

June 5, 2015

Fellow Supervisors,

There've been several inquiries about per diems (meeting fees) and under what conditions they can be claimed. To come up with objective guidelines, I've reviewed Chapter III Board of Supervisors Rules of Order 2014-2016, and Ordinance number 2001-09 (Supervisor Salary and Compensation).

My interpretation is that there are 4 conditions under which we claim a meeting fee. The first is attendance at a meeting of the county board. The second is attendance at a meeting of one of the 12 standing committees, or one of the 17 boards, commissions and other bodies, to which we've been appointed by either the county board chair or the county administrator, if the ordinance doesn't prohibit payment of meeting fees for that body. The third is attendance at district meetings, district conventions and similar non-committee meetings. The fourth is that the county board chairperson, having authority to attend and claim a meeting fee to attend meetings and conferences directly related to county government, or to meet with the county administrator, may direct a vice-chair or other member of the county board to attend in place of or along with the chairperson. Board members authorized by the chairperson to attend a meeting in place of or along with the chairperson must notify the county administrator at least 72 hours in advance of the meeting in order to claim a meeting fee.

The ordinances are a bit complex, so I propose these guidelines for management of the county board budget per diem line. If you've attended a meeting of a body that you've been appointed to, note your attendance on the blue sheet. The secretary, board chair, or one of the board vice chairs can sign it. If it's another type of meeting, you should get the board chair to sign off on it 72 hours or more in advance, and notify the county administrator as soon as you can, so he can be in the loop, because there may be a requirement under the law to publish the meeting information. If you'd like to see any change in the ordinance, I'd be happy to help you work through the process. If you have questions, or disagree with my interpretation of the ordinance, I'd be happy to have a conversation. Thanks for all you do.

Jim Schroeder, County Board Chairman

June 3, 2015

Sheriff Paul Milbrath

411 S. Center Ave.

Jefferson, WI 53549

RECEIVED

JUN - 8 2015

JEFFERSON CO. CLERK, WI
JEFFERSON COUNTY FINANCE

Dear Sheriff Milbrath:

This letter is to inform you that I must vacate my seat on the Jefferson County Board. Being that I am an undergrad at the University of Wisconsin-Whitewater, I live in one of the many residence halls on campus. The issue is that the district that I represent, District 24, splits my campus in half making two groupings of resident halls. Both the county and district lines end at a certain point within the boundaries of campus; that being said, the resident hall that I will be living in next semester is on the "wrong side" of both lines. Due to me moving out of Wellers Hall, my previous resident hall within district and county boundaries, with the intent not to return, I must vacate my seat effective immediately.

It saddens me greatly to have to leave the Jefferson County Board. I pushed myself to take this opportunity and I am so pleased that I did. Through this experience I have been able to broaden my outlook, when it comes to my future plans after graduation, be a part of my community and meet some amazing people. Thank you for this opportunity.

Sincerely,

Callie Edwards

RECEIVED

JUN 08 2015

JEFFERSON COUNTY
SHERIFF'S DEPT.

**GENERAL FINANCIAL CONDITION
JEFFERSON COUNTY WISCONSIN
June 1, 2015**

Available Cash on Hand		
May 1, 2015	\$	226,043.36
May Receipts	\$	<u>4,590,910.75</u>
 Total Cash	 \$	 4,816,954.11
Disbursements		
General - May 2015	\$	3,822,653.01
Payroll - May 2015	\$	<u>1,229,287.00</u>
 Total Disbursements	 \$	 <u>5,051,940.01</u>
 Total Available Cash	 \$	 (234,985.90)
Cash on Hand (in bank) June 1, 2015	\$	624,422.36
Less Outstanding Checks	\$	<u>859,408.26</u>
 Total Available Cash	 \$	 (234,985.90)
 Local Government Investment Pool - General	 \$	 25,827,205.35
Institutional Capital Management	\$	16,307,041.81
Local Government Investment Pool -Clerk of Courts	\$	25,959.68
Local Government Investment Pool -Farmland Preservation	\$	227,857.09
Local Government Investment Pool -Parks/Liddle	\$	81,558.71
Local Government Investment Pool -Highway Bond	\$	<u>3,737,030.40</u>
	\$	46,206,653.04
 2015 Interest - Super N.O.W. Account	 \$	 394.09
2015 Interest - L.G.I.P. - General Funds	\$	13,005.97
2015 Interest - ICM	\$	67,358.13
2015 Interest - L.G.I.P. - Parks /Carol Liddle Fund	\$	38.86
2015 Interest - L.G.I.P. - Farmland Preservation	\$	108.56
2015 Interest - L.G.I.P. - Clerk of Courts	\$	12.36
2015 Interest - L.G.I.P. - Highway Bond	\$	<u>1,050.40</u>
Total 2015 Interest	\$	81,968.37

JOHN E. JENSEN
JEFFERSON COUNTY TREASURER

RESOLUTION NO. 2015-_____

Approving Publication of a Request for Proposals for Replacement of the Security Surveillance System for the Jefferson County Sheriff's Office

Executive Summary

During the course of the past year, it has been determined that it is necessary to upgrade the Sheriff's Office security surveillance video system. Funds for this project have been allocated to the Sheriff's Office as part of the County five-year capital improvement plan included in the 2015 Budget which anticipated purchasing the new video security surveillance system in the 2016 budget year. This resolution seeks authorization to publish a Request for Proposals and to use funds to purchase the system in 2015 which were originally designated for use in 2016. The purchase and installation of the new IP video security surveillance system will include software, hardware and related equipment and services for the purpose of upgrading the current system. Sealed bids will be solicited and submitted for consideration pursuant to the terms of the Request for Proposals following approval of this resolution. The expected cost for this project is between \$120,000 and \$150,000.

WHEREAS, a security video surveillance system serves an important role in providing for the safety of Jefferson County employees working in the Sheriff's Office and for jail inmates, and

WHEREAS, it has been determined that it is necessary to upgrade the Sheriff's Office security surveillance video system in budget year 2015 in order to maintain the necessary level of safety and security, and

WHEREAS, before a Request for Proposals can be published seeking bids to upgrade the current security video surveillance system, the County Board must authorize publication of a Request for Proposals pursuant to Section 6 of the Jefferson County Purchasing Ordinance, and

WHEREAS, after the bids have been submitted, the County Board will have the opportunity to review and approve the lowest responsible bidder to perform the work, and

WHEREAS, adequate funds are available from the Jail Assessment Fees and therefore no property tax levy funds will be used for this project.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Administrator is hereby authorized to publish a Request for Proposals seeking bids for the installation of a new IP video security surveillance system for the Jefferson County Sheriff's Office.

BE IT FURTHER RESOLVED that funding for this capital expenditure was in the five year capital expenditure plan for the 2016 budget year is hereby approved for use in the 2015 budget year.

Fiscal Note: The estimated cost of the new IP video security surveillance system is between \$120,000 and \$150,000. Funding for this expenditure was originally authorized for use in the 2016 budget year in the five year capital improvement plan. Adequate funds are available in Business Unit 2203 – Jail Assessment Fees, to fund the project in 2015.

Ayes _____ Noes _____ Abstain _____ Absent _____ Vacant _____

Requested by
County Administrator

06-09-15

J. Blair Ward: 06-04-15; Ben Wehmeier, Barb Frank, Brian Lamers: 06-05-15

APPROVED: Administrator _____; Corp. Counsel _____; Finance Director _____

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


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APPROVED: Administrator ; Corp. Counsel ; Finance Director 

APPOINTMENTS BY COUNTY ADMINISTRATOR

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

By virtue of the authority vested in the County Administrator under Sections 59.18 of the Wisconsin Statutes, I do hereby request the County Board’s confirmation of the following appointments:

Zoning Board of Adjustment

- a. Janet Sayre-Hoeft, Johnson Creek, Wisconsin, for a three-year term ending July 1, 2018.

AYES _____ NOES _____ ABSTAIN _____ ABSENT _____

- b. Paul Hynek, Cambridge, Wisconsin, as an alternate for a three-year term ending July 1, 2018.

AYES _____ NOES _____ ABSTAIN _____ ABSENT _____

Historic Sites Preservation Commission

- c. Julia Ince, Fort Atkinson, Wisconsin, for an unexpired term ending April 1, 2016. I respectfully request confirmation of this appointment.

AYES _____ NOES _____ ABSTAIN _____ ABSENT _____

APPOINTMENTS BY HUMAN SERVICES BOARD

Nutrition Project Council

- a. Karen Anfang, Sullivan, Wisconsin, appointed for an indeterminate term.

AYES _____ NOES _____ ABSTAIN _____ ABSENT _____

- b. Carol Ellingson, Jefferson, Wisconsin, appointed for an indeterminate term.

AYES _____ NOES _____ ABSTAIN _____ ABSENT _____

Aging & Disability Resource Center Advisory Committee

- c. Russell Kutz, Jefferson, Wisconsin, for a three-year term ending July 1, 2018, to replace Jim Mode.

AYES _____ NOES _____ ABSTAIN _____ ABSENT _____

- d. Marcia Bare, Jefferson, Wisconsin, for a three-year term ending July 1, 2018, to replace Georganne Mortensen.

AYES _____ NOES _____ ABSTAIN _____ ABSENT _____

- e. Earlene Ronk, Jefferson, Wisconsin, reappointed for a three-year term ending July 1, 2018.

AYES _____ NOES _____ ABSTAIN _____ ABSENT _____