire/EMS City of Jefferson for an Indeterminate term

**MARSH COUNTRY HEALTH ALLIANCE**

Kirk Lund (Alternate)



**PARKS COMMITTEE**

Joan Callan (v), Walt Christensen (c), Anthony Gulig, Meg Turville-Heitz, Cassie Richardson

**PLANNING & ZONING COMMITTEE**

Matt Foelker, George Jaeckel, Steve Nass, Blane Poulson, Cassie Richardson

**SOLID WASTE AND AIR QUALITY COMMITTEE**

Joan Callan, Mark Groose, Dan Herbst, Robert Preuss, Matthew Tracy

**UNIVERSITY EXTENSION EDUCATION COMMITTEE**

Matt Foelker (LWCC), Elizabeth Hafften (LWCC), Dan Herbst, John Kannard, Dwayne Morris

**WI COUNTY UTILITY TAX ASSOCIATION \***

Amanda Truax

**WISCONSIN RIVER RAIL TRANSIT COMMISSION**

John Kannard	April 30, 2027
<i>Jeff Smith</i>	<i>April 30, 2025</i>
Dan Herbst (Alternate)	April 30, 2027

**WORKFORCE DEVELOPMENT BOARD OF SOUTH-CENTRAL WI**

Steve Nass

**\*Requires County Board Confirmation  
Board Term ends April 21, 2026**

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

**MEMBERS OF THE BOARD:**

**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's confirmation of the following appointment:

- a. Sara Ariss, Jefferson, WI, to the Nutrition Project Council to fill an unexpired term ending October 25, 2025*

*\*Requires County Board Confirmation*