

**JEFFERSON COUNTY BOARD MINUTES
TUESDAY, OCTOBER 13, 2009, 7:00 P.M.**

Ms. Sharon Schmeling presiding.

Mr. Kuhlman led the Pledge of Allegiance.

A moment of silence was observed.

The County Clerk called the roll, all members being present except Mr. Zastrow, Mr. Reese and Mr. Babcock.

District 1	Richard C. Jones	District 2.....	Vic Imrie, Jr.
District 3.....	Greg David	District 4.....	Augie Tietz
District 5.....	Jim Braughler	District 6.....	Ron Buchanan
District 7.....	Dwayne C. Morris	District 8.....	Rick L. Kuhlman
District 9.....	Scott Seefeldt	District 10.....	Lloyd Zastrow
District 11.....	Donald Reese	District 12.....	Mike Burow
District 13.....	Vacant	District 14.....	Pamela Rogers
District 15.....	Steven J. Nass	District 16.....	John Molinaro
District 17.....	Carol Ward Knox	District 18.....	Sharon L. Schmeling
District 19.....	Amy Kramer	District 20.....	John C. Kannard
District 21.....	Robert G. Yachinich	District 22.....	Blane Poulson
District 23.....	George Jaeckel	District 24.....	Gregory M. Torres
District 25.....	Walt Christensen	District 26.....	Carlton Zentner
District 27.....	Glen D. Borland	District 28.....	Julie J. Nelson
District 29.....	Paul Babcock	District 30.....	Jim Mode

Also in attendance were the following department heads: Human Services Director Kathleen Cauley, Veteran’s Service Officer Yvonne Duesterhoeft, Accounting Manager David Ehlinger, County Clerk Barbara Frank, Economic Development Consortium Director Dennis Heling, Register of Deeds Staci Hoffman, Highway Commissioner Bill Kern, Interim Director of Planning & Zoning Rob Klotz, Sheriff Paul Milbrath, Maintenance Manager Mark Miller, Parks Director Joseph Nehmer, Human Resources Director Terri Palm-Kostroski, County Administrator Gary Petre, Corporation Counsel Philip Ristow, Countryside Home Administrator Earlene Ronk, and Director/Health Officer Gail Scott.

County Administrator Gary Petre informed the Board that it was in compliance with the Open Meetings Law.

The agenda was approved as presented with the exception of moving the “Presentation of the 2010 Recommended County Budget” after “Public Comment” to accommodate UW Whitewater journalism students who were present.

Mr. Nass moved that the minutes of the September 8, 2009, meeting be approved as corrected. Seconded and carried.

**GENERAL FINANCIAL CONDITION
JEFFERSON COUNTY, WISCONSIN
OCTOBER 1, 2009**

Available Cash on Hand		
September 1, 2009	\$	3,792.17
September Receipts		<u>7,252,794.34</u>
Total Cash		\$ 7,256,586.51

Disbursements			
General – September 2009	\$5,425,428.70		
Payroll – September 2009	<u>1,543,905.14</u>		
Total Disbursement			<u>6,969,333.84</u>
Total Available Cash			\$ 287,252.67
Cash on Hand (in banks) October 1, 2009	\$ 660,333.68		
Less Outstanding Checks	<u>373,081.01</u>		
Total Available Cash			\$ 287,252.67
AIM Government & Agency Portfolio			\$ 3,988,257.05
Local Government Investment Pool – General			13,735,797.40
Institutional Capital Management			11,997,022.75
Local Government Investment Pool – Clerk of Courts			160,274.66
Local Government Investment Pool – Farmland Preservation			261,011.68
Local Government Investment Pool – Parks/Liddle			<u>205,523.12</u>
			\$30,347,886.66
2009 Interest – Super N.O.W. Account		\$ 2,608.80	
2009 Interest – L.G.I.P. – General Funds		91,037.99	
2009 Interest – ICM		235,763.24	
2009 Interest – AIM		9,404.82	
2009 Interest – L.G.I.P. – Parks/Carol Liddle Fund		773.71	
2009 Interest – L.G.I.P. – Farmland Preservation		1,011.68	
2009 Interest – L.G.I.P. – Clerk of Courts		<u>675.26</u>	
Total 2009 Interest		\$ 341,275.50	

JOHN E. JENSEN
JEFFERSON COUNTY TREASURER

County Clerk Barbara A. Frank presented the following communications:

1. Report Used for Apportionment of County Levy and report on Net New Construction for 2008-2009 as follows:

**REPORT USED FOR APPORTIONMENT OF COUNTY LEVY
JEFFERSON COUNTY
2009 COUNTY APPORTIONMENT
(ALL PROPERTY)
2009 EQUALIZED VALUE REDUCED BY TID VALUE INCREMENT**

DISTRICT	REAL ESTATE	PERS. PROP.	TOTAL	% TO TOTAL
AZTALAN	133,662,000	2,545,300	136,207,300	.02060
COLD SPRING	74,947,700	312,700	75,260,400	.01138
CONCORD	186,598,600	977,000	187,575,600	.02837
FARMINGTON	137,310,200	8,287,200	145,597,400	.02202
HEBRON	104,802,600	45,000	104,847,600	.01586
IXONIA	410,415,000	5,986,900	416,401,900	.06298
JEFFERSON	192,934,900	921,000	193,855,900	.02932
KOSHKONONG	373,627,200	1,944,900	375,572,100	.05680
LAKE MILLS	286,932,800	1,633,800	288,566,600	.04365
MILFORD	106,236,000	482,900	106,718,900	.01614
OAKLAND	349,043,100	682,900	349,726,000	.05290
PALMYRA	202,553,600	730,600	203,284,200	.03075

SULLIVAN	194,653,200	1,041,300	195,694,500	.02960
SUMNER	121,182,100	849,700	122,031,800	.01846
WATERLOO	88,327,700	1,190,500	89,518,200	.01354
WATERTOWN	207,424,500	2,305,000	209,729,500	.03172
TOWN TOTAL	3,170,651,200	29,936,700	3,200,587,900	.48409
CAMBRIDGE	6,413,400	0	6,413,400	.00097
JOHNSON CREEK	206,032,100	2,648,000	203,384,100	.03076
LAC LA BELLE	552,800	0	552,800	.00008
PALMYRA	119,263,800	4,685,600	123,949,400	.01875
SULLIVAN	48,102,300	940,600	49,042,900	.00742
VILLAGE TOTAL	380,364,400	2,978,200	393,342,600	.05798
FORT ATKINSON	861,514,900	25,152,000	886,666,900	.13411
JEFFERSON	499,132,300	14,509,300	513,641,600	.07769
LAKE MILLS	461,502,500	11,186,200	472,688,700	.07149
WATERLOO	193,880,600	3,870,200	197,750,800	.02991
WATERTOWN	885,976,300	20,870,700	906,847,000	.13715
WHITEWATER	49,636,700	447,300	50,084,000	.00758
CITY TOTAL	2,951,643,300	76,035,700	3,027,679,000	.45793
COUNTY TOTAL	6,502,658,900	108,950,600	6,611,609,500	1.00000

TID VALUE INCREMENTS

DISTRICT	TID #	YEAR	BASE VALUE	CURRENT VALUE	INCREMENT
V. JOHNSON CREEK	02	1994	11,378,800	81,221,400	69,842,600
V. JOHNSON CREEK	03	1995	701,400	44,785,400	44,084,000
V. PALMYRA	02	1995	166,300	3,096,400	2,930,100
V. PALMYRA	03	2006	430,300	8,582,500	8,152,200
C. FORT ATKINSON	06	2000	1,135,400	10,359,900	9,224,500
C. FORT ATKINSON	07	2000	11,587,900	23,683,500	12,095,600
C. JEFFERSON	02	1997	9,125,900	15,632,500	6,506,600
C. JEFFERSON	04	2000	0	3,654,400	3,654,400
C. JEFFERSON	05	2001	19,442,200	28,149,600	8,707,400
C. LAKE MILLS	02	1998	11,445,700	24,924,600	13,478,900
C. LAKE MILLS	03	2006	6,993,800	7,326,800	333,000
C. LAKE MILLS	04	2006	7,446,000	11,132,300	3,686,300
C. WATERLOO	01	2005	5,961,500	11,705,500	5,744,000
C. WATERTOWN	03	1991	2,081,800	60,377,100	58,295,300
C. WATERTOWN	04	2005	1,047,600	2,200	*
C. WATERTOWN	05	2005	28,998,600	28,406,800	*
C. WATERTOWN	06	2005	225,800	4,626,200	4,400,400
C. WHITEWATER	04	1990	968,200	17,725,600	16,757,400
C. WHITEWATER	05	2007	14,500	42,100	27,600
C. WHITEWATER	08	2007	503,700	1,408,300	904,600

*This district has a zero or negative value increment, no increment shown.

NET NEW CONSTRUCTION 2008-2009

COMMUNITY CODE	NAME OF MUNICIPALITY	2008 TOTAL EQUALIZED VALUE	AMOUNT OF NET NEW CONSTRUCTION	PERCENT CHANGE
28002	TOWN OF AZTALAN	\$143,288,900	\$ 1,489,700	1.040
28004	TOWN OF COLD SPRING	73,953,100	738,700	0.999
28006	TOWN OF CONCORD	189,699,700	3,945,000	2.080
28008	TOWN OF FARMINGTON	134,653,200	2,811,800	2.088
28010	TOWN OF HEBRON	100,112,800	801,700	0.801
28012	TOWN OF IXONIA	414,993,900	14,512,900	3.497
28014	TOWN OF JEFFERSON	189,106,100	2,176,900	1.151
28016	TOWN OF KOSHKONONG	384,376,800	1,641,000	0.427
28018	TOWN OF LAKE MILLS	291,728,900	1,845,300	0.633
28020	TOWN OF MILFORD	108,483,500	268,700	0.248
28022	TOWN OF OAKLAND	354,013,500	3,296,700	0.931
28024	TOWN OF PALMYRA	204,482,700	2,320,900	1.135
28026	TOWN OF SULLIVAN	198,639,500	800,600	0.403
28028	TOWN OF SUMNER	131,740,700	-3,028,400	-2.299
28030	TOWN OF WATERLOO	89,704,500	1,055,600	1.177
28032	TOWN OF WATERTOWN	200,009,800	6,707,000	3.353
28111	VILLAGE OF CAMBRIDGE*	6,284,300	136,400	2.170
28141	VILLAGE OF JOHNSON CREEK	319,230,000	4,583,700	1.436
28146	VILLAGE OF LAC LA BELLE*	399,500	0	0.000
28171	VILLAGE OF PALMYRA	135,441,400	678,000	0.501
28181	VILLAGE OF SULLIVAN	47,570,300	589,500	1.239
28226	CITY OF FORT ATKINSON	915,405,200	7,892,200	0.862
28241	CITY OF JEFFERSON	528,021,000	7,508,500	1.422
28246	CITY OF LAKE MILLS	487,638,100	8,578,600	1.759
28290	CITY OF WATERLOO	203,681,200	1,068,100	0.524
28291	CITY OF WATERTOWN*	967,605,400	14,861,300	1.536
28292	CITY OF WHITEWATER*	76,906,600	3,435,100	4.467
28999	COUNTY OF JEFFERSON	\$6,897,170,600	\$90,715,500	1.315

*Split districts are summed at the end of the report.

2. Letter dated September 28, 2009, from Governor Jim Doyle awarding Jefferson County two Homeland Security grants totaling \$11,000. The first grant of \$1,000 will be used to improve Mutual Aid Radio Communications (MARC) by equipping Jefferson County's system with automated identification capabilities. The second grant for \$10,000 will provide funds for the Town of Oakland to purchase a generator for the Emergency Operation Center.

3. Notice of Public Hearing from the Planning and Zoning Committee for a hearing to be held on October 15, 2009, at 7:00 p.m. in Room 205 of the Jefferson County Courthouse.

The communications and notice were received and placed on file.

The floor was opened for public comment. John Molinaro, Town of Oakland, spoke on the \$18,000 grant to the Jefferson County Historic Site Preservation Commission from the Wisconsin Historical Society for a historical survey of the northeast quarter of Jefferson County. Mr. Molinaro also spoke on the Lake Ripley Management District dedication of the preserve off Highway A. Greg David, Town of Watertown; Earlene Ronk,

City of Jefferson; Shirley Hofer, Lake Mills and LaVerne Behrens, Fort Atkinson, addressed the Board regarding Countryside Home.

County Administrator Gary R. Petre presented the 2010 Recommended Budget.

October 13, 2009

TO THE HONORABLE JEFFERSON COUNTY BOARD SUPERVISORS:

Pursuant to Wisconsin Statutes Section 59.18(5) and County Board Resolution No. 12, April 21, 1970, I submit to you the Jefferson County 2010 Recommended Budget (as amended by the Finance Committee) for your review, consideration and action.

The 2010 budget development process began on May 13, 2009, with the issuance of the County Administrator's 2010 Budget Guidelines. County departments responded very favorably to the guidelines that were issued to them. This 2010 Budget is the result of the combined hard work of the county department heads, Accounting Manager, Corporation Counsel, Human Resources Director, Administrative Assistant-Confidential and department staff. In addition, the County Board's Finance Committee reviewed the entire budget and recommended changes as they determined were appropriate.

As directed by the Finance Committee, the 2010 Recommended Budget was developed based on the assumption that the September 15, 2009, tax levy increase referendum was NOT approved by voters and that the County Board will proceed with the sale of Countryside Home. The County's General Fund Balance is being used to balance the 2010 Recommended Budget and net proceeds from the eventual sale of Countryside Home will be used to replenish the Fund Balance and prepay the outstanding debt issued on the construction of the Home. This Budget adheres to that directive.

I am always available to discuss with you any of the provisions in this document and encourage your thorough review of the 2010 Recommended Budget (as amended by the Finance Committee) before final consideration by the full County Board on November 10, 2009.

Respectfully submitted,

Gary R. Petre
County Administrator

**2010
RECOMMENDED BUDGET
(as amended by the Finance Committee)**

SUMMARY

INTRODUCTION

Pursuant to Wisconsin Statute 59.18 and Jefferson County Board Resolution No. 12, approved April 21, 1970, the Jefferson County 2010 Recommended Budget, as amended by the Finance Committee, is submitted to the County Board of Supervisors for its review, consideration and action.

The following is a summary of the major areas of the 2010 Recommended Budget:

PROPERTY TAX RATE

The 2010 Recommended Budget results in a countywide property tax rate of \$3.6735 per \$1,000 valuation. This represents a \$.0873 (2.4%) increase over the 2009 recommended tax rate of \$3.5862 per \$1,000 valuation. The \$3.6735 recommended tax rate is the third lowest countywide property tax rate in 24 years. In 1985, the countywide prop-

erty tax rate was \$2.7963.

PROPERTY TAX LEVY

The state imposed tax levy limit for 2010 is the greater of 3.0% or the County’s growth rate of new construction. This growth rate has been calculated by the State to be 1.315%. Based on a Recommended Budget with a 3.0% tax increase, this results in a \$720,976 tax levy increase. In addition, the State has allowed local units of government to recover previously unused property tax levy that was added to the 2009 tax levy limit. For Jefferson County, this amounts to \$1,300,951 (5.4%) of additional tax levy that the County could add to its budget. The Finance Committee is recommending that \$249,516 of this additional levy limit be added to the 2010 Budget, resulting in a tax levy increase of \$970,492 (4.0%). An additional \$46,090 (5%) tax levy increase for Library Services that is not part of the State’s tax levy limit, results in a total county tax levy increase of \$1,016,582.

As directed by the Finance Committee, the 2010 Recommended Budget was developed based on the assumption that the September 15, 2009, tax levy increase referendum was NOT approved by voters and that the County Board will proceed with the sale of Countryside Home. The County’s General Fund Balance is being used to balance the 2010 Budget and net proceeds from the eventual sale of Countryside Home will be used to replenish the Fund Balance and prepay the outstanding debt issued on the construction of the Home. This Budget adheres to that directive and as we now know, the referendum was NOT approved by voters. In order to balance the 2010 Budget, \$2.6M of General Fund Balance was applied to the budget in order to maintain the tax levy increase at 4%.

The following chart reflects the County’s property tax levy change after the 4% tax levy increase and the application of \$2.6M of General Fund Balance to the budget:

Property Tax Levy	2009	2010	<u>2009-2010 Change</u>	
	Adopted	Recommended	Amount	%
Countywide	\$23,761,435	\$24,287,826	\$526,391	2.2%
Health	271,095	715,196	444,101	163.8%
Subtotal	\$24,032,530	\$25,003,022	\$970,492	4.0%
Library	924,406	970,496	46,090	5.0%
Total	\$24,956,936	\$25,973,518	\$1,016,582	4.1%

EXPENDITURES

The 2010 Recommended Budget includes total county expenditures of \$76.7M, or \$.6M (.8%) less than the 2009 adopted expenditures of \$77.3M. This reduction is primarily due to expenditure reductions totaling \$2.0M in the Human Services and Health Departments. The expenditures reductions in these two departments reflect the elimination of 23 positions relating to the elimination of the service contract in 2010 with Care Wisconsin for the State’s Family Care Program. Care Wisconsin will no longer contract with the County to staff their agency’s services. As a result, the County is eliminating 23 positions in these two departments. Nineteen of these positions are currently filled and it is anticipated that these employees could accept positions with Care Wisconsin. A related revenue decrease is explained in the Revenue section of this Summary.

Expenditures in the Economic Development Consortium budget are increased by approximately \$2.0M to reflect Community Development Block Grant (CDBG) funding for business assistance loans related to 2008 flood damage. These additional expenditures are 100% offset with CDBG revenue.

Approximately \$472,000 in expenditure savings are included in the 2010 Recommended Budget for employee health insurance premium costs. These savings are the result of a net reduction in insurance premium charges to the County from the State Health Plan.

The 2010 Recommended Budget also reflects a \$350,000 expenditure decrease in the MIS Department. This is due to the current year budgeted replacement of computer/telephone switches that will not need to be repeated in 2010.

REVENUE

The 2010 Recommended Budget includes total county revenue of \$50.7M, or \$1.7M (3.2%) less than the 2009 Adopted revenue of \$52.4M. This revenue decrease is primarily due to a \$2.7M decrease in Human Services and Health Department revenues due to the contractual change with Care Wisconsin. The resultant net tax levy increase in the 2010 Budget, due to Care Wisconsin's contract cancellation with the County is approximately \$.7M.

Interest earnings on investments are reduced by \$500,000, from \$1.0M in the 2009 Budget to \$.5M in the 2010 Budget. In 2007, the County realized actual investment revenue of \$2.1M or \$1.6M more than budgeted for 2010. These revised estimates are based on the most recent information on the County's investment returns and the current volatility of the investment market.

Due to the impact of the economic recession, sales tax revenues are reduced by \$392,000, from \$5.1M in the 2009 Budget to \$4.7M in the 2010 Budget.

State shared revenues are anticipated to decrease by \$103,000 in 2010, based on information obtained from the State Legislative Fiscal Bureau.

Community Development Block Grant (CDBG) revenues of \$2.0M are included in the Economic Development Consortium budget to reflect funding for business assistance grants.

BUDGET HIGHLIGHTS

In addition to the budget information provided in the previous sections of the Summary, the following is a list of the major highlights of the 2010 Recommended Budget:

1. The 2010 Recommended Budget, excluding Library Services, includes a \$970,492 (4.0%) tax levy increase from the 2009 Adopted Budget. The State's tax levy limit permits the County to levy an additional \$1.0M if the County chooses to maximize its tax levy under tax levy limit. This budget does not include this additional tax levy.

In spite of a 4.0% tax levy increase, the 2010 Budget utilizes \$2.6M from the General Fund to "balance" the budget. Based on previous County Board action, it is anticipated that these funds will be restored with the net proceeds from the sale of Countryside Home.

2. As previously explained, the largest and single most change in the 2010 Budget that impacts upon the County's expenditures and revenues is the cancellation of the Care Wisconsin's service contract with the County, effective January 1, 2010. The elimination of this contract reduces budgeted expenditures and revenues by approximately \$2.0M and \$2.7M respectively, resulting in a net tax levy increase of approximately \$.7M.

3. The 2010 Recommended Budget incorporates a county auditor recommendation to show Countryside Home debt service costs directly in that department's budget instead of in the County's debt service budget. This change in accounting has the impact of increasing the 2010 budgeted tax levy in the Countryside Home budget by \$1,036,500 and excluding an equal amount of tax levy from the debt service budget.
4. The 2010 Recommended Budget marks the County's second year of participating in the State's Employee Health Plan and discontinuance of the County's self-funded health plan. It is estimated that in 2010 the County will reduce its health care premium costs by approximately \$472,000 from the 2009 Adopted Budget.
5. Tax levy support for the Fair Park is reduced by approximately \$109,000 in 2010, reflecting the department's efforts during the past year to reduce operating costs and increase sponsorship and event revenues. Tax levy for the annual Fair is budgeted at only \$37,000 in 2010.
6. Beginning in 2010, the Human Services Department will assume the responsibility for managing the transportation program of the Veteran's Services Department. The consolidation of this program with that of the Human Services Department's transportation program will provide for better coordination of services to all clients and result in more productive use of limited staff resources in the Veteran's Services office.
7. The 2010 Highway Department budget includes \$1,568,700 for a road construction project that will be funded with Federal Stimulus Funds. Funding requirements include that private contractors be used to reconstruct the 3.9 mile section of County Highway F, from US Highway 18 to County Highway B. Other county funded road construction projects totaling 9.8 miles are included in the 2010 Budget at approximately \$2.5M.
8. The tax levy support for the Health Department is increasing by approximately \$444,000, to a total of \$715,000 in 2010. This significant increase is due to the State shifting management of the Long Term Care Program from this department to Care Wisconsin. In previous years, billing fees related to that program were available to offset much of the tax levy support for other department programs. This impact is further explained in the department's budget narrative.

POLICY ISSUES

The development of the annual budget not only provides the County with a financial plan for the upcoming year, but also brings forward issues for consideration by the County's policy makers, the County Board.

The following is a list of "Policy Issues" that have been identified through the development of the 2010 Recommended Budget. These issues may or may not directly impact upon the 2010 Budget, but they may need to be addressed at sometime in the future:

1. Countryside Home

This year's budget cover features a rendering of Countryside Home. Of all of the policy issues facing the County in the 2010 budget, the future of Countryside Home is by far the most critical. This budget is based on the fact that the tax increase referendum was NOT approved by voters and that the County will proceed with the County Board's previous direction to enlist the services of a broker to assist in the sale of the Home. Significant changes to the 2010 Budget will be required if the

County Board rescinds its previous action on moving forward with the sale of Countryside Home. These changes to the budget would likely impact the delivery of other critical services to the public.

2. Family Care Program

As previously explained, Care Wisconsin's cancellation of its service contract with the County effective January 1, 2010, has significant financial and staffing impact on the County's Human Services and Health Departments. How the County continues to participate in this State Program in the future will be a subject of ongoing discussion. The County needs to maintain a watchful eye on this State Program, both in terms of services to county residents and the financial impact that it has on the county budget.

3. Department Operational Audits

The County has completed operational audits of its major departments and administrative functions. The 2010 Recommended Budget does not include funding for continuing the County's initiative of performing operational audits of county departments. Operational audits for the remaining county departments may not lead to substantial savings, based upon their relatively small percentage of the total tax levy.

4. State Imposed Tax Levy Limits

If the State continues to impose tax levy limits, local units of government will continue to be faced with reducing their operations and ultimately services to the public. These reductions will become more apparent in the future as they negatively impact core services. The decision on the level and use of local property taxes should be left with local residents and not with state government. The County should continue to support the Wisconsin Counties Association and other local government agencies in getting the State to change its current tax levy limit law.

5. Strategic Planning

The County Board, through its standing committees, the County Administrator and department heads need to work together to prioritize services and identify efficiencies in providing those core services to the public. As the County progresses with its development of a strategic plan, it will establish a mission for county government, based upon the delivery of those core services that are important to its residents. Input from county residents will be a critical step in this process, which is anticipated to be completed by mid 2010.

6. County Facility Improvements

In spite of the current financial pressures on county government and the volatile national (and global) economy, the County needs to continue the task of identifying future facility improvement needs, consolidation of facility functions, location, cost, and sources of funding. Capital planning should continue so that the County is ready to implement needed improvements when they become necessary and affordable.

7. Library Services

The 2010 Budget provides \$970,496 in tax levy support for the County's reimbursement to libraries for services to rural county residents. This represents a \$46,090 (5.0%) increase over the 2009 Adopted Budget. In spite of the continuing financial pressures on the county budget brought about by state levy limits, the eco-

conomic recession, holding the line on county department operating budgets, and growing health and human service needs of residents, the County is increasing its level of funding for municipal library services to rural county residents.

CONCLUSION

The 2010 Recommended Budget and anticipated fiscal constraints beyond 2010, necessitate the continued review of county service priorities. In most departments, the Budget provides for continuation of existing county services, although some of the service levels may vary from the current year. In addition, the Budget anticipates the need to upgrade its technology in order to improve services to the public and control its need for additional manpower, as the County continues to grow.

The development and preparation of the 2010 Recommended Budget could not have been completed without the hard work of department heads, the Accounting Manager, Corporation Counsel, Human Resources Director, and all of their staffs. The diligence and effort that all of these employees put forth during the past five months of the budget process is certainly commendable and greatly appreciated.

The thorough review of the 2010 Recommended Budget by the County Board’s Finance Committee was conducted during its budget hearings with county department heads. With its knowledge of the results of the September 15th public vote on the tax increase referendum, the Committee was in a position to formulate its budget recommendations to the full County Board.

**2010 RECOMMENDED BUDGET CLASSIFICATIONS
OF AUTHORIZED COUNTY POSITIONS**

COUNTY ADMINISTRATOR (3 FT)

- 1 County Administrator
- 1 Administrative Assistant – Confidential
- *** 1 Management Analyst
- FINANCE DIVISION (3.5 FT, 1 PT)
- 1 Accounting Manager
- .5 Fund Accountant (FT shared with Human Services)
- 1 Payroll Account Clerk
- 1 Payroll Technician/Accounting Asst. (PT)
- 1 Account Clerk-System Support

CENTRAL SERVICES (7 FT)

- 1 Manager - Maintenance
- 1 Maintenance Worker II
- 1 Maintenance Worker I
- 2 Custodian II
- 1 Custodian I
- 1 Central Services Worker

CHILD SUPPORT AGENCY (11 FT, 1 student)

- 1 Child Support Director
- 4 Child Support Enforcement Specialists

- 3 Legal Assistants
- 1 Financial & Software Specialist
- 1 Financial Support Specialist
- 1 Customer Service Representative
- 1 Co-op Student

NOTE: 2 Assistant Corporation Counsel (1 FT and 1 new PT) budgeted in CSA, but authorized in Corporation Counsel budget

CLERK OF COURTS (27.5 FT, 3 PT 8 SE)

- 1 Clerk of Circuit Court (also appointed as Register in Probate)
- 4 Lead Deputy Clerks
- 10 Court Clerk II – General (9 FT, 1 PT)
- 1 Court Clerk II – General/Deputy Register in Probate
- 2 Court Clerk II (Civil, Criminal)
- *** 1 Court Clerk II – General (1 PT, unfunded 7/1/10 – 12/31/10)
- *** 1 Court Clerk II – General (1 FT)
- 3 Judicial Assistant
- 1 Family Court Commissioner

- (Funded as Part-time)
- 1 Family Court Commissioner
 - 2 Family Court Counselors
 - 1 Legal Secretary
 - *** 1 Family Court Office Clerk (PT)
 - .5 Administrative Clerk/File Clerk (Full-time shared with LWCD)
 - ** 1 Circuit Court Commissioner/Deputy Register in Probate
 - 4 Judges (SE)
 - 4 Circuit Court Reporters (SE)
 - **** Eliminate 1 Court Attendant

CORONER (5 PT)

- 1 Coroner (PT)
- 1 Chief Deputy Coroner (PT)
- 3 Deputy Coroner (PT)

CORPORATION COUNSEL (4 FT, 1 PT)

- 1 Corporation Counsel
- 3 Asst. Corporation Counsel (2 FT, 1 PT)
- 1 Paralegal, Confidential/County Board Reporter

COUNTRYSIDE HOME (115 FT, 62 PT, OPTs)

- 1 Administrator
- 1 Plant Operations Manager
- 10 Medication Aides (9 FT, 1 PT)
- 81 CNA (42 FT, 39 PT)
- 1 Dietary Manager/Registered Dietician
- 4 Cook (2 FT, 2 PT)
- 8 Food Service Worker (4FT, 4 PT)
- 1 Lead Food Service Worker
- 6 Housekeeping Utility (4 FT, 2 PT)
- 13 Resident Care Workers (7 FT, 6 PT)
- 2 Laundry Workers
- 1 Maintenance Security (PT)
- 2 Unit Clerk
- 11 Registered Nurses (10 FT, 1 PT)
- 12 Licensed Practical Nurses (7 FT, 5 PT)
- 1 Confidential Secretary
- 2 Neighborhood Manager RN
- 1 Account Clerk/Data Base Specialist
- 1 Payroll/Human Resources Assistant
- 1 Health Information Systems Manager
- 1 Volunteer Services Coordinator

- (PT)
- 1 Medical Records Clerk
- 2 Social Worker/Admission Coordinators
- 1 Director of Nursing
- 1 Staff Development Coordinator
- 1 Scheduling Clerk
- 1 Resident Care Coordinator
- 5 Activity Therapy Assistant
- 2 Lead Building Maintenance Worker
- 2 Account Clerk II
- Student Aides, Dietary In-house pool/Occasional staff for Registered Dietician, CNAs, Medication Aides, Resident Care Workers, LPNs & RNs as needed

COUNTY BOARD (30 PT)

- 30 County Board of Supervisors (PT)

COUNTY CLERK (3 FT, 1 OPT)

- 1 County Clerk
- 1 Administrative/Elections Clerk Clerical Assistant (OPT – 1000 hours)
- *** 1 Administrative/Elections Clerk

COUNTY TREASURER (2.5 FT)

- 1 County Treasurer
- 1 Deputy Treasurer
- .5 Assistant Deputy Treasurer (FT shared with Land Information Office)

DISTRICT ATTORNEY (11 FT, 1 PT, 5.3 SE)

- 1 District Attorney (SE)
- 4.3 Assistant District Attorney (SE)
- 1 Office Manager
- 5 Legal Secretaries
- 1 Legal Secretary/Receptionist
- 1 Victim Witness Coordinator
- 1 First Offender Program Director
- *** 1 First Offender Program Secretary (PT)
- 1 Justice Information Sharing Coordinator
- 1 Paralegal

ECONOMIC DEVELOPMENT (1 FT, 1 PT)

- 1 Economic Development Director
- 1 Economic Development

Secretary (PT)

FAIR PARK (4 FT, 1 PT, 2 OPT, 5 Seasonal, 15-20 fair week staff)

- 1 Fair Park Director
- 1 Fair Park Supervisor
- 1 Administrative Secretary
- 1 Fairgrounds Maintenance Worker II
- * 1 Grounds Worker (PT)
- 1 Office Assistant (Seasonal)
- 2 Seasonal Worker
- 1 Grounds Worker (OPT)
- * 1 Grounds Worker (OPT)
- 2 On-site Caretaker (6 mo.)
Fair time staff (15-20)
- **** Eliminate 1 Fairground
Maintenance Worker II

HEALTH DEPARTMENT (15 FT, 3 PT, OPTs)

- 1 Director/Health Officer
- 8 Public Health RN (6 FT, 2 PT)
- 1 WIC Project Director
- 1 Billing Clerk/WIC Clerk
- 1 Office Manager
- 1 Billing Spec./Cancer Grant
Outreach Coordinator
- ** 1 Public Health Program Assistant
- 1 Personal Care Program Assistant
- 2 Public Health Technicians
- 1 WIC Registered Dietetic
Technician (PT)
Occasional PT RNs & Public
Health Technicians as needed
- **** Eliminate 10 Long Term Care RNs
- **** Eliminate 1 Public Health
Program Mgr.
- **** Eliminate 1 Public Health
Program Asst.
- **** Eliminate 1 Personal Care
Program Asst.
- **** Eliminate 1 Public Health
Technician (PT)

HIGHWAY (58 FT, seasonal & part-time workers)

- 1 Highway Commissioner
- 1 Operations Manager
- 1 Fleet Manager
- 1 Patrol Superintendent
- 1 Construction Superintendent
- * 1 Engineering Technician/Project

Foreman

- 1 Accounting Supervisor
- 2 Account Clerk
- 1 Custodian
- 4 Equipment Mechanic II
- 7 Equipment Operator II
- * 2 Equipment Operator II
- 1 Equipment Parts Person
- 3 Highway Lead Workers
- 1 Sign Worker
- 1 Welder Fabricator
- 29 Highway Workers
Seasonal Position (3,000 hrs.)
Part Time Position (700 hrs.)
- **** Eliminate 1 Engineering Aide
- **** Eliminate 1 Engineering Assistant
- **** Eliminate 1 Shop Lead Worker
- **** Eliminate 1 Highway Lead Worker
- **** Eliminate 2 Highway Workers

HUMAN RESOURCES (4 FT)

- 1 Human Resources Director
- 1 Benefits Administrator
- 1 Human Resources Associate
- *** 1 Volunteer Services Coordinator

HUMAN SERVICES (145.5 FT, 14 PT)

- 1 Director of Human Services
- 1 Administrative Services Manager
- 1 Supervisor – Economic Support
Services
- 1 Office Manager
- 1 Aging and Disability Resources
Manager
- *** 1 Behavioral Health Resources
Division Manager
- 1 Family Resources Division
Manager
- 1 Child Protective Services
Supervisor
- *** 1 Delinquency Supervisor (unfund-
ed eff. 7/1/2010)
- 1 Mental Health/AODA Supervisor
- 1 W-2 Economic Support Services
Supervisor
- 1 Community Support Program
Supervisor
- 1 Comprehensive Community
Services Supervisor
- 1 Maintenance Supervisor
- 1 Group Home Supervisor
- 1 Early Intervention Services

	Supervisor		Receptionist
1	ADRC Coordinator	1	Transportation Scheduler/ Van Driver
3	Account Clerks		Van Driver
2	Accountants	*	1 Lead Delinquency Worker (eff. 7/1/10)
.5	Fund Accountant (FT shared w/Finance)		7 Human Service Professional II
1	Asst. Aging Benefit Specialist (PT)		3 Comprehensive Community Service Facilitator
1	Aging Benefits Specialist		10 Human Services Professional I
***	1 Disability Benefit Specialist	***	1 Human Services Professional I (effective 7/1/10)
1	File Clerk	**	1 Adult Protective Services Case Manager
1	File Clerk (PT)	*	1 Adult Protective Services Case Manager
1	Lead Custodian		7 Child Protective Services Ongoing Professional – I
1	Janitor (PT)		8 Community Support Program Professional II
1	Community Services/Wrap- Around Coordinator		2 Community Support Program Professional I
3	Support Services Planner		1 Alternate Care Coordinator
4	Economic Support Specialist		2 Early Intervention Service Coordinator
2	Child Care Service Coordinators		3 Early Intervention Program Teachers
1	Financial Intake Worker		8 Intake/On-Call Workers
4	Financial Planners		1 Lead Intake Worker
1	Protective Representative Payee		2 AODA Therapist/OWI Assessors
1	IT Specialist		1 Foster Care Coordinator
1	Lead Wraparound Coordinator		1 Personal Assistant Case Manager/ Family Support Coordinator
1	Medical Records Administrator/ HIPAA Officer		1 Vocational Rehab Specialist
2	Building Maintenance Workers		1 Jail Case Manager
5	Nutrition Site Managers (PT)		1 Nurse Case Manager
***	1 Nutrition Site Manager (PT)		3 ADRC Social Workers
11	Community Outreach Workers (10 FT, 1 PT)	****	Eliminate 1 Developmentally Disabled/LTS Supervisor (eff. 2/1/10)
***	1 Community Outreach Worker (1 PT)	****	Eliminate 13 Human Services Profession I
2	Family Development Workers	****	Eliminate 1 Nutrition Site Manager (PT)
1	Mental Health Technician		
1	Financial Assistant Worker		
6	Group Home Workers (4FT, 2 PT)		
***	1 Group Home Worker		
1	Secretary – Nutrition Program Coord./LTS		
1	Secretary – Alternate Care Coordinator		
1	Secretary – Community Support Assistant		
1	Secretary – Economic Support		
2	Secretary		
***	1 Secretary		
1	Appointment Secretary		
1	Receptionist/Secretary		
***	1 Medical Records Secretary (PT)		
2	Appointment Secretary/		
			LAND & WATER CONSERVATION (5.5 FT, INTERNSHIPS)
			1 County Conservationist
			2 Resource Conservationist
			1 Water Resource Management Specialist

- .5 Administrative Clerk/File Clerk
(FT shared with Clerk of Courts)
- 1 GIS & Land Use Technician
- *** 1 Student Intern

LAND INFORMATION OFFICE (4.5 FT, INTERNS)

- 1 Director
- 1 Licensed Land Surveyor
- 1 Cartographer
- 1 Administrative Clerk
- .5 Land Information Assistant (FT shared with Treasurer)
- *** 1 Student Intern

MANAGEMENT INFORMATION SYSTEMS (MIS) (8 FT, 1 PT, 1 STUDENT)

- 1 Systems and Applications Manager
- 1 Information Technology Manager
- 1 Systems Analyst
- *** 1 Programmer Analyst
- 1 Senior Systems Analyst
- 1 Senior Micro Computer Specialist
- 1 Micro Computer Specialist
- 1 Micro Computer Technician
- 1 Central Duplicating Clerk (PT)
- 1 Student Hardware Technician

PARKS DEPARTMENT (5.6 FT, 4 PT, 7 seasonal/OPT)

- 1 Director
- 1 Parks Supervisor
- 1 Parks Construction & Maintenance Lead Worker
- 1 Building & Grounds Maintenance Worker
- 3 Parks Maintenance Worker (PT)
- 1 Administrative Secretary
- 2 Seasonal Workers
- 4 Grounds Workers (OPT)
- .6 Program Assistant (Shared FT with Emergency Management)
- *** 1 Volunteer Coordinator (PT)
- * 1 Dog Park Attendant (OPT)
- **** Eliminate 1 Parks Supervisor

REGISTER OF DEEDS (4 FT, 1 PT)

- 1 Register of Deeds
- 1 Chief Deputy Register of Deeds
- 1 Deputy Register of Deeds I
- 1 Register of Deeds Data Entry

- Clerk (PT)
- *** 1 Deputy Register of Deeds I

SHERIFF (126.4 FT, 6 PT, 1 LTE, OPTs)

ADMINISTRATIVE/DETECTIVE DIVISION

- 1 Sheriff
- 1 Chief Deputy
- *** 1 Undersheriff (OPT)
- 1 Captain
- 1 Confidential Secretary
- 1 Account Clerk
- 2 Sergeants
- 8 Detectives
- 2 Secretaries (1 FT, 1 PT)
- 1 Secretary Drug Task Force
- 1 Receptionist/Secretary
- 1 Clerk Typist

PATROL DIVISION

- 1 Captain
- 6 Sergeants
- 34 Deputies
- *** 1 Deputy (unfunded 6 months, 1/1/10 – 6/30/10)

- 1 Secretary
- 1 Mechanic

SUPPORT SERVICES

- 1 Sergeant
- 5 Deputies
- *** 4 Deputies
- 1 Clerical Assistant
- Pool of part-time deputies, as needed

COMMUNICATION DIVISION

- 9 Communication Operator
- 1 Communication Supervisor
- Pool of part-time Communication Operators, as needed

JAIL DIVISION

- 1 Captain
- 6 Sergeants
- 29 Deputies
- 2 Clerk Typists
- 1 Jail Food Service Supervisor
- 4 Cook (1 FT, 3 PT)
- *** 1 Cook (unfunded 3 months, 1/1/10 – 3/30/10)

- 2 Custodian II (PT)
- 1 Grant Funded LTE

EMERGENCY MANAGEMENT

- 1 Emergency Management Director

.4 Program Assistant (Shared FT w/Parks)
UNIVERSITY EXTENSION (3 FT, 4 SE, 1 intern)
 1 Agricultural Agent (SE)
 1 Family Living Agent (SE)
 1 Community Development Agent (SE)
 1 Youth Development Agent (SE)
 1 4-H Summer Intern
 2 Administrative Secretaries
 *** 1 Administrative Secretary
VETERANS SERVICE (2 FT, 1 LTE)
 1 Veterans Service Officer
 1 Veterans Benefits Specialist
 *** 1 Veterans Service Clerk (LTE)

ZONING (8 FT)
 *** 1 Director – Zoning & Planning
 1 Zoning/Land Use Technician (Interim Director)
 1 Onsite Waste Systems Tech
 *** 1 Zoning/Solid Waste Technician
 1 Zoning/Onsite Systems Technician
 1 Zoning Assistant
 1 Program Assistant
 1 Administrative Clerk
 * New Positions
 ** Reclassed/New Job Title Positions
 *** Unfunded Positions
 **** Eliminated Positions
 SE = State Employee

Authorized Position Summary

<u>2009</u>	<u>2010</u>	<u>Change</u>	<u>Type</u>
612	582	(30.0)	Full Time Position
106	104	(2.0)	Part Time Position
30	30	0.0	County Board Supervisors (PT)
19	20	1.0	Seasonal/Occasional/LTE Position
<u>767</u>	<u>736</u>	<u>(31.0)</u>	Total County Positions
17.3	17.3	0.0	State Positions
784.3	753.3	(31.0)	Total Positions
23.0	29.25	6.25	Unfunded Positions
<u>761.3</u>	<u>724.05</u>	<u>(37.25)</u>	Total Funded Positions

2010 JEFFERSON COUNTY POSITION CHANGES

Department	Position Title	Action	Requested By Depart. Head	Recommended By Co. Administrator	Recommended by Finance Committee	Comments
Clerk of Courts	1 Court Clerk II – General	Unfund	Yes	Yes	No	Unfund 1/1/10 – 2/28/10; Finance funded effective 1/1/10 with reduction in unemployment
	1 Court Clerk II – General (PT)	Unfund	Yes	Yes	Yes	Unfund 7/1/10 – 12/31/10
	1 Court Attendant	Eliminate	Yes	Yes	Yes	Position currently filled
District Attorney's Office	1 First Offender Program Secretary (PT)	Unfund	Yes	Yes	Yes	
Fair Park	1 Grounds Worker (PT)	Create	Yes	Yes	Yes	Elimination of full-time Maintenance Worker (currently filled) contingent on creation of part-time and occasional position
	1 Fairgrounds Maintenance Worker II	Eliminate	Yes	Yes	Yes	
Health Dept.	10 Long Term Care RNs	Eliminate	Yes	Yes	Yes	Positions currently filled
	1 Personal Care Program Assistant	Eliminate	Yes	Yes	Yes	and contracted for Family Care
	1 Public Health Program Manager	Eliminate	Yes	Yes	Yes	
	1 Public Health Program Assistant	Eliminate	Yes	Yes	Yes	Previously unfunded
Highway	1 Public Health Technician (PT)	Eliminate	Yes	Yes	Yes	Previously unfunded
	1 Engineering Technician/Project Foreman	Create	Yes	Yes	Yes	Creation of positions contingent on elimination of highway positions

2 Equipment Operator II	Create	Yes	Yes	Yes	that follow
1 Engineering Aide	Eliminate	Yes	Yes	Yes	Position currently filled
1 Engineering Assistant	Eliminate	Yes	Yes	Yes	
1 Shop Lead Worker	Eliminate	Yes	Yes	Yes	Position currently filled
1 Highway Lead Worker	Eliminate	Yes	Yes	Yes	Position currently filled
2 Highway Workers	Eliminate	Yes	Yes	Yes	
Human Services					
12 Behavioral Health Resources Division Manager	Unfund	Yes	Yes	Yes	
1 Delinquency Supervisor	Unfund	Yes	Yes	Yes	Unfund 7/1/10 – 12/31/10
1 Nutrition Site Manager (PT)	Unfund	Yes	Yes	Yes	
1 Nutrition Site Manager (PT)	Eliminate	Yes	Yes	Yes	
1 Community Outreach Worker	Unfund	Yes	Yes	No	
1 Secretary	Unfund	Yes	Yes	Yes	
1 Medical Records Secretary (PT)	Unfund	Yes	Yes	Yes	
1 Lead Delinquency Worker	Create	Yes	Yes	Yes	Create eff. 7/1/10, contingent on elimination of Delinquency Supervisor
1 Adult Protective Services Case Manager	Create	Yes	Yes	Yes	
1 Developmentally Disabled/LTS Supervisor	Eliminate	Yes	Yes	Yes	Eliminate 2/1/10

	13 Human Services Professional I	Eliminate	Yes	Yes	Yes	Positions currently filled and contracted for Family Care
	1 Human Services Professional I	Unfund	Yes	Yes	Yes	Unfund 7/1/10. Position currently filled and contingent on creation of Lead Delinquency Worker position
Land & Water Conservation	Student Interns	Unfund	Yes	Yes	Yes	
Parks Dept.	1 Dog Park Attendant (OPT)	Create	Yes	Yes	Yes	
	1 Parks Supervisor	Eliminate	Yes	Yes	Yes	Previously Unfunded
Sheriff	1 Undersheriff	Unfund	Yes	Yes	Yes	
	1 Deputy	Unfund	Yes	Yes	Yes	Unfund 1/1/10 – 6/30/10
	1 Cook	Unfund	Yes	Yes	Yes	Unfund 1/1/10 – 3/30/10
	Total Create	7.5		7.5		
	Total Eliminate	(38.0)		(38.0)		
	Sub-Total	(30.5)		(30.5)		
	Total Unfund	(10.4)		(10.4)		
	Total Fund	0		0		
	Net Change	(40.9)		(40.9)		

GENERAL FUND	2009 Adopted Budget	2010 Proposed Budget	Percent Change
<u>REVENUES</u>			
Taxes	13,856,776	14,424,755	4.10%
Special Assessments	0	0	0.00%
Intergovernmental Revenues	7,480,939	9,474,570	26.65%
Licenses and Permits	236,600	217,495	-8.07%
Fines, Forfeitures and Penalties	681,250	624,750	-8.29%
Public Charges for Services	2,432,950	2,453,235	0.83%
Intergovernmental Charges	717,205	589,239	-17.84%
Miscellaneous Revenue	1,566,684	1,116,291	-28.75%
Fund Balance Applied	2,701,577	2,592,482	-4.04%
Restricted Funds Applied	798,785	1,064,503	33.27%
Non-lapsing (discretionary) Funds Applied	1,876,710	1,285,204	-31.52%
Countryside Home Building Equity	(900,000)	(950,000)	5.56%
Operating Transfers Applied	900,000	950,000	5.56%
TOTAL REVENUES	32,349,476	33,842,524	4.62%
<u>EXPENDITURES</u>			
General Government	7,772,191	7,862,520	1.16%
Public Safety	13,169,995	14,215,724	7.94%
Health and Human Services	1,316,115	1,346,329	2.30%
Public Works	294,482	199,452	-32.27%
Culture, Recreation and Education	3,120,694	3,430,737	9.94%
Conservation and Development	1,439,025	3,364,037	133.77%
Capital Outlay	5,236,974	3,423,725	-34.62%
Debt Services	0	0	0.00%
Other Financing Uses	0	0	0.00%
TOTAL EXPENDITURES	32,349,476	33,842,524	4.62%

New or Discontinued Activities/Functions in the 2010 Budget [Wis. Stats. 65.90(3)(6)(bm)]:

1. Elimination of the Tobacco Control program through the Health Department.
2. Elimination of the Community Integration Program (CIP 1B) in Human Services. This function is now handled through the Managed Care organizations under Family Care.
3. Creation of the 1915i Program in Human Services, which provides Home and Community Based Services (HCBS) to individuals with serious and persistent mental illness problems.

ALL FUNDS	General Funds	Health Dept.	Human Services	Debt Service	Capital Projects	Countryside Home	Highway Dept.	MIS Dept.
Est. Fund Balance 1/1/2010	24,050,331	8,266	0	1	0	6,946,010	10,363,189	37,814
Budgeted Revenues	19,818,286	2,113,296	9,283,581	0	0	9,295,989	4,995,073	1,114,578
Budgeted \Expenditures	33,842,524	2,892,839	17,019,984	269,482	0	12,508,701	9,002,850	1,140,768

Tuesday, October 13, 2009

-121-

Budgeted Other Financing Sources/ (Uses)	4,942,189	64,347	100	1	0	(950,000)	0	26,190
Tax Levy	9,082,049	715,196	7,736,303	269,481	0	4,162,712	4,007,777	0
Fund Bal. Applied	(2,592,482)	(64,347)	0	0	0	0	0	0
Est. Fund Balance 12/31/2010	21,457,849	(56,081)	0	1	0	6,946,010	10,363,189	37,814

Mr. Nass read the report from the Planning and Zoning Committee.

**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 zoning ordinance of Jefferson County, filed for public hearing held on March 19, July 16 and September 17, 2009, as required by law pursuant to Wisconsin Statutes, notice thereof having been given, and being duly advised of the wishes of the town boards and persons in the areas affected, hereby makes the following recommendations:

APPROVAL OF PETITIONS 3413A-09, 3414A-09, 3393A-09 and 3425A-09
DATED THIS TWENTY-NINTH DAY OF SEPTEMBER 2009
Donald Reese, Secretary

THE EFFECTIVE DATE OF THE PRIOR MONTH'S AMENDMENTS,
PETITIONS 3207A-06, 3371A-08, 3410A-09, 3411A-09, 3423A-09 AND
3424A-09, IS SEPTEMBER 12, 2009.

Mr. Nass moved that the report be adopted. Seconded and carried.

Mr. Nass presented Ordinance No. 2009-14.

WHEREAS, the Jefferson County Board of Supervisors has heretofore been petitioned to amend the Jefferson County Zoning Ordinance, and

WHEREAS, Petition 3393A-09 was referred to the Jefferson County Planning and Zoning Committee for public hearing on March 19, 2009, Petitions 3413A-09 and 3414A-09 were referred for public hearing on July 16, 2009, and Petition 3425A-09 was referred for public hearing on September 17, 2009, and

WHEREAS, the proposed amendments have been given due consideration by the Board of Supervisors in open session,

NOW, THEREFORE, BE IT ORDAINED that the Jefferson County Board of Supervisors does amend the zoning ordinance of Jefferson County (and official zoning maps) as follows:

FROM AGRICULTURAL A-1 TO A-2, AGRIBUSINESS

Rezone PIN 016-0514-2022-006 (3.203 acres) at N1171 Old Hwy. 26, Town of Koshkonong. (3413A-09 – Herbert & Deborah Vincent)

Rezone approximately 0.7 acre of PIN 008-0715-1431-000 (35 acres) at N6210 N. Helenville Road in the Town of Farmington. (3414A-09 – David & Jaymie McCoy)

FROM AGRICULTURAL A-1 TO A-3, RURAL RESIDENTIAL

Create an approximate 2-acre building site at N5576 CTH D in the Town of Farmington from part of PIN 008-0715-2613-000 (19.78 acres). This is considered a non-prime ag land lot. Rezoning is conditioned upon road access approval, upon receipt by Zoning of a soil test showing sites for installation of both initial and replacement private sewage systems, and upon approval and recording of a final certified survey map for the property. (3393A-09 – Steve Knoebel)

Rezone to create an approximate 2-acre vacant lot on West Road and an approximate 1.7-acre lot around the home at N9198 West Road in the Town of Watertown. The site is part of PIN 032-0814-1021-000 (40 acres) and 032-0814-1024-000 (40 acres). One prime ag land lot is utilized by this rezoning. Action is conditioned upon road access approval for each lot, upon receipt by Zoning of a soil test for the vacant lot showing sites for installation of both initial and replacement private sewage systems, and upon approval and recording of a final certified survey map for the property, including extraterritorial plat review if necessary. (3425A-09 – Lewis Tripi)

Mr. Nass moved for the adoption of Ordinance No. 2009-14. Seconded and carried with Mr. Kannard abstaining.

Mr. Nass presented the following report and moved that it be received, placed on file and printed in the minutes. Seconded and carried.

County Board Chairman's Report
Sharon L. Schmeling
October 2009

The following report provides updates on the activities of the Jefferson County Board, its chairman, its committees, and key issues confronting the County. If you have any questions about the following information, or would like an update about a project or issue not mentioned here, do not hesitate to contact me by phone (920) 674-8607 or e-mail (sharons@co.jefferson.wi.us) with your questions or suggestions.

Saving money – As the public responds to government spending in this recession, I hear many suggestions from the public that county government should look to volunteers and grants to keep property taxes down. There is a long-standing practice of seeking donations and grant funding in many Jefferson County departments to provide services that otherwise would be unavailable unless funded by property taxes.

For example, over the past several years, Sheriff Milbrath and his office have amassed a fine record of frugality by obtaining donations that have saved taxpayers hundreds of thousands of dollars. This is an ongoing habit in the department that is well-known by the Law Enforcement Committee and other county staff. However, there is value in identifying these efforts so that benefactors can be thanked and so that the public knows about the quiet efforts behind the scenes to creatively operate the department.

For some time, local food pantries have been donating to the jail items that the pantries can not give out or that no one wants. The jail food staff has been able to turn these diverse donations into healthy meals for inmates that meet state requirements. This summer, the Fort Atkinson “Sweet Corn Ladies” donated carloads of sweet corn and melons to the jail. Inmates were dispatched to shuck the corn, which provided them with meaningful work and healthy food for free.

By reviewing federal grant and subsidy programs, the department learned about an alternative fuel tax credit program created in October 2006 that pays a 50 cent per gallon rebate for every propane gallon used by the department. The County received checks in late September for \$55,492 for October 2006 – December 2008 fuel usage. The Sheriff's

Office will be submitting a claim for 2009 usage, which is anticipated to reimburse the County an estimated \$25,000. If the program is supported through 2010 as expected, the County could receive another reimbursement for its 2010 propane fuel usage.

The Sheriff obtained a Recovery Act Grant for \$43,000 to finance the purchase of portable radios for the patrol division and digital tape recorders for each patrol deputy. Another Recovery Act Grant for \$6,000.00 was obtained in conjunction with Watertown Police Department; these monies will be used to upgrade the server unit for the squad video systems.

By scouring federal military surplus equipment lists, the Sheriff's Office has been able to obtain the following equipment:

- A brand-new enclosed trailer that has been converted into a mobile command center for on-scene emergencies. The trailer was left over from Hurricane Katrina and would have cost about \$15,000. Cost to County: \$4,500.

- A free pick-up truck that is used by the department's mechanic to provide service to squad cars. If purchased new, it would have cost about \$20,000. Cost to county property taxpayers: \$1,000 for a paint job.

- A free all terrain vehicle that is used by the department to patrol trails and to assist at rescue events around lakes, parks, and farm fields where the terrain is difficult. If purchased new, it would cost about \$6,000.

- A free trailer to haul the ATV. If new, it would cost about \$1,500.

- A used ambulance with a diesel engine that is being converted into an evidence processing vehicle for use at crime scenes. Cost to taxpayers: \$1,350 for conversion.

- A free diesel forklift that is used to move accident vehicles that are being stored by the department for criminal investigations. This is about an \$80,000 piece of equipment if purchased new. The only cost to Jefferson County was for the Highway Department to travel to Waunakee, Wisconsin, to haul it back to Jefferson. The forklift, which is operated by a certified driver, has saved the department money by not having to hire towing and wrecking companies to come and clear/move vehicles around the storage area.

- Sixteen free M-16 rifles. If purchased new, cost is about \$800.00 each or \$12,800.00 total.

- Thirteen free M-14 rifles. If purchased new, cost is about \$800.00 each or \$10,400.00 total.

- A school bus was donated by J&L Tire and converted into a mobile command center and equipment storage for the dive team. This saved the department several thousands of dollars.

In addition, the Sheriff has provided Huber inmates to work in county parks on brush clearing, tree trimming, wood sealing, weed pulling, restroom cleaning, trash removal, dog waste clean-up, and mowing and trimming at the following parks: Bicentennial Dog, Carnes, Kanow, Korth, Pohlman, Rome, and Welcome Traveler's. Through this collaboration with the Sheriff, the Parks Department has received 70 hours of work per week for 14 weeks at no cost. This saved the Parks Department's 2009 seasonal labor budget \$12,862.

The Parks Department's record of innovative funding is also impressive. In 2009 alone, the Department received \$25,000 from Theo Garman for the Garman Nature Preserve in Waterloo; \$1,500 from the American Transmission Company for community

gardens at Korth Park; \$1,000 from Nestle Purina Petcare Company for the Dog Park; \$2,407 for the Dog Park from several donors; \$140 in multiple donations for the Bike Trail; and \$3,000 for an Osprey Platform, pole, sign and installation at Korth Park from the American Transmission Company.

The Parks Department held an open house for its expanded Dog Park in late summer, attracting a crowd of 300 people. Refreshments for the event were fully funded by donations from local businesses, who gave everything from sheet cakes to hot dogs, beverages, ice, heating trays, grills, tents, and even staff to set up the tent and to grill the food. Donors included: Aggies Specialty Cakes; Bon Ton Bakery; Frank's County Market; Fort Atkinson Pick N' Save; Nestle Purina Petcare; Punzel Ace Hardware; Fort Atkinson Sentry; Tyson Prepared Foods, Jefferson Walmart and Wis-Pak, Inc.

Please remember to thank these donors who have supported our Sheriff's Office and Parks Department and to remind citizens that these practices have been going on for years across many departments in Jefferson County government. They will continue into the future because they make sense. The public can feel confident that the County Board, through its committees, will continue to foster and promote such creativity and frugality in all county departments.

Controlling County Board spending – In the 2009 budget, the County Board cut its own budget by 12.5 percent. The 2010 budget calls for a 1 percent reduction in spending. The County Board has frozen its pay every year for the past six years. The pay freeze is expected to continue for the 2010 – 2012 County Board term.

In addition to those cuts, the Administration and Rules Committee is looking at additional ways to economize. The main driver of County Board expense is our committee structure. The County Board budget annually provides about \$150,000 for 30 County Board Supervisors and 42 citizen appointees to serve on 38 committees. Most committees are five people. A few have seven members, which are usually required by state law. We have purposely avoided three member committees because this size too easily triggers violations of the Open Meetings Law. The County Board has actively been reducing and restructuring its committees on a regular basis for the past five years.

If we consolidate committees, we can reduce spending. The challenge is to find ways to restructure and reorganize that do not eliminate the public's ability to oversee their government. The public's oversight of its government is accomplished through its County Board Supervisors. Without the forums provided by committee meetings, the public loses its input. Therefore, we have to balance the need for frugality against the public's right to oversee its government via its elected representatives.

At its September 30 meeting, the Committee identified several suggestions for committee changes that have been offered over the past few months by County Board Supervisors and the County Administrator. Suggestions include the following proposals:

Merge the Board of Health with the Human Services Board, which may be possible given the staffing cuts in the Health Department as a result of the State's take-over of programs there. Merge Solid Waste Committee responsibilities into the Zoning and Planning Committee, which may be possible because of the reduced workload in both committees and because the proposed 2010 budget cuts the Clean Sweep effort from four events to one event and eliminates the air quality function. Merge the Infrastructure Committee into the Highway Committee and rename it the Public Works Committee, which is possible because the Highway Committee has developed a new culture of more efficient meetings and the County has few, if any, building projects planned for the future. Eliminate the Countryside Board of Trustees upon sale of the home.

These are just ideas for exploration; no decisions have been made by the Administration and Rules Committee. There is ample time for robust discussion since the Committee will not bring the proposed changes to the County Board until early next year. Committee chairmen or department heads affected by these proposals may want to put the item on future agendas for discussion. In the meantime, Administration and Rules Committee members are eager to hear your input and other suggestions for committee changes. Committee members are: Supervisors Paul Babcock, Jim Braugher, Jim Mode, Steve Nass, and Sharon Schmeling. Proposed changes suggested by the Administration & Rules Committee will require County Board approval.

Ms. Knox read Resolution No. 2009-54.

WHEREAS, the Board adopted Resolution No. 2008-58 on October 14, 2008, which authorized participation in the Community Development Block Grant-Flood Recovery Small Business Program, and

WHEREAS, local communities contributed funds from their Community Development Block Grant Programs to assist the County in this program, and

WHEREAS, the Revolving Loan Fund Committee recommends the applications of Foremost Buildings, Inc., Jefferson; Hat Creek Candle Co., Watertown; NAPA Auto Parts Store, Jefferson; and Waterloo Building Center, Waterloo, be approved, in the amount of \$20,000 each, and

WHEREAS, approval of the use of the revolving loan fund for these loans will enhance the ability of local businesses to recover from losses resulting from the 2008 flood,

NOW, THEREFORE, BE IT RESOLVED that Foremost Buildings, Inc.; Hat Creek Candle Co.; NAPA Auto Parts Store; and Waterloo Building Center are authorized to receive a revolving fund loan in the amount of \$20,000.

BE IT FURTHER RESOLVED that the Economic Development Director shall administer the loan.

Fiscal Note: The revolving loan fund has approximately \$72,000 remaining of the original \$150,000 provided by local sources for this purpose. As this amount will be fully utilized by these loans, up to an additional \$150,000 is available from the State of Wisconsin Department of Commerce. No county tax levy funds are used for these loans.

Ms. Knox moved for the adoption of Resolution No. 2009-54. Seconded and carried: Ayes 26, Noes 0, Absent 3 (Zastrow, Reese, Babcock), Vacant 1.

Ms. Rogers read Resolution No. 2009-55.

WHEREAS, Jefferson County has self-funded its worker's compensation program since the early 1980's, and

WHEREAS, that process involves using a third party administrator to process claims and defend disputed claims, and

WHEREAS, Claim No. 2007-002975 has been disputed and a hearing was scheduled, and

WHEREAS, the third party administrator and the attorney defending the claim have recommended settlement in the amount of \$47,175.05 (excluding unpaid medical bills) which forecloses any and all future claim for continuing problems arising from the injury involved, and

WHEREAS, the Finance Committee recommends settlement in the amount of

\$47,175.05 given the possible exposure and the potential of additional future claims,

NOW, THEREFORE, BE IT RESOLVED that Worker's Compensation Claim No. 2007-002975 shall be settled for a full and final amount of \$47,175.05 including all future claims (excluding current unpaid medical bills).

Fiscal Note: Funds in Account #100.239003, Worker's Compensation Retention, will be used to pay the settlement and attorney's fees accrued to date. Any shortfall will be charged to Account #2001.512146. Claimant's name and the medical details have been excluded from this resolution for privacy purposes. The Finance Committee has reviewed the details and recommends this settlement in the County's best interest. The settlement is contingent upon final approval by the Department of Workforce Development.

Ms. Rogers moved that Resolution No. 2009-55 be adopted. Seconded and carried: Ayes 26, Noes 0, Absent 3 (Zastrow, Reese, Babcock), Vacant 1.

Mr. Kannard read Resolution No. 2009-56.

WHEREAS, bids were solicited to replace Courthouse roof section B and Sheriff's roof sections A and B, and

WHEREAS, the following total bids for all three sections were received:

Laubenstein, Inc. Cedarburg, Wisconsin	\$ 95,040
Nieman Roofing Lyndon Station, Wisconsin	\$ 140,700
Pioneer Roofing Johnson Creek, Wisconsin	\$ 138,560
Quality Roofing Marshfield, Wisconsin	\$ 132,909
Schranz Roofing & Sheet Metal Milwaukee, Wisconsin	\$ 126,700
Waukesha Roofing Waukesha, Wisconsin	\$ 142,300
Wenger Roofing & Sheet Metal Campbellsport, Wisconsin	\$ 136,106,

and

WHEREAS, the Infrastructure Committee has authorized presenting a resolution to recommend the low bid,

NOW, THEREFORE, BE IT RESOLVED that Laubenstein, Inc., Cedarburg, Wisconsin, is awarded the contract to replace the three roof sections for a total of \$95,040 (together with any damaged insulation, decking or flashing as quoted on a per unit basis).

Fiscal Note: The following accounts contain sufficient funds and will be charged: Jail Assessment Fund Account #2203.594822 for Sheriff's roof section B in the amount of \$36,610, Account #1512.594822 for Sheriff's roof section A in the amount of \$33,600, and Account #1514.594822 for Courthouse roof section B in the amount of \$24,830. Each section may have additional charges for damaged insulation or decking at the rate of \$4 per square foot or flashing at the rate of \$6 per lineal foot if found.

Mr. Kannard moved that Resolution No. 2009-56 be adopted. Seconded and car-

ried: Ayes 26, Noes 0, Absent 3 (Zastrow, Reese, Babcock), Vacant 1.

Ms. Nelson read Resolution No. 2009-57.

WHEREAS, the Human Services Director recommends creation of one (1) full-time Comprehensive Community Services Facilitator (CCS) position and elimination of one (1) full-time Human Services Professional II (HSP II) position, currently vacant, and

WHEREAS, the proposed CCS Facilitator position better meets the requirements to successfully perform the duties in the CCS program, including the containment of costs associated with Child Alternate Care, and

WHEREAS, after due consideration, the Human Resources Committee recommends the changes proposed by the Human Services Director.

NOW, THEREFORE, BE IT RESOLVED that the 2009 County Budget setting forth position allocations at the Human Services Department be and is hereby amended to reflect the above change, to become effective upon passage of this resolution.

Fiscal Note: Both the HSP II position eliminated and the CCS Facilitator position created are funded with 60% Medicaid funding and 40% tax levy. In addition, due to the overlapping of pay ranges, no additional funds are required in 2009. As a budget amendment, 20 affirmative votes are required for passage.

Ms. Nelson moved that Resolution No. 2009-57 be adopted. Seconded and carried: Ayes 26, Noes 0, Absent 3 (Zastrow, Reese, Babcock), Vacant 1.

Mr. Kuhlman read Resolution No. 2009-58.

WHEREAS, the Jefferson County Sheriff's Office has solicited bids for 58,000 gallons of propane to fuel county squad cars through December 31, 2010, with the following results:

<u>Vendor</u>	<u>Bid</u>
United Cooperative Beaver Dam, Wisconsin	\$0.999/gallon
Amerigas Houston, Texas	\$1.0975/gallon
Frontier FS Jefferson, Wisconsin,	\$1.175/gallon

and

WHEREAS, the Law Enforcement Committee recommends awarding the contract to the low bidder, United Cooperative of Beaver Dam, Wisconsin,

NOW, THEREFORE, BE IT RESOLVED that the Sheriff's Office is authorized to contract with United Cooperative, Beaver Dam, Wisconsin, for 58,000 gallons of propane at the rate of \$0.999 per gallon.

Fiscal Note: This contract will replace the current contract with Amerigas. The current contract price is \$1.22 per gallon. The new price will generate a savings of approximately \$12,700 over the life of the contract.

Mr. Kuhlman moved that Resolution No. 2009-58 be adopted. Seconded and carried: Ayes 26, Noes 0, Absent 3 (Zastrow, Reese, Babcock), Vacant 1.

Mr. Borland read Resolution No. 2009-59.

WHEREAS, the Parks Committee has commissioned a Master Plan for Dorothy Carnes

Park, which includes several distinct parcels purchased at different times, and

WHEREAS, the Master Plan proposes expansion of the trail system, bicycle access, signage, additional parking lots, and a shelter and restrooms for the Mason Farm section, and

WHEREAS, the Parks Committee recommends approval of the Master Plan,

NOW, THEREFORE, BE IT RESOLVED that the Master Plan for Dorothy Carnes Park is hereby approved.

BE IT FURTHER RESOLVED that implementation of the plan may occur as funds are made available by the Board or from other sources.

Fiscal Note: No unbudgeted expenditures are planned at this time. Implementation will occur as future funding is obtained from other sources or approved by the Board. (The Plan has been e-mailed to Board members and is on the Jefferson County website under "Audits/Reports/Plans". For those without computer access, the Plan may be reviewed at the Parks Department Office, Room 204.)

Mr. Borland moved that Resolution No. 2009-59 be adopted. Seconded.

Mr. Zentner moved to table Resolution No. 2009-59 until November 10, 2009. Seconded and failed: Ayes 13, Noes 13 (Jones, David, Tietz, Buchanan, Morris, Kuhlman, Seefeldt, Rogers, Nass, Molinaro, Schmeling, Christensen, Borland), Absent 3 (Zastrow, Reese, Babcock), Vacant 1.

Resolution No. 2009-59 was adopted: Ayes 21, Noes 5 (Burow, Kannard, Poulson, Jaeckel, Zentner), Absent 3 (Zastrow, Reese, Babcock), Vacant 1.

Mr. Borland read Resolution No. 2009-60.

WHEREAS, the Parks Department has applied for a grant to fund an intern position which will manage a 480 acre weed management area at Rose Lake from April 2010 to December 2011, utilizing volunteers to eliminate invasive species, and

WHEREAS, the intern will manage the program, complete reporting and the other tasks required by the grant, and

WHEREAS, said grant is in the amount of \$100,000 funded by the National Fish and Wildlife Foundation, and

WHEREAS, the Parks Committee and the Human Resources Committee recommend creation of the limited term intern position if the grant is approved,

NOW, THEREFORE, BE IT RESOLVED that the Parks Department is authorized to accept a Weed Management Grant from the National Fish and Wildlife Foundation.

BE IT FURTHER RESOLVED that, contingent upon approval of the grant funds, one limited term weed management intern position is created in the Parks Department. The position shall be paid a rate determined by the Human Resources Committee at the time such position is to be filled within the parameters of the grant funds provided.

Fiscal Note: No levy funds are required for this program.

Mr. Borland moved that Resolution No. 2009-60 be adopted. Seconded and carried: Ayes 24, Noes 1 (Jaeckel), Abstain 1 (Zentner), Absent 3 (Zastrow, Reese, Babcock), Vacant 1.

Mr. Borland read Resolution No. 2009-61.

WHEREAS, what is commonly referred to as the Jefferson County Dog Park is tech-

nically known as the Bicentennial Park Dog Exercise Area, and

WHEREAS, the Department of Transportation is requesting county input for signage along Highway 26 as it is being converted to a four-lane highway, and

WHEREAS, the Jefferson County Parks Committee has considered the Park's official name and various other alternatives, and recommends that the Park's official name be changed to the "Jefferson County Dog Park" and the Highway 26 signs should carry that designation,

NOW, THEREFORE, BE IT RESOLVED that Bicentennial Park shall henceforth be known as the "Jefferson County Dog Park".

BE IT FURTHER RESOLVED that the County Parks Director is directed to inform the Department of Transportation of the official name change and County's preferred signage for the Jefferson County Dog Park.

Fiscal Note: No fiscal impact.

Mr. Borland moved that Resolution No. 2009-61 be adopted. Seconded and carried: Ayes 24, Noes 2 (Yachinich, Zentner), Vacant 3 (Zastrow, Reese, Babcock), Vacant 1.

County Administrator Gary Petre read the following:

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

By virtue of the authority vested in me under Section 59.18 of the Wisconsin Statutes, I do hereby appoint and request the County Board's confirmation of the following individuals as members of the designated board:

Human Services Board

- a. James Mode, Fort Atkinson, Wisconsin, for a three-year term ending November 2012.
- b. James Schultz, Watertown, Wisconsin, for a three-year term ending November 2012.

Mr. Buchanan moved that the appointments be confirmed. Seconded and carried.

Mr. Mode read the following:

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

By virtue of the authority vested in the Human Services Board under Section 3.06 (l)(h) of the County Board Rules, the Human Services Board hereby appoints and requests the County Board's confirmation of the following individuals of the designated council or committee:

Nutrition Project Council

Marcia Bare, Jefferson, Wisconsin, to the Nutrition Project Council for an indeterminate term.

Aging and Disability Resource Center Advisory Committee

James Mode, Fort Atkinson, Wisconsin, to the Aging and Disability Resource Advisory Committee for a three-year term ending July 2012.

Mr. Buchanan moved that the appointments be confirmed. Seconded and carried.

Ms. Schemling read the following:

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

By virtue of the authority vested in me I do hereby appoint and request the County Board's confirmation of the following individuals as members of the designated committee:

Local Emergency Planning Committee (LEPC)

- a. Representative Andy Jorgensen, Madison, Wisconsin, for an indeterminate term.
- b. Ryan Leslie, Fort Atkinson, Wisconsin, for indeterminate term.
- c. Captain Duane Scott, Fort Atkinson, Wisconsin, for an indeterminate term.
- d. Dave Walz, Watertown, Wisconsin, for an indeterminate term.
- e. Kim Buchholz, Jefferson Wisconsin, for an indeterminate term.
- f. Chief Tim Whitham, Johnson Creek, Wisconsin, for a 2-year term ending October 2011.
- g. Bob DeWolfe, Jefferson Wisconsin, for an indeterminate term.
- h. Samantha Wellnitz, Janesville, Wisconsin, for an indeterminate term.
- i. Paul Hable, Fort Atkinson, Wisconsin, for a second 2-year term ending October 2011.

Mr. Kuhlman moved that the appointments be confirmed. Seconded and carried.

There being no further business, Mr. Buchanan moved that the Board adjourn. Seconded and carried at 8:26 p.m.