

**JEFFERSON COUNTY BOARD MINUTES  
TUESDAY, FEBRUARY 11, 2014, 7:00 P.M.**

Mr. John Molinaro presiding.

Mr. Kannard led the Pledge of Allegiance.

A moment of silence was observed.

County Clerk Barbara A. Frank called the roll. Supervisor Borland gave prior notice of his inability to attend.

District 1..... Richard C. Jones	District 2 ..... Mike Kelly
District 3..... Greg David	District 4 ..... Augie Tietz
District 5..... Jim Braughler	District 6 ..... Ron Buchanan
District 7..... Dwayne C. Morris	District 8 ..... Vacant
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 Benjamin Wehmeier certified compliance with the Open Meetings Law.

Agenda was accepted as printed.

**Mr. Mode moved that the minutes of the January 14, 2014, meeting be approved as corrected and printed.** Seconded and carried.

**Special Order of Business.** County Administrator Benjamin Wehmeier announced that Jefferson County has been awarded a grant through the Wisconsin Department of Justice to develop the Jefferson County Alcohol Treatment Court (JCATC). The grant was awarded through the Treatment Alternatives and Diversion Grant Program and was one of only thirteen projects across the state awarded. County Administrator Wehmeier introduced those in attendance who were instrumental in obtaining this grant: Honorable William F. Hue, Circuit Court Judge, Branch 2; District Attorney Susan V. Happ, Corporation Counsel Philip C. Ristow, State Public Defender Jeff De La Rosa, Sheriff Paul Milbrath and County Board Chair John Molinaro.

**GENERAL FINANCIAL CONDITION  
JEFFERSON COUNTY, WISCONSIN  
February 1, 2014**

Available Cash on Hand	
January 1, 2014	\$ 806,721.10
January Receipts	<u>12,840,916.09</u>

Total Cash		\$	13,647,637.19
Disbursements			
General – January 2014	\$ 12,363,826.75		
Payroll – January 2014	<u>1,209,402.19</u>		
Total Disbursements			<u>13,573,228.94</u>
Total Available Cash		\$	74,408.25
Cash on Hand			
(in bank) January 1, 2014	\$ 495,651.96		
Less Outstanding Checks	<u>421,243.71</u>		
Total Available Cash		\$	74,408.25
Local Government Investment Pool -			
General		\$	24,717,902.60
Institutional Capital Management			16,043,461.71
Local Government Investment Pool -			
Clerk of Courts			25,926.78
Local Government Investment Pool -			
Farmland Preservation			252,714.15
Local Government Investment Pool -			
Parks/Liddle			87,451.06
Local Government Investment Pool -			
Highway Bond			<u>3,520,277.81</u>
		\$	44,647,734.11
2014 Interest - Super N.O.W. Acct.		\$	124.64
2014 Interest - L.G.I.P. - General Funds			1,299.16
2014 Interest - ICM			27,565.65
2014 Interest - L.G.I.P. - Parks/Carol Liddle Fund			5.65
2014 Interest - L.G.I.P. - Farmland Preservation			16.33
2014 Interest - L.G.I.P. - Clerk of Courts			1.68
2014 Interest - L.G.I.P. - Highway Bond			<u>227.49</u>
Total 2014 Interest		\$	29,240.60

JOHN E. JENSEN  
JEFFERSON COUNTY TREASURER

**The following communication was presented by County Board Chair Molinaro:**

A Notice of Public Hearing from the Planning & Zoning Committee for a hearing to be held on February 20, 2014, at 7:00 p.m., in Room 205 of the Jefferson County Courthouse.

**County Clerk Barbara Frank presented the following communications:**

1. Letter dated February 10, 2014, from County Board Chair John Molinaro to County Administrator Benjamin Wehmeier appointing Mr. Wehmeier as the County's representative to the TIF Joint Review Board for the City of Lake Mills Tax Incremental District No. 5.
2. Letter dated February 11, 2014, from Corporation Counsel Philip C. Ristow to County Administrator Benjamin Wehmeier on Mr. Ristow's intent to retire as of June 5, 2014.

The communications and notice were received and placed on file.

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

**Community Dental Clinic Director Barb Morrison Gudgeon, Jefferson County Literacy Council Executive Director Jill Ottow, Rock River Free Clinic Chair Janet Werner, and Steve Grabow 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 16, 2014, 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 R3695A-14, R3696A-14, R3697A-14,  
R3698A-14, R3699A-14 and R3700A-14

DENIAL OF PETITION R3694A-14

This petition was requested by Brian and Michelle Gauder to rezone the property at N1011 Vinne Ha Ha Road along with conditional use to allow a tourist rooming house. It is recommended for denial based upon the Town Board of Koshkonong's denial, and recommendation for denial from the Planning and Zoning Committee due to concerns over minimal road width, inadequate parking area, the fact that the lot is so small as to additionally require a variance for the proposed use, as well as neighbors' complaints regarding the current operation.

DATED THIS TWENTY-SEVENTH DAY OF JANUARY 2014  
Donald Reese, Secretary

THE PRIOR MONTH'S AMENDMENTS, R3684A-13, R3690A-13, R3691A-13, R3692A-13 AND R3693A-13 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. 2013-22.**

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

WHEREAS, Petitions R3695A-14, R3696A-14, R3697A-14, R3698A-14, R3699A-14 and R3700A-14 were referred to the Jefferson County Planning and Zoning Committee for public hearing on

January 16, 2014, 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 TRANSITION TO RESIDENTIAL R-2**

Rezone PIN 016-0614-3333-039 (0.75 acre) at W6429 USH 12 in the Town of Koshkonong. A conditional use has also been approved to allow an extensive on-site storage structure at this location. R3695A-14 – Jason Fiege

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

Create a new 6-acre building site on Findlay Road in the Town of Cold Spring from part of PIN 004-0515-1622-001 (39 acres). This utilizes the last available A-3 zone for the property; therefore rezoning is conditioned upon recording of an affidavit acknowledging that fact. It is further 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 lot. 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. R3696A-14 – Ronald Drost

Rezone a 5-acre farm consolidation lot around the buildings at N1704 Findlay Road in the Town of Cold Spring from part of PINs 004-0515-0933-000 (40 acres) and 004-0515-1622-001 (39 acres). Rezoning is conditioned upon approval and recording of a final certified survey map for the lot. 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. R3697A-14 – Ronald Drost

Create a 2-acre building site on Hope Lake Road in the Town of Lake Mills from part of PIN 018-0713-3334-002 (33.686 acres). This utilizes the last available A-3 zone for the property, and therefore is conditioned upon recording of an affidavit acknowledging that fact. It is further conditioned upon road access approval by the Town, 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. 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. R3698A-14 Harold Stilling/Stilling Farms Inc. property

Create a 2.9-acre farm consolidation lot around the buildings at N8066 CTH Q in the Town of Milford from part of PIN 020-0814-2812-000 (40 acres). This action is conditioned upon approval and recording of a final certified survey map for the lot. 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. R3699A-14 – Stephen & Kathleen Duwe

FROM AGRICULTURAL/RURAL RESIDENTIAL A-3 TO A-2,  
AGRICULTURAL AND RURAL BUSINESS

Rezone a total of 3 acres from A-3 to A-2, with a 1.4-acre lot to be created around an existing telecommunication tower and 1.6 acres to be added to an adjoining existing A-2 zone at N515 Howard Road. The site is in the Town of Cold Spring, part of PIN 004-0515-2744-003 (10.515 acres). Rezoning is conditioned upon approval and recording of a final certified survey map including extraterritorial plat review, if necessary. 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. R3700A-14 – Mike Pope

**Mr. Nass moved that Ordinance No. 2013-22 be adopted as printed.** Seconded and carried with Mr. Kannard abstaining for possible conflict of interest.

**Mr. Nass presented Ordinance No. 2013-23.**

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

WHEREAS, Petition R3694A-14 was referred to the Jefferson County Planning and Zoning Committee for public hearing on January 16, 2014, and

WHEREAS, the proposed amendment has 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 deny Petition R3694A-14 and that no change shall be allowed:

FROM RESIDENTIAL R-2 TO RESIDENTIAL/RECREATIONAL

Rezone PIN 016-0513-2431-024 (0.2 acre) with conditional use to allow a tourist rooming house at N1011 Vinne Ha Ha Road in the Town of Koshkonong. R3694A-14 & CU1766-14 - Brian & Michelle Gauder

**Mr. Nass moved that Ordinance No. 2013-23 be adopted as printed.** Seconded and carried.

**Mr. Mode presented Ordinance No. 2013-24.**

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

Section 1. Section 3.01(1)(a) of the Board of Supervisors' Rules of Order for 2014-2016 shall be as follows:

Tuesday, April 15, 2014

Tuesday, May 13, 2014

Tuesday, June 10, 2014

Tuesday, February 11, 2014

Tuesday, July 8, 2014

~~Tuesday, August 12, 2014~~

[Election Day so rescheduled to  
Monday, August 11, 2014 pursuant to  
Board Rule 3.01(1)(a)]

Tuesday, September 9, 2014

Tuesday, October 14, 2014

Tuesday, October 28, 2014

~~Tuesday, November 11, 2014~~

[Veteran's Day so rescheduled to  
Wednesday November 12, 2014  
pursuant to § 59.11(1)(a), Wis. Stats.]

Tuesday, December 9, 2014

Tuesday, February 10, 2015

Tuesday, March 10, 2015

Tuesday, April 21, 2015

Tuesday, May 12, 2015

Tuesday, June 9, 2015

Tuesday, July 14, 2015

Tuesday, August 11, 2015

Tuesday, September 8, 2015

Tuesday, October 13, 2015

Tuesday, October 27, 2015

Tuesday, November 10, 2015

Tuesday, December 8, 2015

Tuesday, February 9, 2016

Tuesday, March 8, 2016

Tuesday, April 19, 2016

Section 2. Section 3.01(4) and (5) of the Board of Supervisors' Rules of Order shall be amended as follows:

**(4)** For the April organizational meeting held in even-numbered years the order of business shall be:

- (a) Call to order ~~and pledge of allegiance.~~
- (b) Administration of oath of office and roll call by County Clerk.
- (c) Pledge of allegiance.
- ~~(e)~~(d) Certification of compliance with Open Meeting Law.
- ~~(d)~~(e) Approval of the agenda.
- ~~(e)~~(f) Election of Chairperson and Vice Chairpersons.
- ~~(f)~~(g) Adoption of rules of order.
- ~~(g)~~(h) Committee elections, if called for by the rules.
- ~~(h)~~(i) Follow order of business as established for other meetings, except that no annual reports of department heads will be presented at the organizational meeting. [Am. 3/12/02, Ord. 2001-29; 02/14/06, Ord. 2005-47]

**(5)** The order of business for all other board meetings shall be as follows:

- (a) Call to order and ~~pledge of allegiance.~~
- (b) Roll call by County Clerk.
- (c) Pledge of allegiance.
- ~~(e)~~(d) Certification of compliance with Open Meeting Law.

- (d)(e) Approval of the agenda.
- (e)(f) Approval of minutes of last meeting.
- (f)(g) Written communications provided to Board. [am. 03/09/10, Ord. 2009-24]
- (g)(h) Public comment.
- (h)(i) Annual reports of department heads.
- (i)(j) Committee reports, resolutions and ordinances.
- (j)(k) Committee and Board appointments.
- (k)(l) Announcements.  
[Am. 02/14/06, Ord. 2005-47; am. & re-lettered 3/13/12, Ord. 2011-24]

Section 3. Section 3.05(2)(h) of the Board of Supervisors' Rules of Order shall be amended as follows:

**(h) LAW ENFORCEMENT AND EMERGENCY MANAGEMENT COMMITTEE** - Five members. This Committee shall consist of five members and shall have jurisdiction over issues affecting the Jefferson County Sheriff's Office. This Committee shall handle grievances arising under the Sheriff's Office labor contract other than those involving suspension, demotion or discharge mentioned in Wisconsin Statute 59.26(8)(b). This Committee is also responsible for all matters pertaining to Emergency Management and in accordance with s. 323.14(1)(3), Wis. Stats., the County Board Chairperson shall designate a member of the Committee to act as chairperson when this Committee is convened as an Emergency Management Committee. [Am. 02/08/05, Ord. 2004-31; 03/14/06, Ord. 2005-48g; 12/14/10, Ord. 2010-20]

This Committee shall work with the District Attorney and Coroner (Medical Examiner effective 1/1/2015) in handling business matters and in solving problems related to those offices and shall present matters to the County Board on behalf of said offices whenever necessary. [am. 03/11/08, Ord. 2007-37]

Section 4. Section 3.06(o) of the Board of Supervisors' Rules of Order shall be amended as follows:

**(o) TRAFFIC SAFETY COMMISSION** – In accordance with s. 83.013, Stats., the Traffic Safety Commission shall consist of the statutorily named persons, with the balance of the 12 members appointed to twelve members appointed indeterminate terms by the County Administrator. [Cr. 03/14/06, Ord. 2005-54; re-lettered 0/15/08, Ord. 2008-01 and Ord. 2008-02; am. 03/09/10, Ord. 2009-24; re-lettered 07/13/10, Ord. 2010-09; re-lettered 12/14/10, Ord. 2010-20; re-lettered 3/13/12, Ord. 2011-24]

Section 5. Section 3.06(q) of the Board of Supervisors' Rules of Order shall be renumbered 3.06(r).

Section 6. Section 3.06(q) of the Board of Supervisors' Rules of Order shall be created as follows:

**(r) WISCONSIN RIVER RAIL TRANSIT COMMISSION (WRRTC)**  
– Three members to staggered three-year terms ending on April 30 in respective years and one alternate, appointed by the Chair and

confirmed by the Board. The Commission was created in 1980 for the purpose of retaining rail service in the member counties which are now Crawford, Dane, Grant, Iowa, Jefferson, Rock, Sauk, Walworth and Waukesha. The Commission's mission is to further support maintaining rail accessibility for businesses in the County and possibly expanding such service south from Watertown to Jefferson and Fort Atkinson. [See Res. 2013-98, 01-14-2014]

Section 7. This ordinance shall be effective after passage and publication as provided by law.

**Mr. Schultz moved to amend the April meeting dates for the County Board but after discussion withdrew his motion.**

**Pursuant to Board Rule Section 3.09, Ordinance No. 2013-24 was laid over until March 11, 2014.**

**Mr. Mode read Resolution No. 2013-109.**

WHEREAS, the establishment, operation, and expansion of non-metallic mining operations can significantly affect the local environment, economy, and public health of the community, and the general quality of life in the surrounding area, and

WHEREAS, Senate Bill 349 and Assembly Bill 476 have been introduced in the Wisconsin Legislature to restrict or eliminate local governmental authority in regulating these operations, and

WHEREAS, SB-349 and AB-476 prohibit local governmental units from imposing restrictions on expansion of these operations to neighboring lands, and

WHEREAS, SB-349 and AB-476 prohibit a county from enacting or enforcing a nonmetallic mining reclamation ordinance that requires an operator to obtain a permit other than a reclamation permit, or that includes standards related to air and water quality, or is more restrictive than Wisconsin DNR standards, and

WHEREAS, SB-349 and AB-476 prohibit counties from imposing any fee or other restriction on a highway user for damage to highways caused by the highway user unless the county has entered into a contract with a highway user to reimburse the county for the cost of repairs to a highway that meets specific requirements, including a requirement that the proportion of damages caused specifically by the highway user must be determined by an engineer selected by the user and the county, and paid for equally by the user and the county, and

WHEREAS, the health, safety, economic, environmental, and quality of life impacts of these operations are primarily issues of local concern, and

WHEREAS, SB-349 and AB-476 are worded in such a manner that Jefferson County feels that the eventual effect of the proposed changes could have far reaching and unintended consequences in other areas currently regulated by the County and could greatly affect health, safety, economic, and environmental issues from other uses, and ul-



timately greatly impact the quality of life of Jefferson County citizens.

NOW, THEREFORE, BE IT RESOLVED by the Jefferson County Board of Supervisors that it supports local control of nonmetallic mining operations regarding their impacts on the community, and opposes Senate Bill 349 and Assembly Bill 476, and any other state legislation that would preempt the ability of the County to craft its own regulations tailored to its individual and unique circumstances, and

BE IT FURTHER RESOLVED that a copy of this resolution be sent to Governor Walker, Wisconsin DNR Secretary Stepp, the Wisconsin Counties Association, and Jefferson County's legislators.

**Mr. Mode moved to adopt Resolution No. 2013-109.** Seconded and carried.

**Mr. Buchanan read Resolution No. 2013-110.**

WHEREAS, the Fair Park has budgeted funds to purchase a front end loader for moving material including the need to load it into trucks, and

WHEREAS, their staff has tested a JCB (\$48,957) that was too small and could not perform all of the functions necessary; a Manitou MLT 625 (\$69,000) and a New Holland (\$62,900), and other equipment like compact wheel loaders; and through the process has decided that the Bobcat V417-Cab VersaHandler best meets their needs because of its lifting capacity and compactness to get in and out of the various Fair Park buildings, and

WHEREAS, the list price for a Bobcat VersaHandler including freight and dealer preparation is \$75,194, and

WHEREAS, Jefferson County may purchase said Bobcat as a member of the National Joint Purchase Agreement for the total amount of \$52,935,

NOW, THEREFORE, BE IT RESOLVED that the Fair Park is authorized to purchase a Bobcat V417-Cab VersaHandler in the amount of \$52,935 from Mid-State Group, Inc., Watertown, Wisconsin.

*Fiscal Note: Sufficient funds are in the Fair Park 2014 budget to pay for this piece of equipment.*

**Mr. Buchanan moved for the adoption of Resolution No. 2013-110.** Seconded and carried: Ayes 28, Noes 0, Absent 1 (Borland), Vacant 1.

**Mr. Buchanan read Resolution No. 2013-111.**

WHEREAS, the Jefferson County Highway Department is renting equipment needed for 2014 highway construction and maintenance projects, and

WHEREAS, rental quotes for a time period of between two and four months were solicited for a variety of construction and maintenance equipment, and

WHEREAS, one equipment vendor (Roland Equipment) provided the lowest monthly rental rates for all the anticipated equipment needs:

Equipment Rental (2 to 4 months):

Vendor: Roland Equipment

Equipment: 78K lb. Track Excavator (KO PC360LC)

Monthly Rental: \$6,600/mo.

Equipment: 39K lb. Track Excavator (KO PC210LC)

Monthly Rental: \$3,625/mo.

Equipment: 24K lb. Drum Compactor (Hamm 3410)

Monthly Rental: \$3,450/mo.

Equipment: 24K lb. Pad Compactor (Hamm 3410P)

Monthly Rental: \$3,450/mo.

Equipment: 47K lb. Dozer (KO D65PX-17)

Monthly Rental: \$7,500/mo.

AND WHEREAS, the Jefferson County Highway Committee has reviewed the monthly rental quotes and approved Highway Department staff recommendations to rent all equipment from Roland Machinery of DeForest, Wisconsin,

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Highway Department is authorized to rent the listed equipment from Roland Machinery at the above quoted monthly rental rates during the 2014 construction season.

*Fiscal Note: Money to come from the Highway Department construction account #53312.*

**Mr. Buchanan moved to adopt Resolution No. 2013-111.** Seconded and carried: Ayes 27, Noes 1 (Zentner), Absent 1 (Borland), Vacant 1.

**Mr. Braugler presented Ordinance No. 2013-25.**

WHEREAS, Personnel Ordinance, Section HR0130, states that the Personnel Ordinance shall be reviewed every January by the Human Resources Committee of the County Board, and

WHEREAS, the Human Resources Director recommends changes to various sections of HR0600, Benefits, addressing vacation and holiday carryover matters and consolidating voluntary benefit sections.

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

Section 1. Section HR0690, Vacation With Pay, of the Personnel Ordinance shall be amended as follows:

**HR0690 VACATION WITH PAY.**

- 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; am. ord. 2012-26, 02/12/2013]

- 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. 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. Requests to carry over vacation must be made to the Human Resources Department no later than December 15, 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. [am. ord. 2005-43, 02/14/06; am. ord. 2007-50, 03/11/08; renumbered 12/13/11, ord. 2011-21; am. ord. 2012-26, 02/12/2013]
- G. Employees who have 8 hours or less in their vacation bank on December 31 shall be able to carry over this time, with department head approval, to be used by January 20 or be forfeited.
- G.H. Hours in excess of 40 may be considered for carry over only for employees whose vacation was cancelled by the County during the month of December. 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.I. A report summarizing approved requests shall be made to the Human Resources Committee.
- I.J. 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. Section HR0645, Holidays, of the Personnel Ordinance shall be amended as follows:

**HR0645 HOLIDAYS.** [am. 12/13/11, ord. 2011-21]

- A. All eligible employees shall be allowed the following days with pay, pro-rated for eligible part-

time employees, working at least half-time: [am. 12/13/11, ord. 2011-21]

New Year's Day	Floating Holiday
Spring Holiday, as determined annually by the Human Resources Committee	Thanksgiving Day
<u>the County Administrator and Human Resources Director</u>	The day after Thanksgiving
	December 24
	Christmas Day
Memorial Day	
Independence Day	
Labor Day	

- B. Nonrepresented Sheriff's Department staff shall follow their respective union contract schedule. [am. 12/13/11, ord. 2011-21]
- C. In lieu of the paid holidays above, Communications Operators and Cooks in the Sheriff's Department, 9-month Seasonal Maintenance Workers in the Parks Department, and Intake/On-call Workers, Group Home Workers and the Lueder Haus Supervisor at Human Services, shall receive ten (10) floating holidays each year. Such days are to be taken at the discretion of the employee subject to the approval of the supervisor. Such employees shall work if scheduled on any day otherwise observed as a holiday by other County employees without additional compensation. Employees who have not used all of their holidays shall have them automatically paid out, on the first pay period in January at the previous year's rate in effect on December 31st. Holidays may be carried over into the new year upon approval of the County Administrator, used by March 1 or be forfeited. [cr. 12/13/11, ord. 2011-21]
- D. When a paid holiday falls on Saturday, the next preceding Friday shall become the paid holiday. When a paid holiday falls on Sunday, the next following Monday shall become the paid holiday. When December 24 is on Friday, the December 25 holiday shall be December 27. When December 24 is on Sunday, the holiday shall be December 26. [renumbered 12/13/11, ord. 2011-21]
- E. When an employee is required to work on a designated holiday or works extra hours during the week of a designated holiday, holiday hours which would be compensated in accordance with policy so as to exceed a total of 40 hours for the week may be banked for the employee's use at a mu-

tually agreeable time. This section does not apply to exempt employees receiving random hours. [am. ord. 85-10, 7/9/85; ord. 2002-33, 3/11/03; ord. 2010-29, 3/14/11, renumbered 12/13/11, ord. 2011-21]

- F. Except as provided in HR0645 (C), unused holidays cannot be carried over from one year to the next. Unused holidays shall be deemed waived. An exception will be considered for new employees hired in November or December who can demonstrate that they did not have a reasonable opportunity to use the floating holiday. These employees may request carryover with approval by the department head, Human Resources Director and County Administrator. Also, in exceptional circumstances, such as when December 24 or December 25 are the holidays affected by the emergency, the County Administrator may allow an employee to carry the unused holiday time into the next ensuing year. Such holiday time shall be used by March 1 of the succeeding year. A report summarizing approved requests shall be made to the Human Resources Committee [am ord. 2002-33, 3/11/2003; ord. 2003-27, 12/9/03; ord. 2006-35, 2/14/06; renumbered & am. 12/13/11, ord. 2011-21].

Section 3. Delete Sections HR0625, Deferred Compensation, HR0630, Disability Insurance, and HR0670, Section 125B Plan; amend Section HR0650, Life Insurance; and create Section HR0695, Voluntary Benefits, as follows:

~~**HR0625 DEFERRED COMPENSATION.** The County will offer employees an IRS qualified deferred compensation plan in which participants can defer some of their annual income (up to an annual limit), and which contributions and earnings are tax-deferred until withdrawal. [Resolution 1982-115]~~

~~**HR0630 DISABILITY INSURANCE.** [am 11-12-2013, ord 2013-18] An employee who is regularly assigned 600 or more hours annually is eligible for disability insurance. The County will offer eligible employees the opportunity to participate in a voluntary long term disability insurance plan. The full cost of participating in the long term disability plan will be paid for by the employee. The Human Resources Committee may approve vendor or plan changes when desirable.~~

~~**HR0670 SECTION 125B PLAN.** The County will offer a Section 125 Plan which employees may utilize for insurance premiums, unreimbursed medical expenses or dependent care expenses. The Administrator for this plan will be re-~~

viewed on a regular basis and approved by the Human Resources Committee. The County Administrator may approve plan changes as necessary to keep it qualified. [Res. 2001-51, 10/9/01]

**HR0650 LIFE INSURANCE.** The County of Jefferson shall participate in the state group life insurance plan for employee life, spousal and dependent children coverages. Eligible employees shall pay their required premium and the County shall pay its required premium for the basic plan. Eligible employees will also have the option of increasing their life insurance to three (3) times their annual salary by electing supplemental and one additional unit. For all coverage other than the basic plan, the employee will be responsible for the full cost of the life insurance. ~~In addition, eligible employees may elect to participate in the Universal Life plan. [am. ord. 2006-30, 03/13/07]~~

**HR0695 VOLUNTARY BENEFITS.** Employees regularly scheduled to work 600 or more hours annually may elect to participate in the County's voluntary benefit plans, unless as otherwise required by the benefit plan. The Human Resources Committee may approve vendor or plan changes when desirable, providing there is not a financial or negative impact to the County or employees, or the vendor/law requires full County Board approval. The County Administrator may execute amendments to such plan and the Human Resources Director shall act in the capacity of the plan administrator.

A. **DEFERRED COMPENSATION.** The County will offer employees an IRS qualified deferred compensation plan into which participants can defer some of their annual income (up to an annual limit), and which contributions and earnings are tax-deferred until withdrawal. [Resolution 1982-115]

B. **DISABILITY INSURANCE.** [am 11-12-2013, ord 2013-18] An employee who is regularly assigned 600 or more hours annually is eligible for disability insurance. The County will offer eligible employees the opportunity to participate in a voluntary long term disability insurance plan. The full cost of participating in the long-term disability plan will be paid for by the employee. The Human Resources Committee may approve vendor or plan changes when desirable.

C. **LIFE INSURANCE.** In addition to Group term life insurance, the County will offer a Universal Life policy.

D. **SECTION 125B PLAN.** The County will offer a Section 125 Plan to employees eligible for health

insurance, which employees may utilize for insurance premiums, unreimbursed medical expenses or dependent care expenses.

Section 4. This ordinance shall be effective after passage and publication as provided by law.

**Mr. Braugler moved that Ordinance No. 2013-25 be adopted.**  
Seconded and carried.

**Mr. Braugler read Ordinance No. 2013-26.**

WHEREAS, the Jefferson County Register of Deeds, Clerk, Treasurer, Sheriff and Clerk of Court are elected to four-year terms with the Sheriff and Clerk of Court elections being in 2014, and the County Clerk, Register of Deeds and Treasurer next elected in 2016, and

WHEREAS, Section 59.22(1), Wisconsin Statutes, requires the Board to establish the compensation for these elective offices before the earliest time for filing nomination papers prior to each election cycle, and

WHEREAS, compensation needs to be established for the Clerk of Court and Sheriff before April 15, 2014, which is the earliest time for filing nomination papers in this cycle, and

WHEREAS, the Human Resources Committee through many election cycles has sought an objective method of establishing salaries for these offices, and

WHEREAS, the County had a Compensation Study done in 2012 for all county employees (except the Sheriff's Department deputies) which study also evaluated the elected positions and, based on the duties of said positions, recommended that the following pay grades be assigned to the various positions:

County Clerk	Grade 12
Clerk of Court	Grade 12
Register of Deeds	Grade 10
Treasurer	Grade 10
Sheriff	Grade 16

AND WHEREAS, for these offices the Human Resources Committee recommends establishing salaries by use of the same evaluation process used for other employees and further recommends assigning all elected officials to the mid-point of each pay grade, Step 6, for the duration of the four-year term in the amount that Step 6 is as of the day before the earliest time for filing nomination papers for said office in each election cycle, which amount shall remain unchanged during the balance of the four-year term,

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

Section 1. Pursuant to Section 59.22(1), Wisconsin Statutes, salaries for each upcoming term of the elected offices of County Clerk, Clerk of Court, Register of Deeds, Treasurer and Sheriff, shall be determined by reference to Step 6 of the salary grades as set forth

above for each office as of the day before the earliest time for filing nomination papers for said office in each successive election cycle, which salary shall remain unchanged for said four-year term.

BE IT FURTHER ORDAINED that county elected officials are entitled to participate in the Wisconsin Retirement System in accordance with law and the County shall pay its share of contributions required by law.

AND BE IT FURTHER ORDAINED that the aforementioned county officials are entitled to participate in the County's health, dental, vision, disability, life insurance, Section 125B and other programs on the same terms and conditions as may be modified from time which apply to nonrepresented managerial employees with such variances as may be applicable to the Sheriff based on his law enforcement status.

BE IT FURTHER ORDAINED that the foregoing elected officials may request a salary grade review prior to the year of election for their office in the same manner as is applicable to other county employees requesting salary grade reviews.

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

*Fiscal Note: The compensation increase for the five elected officials subject to this is \$85,155 through 2018, which is all four years of the upcoming terms for the Sheriff and Clerk of Court and the first two years of the terms for the Treasurer, County Clerk and Register of Deeds. (Letter from Carlson Dettmann, the 2013 pay chart and data reflecting salaries of Sheriffs and Clerks of Court in Jefferson and other counties are on file at the County Clerk's Office.)*

**Mr. Braugler moved that Ordinance No. 2013-26 be adopted.** Seconded and carried: Ayes 28, Noes 0, Absent 1 (Borland), Vacant 1.

**County Administrator Wehmeier read the following appointment:**

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

By virtue of the authority vested in me under Section 59.18(2)(b) of the Wisconsin Statutes, I do hereby appoint Genevieve Borich to serve as Economic Development Director for an indeterminate term. I respectfully request confirmation of this appointment.

**Mr. Schroeder moved for confirmation of the above appointment.** Seconded and carried.

Supplemental information presented at the February 11, 2014, 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 8:15 p.m.