

**JEFFERSON COUNTY BOARD MINUTES
TUESDAY, FEBRUARY 12, 2013, 7:00 P.M.**

Mr. John Molinaro presiding.

Mr. Reese led the Pledge of Allegiance.

A moment of silence was observed.

County Clerk Barbara A. Frank called the roll. Supervisors Kuhlman, Counsell and Schroeder gave prior notice of their inability to attend. Supervisor Morris was also absent.

District 1..... Richard C. Jones	District 2..... Mike Kelly
District 3..... Greg David	District 4..... Augie Tietz
District 5..... James B. Braughler	District 6..... Ron Buchanan
District 7..... Dwayne C. Morris	District 8..... Rick L. Kuhlman
District 9..... Amy Rinard	District 10..... Al C. Counsell
District 11..... Donald Reese	District 12.... Gregory M. Torres
District 13..... Ed Morse	District 14..... Pamela Rogers
District 15..... Steven J. Nass	District 16..... John Molinaro
District 17..... Russell Kutz	District 18.. Jennifer Hanneman
District 19..... Jim Schroeder	District 20..... Jim Mode
District 21..... John C. Kannard	District 22..... Blane Poulson
District 23..... George Jaeckel	District 24..... Sarah Bregant
District 25..... Matthew Foelker	District 26..... Carlton Zentner
District 27..... Glen D. Borland	District 28..... Dick Schultz
District 29..... Paul Babcock	District 30..... Walt Christensen

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

The agenda was approved as printed.

The December 11, 2012, Jefferson County Board minutes were corrected and approved for publication by the Administration & Rules Committee on January 30, 2013, pursuant to Board of Supervisors' Rules of Order sec. 3.05(2)(a).

**GENERAL FINANCIAL CONDITION
JEFFERSON COUNTY, WISCONSIN
January 1, 2013**

Available Cash on Hand			
December 1, 2012	\$	136,642.79	
November Receipts		<u>6,093,145.37</u>	
Total Cash	\$		6,199,788.16
Disbursements			
General - December 2012	\$	3,795,950.37	
Payroll - - December 2012		<u>1,472,067.72</u>	
Total Disbursements			<u>5,268,018.09</u>
Total Available Cash	\$		931,770.07
Cash on Hand (in banks)			
January 1, 2013	\$	1,709,459.64	
Less Outstanding Checks		<u>777,689.57</u>	
Total Available Cash	\$		931,770.07

AIM Government & Agency Portfolio	\$ 3,992,096.56
Local Government Investment Pool - General	9,210,498.12
Institutional Capital Management	16,051,359.29
Local Government Investment Pool - Clerk of Courts	25,899.44
Local Government Investment Pool - Farmland Preservation	252,447.71
Local Government Investment Pool - Parks/Liddle	<u>87,358.86</u>
	\$ 29,619,659.98
2012 Interest - Super N.O.W. Acct.	\$ 2,522.99
2012 Interest - L.G.I.P. - General Funds	29,440.72
2012 Interest - ICM	203,544.88
2012 Interest - AIM	1,317.48
2012 Interest - L.G.I.P. - Parks/Carol Liddle Fund	164.74
2012 Interest - L.G.I.P. - Farmland Preservation	401.64
2012 Interest - L.G.I.P. - Clerk of Courts	<u>41.21</u>
Total 2012 Interest	\$ 237,433.66

**GENERAL FINANCIAL CONDITION
JEFFERSON COUNTY, WISCONSIN
February 1, 2013**

Available Cash on Hand		
January 1, 2013	\$ 931,770.07	
January Receipts	<u>12,220,822.48</u>	
Total Cash		\$ 13,132,592.55
Disbursements		
General - January 2013	\$ 11,927,025.24	
Payroll - January 2013	<u>1,162,099.78</u>	
Total Disbursements		<u>13,089,125.02</u>
Total Available Cash		\$ 43,467.53
Cash on Hand (in banks)		
February 1, 2013	\$ 699,639.93	
Less Outstanding Checks	<u>656,172.40</u>	
Total Available Cash		\$ 43,467.53
AIM Government & Agency Portfolio	\$ 3,992,134.39	
Local Government Investment Pool - General	18,445,403.94	
Institutional Capital Management	16,069,820.59	
Local Government Investment Pool - Clerk of Courts	25,902.30	
Local Government Investment Pool - Farmland Preservation	252,475.62	
Local Government Investment Pool - Parks/Liddle	<u>87,368.52</u>	
		\$ 38,873,105.36
2013 Interest - Super N.O.W. Acct.	\$ 162.60	
2013 Interest - L.G.I.P. - General Funds	1,528.52	
2013 Interest - ICM	37,571.70	
2013 Interest - AIM	71.62	

Tuesday, February 12, 2013

-203-

2013 Interest - L.G.I.P. - Parks/Carol Liddle Fund	9.66
2013 Interest - L.G.I.P. - Farmland Preservation	27.91
2013 Interest - L.G.I.P. - Clerk of Courts	<u>2.86</u>
Total 2013 Interest	\$ 39,374.87

JOHN E. JENSEN
JEFFERSON COUNTY TREASURER

The following communications were presented by County Board Chair Molinaro:

1. Pursuant to Resolution 2012-59, County Board Chair John Molinaro appointed the following to the County Administrator Search Committee effective January 2, 2013:

- John Molinaro - Town of Oakland
- Jim Mode - Town of Jefferson
- Rick Kuhlman - City of Watertown
- Pam Rogers - City of Lake Mills
- Dick Jones - City of Waterloo
- Amy Rinard - Town of Ixonia
- Jim Braugher - City of Watertown
- Don Reese - Towns of Aztalan, Concord and Farmington
- Paul Babcock - City of Fort Atkinson

2. A Notice of Public Hearing from the Planning & Zoning Committee for a hearing to be held on February 21, 2013, at 7:00 p.m., in Room 205 of the Jefferson County Courthouse.

The communication and notice were received and placed on file.

No one having registered for public comment, the regular order of business commenced.

Mr. Morris present.

Rock River Free Clinic Chair Janet Werner, Community Dental Clinic Director Barb Morrison Gudgeon, Jefferson County Literacy Council Executive Director Jill Ottow, and Kathleen Eisenmann representing the University of Wisconsin-Extension presented annual reports. The annual reports were received, placed on file but not printed in the minutes pursuant to Board Rule 3.03(12).

Mr. Nass read the Planning & Zoning Committee Report.

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 January 17, 2013, 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 R3620A-12, R3621A-12, R3623A-13 and R3624A-13

DATED THIS TWENTY-EIGHTH DAY OF JANUARY 2013
Donald Reese, Secretary

THE PRIOR MONTH'S AMENDMENTS R3617T-12, R3618A-12 AND R3619A-12 ARE EFFECTIVE UPON PASSAGE BY COUNTY BOARD, SUBJECT TO WIS. STATS. 59.69(5).

Mr. Nass moved that the Planning & Zoning Committee Report be adopted. Seconded and carried.

Mr. Nass presented Ordinance No. 2012-24.

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

WHEREAS, Petitions R3620A-12, R3621A-12, R3623A-13 and R3624A-13 were referred to the Jefferson County Planning and Zoning Committee for public hearing on January 17, 2013, 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 RESIDENTIAL R-2 TO B, BUSINESS

Rezone to business for food store/business services involving local agricultural products' processing and sales at N3522 CTH K in the Town of Jefferson from PIN 014-0614-2324-006 (0.53 acres). This is allowed because the property is within the 15-year growth area as depicted in the Jefferson County Agricultural Preservation and Land Use Plan, and is adjacent to the City of Fort Atkinson. R3620A-12 – Vicki & Bill Millis

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

Rezone to create a 5-acre A-3 lot around the buildings at W539 Hooper Road, Town of Palmyra from part of PIN 024-0516-1111-000 (21.043 acres). This is considered a farm consolidation lot, and is conditioned upon receipt and recording of a final certified survey map for the property. The rezoning shall be null and void and of no effect one year from the date of County Board approval unless all applicable conditions have been completed by that date. R3621A-12 – Earl & Linda Jolliffe

Rezone approximately 2.6 acres to create a lot around the buildings at N2472 Kutz Road; rezone 3 vacant acres adjacent to create a new building site. These are considered a farm consolidation lot and a non-prime ag land lot combination. The property is in the Town of Koshkonong on PIN 016-0514-0211-000 (42 acres). Rezoning is conditioned upon road access approval for the lots, 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 for the lots, including extraterritorial plat review if necessary. The rezoning shall be null and void and of no effect one year from the date of County Board approval unless all applicable conditions have been completed by that date. R3623A-13 – Dennis & Sally Kutz, John & Natalie Kutz

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

Rezone approximately 12 acres from A-3 to A-1 for its inclusion with adjoining A-1 zoned property. The site is near N5921 Ziebell Road in the Town of Aztalan on PIN 002-0714-2141-001 (19.883 acres). This rezoning is conditioned upon recording of a deed transfer document within twelve months of County Board approval. Rezoning shall be null and void and of no effect one year from the date of County Board approval unless all applicable conditions have been completed by that date. R3624A-13 – James E. Brey

Mr. Nass moved that Ordinance No. 2012-24 be adopted. Seconded and carried with Supervisors Kannard and Jaeckel abstaining.

Mr. Nass presented Resolution No. 2012-70.

WHEREAS, 2009 Wisconsin Act 314 established a \$30 per document recording fee for county Register of Deeds Offices, of which \$15 goes to the county general fund, \$10 is divided between the county and state for land records modernization, and \$5 goes to the Register of Deeds to locate and redact all social security numbers on electronic copies of recorded instruments, and

WHEREAS, the \$5 per document redaction fee will expire at the end of 2014 reducing the per document recording fee to \$25, and

WHEREAS, some legislation has been proposed to continue the \$5 fee past the end of 2014, but use the funds it generates for programs that are completely unrelated to land records management, and

WHEREAS, the current \$10 per document set aside for land records modernization is divided \$8 to the counties to fund county land records modernization programs and \$2 to the State of Wisconsin for program administration and land information program grants, and

WHEREAS, the Land Information Officers Network has proposed continuing the \$30 per document recording fee past the end of 2014 and utilizing the \$5 per document previously earmarked for redaction of social security numbers to increase funding for the Wisconsin Land Records Modernization Program from \$10 to \$15 per document with \$12 to be retained by the counties for county land record modernization programs and \$3 to be sent to the State of Wisconsin for administration and land information program grants, and

WHEREAS, the Land Information Officers Network proposes using the additional funds to implement county land records modernization plans that may include digitizing and maintaining real estate records housed in the county Register of Deeds offices, providing access to information on the residential property record cards (PA500), development, maintenance and enhancement of the public land survey systems, supporting integration of statewide data and providing access to these records online, and

WHEREAS, the Planning & Zoning Committee and Land Information Council support the premise that fees generated in individual counties should benefit property owners in those counties by improving land records systems and by offsetting property tax levy funding that would be needed to make these enhancements,

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors supports legislation that would continue the \$30 per document recording fee and use the \$5 per document previously earmarked for redaction of social security numbers to increase funding for the Wisconsin Land Records Modernization Program from \$10 to \$15 per recorded document with \$12 retained by the counties for the Land Record Modernization Programs and \$3 sent to the State of Wisconsin to fund administration and land information program grants.

BE IT FURTHER RESOLVED that the Clerk shall forward a copy of this resolution to the Office of Governor Scott Walker, respective State of Wisconsin legislative representatives of Jefferson County and the Wisconsin Counties Association.

Fiscal Note: The \$5 per document redaction fee from the 18,598 documents recorded in Jefferson County in 2012 generated \$92,990. If the county share of the fee allocated for land records modernization is increased from \$8 to \$12, the additional money earmarked for the county land records modernization program would be approximately \$74,392 per year beginning in 2015.

Mr. Nass moved that Resolution No. 2012-70 be adopted. Seconded and carried: Ayes 26, Noes 1 (Zentner), Absent 3 (Kuhlman, Counsell, Schroeder).

Ms. Rinard read Resolution No. 2012-71.

WHEREAS, § 59.52(19) of the Wisconsin Statutes allows the County Board to accept donations for any public governmental purpose the County is authorized to perform, and

WHEREAS, a \$6,930 donation was received in December 2012 in support of the farmland preservation efforts of the Farmland Conservation Easement Commission, and

WHEREAS, it is desirable to accept said donation and designate that it be held in Account 13.485200 as restricted for the Commission's farmland preservation program,

NOW, THEREFORE, BE IT RESOLVED that the County Board

accepts the donation of \$6,930 from a donor who wishes to remain anonymous and such amount shall be deposited in the account set forth above and its use restricted to Farmland Conservation Easement Commission programs.

Fiscal Note: The amount of the donation, \$6,930, shall be held in a restricted account and used for Conservation Easement Commission programs preserving farmland.

Ms. Rinard moved to adopt Resolution No. 2012-71.
Seconded and carried.

Mr. Jones read Ordinance No. 2012-25.

WHEREAS, the Rules for Reimbursement of expenses require claims to be submitted within thirty days after the end of the month in which the expenses were incurred, and

WHEREAS, relaxing the rule to allow less frequent filing of small-er claims will save the time necessary to process small claims only to meet the thirty day rule,

THE COUNTY BOARD OF SUPERVISORS OF JEFFERSON COUNTY DOES HEREBY ORDAIN AS FOLLOWS:

Section 1. Section 64.08 General Rules of the Rules for Reimbursement of Expenses be amended as follows:

64.08 GENERAL RULES.

...
Claims for reimbursement of expenses shall be submitted on forms provided by the Finance ~~Committee~~ Department. Such forms shall be submitted to the department heads for approval prior to being filed with the ~~County Clerk~~ Finance Department.

Expense ~~vouchers~~ claims shall be submitted to the ~~County Clerk's office~~ and shall be audited by the ~~County Clerk's office~~ Finance Department and ~~shall~~ then be submitted to the Finance Committee prior to payment.

The Finance Committee shall approve reasonable claims for reimbursement of expenses and shall decide any exceptions or variations to these rules.

~~It is advisable that all~~ All expense ~~vouchers~~ claims shall be submitted to the ~~County Clerk's office~~ Finance Department within thirty days after the end of the month in which such expenses were incurred. If the expense claim is less than \$200, those expense claims may be carried over for a maximum of an additional month. It is at the discretion of the department head if they require expense claims to be submitted more promptly. The Finance Committee may ~~The County Clerk shall automatically~~ disallow all claims for reimbursement of expenses not submitted within the time prescribed.

County departments that submit employee expense reimbursement claims to a board or committee other than the Finance Committee shall be governed by the same general rules for reim-

bursement enumerated in this section.

Section 2. This ordinance shall be effective after passage and publication as provided by law.

Mr. Jones moved to adopt Ordinance No. 2012-25. Seconded and carried.

Mr. Braughler presented Ordinance No. 2012-26.

THE COUNTY BOARD OF SUPERVISORS OF JEFFERSON COUNTY DOES HEREBY ORDAIN AS FOLLOWS:

SECTION 1. Section HR0690, Vacation with Pay, of the Personnel Ordinance is amended as follows:

HR0690 VACATION WITH PAY.

- A. Vacation week means that number of days customarily worked by an employee in the service of the County in a normal 7-day week. Vacation day means that number of hours customarily worked by an employee in the service of the County in a normal 24-hour day. Notwithstanding the foregoing, department heads may require part-time employees to take vacation days in blocks of 5. [am. ord. 85-7, 6/11/85]
- B. Vacation eligibility shall be determined on the basis of length of continuous service of each employee as of January 1 of each calendar year. Eligible employees shall be entitled to paid annual vacation leave as follows:
 1. Employees with less than 6 years of service shall earn vacation at the rate of 5/6ths of a day per month or major fraction thereof for each month of service. 12 months shall equal 2 vacation weeks. [am. ord. 2006-30, 03/13/07]
 2. Employees with more than 6 years of service but less than 13 years of service shall earn vacation at the rate of 5/4ths of a day per month or major fraction thereof for each month of service. 12 months shall equal 3 vacation weeks. [am. ord. 2006-30, 03/13/07]
 3. Employees with more than 13 years of service but less than 19 years of service shall earn vacation at the rate of 5/3rds of a day per month or major fraction thereof for each month of service. 12 months shall equal 4 vacation weeks. [am. ord. 2006-30, 03/13/07]

4. Employees with more than 19 years of service shall earn vacation at the rate of 2-1/12 days per month or major fraction thereof for each month of service. 12 months shall equal 5 vacation weeks. [cr. ord. 85-7, 6/11/85; am. ord. 2006-30, 03/13/07]
- C. Upon recommendation of the County Administrator or Human Resources ~~Director~~ Manager, the Human Resources Committee may approve starting a new employee at an earning rate other than two-weeks per year, not to exceed three-weeks per year, by crediting the employee with the appropriate number of years of service for vacation purposes only.
- D. Under rare and/or catastrophic circumstances, employees who have completed their qualifying period may borrow against *next* year's vacation already accrued with approval of the department head, Human Resources Director and County Administrator. [am. 12/13/11, ord. 2011-21]
- E. Department heads shall have full responsibility and discretion for setting vacation periods for all employees under their supervision during the calendar year. In doing so the department head shall be guided by the good of the County service and orderly conduct of the work and functions of each particular department. Department heads shall monitor accrual balances to ensure that each employee has a reasonable opportunity to use accrued vacation. [renumbered 12/13/11, ord. 2011-21]
- F. All employees shall be encouraged to make use of earned vacation time in accordance with the provisions of this ordinance. Any employee who is given a reasonable opportunity to take earned vacation and who does not do so shall be deemed to have waived said vacation and shall not be entitled to compensation thereof. ~~The use of vacation time in small units shall be discouraged.~~ An employee may, with department head, Human Resources Director and County Administrator approval, carry over a maximum of 40 hours vacation time which shall be used by December 31 of the succeeding year, or be forfeited. ~~from one year to the next.~~ Requests for approval to carry over ~~any additional days of~~ vacation must be made to the Human Resources Department no later than December 15 ~~and approved by the~~

~~County Administrator, and include the maximum number of hours to carry over and the reason(s) the employee was unable to use the accrued vacation time. The Administration and Rules Committee shall decide any request made by the County Administrator. If approved, additional days must be used by March 1 of the succeeding year, unless an extension is approved by the County Administrator or designee. A report summarizing approved requests shall be made to the Human Resources Committee. [am. ord. 2005-43, 02/14/06; am. ord. 2007-50, 03/11/08; renumbered 12/13/11, ord. 2011-21]~~

G. Hours in excess of 40 may be considered for carry over only for employees whose vacation was cancelled by the County during the last two weeks of the year. If this occurs, a written request shall be made by the employee, approved by the department head, and submitted to Human Resources no later than January 5 of the succeeding year. The County Administrator shall consider all requests and if approved, will determine when the vacation shall be used by, or forfeited.

H. A report summarizing approved requests shall be made to the Human Resources Committee.

G. Any employee who has exhausted earned sick leave credits shall be entitled to use earned vacation and compensatory time for sick leave with written permission from the employee only. [renumbered 12/13/11, ord. 2011-21]

SECTION 2. The amended sections of the ordinance shall first apply to carry over of 2013 vacation hours.

SECTION 3. This ordinance shall be effective after passage and publication as provided by law.

Mr. Braugler moved to adopt Ordinance No. 2012-26. Seconded.

Mr. Braugler moved to amend the first sentence of paragraph G of Ordinance No. 2012-26 as follows:

G. Hours in excess of 40 may be considered for carry over only for employees whose vacation was cancelled by the County during the last two weeks of the year month of December. . . .

Amendment to Ordinance No. 2012-26 seconded and carried.

Amended Ordinance No. 2012-26 carried.

Mr. Braugler read Resolution No. 2012-72.

WHEREAS, the number of children in need of protective services in Jefferson County has grown exponentially over the last few years and continues to rapidly grow, and

WHEREAS, Ongoing Children in need of Protection and Services (CHIPS) is a mandated program for counties that is governed by administrative rule with very stringent deadlines that must be met, and

WHEREAS, failure to meet these deadlines not only is non-compliance with state and federal law, but also delays permanency placement for children at additional cost to the county, and

WHEREAS, the Human Services Board, along with the Human Services Director, recommend the creation of a part-time Family Development Worker to assist in meeting the mandated deadlines for supervised visits, and

WHEREAS, this position could be scheduled up to full-time depending on the volume of cases needing attention, and

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

NOW, THEREFORE, BE IT RESOLVED that the 2013 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: The cost of a Family Development Worker working up to full-time is \$59,702.00. The position is 60% funded by Children's Long Term Waiver (CLTW) program, State and Federal funding for \$35,821. Human Services also recognized an annual savings of \$80,000 by changing providers for the CLTW fiscal agent contract, which will cover the remaining \$23,881.00. Therefore, no additional funds are required in 2013.

Mr. Braugler moved to adopt Resolution No. 2012-72.
Seconded and carried.

Mr. Braugler read Resolution No. 2012-73.

WHEREAS, the Jefferson County Sheriff's Office continues to explore new ways to reduce costs while maintaining or improving services, and

WHEREAS, with the vacant full-time cook position remaining unfunded, open shifts due to vacation, sick leave or leave of absences are filled by remaining staff, usually at overtime rates, and

WHEREAS, an occasional part-time Cook would be able to fill the majority of these shifts at the regular rate of pay, and

WHEREAS, after due consideration, the Human Resources Committee recommends creating an Occasional Part-time Cook position as proposed by the Sheriff.

NOW, THEREFORE, BE IT RESOLVED that the 2013 County

Budget setting forth position allocations in the Jail Kitchen unit at the Sheriff's Office be and is hereby amended to reflect the above change, to become effective upon passage of this resolution.

Fiscal Note: The Jail Kitchen business unit has funds in the amount of \$1,264.00 for overtime to cover the expense of an Occasional Part-time Cook; therefore, no additional funds are required in 2013.

Mr. Braugher moved that Resolution No. 2012-73 be adopted.
Seconded and carried.

Mr. Reese read Resolution No. 2012-74.

WHEREAS, the main lobby restrooms in the Courthouse are about 45 years old and are the most heavily used facilities in the building, and

WHEREAS, updating the restrooms, including modern water saving fixtures, requires compliance with the Americans with Disabilities Act, which will result in the restrooms being accessible to persons with disabilities, and

WHEREAS, bids were solicited to update the existing restrooms and create one new unisex bathroom from some space currently utilized by the Register of Deeds office for storage, with the following results:

<u>Bidder</u>	<u>Base Price</u>	<u>Alternate</u>	<u>Total</u>
Harmony Construction Management, Inc.	\$121,000	\$2,500	\$123,500
Advance Building Corporation	\$104,500	\$1,000	\$105,500
Gilbank Construction, Inc.	\$179,000	\$ 650	\$179,650
C3T, Inc.	\$125,750	\$1,625	\$127,375
Tri – North Builders	\$114,800	\$1,000	\$115,800, and

WHEREAS, the Infrastructure Committee recommends accepting the low bid of Advance Building Corporation including Alternate #1 in the amount of \$1,000 totaling \$105,500,

NOW, THEREFORE, BE IT RESOLVED that Central Services Director Mark Miller may contract with Advance Building Corporation for the bathroom project in the total amount of \$105,500 including Alternate #1.

BE IT FURTHER RESOLVED that Mark Miller is authorized to approve change orders during the project after insuring that adequate funds are available to pay for the change order.

Fiscal Note: Capital Projects Fund 400 in the 2013 budget includes sufficient funds to pay for this project.

Mr. Reese moved that Resolution No. 2012-74 be adopted.
Seconded and carried: Ayes 25, Noes 2 (Torres, Zentner), Absent 3 (Kuhlman, Counsell, Schroeder).

Mr. Reese read Resolution No. 2012-75.

WHEREAS, the Sheriff's Department security station was estab-

lished in the lobby of the Courthouse several years ago on a trial basis, and

WHEREAS, bids were previously sought for a two story security entrance on the east side of the Courthouse lobby, and

WHEREAS, such bids were rejected at the time due to lack of adequate funding, and

WHEREAS, the entry vestibule has been redesigned to a one story structure with bids being solicited producing the following results:

<u>Bidder</u>	<u>Base Bid</u>	<u>Alternate #1</u>	<u>Performance Bond</u>
Harmony Construction Madison, WI	\$345,000	\$23,500	\$6,000
TRI – North Builders Madison, WI	\$381,000	\$49,000	\$4,200
C3T Inc. Milwaukee, WI	\$369,000	\$45,000	\$5,500
Advance Building Corp. Verona, WI	\$297,000	\$32,100	\$5,500
Gilbank Construction, Inc. Clinton, WI	\$330,900	---	\$2,500
TRIAD Construction West Allis, WI	\$323,173	\$46,484	\$1,415
Creative Constructors Menomonee Falls, WI	\$352,500	\$25,000	\$5,400, and

WHEREAS, the Infrastructure Committee recommends accepting the bid of Advance Building Corporation in the base amount of \$297,000 plus performance bond for a total of \$302,500,

NOW, THEREFORE, BE IT RESOLVED that Central Services Director Mark Miller is authorized to contract for construction of the Jefferson County security entrance vestibule with Advance Building Corporation of Verona, Wisconsin, in the amount of \$302,500.

BE IT FURTHER RESOLVED that Mark Miller may approve change orders including acceptance of Alternate #1 in the amount of \$32,100 after confirming adequate funds are available for said purposes.

Fiscal Note: 2013 Capital Projects Fund 400 contains adequate funds for this project as approved.

Mr. Reese moved that Resolution No. 2012-75 be adopted.
Seconded.

Mr. Mode moved to amend Resolution No. 2012-75 as follows:

BE IT FURTHER RESOLVED that when the project is completed, sufficient space in the parking lot is to be reserved for the public to

use the Courthouse.

Amendment was seconded and carried.

Amended Resolution No. 2012-75 was adopted: Ayes 26, Noes 1 (Jaeckel), Absent 3 (Kuhlman, Counsell, Schroeder).

Mr. Babcock read Resolution No. 2012-76.

WHEREAS, Chapter 323 of the Wisconsin Statutes requires that the governing body of each county adopt an emergency management plan and program that is compatible with the state plan of emergency management, in order that the state and its subdivisions will be prepared to cope with emergencies resulting from a disaster or the imminent threat of a disaster, and

WHEREAS, pursuant to § 323.13(1)(b) of the Wisconsin Statutes, the Adjutant General with the approval of the Governor, has developed and adopted the "Wisconsin Emergency Response Plan", and

WHEREAS, the Law Enforcement and Emergency Management Committee reviewed the Jefferson County Emergency Response Plan and finds it is appropriate for this County,

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors hereby adopts the Jefferson County Emergency Response Plan as the statutorily required official response plan for Jefferson County.

Fiscal Note: No tax levy funds will be used in conjunction with this resolution.

(NOTE: The Executive Summary of the Plan provided to the Board will be available at the County Clerk's Office upon request. The full Plan can be reviewed in the Office of Emergency Management.)

Mr. Babcock moved to adopt Resolution No. 2012-76. Seconded and carried.

Mr. Tietz read Ordinance No. 2012-27.

THE COUNTY BOARD OF SUPERVISORS OF JEFFERSON COUNTY DOES HEREBY ORDAIN AS FOLLOWS:

Section 1. Section 8.06(1) of the Parks Ordinance is amended as follows:

SECTION 8.06. HUNTING, TRAPPING, FIREARMS, FIREWORKS, FIRES AND RUBBISH. ~~(1) No person, other than a law enforcement officer, shall carry, fire or discharge any gun, pistol or firearm within any park or from any recreation trail without a written Parks Department permit therefore in his or her possession. The word "gun" shall include pellet gun and air gun. No person shall carry or discharge a bow and arrow within any park or from any recreation trail without a written Parks Department permit therefore in his or her possession.~~ No person may take, catch, kill, hunt, trap, disturb or pursue any wild animal or bird, discharge any firearm, or have in his or her possession or under his or her control any firearm or air gun as defined in s. 932.22, Wis. Stats., unless it is unloaded

and enclosed in a carrying case, or any bow, slingshot or spring-loaded device designed for shooting a projectile unless the same is unstrung or enclosed in a carrying case while in any park except in connection with a hunting activity or event where specifically allowed by written permit issued by the parks director or designee, and then only in strict conformity with the conditions stated in the written permit. The prohibition of possession of a firearm shall not apply to a licensee as defined by s. 175.60(1)(d), or (g), Wis. Stats. No person shall discharge any fireworks of any description in a park without a written permit authorized by the Parks Committee and any other authority required by law. The Parks Committee may establish conditions for issuance of the permit, including reasonable security for costs which may result due to such use. [am. 03/08/11, Ord. 2010-30]

Section 2. In the event of any conflict between this ordinance and the County's Weapon Policy, the provisions of this ordinance shall control.

Section 3. This ordinance shall be effective after passage and publication as provided by law.

Mr. Tietz moved that Ordinance No. 2012-27 be adopted. Seconded and carried: Ayes 21, Noes 6 (Mode, Kannard, Poulson, Jaeckel, Foelker, Zentner), Absent 3 (Kuhlman, Counsell, Schroeder).

Mr. Tietz read Resolution No. 2012-77.

WHEREAS, the Parks Department has solicited bids for riprap of the shore on both sides of the boat launch at Rock River Park, with the following bids received:

Chils	\$16,900.00
Ultimate Excavating	\$19,600.00
Valia Excavating LLC	\$19,658.00
Siegler Grading & Excavating LLC	\$21,110.00
Highway Landscapers Inc.	\$22,320.00
Stone Creek Contractors LLC	\$22,795.00
Terry's Excavating Inc.	\$23,536.05
Western Contractors Inc.	\$25,402.15
Janke Contractors	\$29,200.00
Schneider Excavating Inc.	\$29,378.01
Henry Marohl Inc.	\$30,980.00
Grade-Tech Pavers Inc.	\$38,885.00
All-Ways Contractors Inc.	\$40,669.08
Solutions 101	\$49,244.80, and

WHEREAS, the low bid of \$16,900 was received from Rodney Zuerner, d/b/a Chils, W384 Young Road, Eagle, Wisconsin, and

WHEREAS, the Parks Committee recommends accepting the low bid of Rodney Zuerner in the amount of \$16,900,

NOW, THEREFORE, BE IT RESOLVED that the Parks Department is authorized to contract with Rodney Zuerner in the

amount of \$16,900 for completion of the Rock River Park Shoreline Restoration Project.

Fiscal Note: The Parks Department will receive a grant from the Wisconsin Department of Natural Resources in the amount of \$16,900. The Parks Department will expend about \$1,000 from the current budget for plantings and have an in kind contribution of about \$4,600 in staff time to complete the project.

Mr. Tietz moved that Resolution No. 2012-77 be adopted. Seconded and carried: Ayes 27, Noes 0, Absent 3 (Kuhlman, Counsell, Schroeder).

Mr. Tietz read Resolution No. 2012-78.

WHEREAS, the Parks Department has solicited bids for the replacement of its wide area mower, with results as follows:

<u>Bidder</u>	<u>Unit Brand</u>	<u>Unit Price w/Trade-in</u>
Burris Equipment Waukegan, IL	Jacobson R-311	\$33,854
Midstate Equipment Watertown, WI	Deere 1600	\$37,500
Reinders Sussex, WI	Toro 4100	\$39,998, and

WHEREAS, the Parks Committee has reviewed the bids and the recommendations of staff and recommends the low bid of Burris Equipment for a Jacobson R-311 mower in the amount of \$33,854 which includes trade-in of the department's current Toro 4100 mower,

NOW, THEREFORE, BE IT RESOLVED that the Parks Department is authorized to contract with Burris Equipment, Waukegan, Illinois, for a Jacobson R-311 mower and trade-in of the department's 2005 Toro 4100 mower for a net price of \$33,854.

Fiscal Note: Sufficient funds are in the Parks Department budget for this purchase.

Mr. Tietz moved that Resolution No. 2012-78 be adopted. Seconded and carried: Ayes 26, Noes 1 (Zentner), Absent 3 (Kuhlman, Counsell, Schroeder).

Mr. Reese read Resolution No. 2012-79.

WHEREAS, Jefferson County wishes to recognize the cities, towns, villages, businesses, and residents of Jefferson County who have donated money and services to the Clean Sweep and Recycling Programs, and

WHEREAS, without the help of these donations the County would not have been able to have four Clean Sweeps a year, and

WHEREAS, with their support, the program was able to establish five drug drop-off sites, five collections sites for electronics, and three collections sites for appliances, and

WHEREAS, attached is a list of all donations for 2009, 2010, 2011 and 2012, and

WHEREAS, Jefferson County would like to thank all donors, volunteers, and partners who help at our Clean Sweeps and with the Recycling Programs, and

WHEREAS, over 980,877 pounds of hazardous household and agricultural waste has been collected since 1992 and 6,017 pounds of non-controlled and controlled drugs have been collected since 2007 at Clean Sweeps, and

WHEREAS, over 1,507,273 pounds of e-waste has been collected since 2005 and 98,601 pounds of appliances since July of 2012,

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors gratefully accepts and appreciates the donations, volunteers and partners of the Solid Waste/Air Quality Committee's Clean Sweep and Recycling Programs.

BE IT FURTHER RESOLVED that upon passage, a copy of this resolution be sent to the two local newspapers, posted on the Jefferson County website and the Jefferson County Facebook page.

Fiscal Note: Jefferson County expenditures for Clean Sweeps are covered by the Solid Waste/Air Quality Account 7109.451009, which is currently funded by contract fees from Waste Management-Deer Track Park Landfill. The City of Watertown donated \$20,000 each year since 2010 for the Clean Sweep Program. Fort HealthCare has donated \$5,000 two years in a row for prescription/non-prescription drug disposal and collections. Other towns, villages, cities, businesses and residents have donated \$16,800 to the Clean Sweep Program. No tax levy dollars are currently used for this program.

(NOTE: Said donor lists are available at the County Clerk's office upon request.)

Mr. Reese moved that Resolution No. 2012-79 be adopted.
Seconded and carried.

County Administrator Petre read Resolution No. 2012-80.

WHEREAS, Jefferson County's insurer, Wisconsin Municipal Mutual Insurance Company (WMMIC), received a claim from Susan Halser on October 22, 2012, for damages in the amount of \$1,595 done to her fence bordering Carlin Weld Park by a fire in the park on July 5, 2012, and

WHEREAS, the County's insurer has reviewed the facts related to said fire and finds no liability on the part of Jefferson County for the fire or damages caused by it, and

WHEREAS, the County's insurer requests that the claim be formally denied,

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board hereby denies the claim of Susan Halser for \$1,595 damages

to her fence adjacent to Carlin Weld Park resulting from a fire on July 5, 2012, and directs the Corporation Counsel to give the claimant notice of said disallowance.

Fiscal Note: No direct fiscal impact.

Mr. Buchanan moved that Resolution No. 2012-80 be adopted.
Seconded and carried.

**County Administrator Petre read the following appointments:
TO THE JEFFERSON COUNTY BOARD OF SUPERVISORS:
MEMBERS OF THE BOARD:**

By virtue of the authority vested in me by Ordinance No. 2007-48, I do hereby appoint and request the County Board's confirmation of the following individuals as members of the designated commission:

Historic Sites Preservation Commission

- a. John Molinaro, Cambridge, Wisconsin, for a three-year term ending April 1, 2016.
- b. Kathleen Lashley, Jefferson, Wisconsin, for a three-year term ending April 1, 2016.

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

**County Administrator Petre read the following appointments:
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:

Board of Health

- a. John McKenzie, Fort Atkinson, Wisconsin, for a three-year term ending May 10, 2016.
- b. Dick Schultz, Fort Atkinson, Wisconsin, for a three-year term ending May 10, 2016.
- c. Ed Morse, Lake Mills, Wisconsin, for a three-year term ending May 10, 2016.

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

Supplemental information presented at the February 12, 2013, Jefferson County Board meeting will be available at the County Clerk's office upon request.

There being no further business, Mr. Buchanan moved that the Board adjourn. Seconded and carried at 8:40 p.m.