

# AGENDA

## JEFFERSON COUNTY BOARD MEETING

TUESDAY

MAY 13, 2025

7:00 p.m.

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

[Livestream on YouTube](#)

Register in advance for this webinar:

[https://us06web.zoom.us/webinar/register/WN\\_N2ghwZR3TQenotKF1KEwmQ](https://us06web.zoom.us/webinar/register/WN_N2ghwZR3TQenotKF1KEwmQ)

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

1. **CALL TO ORDER**

- a. Roll Call by County Clerk

2. **PLEDGE OF ALLEGIANCE**

3. **CERTIFICATION OF COMPLIANCE WITH OPEN MEETINGS LAW**

4. **APPROVAL OF THE AGENDA**

5. **APPROVAL OF APRIL 15, 2025 MEETING MINUTES**

6. **COMMUNICATIONS**

- a. Notice of Public Hearing – Planning and Zoning – May 15, 2025 (Page 1)  
b. Treasurer’s Monthly Report

7. **PUBLIC COMMENT (agenda items)**

8. **SPECIAL ORDER OF BUSINESS**

- a. Presentation on Whitewater Solar Project – Matt Zangl  
b. Presentation on Opioid Settlement – Michael Luckey

9. **ANNUAL REPORTS**

- a. Land and Water Conservation – Patricia Cicero  
b. Register of Deeds – Staci Hoffman

**COMMITTEE REPORTS / RESOLUTIONS / ORDINANCES**

10. **EXECUTIVE COMMITTEE**

- a. Resolution – Authorizing an Intergovernmental Agreement with the City of Waterloo for EMS Working Group Consultant (Page 3)  
b. Resolution - Supporting the Continuation of Wisconsin’s Knowles-Nelson Stewardship Program (Page 8)

11. **FINANCE COMMITTEE**

- a. Resolution- Accepting \$24,500 in Wisconsin State Opioid Response Funding on behalf of the Jefferson County Drug Free Coalition and Amending the 2025 Health Department Budget (Page 10)  
b. Resolution- Increasing the Fees for CPR classes provided by the Jefferson County Health Department and amending the 2025 budget (Page 11)  
c. Resolution- Accepting a Grant from the Cities for Financial Empowerment Fund, Inc. and Authorizing Agreements with them and Community Action Coalition of South-Central Wisconsin and Amending the 2025 Budget in the Human Services Department (Page 12)  
d. Resolution – Amending the Environmental Public Health Consortium Fee Schedule and Amending the 2025 Health Department Budget (Page 14)

12. **HUMAN RESOURCES COMMITTEE**
  - a. Resolution Creating a Full-time Administrative Specialist I position in the Administrative Division at Human Services and amending the 2025 budget (Page 22)
13. **PARKS COMMITTEE**
  - a. Resolution – Authorizing a grant application to Wisconsin Department of Natural Resources Knowles Nelson Stewardship Grant Program, the Federal Recreational Trails Program, and the Land & Water Conservation Fund for the Jefferson County Interurban Trail Project and amending the 2025 budget in the Parks Department (Page 24)
  - b. Resolution- Authorizing a grant application to Wisconsin Department of Natural Resources Knowles Nelson Stewardship Program, the Federal Recreational Trails Program, and the Land & Water Conservation Fund for Korth Park Connector Trail Paving and amending the 2025 budget in the Parks Department (Page 26)
  - c. Resolution- Accepting the Donation of Land for Public Access on Marsh Lake in the Town of Lake Mills (Page 28)
14. **PLANNING AND ZONING COMMITTEE**
  - a. Report (Page 31)
  - b. Ordinance – Amending Official Zoning Map (Page 32)
  - c. Resolution – Adopting a Public Participation Plan for amending the Jefferson County Comprehensive Plan and Agricultural Preservation and Land Use Plan (Page 34)
15. **COUNTY ADMINISTRATOR**
  - a. Resolution – Confirming and Ratifying the Authority of Counsel for Jefferson County to Add Additional Defendants to Opioid Litigation, Including in MDL2804 (Page 36)
16. **PUBLIC COMMENT** (General)
17. **ANNOUNCEMENTS**
18. **ADJOURN**

**NEXT COUNTY BOARD MEETING**

**TUESDAY, JUNE 10, 2025**

**7:00 P.M.**

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

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

**SUBJECT:** Map Amendments to the Jefferson County Zoning Ordinance and Requests for Conditional Use Permits  
**DATE:** Thursday, May 15, 2025  
**TIME:** 7:00 p.m. (Doors will open at 6:30)  
**PLACE:** **JEFFERSON COUNTY COURTHOUSE, ROOM C2063**  
**311 S. CENTER AVE, JEFFERSON, WI 53549**  
**OR Via Zoom Videoconference**

**PETITIONERS OR MEMBERS OF THE PUBLIC MAY ATTEND THE MEETING VIRTUALLY BY FOLLOWING THESE INSTRUCTIONS IF THEY CHOOSE NOT TO ATTEND IN PERSON:**

You are invited to a Zoom meeting.  
When: May 15, 2025, at 07:00 PM Central Time (US and Canada)  
Meeting ID: 856 6292 4252  
Passcode: Zoning

Register in advance for this meeting:

<https://us06web.zoom.us/meeting/register/tp4g3M26TtCHOJOvLHQvXQ>

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

1. Call to Order
2. Roll Call
3. Certification of Compliance with Open Meetings Law
4. Approval of Agenda
5. Public Hearing

**NOTICE IS HEREBY GIVEN** that the Jefferson County Planning and Zoning Committee will conduct a public hearing at 7 p.m. on Thursday, May 15, 2025, in Room C2063 of the Jefferson County Courthouse, Jefferson, Wisconsin. Members of the public will be allowed to be heard regarding any petition under consideration by the Planning and Zoning Committee. **PETITIONERS, OR THEIR REPRESENTATIVES SHALL BE PRESENT EITHER IN PERSON OR VIA ZOOM.** Matters to be heard are petitions to amend the official zoning map and applications for conditional use permits. A map of the properties affected may be obtained from the Zoning Department. Individual files, which include staff finding of fact, are available for viewing between the hours of 8:00 a.m. and 4:30 p.m., Monday through Friday, except holidays. If you have questions regarding these matters, please contact Zoning at 920-674-7131.

Decisions on Conditional Use Permits will be made on **May 27, 2025**  
Recommendations by the Committee on Rezones will be made on **May 27, 2025**  
Final decision will be made by the County Board on **June 10, 2025**

**FROM A-1 EXCLUSIVE AGRICULTURAL TO A-2, AGRICULTURAL AND RURAL BUSINESS  
WITH CONDITIONAL USE**

All are in accordance with ss. 22-304 – 22.310 of the Jefferson County Zoning Ordinance

**R4599A-25 & CU2163-25 – Jon Helt:** Rezone 0.6-acre from A-1 to A-2 to allow for an engineering/fabrication business at **N6484 County Road S** in the Town of Lake Mills, PIN 018-0713-1611-002 (3.0 ac).

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

All are in accordance with ss. 22-339 – 22-350 of the Jefferson County Zoning Ordinance

**R4589A-25 – B&B Trust:** Rezone from A-1 to A-3 to create a 1-acre lot farm consolidation around the house at **W1281 Sunnyside Drive** in the Town of Concord, PIN 006-0716-2733-000 (45.802 ac).

**R4600A-25 – Jedidiah Draeger:** Rezone A-1 to A-3 .41-acres from parcel 016-0514-0131-005 (22.661 ac) and transfer to parcel 016-0514-0131-003 (1.159 ac) (Lot 1 CSM 4539) near **W5125 & W5115 Bark River Road** in the Town of Koshkonong.

**R4601A-25 – Michael Prado:** Rezone from A-1 to A-3 to create a 1-acre residential lot at **W611 State Road 59** in the Town of Palmyra, PIN 024-0516-2312-002 (22.0 ac). Property owned by Michael Prado, Clarisse Schowalter, Maria E Prado-Olson & Maria Paz Prado.

**R4602A-25 – Phyllis Jean Medeiros Trust:** Rezone from A-1 to A-3 to create a 3.4-acre farm consolidation at **W2344 Rome Road** in the Town of Sullivan, PIN 026-0616-0721-001 (16.0 ac).

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

All are in accordance with ss. 22-479 – 22-487 of the Jefferson County Zoning Ordinance

**R4603A-25 – Joe Vultaggio:** Rezone 10.54 acres from A-1 to N from PIN 004-0515-2533-000 (32.628 ac) and 004-0515-2532-000 (20.0 ac) located north of **W2862 State Road 59** in the Town of Cold Spring. Property is owned by Robert J Wagner Trust.

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

All are in accordance with ss. 22-339 – 22-350 & ss. 22-304 – 22.310 of the Jefferson County Zoning Ordinance

**R4604A-25 & CU2164-25 –Greg Harrom:** Rezone from A-T to A-3 for 1.0-acres and A-T to A-2 for .9-acres for a total of 1.9-acre lot to allow for a graphic design and fabrication business at **N4870 County Road D** in the Town of Jefferson, PIN 014-0615-0212-000 (29.9 ac). Property is owned by Yvonne R Dueterhoeft Trust.

**CONDITIONAL USE PERMIT APPLICATIONS**

All are in accordance with ss. 22-581 – 22-587 of the Jefferson County Zoning Ordinance

**CU2147-25 – Kemmeter’s Properties LLC:** Conditional Use to allow for a 3600 sq. ft. structure to be used as an activity building for the existing bar in A-2 zone at **W5003 US Highway 18** in the Town of Jefferson, PIN 014-0614-1212-001 (4.74 ac), in accordance with Sec. 11.04(f)7 of the zoning ordinance.

**CU2165-25 – Todd Conforti:** Conditional Use to allow for an extensive onsite storage structure in an R-1 zone at **W1376 N Blue Spring Lake Drive** in the Town of Palmyra, PIN 024-0516-2841-009 (.766 ac). Property is owned by Ann T Conforti Trust.

**CU2166-25 – Paul Goeglein:** Conditional Use to allow for a 30’ x 40’ addition onto existing shed for personal storage in an R-1 zone at **N4001 Jefferson Street** in the Town of Sullivan, PIN 026-0616-1724-014 (.40 ac).

**CU2167-25 – Courtney Zastrow:** Conditional Use to allow for a kennel in A-1 zone for personal dogs at residence located at **N8668 County Road O** in the Town of Waterloo, PIN 030-0813-1723-001 (35.170 ac).

6. Adjourn

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

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

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

**RESOLUTION NO. 2025-\_\_**

**Authorizing an Intergovernmental Agreement with the City of Waterloo for the EMS Working Group Consultant**

Executive Summary

At its meeting on April 15, 2025, the County Board approved Resolution No. 2025-2 which authorized the County Administrator to contract with UniverCity Alliance for consultant and staffing services for the EMS Working Group at a cost of \$41,140. The City of Waterloo received an Innovation Planning Grant from the State of Wisconsin which will be used to reimburse Jefferson County for staffing and consulting expenses for the EMS Working Group up to the amount of the grant funding.

This resolution authorizes the County Administrator to enter into an Intergovernmental Agreement with the City of Waterloo which provides for the reimbursement of expenses for the EMS Working Group consultant. The Executive Committee considered this resolution at its meeting on April 30, 2025, and recommended forwarding it on to the County Board for approval.

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

WHEREAS, the City of Waterloo has received \$41,140 under an Innovation Planning Grant from the State of Wisconsin, and the governing statute 79.038(2) states “a municipality with a population not exceeding 5,000 may apply to the department of revenue, in the form and manner prescribed by the department, for a grant to be used only for staffing and consultant expenses for the transfer of one or more of the services listed under sub. (1)(b),” one of which is Emergency Services, and furthermore, Waterloo’s participation in the EMS Working Group was determined by the Department of Revenue to meet the grant criteria, and

WHEREAS, the County will be entering a contract with UniverCity Alliance as the EMS Working Group Consultant for \$41,140, and

WHEREAS, the proposed Intergovernmental Agreement for EMS Workgroup Consultant Services will detail reimbursement terms and other relevant information.

NOW, THEREFORE, BE IT RESOLVED that the County Administrator is authorized to enter into an Intergovernmental Agreement with the City of Waterloo for EMS Workgroup Consultant Services in substantially the same form attached draft.

*Fiscal Note: Funding for the contract with UniverCity Alliance was approved by the County Board of Supervisors at its March 11, 2025 meeting and is provided for in the Administration budget. No budget amendment is necessary to enact this resolution.*

*Strategic Plan Reference: YES*



*Transformative Government: Create a sustainable financial future; Strengthen internal, intergovernmental, and community partnerships*

Referred By:  
Executive Committee

05-13-2025

REVIEWED: Corporation Counsel: DHT ; Finance Director: 

Intergovernmental Agreement for  
EMS Workgroup Consultant Services

**This Intergovernmental Agreement** for EMS Workgroup Consultant Services (“Agreement”) is made as of \_\_\_\_\_, (the “Effective Date”) by and between the County of Jefferson, Wisconsin (hereafter “Jefferson County”) and the City of Waterloo, Wisconsin (hereafter “Waterloo”), collectively, “Parties”, for the provision of professional consultant services for the Jefferson County EMS Workgroup.

**WHEREAS**, Jefferson County formed an Emergency Medical Service (EMS) Workgroup comprised of representation from various stakeholders, including representatives of towns, villages, cities, EMS providers, medical directors and various County staff, to develop key action steps towards a sustainable EMS system countywide; and,

**WHEREAS**, the EMS Workgroup needs professional consultant services to facilitate the meetings, evaluate alternative options and assist in the development of a plan for countywide EMS sustainability;

**WHEREAS**, with the assistance of Jefferson County, the City of Waterloo applied for and received an Innovation Planning Grant from the Wisconsin Department of Revenue in the amount of \$41,140 to be used for a feasibility analysis and plan for the consolidation or transfer of EMS services; and

**WHEREAS**, pursuant to the terms of the Grant Agreement these funds can be used towards the cost of professional consultant services for the EMS Workgroup; and

**NOW, THEREFORE**, in consideration for good and valuable consideration the sufficiency of which is hereby acknowledged the Parties hereto agree as follows:

**1. Authority.**

1.1. Statutory Authority. The Parties to this Agreement are authorized by law to enter into intergovernmental agreements for the receipt or furnishing of services pursuant to Wis. Stat. §66.0301.

1.2. Authority to Execute. Each Party represents that it, and the person(s) signing on its behalf, possesses the legal authority, pursuant to appropriate statute, ordinance, resolution, or other official action of the Party’s governing body or code, to enter into this Agreement and to bind the Party validly and legally to all terms herein.

**2. Term.** The Term of this Agreement shall commence on the Effective Date and continue until completion of the services as set forth herein.

**3. Obligations of Jefferson County.**

3.1. Consultant. Jefferson County shall contract with UniverCity Alliance for professional consultant services for the EMS Workgroup. Pursuant to that contract, UniverCity shall assist the EMS Workgroup in developing an innovation plan under Wis. Stat. §79.038(1) and §79.038(2) for countywide EMS sustainability.

3.2 Costs. Jefferson County will be responsible for payment of UniverCity Alliance’s fees and costs, subject to Waterloo’s reimbursement obligation as set forth in Section 4.1.

**4. Obligations of Waterloo.**

4.1 Reimbursement. Within 30 days of receipt of an invoice, Waterloo shall reimburse Jefferson County for the costs of consultant services up to a maximum reimbursement amount of \$41,140.00. Jefferson County shall be responsible for all costs incurred in excess of the Innovation Planning Grant award.

4.2 Grant Compliance. Waterloo shall ensure compliance with all requirements of the Innovation Planning Grant.

4.3 Participation in Workgroup. A representative from the City of Waterloo shall serve as voting member of the Jefferson County EMS Workgroup.

**5. Liability.**

5.1. No Waiver. Irrespective of any term of this Agreement, nothing contained in this Agreement shall waive or amend, nor be construed to waive or amend any privilege, defense, limitation of liability, or immunity that either Party, their respective officials, agents, or employees may have under any applicable federal, state, local, or common law.

**6. Governing Law.** This Agreement, and all questions arising in connection herewith shall be governed by and construed in accordance with the internal laws of the State of Wisconsin. Venue for any action arising out of or in any way related to this Agreement shall be exclusively in Jefferson County for matters arising under state law and in federal district court in the Western District of Wisconsin for matters arising under federal jurisdiction.

**7. Notices.** All notices required under this Agreement shall be provided to:

To City of Waterloo: Mayor Jenifer Quimby  
136 North Monroe Street  
Waterloo, WI 53594

To County of Jefferson: Michael Luckey  
County Administrator

311 S. Center Avenue, C2033  
Jefferson, WI 53549

With courtesy copy which shall not constitute notice to:

Danielle Thompson  
Corporation Counsel  
311 S. Center Avenue, C2020  
Jefferson, WI 53549

**8. Additional Provisions.**

8.1. Further Assurances. The Parties shall perform such acts, execute and deliver such instruments and documents, and do all such other things as may be reasonably necessary to accomplish the terms of this Agreement.

8.2. No Waiver. Any failure of a Party to assert any right under this Agreement, including but not limited to acceptance of partial performance or continued performances after a breach, shall not constitute a waiver or a termination of that right, this Agreement, or any of this Agreement's provisions.

8.3. No Third-Party Beneficiary. No provision in this Agreement is intended to create or shall create any rights with respect to the subject matter of this Agreement in any third party, including but not limited to members of the general public.

8.4. Headings. The captions and headings of paragraphs and sections in this Agreement are for convenience of reference only and shall not be construed as defining or limiting the terms and provisions in this Agreement.

8.5. Severability. If any provision of this Agreement shall be held invalid or unenforceable by a court of competent jurisdiction in any jurisdiction, such invalidity or unenforceability shall not affect the validity or enforceability of the remainder of this Agreement in that jurisdiction or the validity or enforceability of any provision of this Agreement in any other jurisdiction.

8.6. Survival. The terms of this Agreement and any exhibits and attachments that by reasonable implications contemplate continued performance, rights, or compliance beyond expiration or termination of the Agreement survive the Agreement and will continue to be enforceable.

8.7. Counterparts. This Agreement may be executed in multiple parts. Signatures to this Agreement transmitted by facsimile or by electronic mail shall be valid and effective to bind the Party so signing.

***SIGNATURES APPEAR ON THE FOLLOWING PAGE(S)***



The Parties have executed this Agreement as on the dates set forth below.

**COUNTY OF JEFFERSON**

BY: \_\_\_\_\_  
Michael Luckey, County Administrator

Dated this \_\_\_\_ day of \_\_\_\_\_, 2025

***Approved as to Form and Execution:***

\_\_\_\_\_  
Office of Corporation Counsel

Dated this \_\_\_\_ day of \_\_\_\_\_, 2025

**CITY OF WATERLOO**

BY: \_\_\_\_\_  
Jenifer Quimby, Mayor

Dated this \_\_\_\_ day of \_\_\_\_\_, 2025

***Approved as to Form and Execution:***

\_\_\_\_\_  
\_\_\_\_\_, City Attorney

Dated this \_\_\_\_ day of \_\_\_\_\_, 2025

**RESOLUTION NO. 2025-\_\_**

**Supporting the Continuation of Wisconsin's Knowles-Nelson Stewardship Program**

Executive Summary

This resolution expresses the Jefferson County Board of Supervisors' strong support for the continuation of the Wisconsin Knowles-Nelson Stewardship Program. It highlights the numerous ways in which the program has benefited Jefferson County – through land conservation, trail development, waterway access, and park enhancements – and affirms the program's alignment with the County's long-term mission to promote environmental stewardship, outdoor recreation, and public wellness. The resolution urges the Wisconsin State Legislature and the Governor to sustain and strengthen the program through the upcoming state budget and beyond. The Executive Committee considered this resolution at its meeting on April 30, 2025, and recommended forwarding it on to the County Board for approval.

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

WHEREAS, the Wisconsin Knowles-Nelson Stewardship Program, created in 1989 and named in honor of Wisconsin conservation leaders Governor Warren Knowles and Senator Gaylord Nelson, has been instrumental in protecting Wisconsin's natural resources and expanding public access to outdoor recreation, and

WHEREAS, since 1999 the Stewardship Program has allowed for \$1.2 billion of bonding authority to fund land acquisition, recreational boating aids, and property development and local assistance, and

WHEREAS, Jefferson County has been a direct beneficiary of this program through numerous grants and partnerships that have enhanced local parks, protected vital natural areas, expanded trail systems, and improved water quality, contributing to the well-being, health, and enjoyment of our residents and visitors; and aligning directly with the Jefferson County Parks Department's mission to preserve and enhance our natural resources for present and future generations, and

WHEREAS, continued investment in the Knowles-Nelson Stewardship Program is vital for Jefferson County to meet its vision of building a resilient, sustainable, and connected park and trail system that contributes to the overall quality of life and environmental health of our communities, and

WHEREAS, local governments, nonprofit partners, and citizens rely on the stability and availability of Stewardship Program funds to match local investments and maximize community-driven conservation and recreation initiatives.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors hereby expresses its strong support for the Wisconsin Knowles-Nelson Stewardship Program and

respectfully urges the Wisconsin State Legislature and the Governor to extend the program and continue to fund it as part of the upcoming state budget and into the future, and

BE IT FURTHER RESOLVED that the Jefferson County Clerk is directed to forward a copy of this resolution to the Governor of Wisconsin, members of the Wisconsin State Legislature representing Jefferson County, the Wisconsin Department of Natural Resources, and the Wisconsin Counties Association.

*Fiscal Note: Support from the Knowles-Nelson Stewardship program has been essential to the development of the Jefferson County Parks system. Since 1978, Jefferson County has been awarded \$1.8 million of Knowles-Nelson Stewardship grants towards the completion or acquisition of such projects like the Interurban Trail, Rock Lake Park, Korth Park, Carnes Park, and kayak launches at Burnt Village and Kanow Park.*

*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: Support efforts and pursue improvements to our roadways, bike trails and railways to support residents, workforce, and commerce; Research and potentially enhance public transportation/transit opportunities including bike trails*

*Transformative Government: Strengthen internal, intergovernmental, and community partnerships*

Referred By:  
Executive Committee

05-13-2025

REVIEWED: Corporation Counsel: DHT ; Finance Director:

**RESOLUTION NO. 2025-\_\_\_\_\_**

**Accepting \$24,500 in Wisconsin Opioid Response Funding on behalf of the Jefferson County Drug Free Coalition and Amending the 2025 Health Department Budget**

Executive Summary

The Jefferson County Drug Free Coalition, for which the Jefferson County Health Department serves as fiscal agent, was awarded a total of \$24,500 of Wisconsin State Opioid Response Grant Funding. The purpose of these funds is to support local community coalitions to aid in implementing specific strategies to reduce access to opioids and stimulants and prevent overdoses. Activities include community outreach, community education, conducting public awareness campaigns, school-based prevention programming, and offering drug takeback events.

This resolution authorizes acceptance of the Wisconsin State Opioid Response funding and amends the 2025 Health Department budget accordingly. The Board of Health considered this resolution at its meeting on April 16, 2025, and the Finance Committee considered this resolution at its meeting on May 6, 2025. Both bodies recommended forwarding the resolution to the County Board for approval.

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

WHEREAS, Wisconsin State Opioid Response funding is available to the Jefferson County Drug Free Coalition through the State of Wisconsin Department of Health Services, Division of Care and Treatment Services, and

WHEREAS, the Jefferson County Health Department serves as the fiscal agent for the Jefferson County Drug Free Coalition, and

WHEREAS, this funding expands the scope of activities for the Jefferson County Drug Free Coalition.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors hereby accepts \$24,500 in Wisconsin State Opioid Response Funding for the Jefferson County Health Department on behalf of the Jefferson County Drug Free Coalition and amends the 2025 budget accordingly.

*Fiscal Note: This resolution authorizes the Finance Director to make the necessary budget adjustments to enact the resolution. As a budget amendment, this resolution requires twenty (20) of thirty (30) affirmative votes for passage.*

*Strategic Plan Reference: None*

Referred By:  
Finance Committee

05-13-2025

REVIEWED BY: Corporation Counsel: DHT ; Finance Director: 

**RESOLUTION NO. 2025-\_\_\_\_\_**

**Increasing the Fees for CPR classes provided by the Jefferson County Health Department and amending the 2025 budget**

Executive Summary

The Jefferson County Health Department intends to offer Cardiopulmonary Resuscitation (CPR) classes to residents, businesses, and organizations in partnership with Fort Healthcare as a public health service in 2025. These classes will include both Basic Life Support (BLS) and HeartSaver Total options. Increasing the costs of these classes allows the Health Department to align with current market costs for classes and ensures the program remains operationally sustainable.

Basic Life Support classes will increase from \$60 to \$85.  
HeartSaver Total will increase from \$60 to \$105.

This resolution increases the costs of CPR classes offered by the Health Department and amends the 2025 budget to reflect the change. The Finance Committee considered this resolution at its meeting on May 6, 2025, and recommended forwarding it to the County Board for approval.

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

WHEREAS, the Health Department has conducted a cost analysis and recommends a fee increase to ensure the program remains sustainable while continuing to serve the public effectively, and

WHEREAS, the costs associated with providing CPR classes have increased since the initial assessment and the current fees no longer cover the operational costs of delivering high-quality CPR training, and

WHEREAS, the Health Department shall periodically review fees to ensure alignment with costs and access for the community.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors hereby approve the increase in fees for CPR classes provided by the Jefferson County Health Department and amends the 2025 budget accordingly.

*Fiscal Note: This resolution amends the fee schedule approved in the 2025 budget. As a budget amendment, this resolution requires twenty (20) of thirty (30) affirmative votes for passage.*


*Strategic Plan Reference: YES*



*Transformative Government: Data driven budgets and policy management*

Referred By:  
Finance Committee

05-13-2025

REVIEWED BY: Corporation Counsel: DHT ; Finance Director: 

**RESOLUTION NO. 2025-\_\_\_\_**

**Accepting a Grant from the Cities for Financial Empowerment Fund, Inc. and Authorizing Agreements with them and Community Action Coalition of South Central Wisconsin and amending the 2025 budget in the Human Services Department**

Executive Summary

Jefferson County was awarded \$150,000 by the Cities for Financial Empowerment Fund, Inc. (CFE Fund) to implement the Jefferson County Financial Empowerment Center (FEC), which will provide no-cost, professional, one-on-one financial counseling as a public service to all residents. This counseling will focus on the five key areas of banking, savings, credit, debt, and legacy planning.

The FEC model is for this to be a government-led service that is run in partnership with a nonprofit. The County has hired a Resource Counseling Specialist in the Economic Support Division of the Human Services Department, who will serve as the local government program manager as one of her job functions. The County Administrator wishes to enter into an agreement with Community Action Coalition of South Central Wisconsin (CAC), who will be providing the counseling. CAC will hire two full-time counselors and a program manager. To support their work, the County Administrator is proposing entering into an agreement with CAC to provide \$100,000 in year one of operations and \$50,000 in year two.

This resolution would authorize the County Administrator to enter into two separate agreements: one with the CFE Fund to accept the \$150,000 grant and one with CAC for the operations of the Financial Empowerment Center. Furthermore, this resolution would amend the 2025 budget to reflect the receipt of the \$150,000 grant. The Executive Committee and Finance Committee both considered this resolution at their respective meetings on April 30, 2025, and May 6, 2025, and both recommended forwarding it on to the County Board for approval.

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

WHEREAS, subject to approval of this grant, it is expected that the Jefferson County Financial Empowerment Center could begin seeing clients by the end of summer 2025, and

WHEREAS, the proposed Grant Agreement comes after the completion of the FEC Academy, which is a fifteen-month long process to work towards the launch of a Financial Empowerment Center initiative, which includes intensive CFE Fund technical assistance around the building block pieces of launching the FEC initiative, and

WHEREAS, across the Financial Empowerment Centers nationwide, clients have seen the following successes: \$2,400 median debt reduced, \$1,400 median savings increased, 34 points median credit score increase, a median of two delinquent accounts reduced, and 87% of clients who set out to create a budget have completed one, and

WHEREAS, the County Board has already authorized that \$20,000 in a planning grant from the CFE Fund and \$30,000 in county funding be used to pay wages and benefits in 2025 for the Resource Counseling Specialist in Human Services, and

WHEREAS, the County Administrator is pursuing additional funding sources to offset the cost of the Resource Counseling Specialist position in both 2025 and future years, and the Finance Committee had recommended re-evaluating the program after two years to assess effectiveness and whether to continue into the future, and

WHEREAS, the CAC has received funding pledges for 2025 and in some cases 2026 from Fort Atkinson Community Foundation, Greater Watertown Community Health Foundation, Jefferson Community Foundation, Saint Vincent de Paul of Lake Mills, and Summit Credit Union to support the FEC, and

WHEREAS, Jefferson County must enter into a Grant Agreement with the CFE Fund and a Partnership Agreement with CAC before counselors can begin seeing clients.

NOW, THEREFORE, BE IT RESOLVED that the County Administrator is authorized to enter into contract agreements with the Cities for Financial Empowerment Fund, Inc. and the Community Action Coalition of South Central Wisconsin to support the implementation of the Jefferson County Financial Empowerment Center, and

BE IT FURTHER RESOLVED that the Jefferson County Board of Supervisors does hereby accept the \$150,000 grant from the Cities for Financial Empowerment Fund, Inc., and, subject to the terms of the negotiated agreement, authorizes awarding of these funds to the Community Action Coalition of South Central Wisconsin, and amends the 2025 budget accordingly.

*Fiscal Note: Revenue and expenditures for the Resource Counseling Specialist have been approved by the County Board at its December 10, 2024 meeting. This resolution authorizes the Finance Director to increase budgeted revenue and expenditures in the Human Services Department by \$100,000 for the receipt and pass-through of grant funding to Community Action Coalition of South Central Wisconsin in 2025. The remaining \$50,000 will be budgeted in 2026. 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*



*Highly Regarded Quality of Life: Deliver accessible, equitable, high-quality services that enhance quality of life.*

Referred By:  
Finance Committee

05-13-2025

REVIEWED: Corporation Counsel: DHT ; Finance Director: 

**RESOLUTION NO. 2025-\_\_\_\_**

**Amending the Environmental Public Health Consortium Fee Schedule and Amending the 2025 Health Department Budget**

Executive Summary

The Jefferson County Environmental Public Health Consortium is a partnership between the Watertown Department of Public Health and Jefferson County Health Department to ensure public health through education and regulation. This consortium serves as an agent of Wisconsin Department of Agriculture Trade and Consumer Protection (DATCP) to conduct inspections and licensing of retail food, lodging, and recreational establishments. Contractual requirements set forth by DATCP and internal review prompted the need for an amendment to the Environmental Public Health Fee Schedule.

At the end of each license year, the consortium is required to reimburse DATCP a defined percentage of each license fee issued that year. DATCP is increasing the reimbursement percentage 1% each year over the next three years. The amended fee schedule increases fees to account for the increased reimbursement owed to DATCP. The amended fee schedule also removes Department of Safety and Professional Services (DSPS) license categories and fees for tattoo and body piercing facilities as the consortium decided not to continue the agent contract for DSPS after an internal time and fiscal analysis.

This resolution authorizes the amendment to the Environmental Health Fee Schedule in the 2025 Jefferson County budget. The Board of Health considered this resolution at its meeting on April 16, 2025, and the Finance Committee considered this resolution at its meeting on May 6, 2025. Both bodies recommended forwarding it to the County Board for approval.

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

WHEREAS, as an agent of DATCP, local fees are directly impacted by contractual requirements set forth by DATCP, and

WHEREAS, at the end of each license year, this Jefferson County Environmental Public Health Consortium is required to reimburse DATCP a defined percentage of each license fee issued during the license year July 1st through June 30th. The reimbursement fee was previously set at 12% of each license issued. DATCP recently updated the annual reimbursement schedule to 13% beginning 07/01/2025, 14% beginning 07/01/2026, and 15% beginning 07/01/2027, and

WHEREAS, after internal time and fiscal analysis, it was decided the Jefferson County Environmental Health Consortium would no longer continue its agent contract with the Department of Professional Services for body art licensing and inspection so the fee schedule has been updated to remove those license categories.



NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors hereby adopts the attached amended Environmental Public Health Fee Schedule which increases the percentage reimbursed to DATCP from 12% to 15% and removes the Tattoo and Body Piercing categories.

*Fiscal Note: This resolution amends the fee schedule approved in the 2025 budget. As a budget amendment, this resolution requires twenty (20) of thirty (30) affirmative votes for passage. Because the Watertown Department of Public Health retains the fees, there is no fiscal impact on Jefferson County's budget.*

*Strategic Plan Reference: YES*



*Transformative Government: Data driven budgets and policy management*

Referred By:  
Finance Committee

05-13-2025

REVIEWED BY: Corporation Counsel: DHT ; Finance Director: 



Watertown Department of Public Health  
 515 S. First Street  
 Watertown, WI 53094  
 Phone: (920) 262-8094 Fax: 920-262-8096



Jefferson County Health Department  
 1541 Annex Road  
 Jefferson, WI 53549

## ENVIRONMENTAL PUBLIC HEALTH CONSORTIUM

### 2025 DATCP License Fee Update

As an agent health department of the Wisconsin Department of Agriculture, Trade and Consumer Protection (DATCP), our local fees are affected by contractual requirements set forth by DATCP.

We also have ended our agent contract with the Wisconsin Department of Safety and Professional Services (DSPS) for body art (tattoo and body piercing) facilities and no longer issue licenses and conduct inspections.

We are presenting an updated fee schedule to update the required increased reimbursement fees for DATCP facilities and removal of DSPS license categories and fees.

#### **REIMBURSEMENT FEES:**

At the end of each license year, our department is required to reimburse DATCP a defined percentage of each license fee issued during the license year. The reimbursement fee was previously set at 12% of each license issued. Earlier this year, our department signed an updated DATCP Agent contract for 07/01/2025 through 06/30/2028. The contract indicated an increase in reimbursement during upcoming license years:

Per the contract:

*Starting July 1, 2025, A fee equal to 13% of the applicable state license fee, regardless of the license fee actually charged by the local Agent, if the Agent prepares and submits to the DATCP, by September 30 of that year, an annual self-assessment as required by Wis. Stat. §§ 97.41 and 97.615.*

*Starting July 1, 2026, A fee equal to 14% of the applicable state license fee, regardless of the license fee actually charged by the local Agent, if the Agent prepares and submits to the DATCP, by September 30 of that year, an annual self-assessment as required by Wis. Stat. §§ 97.41 and 97.615.*

*Starting July 1, 2027, A fee equal to 15% of the applicable state license fee, regardless of the license fee actually charged by the local Agent, if the Agent prepares and submits to the DATCP, by September 30 of that year, an annual self-assessment as required by Wis. Stat. §§ 97.41 and 97.615.*

We have applied a 15% reimbursement fee to our base fees to have accurate funds to reimburse DATCP and adjusted the license fees on the following fee schedule.

#### **UPDATE TO REMOVE BODY ART CATEGORIES FROM FEE SCHEDULE**

In September 2024, after internal time and fiscal analysis, it was decided that we would no longer continue our agent contract with the Department of Professional Services for body art licensing and inspection. The following fee schedule has now been updated to remove those license categories.

**Environmental Health Fee Schedule**

Wording in red font are updates to names of categories or additional categories found in the Wisconsin Food Code

Fees highlighted in yellow indicate proposed change

Type	Current	Proposed Per					
	2020	2020 + 12%	DATCP Changes	2020+13%	2020+14%	2020+15%	
<b>1. Retail Food Establishments - Serving Meals (includes mobile retail food establishment - serving meals)</b>							
<b>(a)Retail Food Serving Meals - Prepackaged TCS</b>							
1. License Fee	\$110.00	\$123.20	\$124.00	\$124.30	\$125.40	\$126.50	\$127.00
2. Pre-inspection Fee For New Buildings or Change of Use	\$134.00						
Pre-inspection Fee for Change of Owner	\$100.00						
3. Re-inspection Fee	\$175.00						
4. Re-inspection 2 Fee	\$175.00						
5. Late Fee	\$21.00						
<b>(b)Retail Food Serving Meals - Simple</b>							
1. License Fee	\$240.00	\$268.80	\$269.00	\$271.20	\$273.60	\$276.00	\$276.00
2. Pre-inspection Fee For New Buildings or Change of Use	\$332.00						
Pre-inspection Fee for Change of Owner	\$249.00						
3. Re-inspection Fee	\$175.00						
4. Re-inspection 2 Fee	\$326.00						
5. Late Fee	\$46.00						
<b>(c) Retail Food Serving Meals - Moderate</b>							
1. License Fee	\$345.00	\$386.40	\$387.00	\$389.85	\$393.30	\$396.75	\$397.00
2. Pre-inspection Fee For New Buildings or Change of Use	\$488.00						
Pre-inspection Fee for Change of Owner	\$366.00						
3. Re-inspection Fee	\$175.00						
4. Re-inspection 2 Fee	\$479.00						
5. Late Fee	\$66.00						
<b>(d) Retail Food Serving Meals - Complex</b>							
1. License Fee	\$564.00	\$631.68	\$632.00	\$637.32	\$642.96	\$648.60	\$649.00
2. Pre-inspection Fee For New Buildings or Change of Use	\$798.00						
Pre-inspection Fee for Change of Owner	\$598.00						
3. Re-inspection Fee	\$175.00						
4. Re-inspection 2 Fee	\$785.00						
5. Late Fee	\$108.00						
<b>(e) Mobile Retail Food Establishment Base - No Food Preparation or Processing Activities</b>							
1. License Fee	\$45.00	\$50.40	\$51.00	\$50.85	\$51.30	\$51.75	\$52.00
2. Pre-inspection Fee For New Buildings or Change of Use	\$0.00						
Pre-inspection Fee for Change of Owner	\$0.00						
3. Re-inspection Fee	\$45.00						
4. Re-inspection 2 Fee	\$45.00						
5. Late Fee	\$9.00						
<b>(f) Transient Retail Food - TCS</b>							
1. License Fee	\$178.00	\$199.36	\$200.00	\$201.14	\$202.92	\$204.70	\$205.00
<b>(g) Transient Retail Food - Non-TCS</b>							
1. License Fee	\$70.00	\$78.40	\$80.00	\$79.10	\$79.80	\$80.50	\$81.00
<b>(h) Transient Retail Food - Prepackaged TCS</b>							
1. License Fee	\$45.00	\$50.40	\$50.00	\$50.85	\$51.30	\$51.75	\$52.00
<b>2. Bed and Breakfast</b>							
1. License Fee	\$115.00	\$128.80	\$129.00	\$129.95	\$131.10	\$132.25	\$133.00
2. Pre-inspection Fee For New Buildings or Change of Use	\$306.00						
Pre-inspection Fee for Change of Owner	\$229.00						
3. Re-inspection Fee	\$200.00						
4. Re-inspection 2 Fee	\$200.00						
5. Late Fee	\$85.00						
<b>3. Hotel/Motel/Tourist Rooming House</b>							
<b>(a) Hotel/Motel 05-30 Sleeping Rooms</b>							
1. License Fee	\$215.00	\$240.80	\$241.00	\$242.95	\$245.10	\$247.25	\$248.00
2. Pre-inspection Fee For New Buildings or Change of Use	\$489.00						
Pre-inspection Fee for Change of Owner	\$366.00						
3. Re-inspection Fee	\$200.00						
4. Re-inspection 2 Fee	\$295.00						
5. Late Fee	\$85.00						
<b>(b) Hotel/Motel 31-99 Sleeping Rooms</b>							
1. License Fee	\$293.00	\$328.16	\$329.00	\$331.09	\$334.02	\$336.95	\$337.00
2. Pre-inspection Fee For New Buildings or Change of Use	\$678.00						
Pre-inspection Fee for Change of Owner	\$508.00						

Type	Current	Proposed Per					
	2020	2020 + 12%	DATCP Changes	2020+13%	2020+14%	2020+15%	
3. Re-inspection Fee	\$200.00						
4. Re-inspection 2 Fee	\$408.00						
5. Late Fee	\$85.00						
<b>(c) Hotel/Motel 100 – 199 Sleeping Rooms</b>							
1. License Fee	\$372.00	\$416.64	\$417.00	\$420.36	\$424.08	\$427.80	\$428.00
2. Pre-inspection Fee For New Buildings or Change of Use	\$810.00						
Pre-inspection Fee for Change of Owner	\$607.00						
3. Re-inspection Fee	\$200.00						
4. Re-inspection 2 Fee	\$515.00						
5. Late Fee	\$85.00						
<b>(d) Hotel/Motel 200 or more Sleeping Rooms</b>							
1. License Fee	\$512.00	\$573.44	\$574.00	\$578.56	\$583.68	\$588.80	\$589.00
2. Pre-inspection Fee For New Buildings or Change of Use	\$1,208.00						
Pre-inspection Fee for Change of Owner	\$906.00						
3. Re-inspection Fee	\$200.00						
4. Re-inspection 2 Fee	\$714.00						
5. Late Fee	\$85.00						
<b>(e) Tourist Rooming House (1-4 rooms)</b>							
1. License Fee	\$115.00	\$128.80	\$129.00	\$129.95	\$131.10	\$132.25	\$133.00
2. Pre-inspection Fee For New Buildings or Change of Use	\$306.00						
Pre-inspection Fee for Change of Owner	\$229.00						
3. Re-inspection Fee	\$200.00						
4. Re-inspection 2 Fee	\$200.00						
5. Late Fee	\$85.00						
5. Campground							
<b>(a) Campgrounds (1-25 sites)</b>							
1. License Fee	\$183.00	\$204.96	\$205.00	\$206.79	\$208.62	\$210.45	\$211.00
2. Pre-inspection Fee For New Buildings or Change of Use	\$387.00						
Pre-inspection Fee for Change of Owner	\$290.00						
3. Re-inspection Fee	\$200.00						
4. Re-inspection 2 Fee	\$244.00						
5. Late Fee	\$85.00						
<b>(b) Campground (26-50 sites)</b>							
1. License Fee	\$262.00	\$293.44	\$294.00	\$296.06	\$298.68	\$301.30	\$302.00
2. Pre-inspection Fee For New Buildings or Change of Use	\$576.00						
Pre-inspection Fee for Change of Owner	\$432.00						
3. Re-inspection Fee	\$200.00						
4. Re-inspection 2 Fee	\$357.00						
5. Late Fee	\$85.00						
<b>(c) Campground (51-100 sites)</b>							
1. License Fee	\$319.00	\$357.28	\$358.00	\$360.47	\$363.66	\$366.85	\$367.00
2. Pre-inspection Fee For New Buildings or Change of Use	\$714.00						
Pre-inspection Fee for Change of Owner	\$535.00						
3. Re-inspection Fee	\$200.00						
4. Re-inspection 2 Fee	\$433.00						
5. Late Fee	\$85.00						
<b>(d) Campground (101 - 199 sites)</b>							
1. License Fee	\$372.00	\$416.64	\$417.00	\$420.36	\$424.08	\$427.80	\$428.00
2. Pre-inspection Fee For New Buildings or Change of Use	\$846.00						
Pre-inspection Fee for Change of Owner	\$634.00						
3. Re-inspection Fee	\$200.00						
4. Re-inspection 2 Fee	\$510.00						
5. Late Fee	\$85.00						
<b>(e) Campground (200 or more sites)</b>							
1. License Fee	\$429.00	\$480.48	\$481.00	\$484.77	\$489.06	\$493.35	\$494.00
2. Pre-inspection Fee For New Buildings or Change of Use	\$984.00						
Pre-inspection Fee for Change of Owner	\$738.00						
3. Re-inspection Fee	\$200.00						
4. Re-inspection 2 Fee	\$591.00						
5. Late Fee	\$85.00						
<b>Recreational/Education Camps- Simple</b>							
1. License Fee	\$510.00	\$571.20	\$572.00	\$576.30	\$581.40	\$586.50	\$587.00
2. Pre-inspection Fee For New Buildings or Change of Use	\$1,020.00						
Pre-inspection Fee for Change of Owner							
3. Re-inspection Fee	\$200.00						
4. Re-inspection 2 Fee	\$300.00						
5. Late Fee	\$102.00						
<b>Recreational/Education Camps - Simple w/ Hospitality</b>							

Type	Current	Proposed Per					
	2020	2020 + 12%	DATCP Changes	2020+13%	2020+14%	2020+15%	
<b>1. License Fee</b>	\$562.00	\$629.44	\$630.00	\$635.06	\$640.68	\$646.30	\$647.00
2. Pre-inspection Fee For New Buildings or Change of Use	\$1,124.00						
Pre-inspection Fee for Change of Owner							
3. Re-inspection Fee	\$200.00						
4. Re-inspection 2 Fee	\$300.00						
5. Late Fee	\$112.00						
<b>Recreational/Education Camps- Moderate</b>							
1. License Fee	\$555.00	\$621.60	\$622.00	\$627.15	\$632.70	\$638.25	\$639.00
2. Pre-inspection Fee For New Buildings or Change of Use	\$1,110.00						
Pre-inspection Fee for Change of Owner							
3. Re-inspection Fee	\$200.00						
4. Re-inspection 2 Fee	\$300.00						
5. Late Fee	\$111.00						
<b>Recreational/Education Camps - Moderate w/ Hospitality</b>							
1. License Fee	\$661.00	\$740.32	\$741.00	\$746.93	\$753.54	\$760.15	\$761.00
2. Pre-inspection Fee For New Buildings or Change of Use	\$1,322.00						
Pre-inspection Fee for Change of Owner							
3. Re-inspection Fee	\$200.00						
4. Re-inspection 2 Fee	\$300.00						
5. Late Fee	\$132.00						
<b>Recreational/Education Camps- Complex</b>							
1. License Fee	\$593.00	\$664.16	\$665.00	\$670.09	\$676.02	\$681.95	\$682.00
2. Pre-inspection Fee For New Buildings or Change of Use	\$1,186.00						
Pre-inspection Fee for Change of Owner							
3. Re-inspection Fee	\$200.00						
4. Re-inspection 2 Fee	\$300.00						
5. Late Fee	\$119.00						
<b>Recreational/Education Camps - Complex w/ Hospitality</b>							
1. License Fee	\$744.00	\$833.28	\$834.00	\$840.72	\$848.16	\$855.60	\$856.00
2. Pre-inspection Fee For New Buildings or Change of Use	\$1,488.00						
Pre-inspection Fee for Change of Owner							
3. Re-inspection Fee	\$200.00						
4. Re-inspection 2 Fee	\$300.00						
5. Late Fee	\$149.00						
<b>6. School Inspections (no state reimbursement, not a license)</b>							
(a) Full Service Kitchen	\$460.00		\$460.00				
(b) Full Service Pre-Inspection Fee							
(c) Satellite Kitchen	\$157.00		\$157.00				
(d) Satellite Kitchen pre-Inspection							
<b>7. Retail Food Establishments - Not Serving Meals (includes mobile retail food establishment - not serving meals)</b>							
<b>(a) Retail Food Not Serving Meal - Complex</b>							
1. License Fee	\$1,003.00	\$1,123.36	\$1,124.00	\$1,133.39	\$1,143.42	\$1,153.45	\$1,154.00
2. Pre-inspection Fee For New Buildings or Change of Use	\$1,020.00						
Pre-inspection Fee for Change of Owner	\$765.00						
3. Re-inspection Fee	\$175.00						
4. Re-inspection 2 Fee	\$459.00						
5. Late Fee	\$137.00						
<b>(b) Retail Food Not Serving Meals - Moderate</b>							
1. License Fee	\$388.00	\$434.56	\$435.00	\$438.44	\$442.32	\$446.20	\$447.00
2. Pre-inspection Fee For New Buildings or Change of Use	\$408.00						
Pre-inspection Fee for Change of Owner	\$306.00						
3. Re-inspection Fee	\$175.00						
4. Re-inspection 2 Fee	\$193.00						
5. Late Fee	\$53.00						
<b>(c) Retail Food Not Serving Meals - Simple-TCS</b>							
1. License Fee	\$278.00	\$311.36	\$312.00	\$314.14	\$316.92	\$319.70	\$320.00
2. Pre-inspection Fee For New Buildings or Change of Use	\$306.00						
Pre-inspection Fee for Change of Owner	\$229.00						
3. Re-inspection Fee	\$175.00						
4. Re-inspection 2 Fee	\$193.00						
5. Late Fee	\$38.00						
<b>(d) Retail Food Not Serving Meals - Simple - Non-TCS</b>							
1. License Fee	\$88.00	\$98.56	\$99.00	\$99.44	\$100.32	\$101.20	\$102.00
2. Pre-inspection Fee For New Buildings or Change of Use	\$91.00						
Pre-inspection Fee for Change of Owner	\$68.00						
3. Re-inspection Fee	\$175.00						

Type	Current	Proposed Per					
	2020	2020 + 12%	DATCP Changes	2020+13%	2020+14%	2020+15%	
4. Re-inspection 2 Fee	\$175.00						
5. Late Fee	\$12.00						
<b>(e) Retail Food Not Serving Meals - Prepackaged TCS</b>							
1. License Fee	\$47.00	\$52.64	\$53.00	\$53.11	\$53.58	\$54.05	\$55.00
2. Pre-inspection Fee For New Buildings or Change of Use	\$0.00						
Pre-inspection Fee for Change of Owner	\$0.00						
3. Re-inspection Fee	\$175.00						
4. Re-inspection 2 Fee	\$175.00						
5. Late Fee	\$9.00						
<b>(f) Mobile Retail Food Establishment Base - No Food Preparation or Processing Activities</b>							
1. License Fee	\$45.00	\$50.40	\$51.00	\$50.85	\$51.30	\$51.75	\$52.00
2. Pre-Inspection Fee For New Buildings or Change of Use	\$0.00						
Pre-Inspection Fee for Change of Owner	\$0.00						
3. Re-Inspection Fee	\$45.00						
4. Re-Inspection 2 Fee	\$45.00						
5. Late Fee	\$9.00						
<b>(g) Micro Markets - Single Location</b>							
1. License Fee	\$40.00	\$44.80	\$45.00	\$45.20	\$45.60	\$46.00	\$46.00
2. Late Fee	\$85.00						
<b>(h) Micro Markets - Multiple Locations (on the same premises)</b>							
1. License Fee	\$60.00	\$67.92	\$68.00	\$67.80	\$68.40	\$69.00	\$69.00
2. Late Fee	\$12.00						
<b>(i) Inspection fee for mobile retail food stands (no state reimbursement, not a license)</b>	\$50.00		\$20.00				
<b>8. Tattoo and Body Piercing</b>							
<b>(a) Tattoo or body piercing establishment</b>							
1. License Fee	\$141.00	\$157.92	\$158.00				
2. Pre-inspection Fee For New Buildings or Change of Use	\$260.00						
Pre-inspection Fee for Change of Owner	\$195.00						
3. Re-inspection Fee	\$100.00						
4. Re-inspection 2 Fee	\$100.00						
5. Late Fee	\$85.00						
<b>(b) Combined tattoo and body piercing establishment</b>							
1. License Fee	\$230.00	\$257.60	\$258.00				
2. Pre-inspection Fee For New Buildings or Change of Use	\$408.00						
Pre-inspection Fee for Change of Owner	\$306.00						
3. Re-inspection Fee	\$100.00						
4. Re-inspection 2 Fee	\$100.00						
5. Late Fee	\$85.00						
<b>(c) Temporary License</b>	\$105.00		\$115.00				
<b>8. Recreational Water</b>							
<b>Simple Pool</b>							
1. License Fee	\$208.00	\$232.96	\$232.00	\$235.04	\$237.12	\$239.20	\$240.00
2. Pre-inspection Fee For New Buildings or Change of Use	\$208.00						
Pre-inspection Fee for Change of Owner							
3. Re-inspection fee	\$100.00						
4. Re-inspection 2 Fee	\$150.00						
5. Late Fee	\$42.00						
<b>Simple Pool w/ features</b>							
1. License Fee	\$345.00	\$386.40	\$387.00	\$389.85	\$393.30	\$396.75	\$397.00
2. Pre-inspection Fee For New Buildings or Change of Use	\$345.00						
Pre-inspection Fee for Change of Owner							
3. Re-inspection fee	\$100.00						
4. Re-inspection 2 Fee	\$150.00						
5. Late Fee	\$69.00						
<b>Moderate Pool</b>							
1. License Fee	\$312.00	\$349.44	\$350.00	\$352.56	\$355.68	\$358.80	\$359.00
2. Pre-inspection Fee For New Buildings or Change of Use	\$312.00						
Pre-inspection Fee for Change of Owner							
3. Re-inspection fee	\$100.00						
4. Re-inspection 2 Fee	\$150.00						
5. Late Fee	\$62.00						
<b>Moderate Pool w/ features</b>							

Type	Current	Proposed Per					
	2020	2020 + 12%	DATCP Changes	2020+13%	2020+14%	2020+15%	
<b>1. License Fee</b>	\$450.00	\$504.00	\$505.00	\$508.50	\$513.00	\$517.50	\$518.00
2. Pre-inspection Fee For New Buildings or Change of Use	\$450.00						
Pre-inspection Fee for Change of Owner							
<b>3. Re-inspection fee</b>	\$100.00						
4. Re-inspection 2 Fee	\$150.00						
5. Late Fee	\$90.00						
<b>Complex Pool</b>							
<b>1. License Fee</b>	\$390.00	\$436.80	\$437.00	\$440.70	\$444.60	\$448.50	\$449.00
2. Pre-inspection Fee For New Buildings or Change of Use	\$390.00						
Pre-inspection Fee for Change of Owner							
<b>3. Re-inspection fee</b>	\$100.00						
4. Re-inspection 2 Fee	\$150.00						
5. Late Fee	\$78.00						
<b>Complex Pool w/ features</b>							
<b>1. License Fee</b>	\$527.00	\$590.24	\$591.00	\$595.51	\$600.78	\$606.05	\$607.00
2. Pre-inspection Fee For New Buildings or Change of Use	\$527.00						
Pre-inspection Fee for Change of Owner							
<b>3. Re-inspection fee</b>	\$100.00						
4. Re-inspection 2 Fee	\$150.00						
5. Late Fee	\$78.00						

**Resolution No. 2025-\_\_\_\_\_**

**Creating a Full-time Administrative Specialist I position in the Administrative Division at Human Services and amending the 2025 budget**

Executive Summary

The Human Services Director requests the creation of one full-time equivalent (FTE) Administrative Specialist I position dedicated to CCS compliance. While several compliance positions have been added in recent years, the growing demands of the Comprehensive Community Services (CCS) program, due to new positions, increased documentation, and evolving program requirements, have outpaced the department's ability to monitor and review notes and service plans in a timely and compliant manner. This position will assist with note monitoring, auditing, and quality assurance necessary for billing and program integrity. The estimated cost of \$76,562 will be fully funded by Medicaid (MA) reimbursement and WIMCR settlement revenue, resulting in no tax levy impact.

This resolution authorizes the County to establish this position and incorporate it into the County's staffing plan and amends the 2025 budget accordingly. The Human Resources Committee and the Finance Committee considered this resolution at their meetings on April 15, 2025, and May 6, 2025, respectively. Both entities recommended that it be forwarded to the County Board for consideration and approval.

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

WHEREAS, Jefferson County Human Services requests the creation of one full-time equivalent (FTE) Administrative Specialist I position dedicated to CCS compliance, recognizing that the department's ability to keep up with documentation and regulatory requirements has not kept pace with the growing needs of the program, and

WHEREAS, in recent years, Human Services has added several compliance positions; however, with the planned addition of new CCS positions in the 2025 budget—each generating hundreds of clinical notes and multiple service plans per month—the volume of required documentation review has exceeded current staffing capacity, and

WHEREAS, this position will focus on note monitoring, auditing, quality assurance, and review of service plans prior to billing to ensure program integrity and compliance with Medicaid and CCS standards, and

NOW, THEREFORE, BE IT RESOLVED, the Jefferson County Board of Supervisors hereby authorizes the creation of one full-time equivalent Administrative Specialist I position within the Human Services Administrative Division, effective upon passage of this resolution; and

BE IT FURTHER RESOLVED, the Jefferson County Board of Supervisors hereby authorizes the amendment to the 2025 Jefferson County Human Services' budget to reflect the



additional cost and funding appropriated for the Administrative Specialist I position, effective upon passage of this resolution.

*Fiscal Note: The Administrative Specialist I position is 100% funded through Medical Assistance and WMIRC settlement, resulting in no tax levy required. The estimated annual cost of \$76,562 for wages and benefits is prorated for eight months in the 2025 budget for \$50,041. Because this resolution changes the position schedule approved by the County Board as a part of the 2025 budget by adding an Administrative Specialist I, this is a budget amendment. Passage of this resolution authorizes the Finance Director to make the necessary budget adjustments to enact this resolution. 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: None*

Referred By:  
Human Resources

05-13-2025

REVIEWED: Corporation Counsel: DHT ; Finance Director: 

**RESOLUTION NO. 2025 - \_\_\_\_**

**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 for the Jefferson County Interurban Trail Project and amending the 2025 budget in the Parks Department**

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 and amend the 2025 budget if the grant is awarded. The Parks Committee considered this resolution at its meeting on April 24, 2025, 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 grant award would serve as a match to the Wisconsin Department of Transportation (WISDOT) Transportation Alternatives Grant, 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 Jefferson County 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 \$179,806.07 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 \$1.4 million. Total estimated project costs at this time are \$1.710,725 million. Should the grant be awarded, the Finance Director is authorized to make the necessary budget adjustments to enact this resolution. As a budget amendment, passage requires a two-thirds affirmative vote from the Board of Supervisors (20 of 30 affirmative votes).*

*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: Support efforts and pursue improvements to our roadways, bike trails and railways to support residents, workforce, and commerce; Research and potentially enhance public transportation/transit opportunities including bike trails*

Referred By:  
Parks Committee      05-13-2025

REVIEWED: Corporation Counsel: DHT ; Finance Director: 

**RESOLUTION NO. 2025-\_\_\_\_**

**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 for Korth Park Connector Trail Paving and amending the 2025 budget in the Parks Department**

Executive Summary

The Korth County 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 provides the connection creating what is known to locals as the Legendary Lake Loop. The Legendary Lake Loop around Rock Lake is a combination of on-road and off-road trail connections. The Korth Park connector trail is currently composed of a graded and compacted gravel base overlaid with recycled asphalt. Continued erosion of the trail surface could create unsafe sections of the trail, especially for bicyclists navigating the hills. The Jefferson County Parks Department is seeking grants and donations to pave the entire 0.8 miles of trail through the park to create a safe and durable trail connection around Rock Lake.

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WHEREAS, the Korth Park connector trail is a 0.8-mile connector trail linking the Glacial Drumlin Trail to Cedar Lane which has experienced regular erosion and washouts which could 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 address 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 \$142,085.00. An RTP grant may fund up to \$100,000.00 of the total with up to \$42,085.00 coming from fundraising revenues and other miscellaneous donations. If the grant is awarded and other contributions towards the completion of the project are received, the Finance Director is authorized to make the necessary budget adjustments to enact this resolution. As a budget amendment, a two-thirds vote of the Board of Supervisors is required for passage (20 of 30 affirmative votes).*

*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: Support efforts and pursue improvements to our roadways, bike trails and railways to support residents, workforce, and commerce; Research and potentially enhance public transportation/transit opportunities including bike trails*

Referred By:  
Parks Committee

05-13-2025

REVIEWED: Corporation Counsel: DHT ; Finance Director:

A handwritten signature in blue ink, enclosed within a blue circular stamp.

**RESOLUTION 2025-\_\_\_\_\_**

**Accepting the Donation of Land for Public Access  
on Marsh Lake in the Town of Lake Mills**

Executive Summary

This resolution authorizes the acceptance by Jefferson County of a land donation from Groundswell Conservancy to be used as a public access site on Marsh Lake, located off County Highway A in the Town of Lake Mills, Wisconsin. This parcel, referred to as the “Trieloff Property,” is an approximately 42-acre parcel located along the edge of Marsh Lake, which fills a gap in the eastern boundary of the Lake Mills Wildlife Area. This acquisition and project represent a collaborative effort spanning several years between Jefferson County, the Wisconsin Department of Natural Resources (DNR), Groundswell Conservancy, and multiple community organizations. The site, identified as a priority in both the 2008 Glacial Heritage Area Plan and subsequent Jefferson County Parks and Outdoor Recreation Plans, will serve as a low-impact public access point to Marsh Lake and is planned to be incorporated into the Lake Mills Wildlife Area at a future date.

This resolution acknowledges the acquisition, remediation, and planned development of the site and authorizes its formal acceptance by Jefferson County for ongoing management and future public use. The Parks Committee considered this resolution at its meeting on April 24, 2025, and recommended forwarding it on to the County Board for approval.

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WHEREAS, in 2018, the Wisconsin DNR and Jefferson County Parks requested assistance from Groundswell Conservancy to work towards acquiring the property for the purpose of eventual transfer to Jefferson County, and

WHEREAS, the Jefferson County Parks Department worked closely with Groundswell Conservancy and the DNR throughout the acquisition process and led efforts to remediate the site, including the removal of debris and contaminants, in order to prepare the property for public use, and

WHEREAS, the acquisition was supported through grants from the Wisconsin Knowles-Nelson Stewardship Program and the USDA Natural Resources Conservation Service’s (NRCS) Wetland Reserve Program, and

WHEREAS, the long-term vision for the site includes the creation of a passive canoe/kayak launch and a designated area for lake observation and wildlife viewing, consistent with conservation and public recreation goals, and

WHEREAS, the site has been identified in the 2008 Glacial Heritage Area Plan and reaffirmed in the most recent Jefferson County Parks and Outdoor Recreation Plans as a critical access point to Marsh Lake and an addition to the Lake Mills Wildlife Area public lands, and

WHEREAS, Jefferson County Parks has secured funding from Rock Lake Improvement Association, Lake Mills Community Foundation, Fort Atkinson Wisconsin Conservation Club, Delta Duck, and other fundraising efforts to complete the final phases of site development and ensure its accessibility for public use.

NOW, THEREFORE, BE IT RESOLVED, that the Jefferson County Board of Supervisors hereby formally accepts the donation of land on Marsh Lake from Groundswell Conservancy, with gratitude and recognition for the many partners and organizations that contributed to its acquisition and improvement, and

BE IT FURTHER RESOLVED, that the Jefferson County Clerk is hereby authorized to record and execute all necessary documents to complete this donation, and that appreciation is extended to Groundswell Conservancy, the Wisconsin DNR, contributing community organizations, and other project partners for their collaboration and commitment to conservation and recreation in Jefferson County.

*Fiscal Note: Currently, donations totaling \$46,393.48 are included in the parks Budget 12804-594821-28120 for final remediation and site development.*

*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*

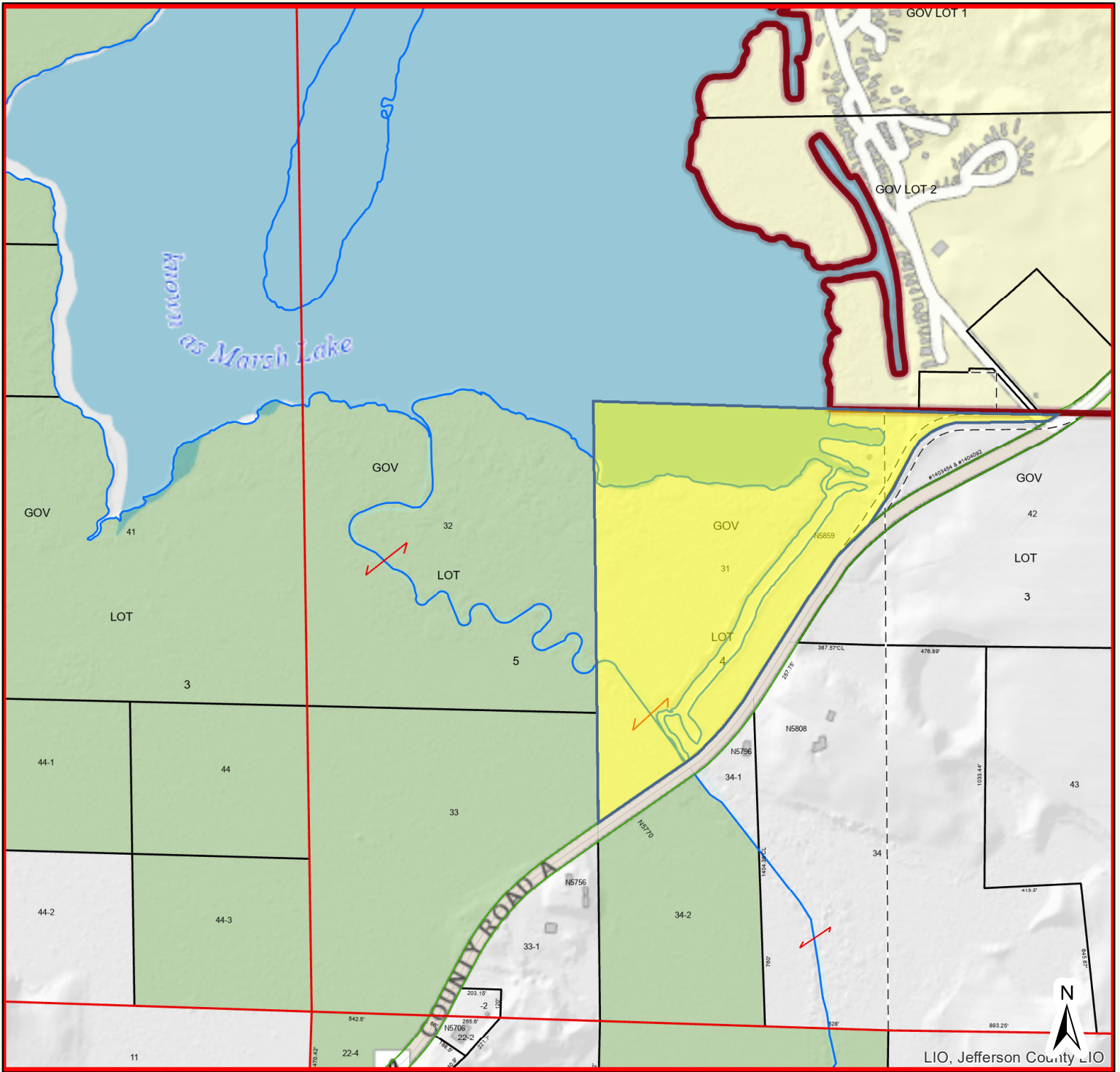
Referred By:  
Parks Committee

05-13-2025

REVIEWED: Corporation Counsel: DHT ; Finance Director:

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

# Marsh Lake Aquisition



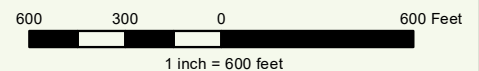
## Areas

- Override 1
- PLSS Sections
- Municipal Boundaries
- Right of Ways

## Cartographic Lines

- Property Boundary
- Old Lot/Meander/Other Carto-Lines
- Rail Right of Ways
- Surface Water

- Map Hooks
- Tax Parcel Information
- Personal Property





**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 17, 2025, 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. The Committee finds the criteria listed in Wis. Stat. 91.48 and Jefferson County Zoning Ordinance Section 22-56 has been met for the below listed petitions. The Committee further finds that the petitions are consistent with the Jefferson County Comprehensive Plan and Farmland Preservation Plan.

Further support for the Committee's recommendations can be found in the Staff Reports and individual petition files on record in the Planning & Development Office.

**APPROVAL OF PETITIONS**

**R4595A-25, R4596A-25, R4597A-25 and R4598A-25**

**DATED THIS THIRTEETH DAY OF MAY 2025**

**Blane Poulson, Secretary**

**THE PRIOR MONTH'S AMENDMENTS**

**R4588A-25, R4590A-25, R4591A-25, R4592A-25, R4593A-25 and R4594A-25**

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

**ORDINANCE NO. 2025-\_\_\_\_\_**

**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 R4595A-25, R4596A-25, R4597A-25 and R4598A-25 were referred to the Jefferson County Planning and Zoning Committee for public hearing on April 17, 2025, and

WHEREAS, at its meeting on April 17, 2025, the Planning and Zoning Committee considered the requests to amend the Official Zoning Map of Jefferson County after conducting a public hearing regarding the requested amendment, and after receiving a recommendation from the affected Town, hereby makes the following recommendation to the Board of Supervisors in open session, and

WHEREAS, given due notice, the affected town board has provided its recommendation, and

WHEREAS, the Planning and Zoning Committee has found that the criteria and standards set forth in s. 91.48 of the Wisconsin Statutes and ss. 22-56(b) of the Jefferson County Zoning Ordinance for rezoning out of an A-1 Exclusive Agricultural zone have been met and the petitions are consistent with the Jefferson County Comprehensive Plan and Farmland Preservation Plan as identified in the Decision of the Planning and Zoning Committee, and

WHEREAS, consistent with the recommendations of the Planning & Zoning Committee, the Board of Supervisors finds, where applicable, the standards set forth in s. 91.48 of the Wisconsin Statutes and ss. 22-56(b) of the Jefferson County Zoning Ordinance for rezoning out of an A-1 Exclusive Agricultural zone are met by the proposed amendment to the official zoning map, and

NOW, THEREFORE, BE IT ORDAINED that the Jefferson County Board of Supervisors does amend the official zoning map of Jefferson County as follows:

***From A-1 Exclusive Agricultural to A-3 Agricultural and Rural Residential***

Rezone from A-1 to A-3 approximately 2.8-acres around the house and outbuildings at **N6319 Hilltop Lane** in the Town of Farmington, PIN 008-0715-1624-000 (34.950 ac). Rezoning is conditional upon receipt of and recording of the final certified survey map, extraterritorial plat review and filing of affidavit of zoning status on remaining lands. This is in accordance with ss. 22-339 – 22-350 of the Jefferson County Zoning Ordinance. R4595A-25 – Yupeng Xiong

Rezone from A-1 to A-3 to create a 1-acre residential lot at **N138 McMillen Road** in the Town of Koshkonong, PIN 016-0514-3433-001 (30.0 ac). Rezoning is conditional upon receipt of and recording of the final certified survey map, receipt of suitable soil test, access approval of

maintaining authority and filing of affidavit of zoning status on remaining lands. This is in accordance with ss. 22-339 – 22-350 of the Jefferson County Zoning Ordinance. R4596A-25 – Stefan Gieryn

**From A-T Agricultural Transition to R-1, Residential-Sewered**

Rezone from A-T to R-1 the 3.103-acre lot (CSM 6368, Lot 3) north of **N1046 Olson Road** in the Town of Sumner, PIN 028-0513-1943-057 (3.103 ac). Rezoning is conditional upon receipt of and recording of the final certified survey map and access approval of maintaining authority. This is in accordance with ss. 22-122 – 22-132 of the Jefferson County Zoning Ordinance. R4597A-25 – BKTK Properties LLC

**From B-Business to R-1, Residential-Sewered**

Rezone from B to R-1 a 1.488-acre vacant lot at **W9298 US Highway 18** in the Town of Oakland, PIN 022-0613-0532-002 (1.488 ac). Rezoning is conditional upon receipt of and recording of the final certified survey map and extraterritorial plat review. This is in accordance with ss. 22-122 – 22-132 of the Jefferson County Zoning Ordinance. The property is owned by Joshua Huston & Stephanie Kind. R4598A-25 – Paul Oliver

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: Passage of this Ordinance has no determinable fiscal impact.*

Referred By:  
Planning and Zoning Committee

05-13-2025

REVIEWED: Corporation Counsel: DHT; Finance Director: 

**RESOLUTION NO. 2025-\_\_\_\_\_**

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

Executive Summary

The Jefferson County Planning and Zoning Committee (Committee) was recently notified of mapping discrepancies between the County Comprehensive Plan and Agricultural Preservation & Land Use Plan and the Town of Ixonia Comprehensive Plan – Future Land Use Map. Specifically, the Town of Ixonia recently updated their Comprehensive Plan including a revised future land use map that now contains changes that are not reflected in the County’s current planning maps. The Committee reviewed the changes and recommended initiating an amendment to the County plans to incorporate the Town’s newly revised maps. In order to amend the County Plans, the first step in the process is for the County Board to adopt a Public Participation Plan.

This resolution adopts the attached Public Participation Plan for amending the Jefferson County Comprehensive Plan and Agricultural Preservation and Land Use Plan. The Planning and Zoning Committee considered this resolution at its meeting on April 28, 2025, and recommended forwarding it on to the County Board for approval.

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

WHEREAS, the County may amend its Comprehensive Plan and Agricultural Preservation and Land Use Plan (Farmland Preservation Plan), and

WHEREAS, the Planning and Zoning Committee recommends beginning the amendment process to incorporate the Town of Ixonia Future Land Use Map and therefore updating the County Farmland Preservation Map and Growth Analysis Map, and

WHEREAS, the Planning and Zoning Committee approved the Public Participation Plan on April 28, 2025, to outline public engagement during the amendment process, and

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors does hereby adopt the attached Public Participation Plan to amend the Jefferson County Comprehensive Plan and Agricultural Preservation and Land Use Plan (Farmland Preservation Plan).

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

Requested By:  
Planning and Zoning Committee

05-13-2025

REVIEWED: Corp. Counsel: DHT ; Finance Director: 



**JEFFERSON COUNTY**  
PLANNING AND DEVELOPMENT DEPARTMENT  
ZONING DIVISION

Room C1040  
311 S Center Ave  
Jefferson, WI 53538

[zoning@jeffersoncountywi.gov](mailto:zoning@jeffersoncountywi.gov)  
Phone: 920-674-7130  
Fax 920-674-7525

**Public Participation Plan  
For an Amendment to the Comprehensive Plan and  
Farmland Preservation Plan**

Wisconsin State statute requires the County Board to adopt a public participation plan to foster public input and participation whenever it is considering updating or amending a Comprehensive Plan or Farmland Preservation Plan. Jefferson County plans to amend the County Comprehensive Plan and Farmland Preservation Plan as it relates to the Town of Ixonia Farmland Preservation area map. Specifically, the Town of Ixonia recently updated their Comprehensive Plan, which created inconsistencies between the Town and County future land use maps. This proposed amendment will update the County Plan based on feedback from the Town of Ixonia and the County Planning and Zoning Committee.

Pursuant to Wisconsin Statutes 66.1001 and Chapter 91, two public hearings will be held to discuss the proposed amendment. A public hearing will be held for any member of the public that would like to express interest or opposition to updating the Town of Ixonia Farmland Preservation area map in the Jefferson County Comprehensive Plan and Farmland Preservation Plan. The public hearings will be noticed as open meetings.

The Jefferson County Planning and Zoning Committee will hold a public hearing and the Jefferson County Board of Supervisors will hold a public hearing. A Class I Notice will be published at least 30 days prior to the County Board public hearing. Written comments may be submitted to the Planning and Zoning Department at any point prior to County Board action. Written notice of the proposed amendment will be sent to property owners and lease holders of property with nonmetallic mineral resources. The Committee will also request feedback from the affected Town.

Please contact the Jefferson County Planning and Development Department at 920-674-7131 with any questions or wish to submit written comments.

**RESOLUTION NO. 2025-\_\_\_\_\_**

**Confirming and Ratifying the Authority of Counsel for Jefferson County to Add Additional Defendants to Opioid Litigation, Including in MDL 2804**

Executive Summary

On October 10, 2017, the Jefferson County Board of Supervisors passed Resolution 2017-39 which authorized the County Administrator to execute an engagement agreement with Von Briesen & Roper, S.C., Crueger Dickinson LLC, and Simmons Hanly Conroy LLC (the “Law Firms”) to pursue litigation against manufacturers, distributors, and retailers, among others, of opioid pharmaceuticals.. That resolution authorized the County to perform all actions required to advance the claims against those entities responsible for the Opioid Epidemic. During discovery and investigation, it was determined that meritorious opioid-related claims existed against additional parties. In accordance with the authority given to Law Firms in the previously executed engagement agreement, the Law Firms moved to amend the case to add additional defendants to the lawsuit. Recently, additional defendants, including pharmacy benefit managers, have challenged whether the Law Firms had the appropriate authority to add them to the suit in an effort to avoid liability. One pharmacy benefits manager, OptumRx, Inc., recently filed Notices of Claim against several Wisconsin counties, including Jefferson County, requesting the counties withdraw any claims asserted against OptumRx and its affiliate companies in the opioid litigation due to the alleged lack of authority.

This resolution confirms and ratifies the County’s delegation of authority to Law Firms to add additional defendants to the Opioid Litigation. Due to time constraints, this resolution is being referred to County Board by the County Administrator, with approval of the Board Chair, in accordance with Jefferson County Ordinance No. 2-86(b).

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WHEREAS, the County Board of Supervisors previously authorized the County to enter into an engagement agreement with Von Briesen & Roper, S.C., Crueger Dickinson LLC and Simmons Hanly Conroy LLC (the “Law Firms”) to pursue litigation against manufacturers, distributors, and retailers, among others, of opioid pharmaceuticals (the “Opioid Defendants”) in an effort to hold the Opioid Defendants responsible for the opioid epidemic in the County’s community, and

WHEREAS, on behalf of the County, the Law Firms filed a lawsuit against the Opioid Defendants, and

WHEREAS, the Law Firms filed similar lawsuits on behalf of 66 other Wisconsin counties and all Wisconsin cases were coordinated with thousands of other lawsuits filed against the same or substantially similar parties as the Opioid Defendants in the Northern District of Ohio, captioned *In re: Opioid Litigation*, MDL 2804 (the “Litigation”), and

WHEREAS, four (4) additional Wisconsin counties (Milwaukee, Dane, Waukesha, and Walworth) hired separate counsel and joined the Litigation, and

WHEREAS, since the inception of the Litigation, the Law Firms have coordinated with counsel from around the country (including counsel for Milwaukee, Dane, Waukesha, and Walworth Counties) to prepare the County's case for trial and engage in settlement discussions with the Opioid Defendants, and

WHEREAS, to date, through nationwide settlements, the Law Firms have achieved considerable success on behalf of the County in holding the Opioid Defendants responsible for their role in creating or maintaining the opioid epidemic, and

WHEREAS, through the course of ongoing discovery and investigation concerning the opioid epidemic and parties potentially responsible therefore, it was determined that meritorious opioid-related claims exist against additional parties, including but not limited to the entities listed on Exhibit A hereto, and that they should be added as defendants in the Litigation, and

WHEREAS, the engagement agreement with the Law Firms provides "depending upon the results of initial investigations of the facts and circumstances surrounding the potential claim(s), there may be additional parties sought to be made responsible, and

WHEREAS, while the County believes the engagement agreement with the Law Firms provided the Law Firms with adequate authority to add additional parties to be held responsible, the County understands that recently those parties questioned that authority, and therefore, for the avoidance of doubt, the County is adopting this Resolution confirming and ratifying the Law Firms' authority to add additional parties, including but not limited to the entities listed on Exhibit A, as defendants in the Litigation, and

WHEREAS, to avoid any confusion surrounding the County's authorization to the Law Firms to amend the pleadings in the Litigation to include additional parties, including but not limited to the entities listed on Exhibit A as named defendants in MDL 2804, this Resolution is intended to serve as confirmation and ratification of such authorization, and

WHEREAS, the County, by this Resolution, intends to confirm and ratify the authority of the Law Firms to amend the pleadings in the Litigation to add additional parties, including but not limited to the entities listed on Exhibit A as defendants in MDL 2804, or to commence appropriate federal or state court proceedings against such entities, and further intends to authorize Corporation Counsel to execute and deliver any and all other and further documents necessary to effectuate the intent of this Resolution.

NOW, THEREFORE, BE IT RESOLVED: the County Board of Supervisors hereby confirms and ratifies the authority of:

1. The Law Firms to file appropriate pleadings in MDL 2804 or appropriate federal or state court proceedings to add additional parties, including but not limited to the entities listed on Exhibit A as defendants.

2. The Corporation Counsel, Board Chair or other authorized official to execute and deliver any and all other and further documents necessary to effectuate the intent of this Resolution.


BE IT FURTHER RESOLVED that all actions heretofore taken by the Board of Supervisors and other appropriate public officers and agents of the County with respect to the matters contemplated under this Resolution are hereby ratified, confirmed, and approved.

*Fiscal Note: Ongoing support for the pursuit of funding related to the effects of the opioid crisis is essential to mitigate the destruction caused by the irresponsible actions of the defendants.*

*Strategic Plan Reference: None*

Referred By:  
County Administrator

05-13-2025

REVIEWED: Corporation Counsel: DHT ; Finance Director: 



**Exhibit A – Non-Inclusive List of Potential Defendants  
(Including all Related Entities of Each Listed)**

Abbot Laboratories, Inc.	Sackler, Beverly
Albertsons LLC	Sackler, David A.
Allergan, Inc.	Sackler, Mortimer D.A.
Alvogen, Inc.	Sackler, Theresa
Amerisource Bergen	Sandoz, Inc.
Amneal Pharmaceuticals, Inc.	Smith Drug Company
Associated Pharmacies, Inc.	Smith's Food & Drug Centers, Inc.
Auburn Pharmaceuticals	Sun Pharmaceutical
Aurolife Pharma LLC	Supervalu, Inc. d/b/a Advantage Logistics
Baker, Stuart	Target Corporation
Cardinal Health	Teva Pharmaceuticals
Costco Wholesale Corporation	The Kroger Co.
CVS Health Corporation	Thrifty Payless, Inc.
Dakota Drug, Inc.	Top Rx, Inc.
Discount Drug Mart	Tris Pharma, Inc.
Eckerd Corp.	Walgreens Boots Alliance
Eveready Wholesale Drugs	Walmart Inc.
Express Scripts Inc.	Warner Chilcott Company, LLC
Henry Shein, Inc.	West-Ward Pharmaceuticals Corp. n/k/a
Hy-Vee, Inc.	Hikma Pharmaceuticals, Inc.
Indivior Inc.	Winn-Dixie
Janssen Pharmaceuticals	Zydus Pharmaceuticals (USA), Inc.
K-VA-T/Ahold Delhaize	
KVK-Tec, Inc.	
Louisiana Wholesale Drug Co., Inc.	
Lupin Pharmaceuticals, Inc.	
McKesson	
Miami-Luken, Inc.	
Morris & Dickson Co., LLC	
Mylan Pharmaceuticals, Inc.	
North Carolina Mutual Wholesale Drug Co.	
Omnicare Distribution Center	
OptumRx, Inc.	
Pharmacy Buying Association Inc.	
Prescription Supply, Inc.	
Publix Super Markets, Inc.	
Purdue Pharma	
Raymond Sacker Trust	
RiteAid of Maryland, Inc.	
Sacker, Kathe A.	
Sacker, Richard S.	
Sackler Defendants	
Sackler Lefcourt, Ilene	