

AGENDA

JEFFERSON COUNTY BOARD MEETING

WEDNESDAY

November 12, 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://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 OCTOBER 14, 2025 AND OCTOBER 28, 2025 MEETING MINUTES**
6. **COMMUNICATIONS**
 - a. Notice of Public Hearing – Planning and Zoning – November 20, 2025 (page 1)
 - b. Treasurer’s Monthly Report (addendum)
7. **PUBLIC COMMENT (agenda items)**
8. **SPECIAL ORDER OF BUSINESS**
 - a. Presentation of Fund Balance Reserve Study by Government Finance Officers Association
9. **ANNUAL REPORTS**
 - a. Fair Park – Becky Roberts
 - b. Veterans Service – Yvonne Duesterhoeft
 - c. Planning and Development – Matt Zangl
 - d. Medical Examiner – Nichol Donovan
 - e. Health Department – Elizabeth McGreary
- COMMITTEE REPORTS / RESOLUTIONS / ORDINANCES**
10. **EXECUTIVE COMMITTEE**
 - a. Resolution – Amending Supervisory District Boundaries to Reflect Annexations (page 3)
11. **FINANCE COMMITTEE**
 - a. Resolution - Establishing non-countywide levies for health and library services (page 11)
 - b. Resolution – Establishing countywide levy and fees (page 12)
 - c. Ordinance – Amending Chapter 8, Article II of the Jefferson County Code of Ordinances regarding the Fund Balance (page 14)
 - d. Resolution – Denying claim for personal injury of Mary Novak (page 25)
 - e. Resolution – Denying claim for damages by Erie Insurance (page 26)
 - f. Resolution – Authorizing the Sale of County-owned land in the Food & Beverage Innovation Campus (page 27)

- g. Resolution – Authorizing Participation & Financial Commitment for the Pre-Disaster Flood Resilience Assessment Grant Program (page 29)
- 12. **HUMAN RESOURCES COMMITTEE**
 - a. Resolution – Amending the 2025 and 2026 Jefferson County Human Services Budgets and Approving the Elimination of a vacant Part-Time Waterloo Nutrition Site Manager Position and Creating a Part-Time Nutrition Program Administrative Assistant I Position in the Human Services Department (ADRC) (page 31)
- 13. **HUMAN SERVICES BOARD**
 - a. Resolution – Authorizing state human services contracts, consortium agreements, and professional service and care provider contracts (page 33)
- 14. **LAND & WATER CONSERVATION COMMITTEE**
 - a. Resolution – Authorizing the application and implementation of a Wisconsin Department of Natural Resources Aquatic Invasive Species Surface Water Planning Grant (page 47)
- 15. **PARKS COMMITTEE**
 - a. Resolution – Authorizing the Jefferson County Parks Department to Enter into an Agreement with Snyder & Associates to Complete an Update of the Jefferson County Park and Outdoor Recreation Plan (page 50)
- 16. **PLANNING AND ZONING COMMITTEE**
 - a. Report (page 52)
 - b. Ordinance – Amending Official Zoning Map (page 53)
- 17. **APPOINTMENTS BY COUNTY BOARD CHAIR**
 - a. Chad Hilstad to the Historic Sites Preservation Council to fill an unexpired term ending April 21, 2026. (page 55)
- 18. **APPOINTMENTS BY COUNTY ADMINISTRATOR**
 - a. Andrea Turke to the Lake Mills Library Board to fill an unexpired term ending May 1, 2028. (page 55)
- 19. **PUBLIC COMMENT** (General)
- 20. **ANNOUNCEMENTS**
- 21. **ADJOURN**

NEXT COUNTY BOARD MEETING
TUESDAY, DECEMBER 10, 2025
7:00 P.M.