

**JEFFERSON COUNTY BOARD MINUTES
TUESDAY, JULY 14, 2015, 7:00 P.M.**

Chair Jim Schroeder presiding.

County Clerk Barbara A. Frank called the roll. Supervisors Tietz, Braughler, Hartz and Borland gave prior notice of their inability to attend.

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	Michael Wineke
District 9.....	Amy Rinard	District 10	Al C. Counsell
District 11.....	Donald Reese	District 12	Peter A. Hartz
District 13.....	Ed Morse	District 14	Kirk Lund
District 15.....	Steven J. Nass	District 16	Laura Payne
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	Vacant
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 Ben Wehmeier led the Pledge of Allegiance. A moment of silence was observed.

Wehmeier certified compliance with the Open Meetings Law.

The Board proceeded with the revised agenda as printed.

Rinard, Chair of the Administration & Rules Committee, moved that the minutes of the June 9, 2015, meeting be approved as presented. Seconded and carried.

Daniel A. Berg of Sikich LLP presented the 2014 Comprehensive Annual Financial Report and Audit Report.

Communications.

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

Available Cash on Hand		
June 1, 2015	\$	(234,985.90)
June Receipts		<u>6,240,577.74</u>
Total Cash	\$	6,005,591.84
Disbursements		
General – June 2015	\$	4,685,626.72
Payroll – June 2015		<u>1,230,451.60</u>
Total Disbursements		<u>5,916,078.32</u>
Total Available Cash	\$	89,513.52
Cash on Hand		
(in bank) July 1, 2015	\$	667,371.45
Less Outstanding Checks		<u>577,857.93</u>

Total Available Cash	\$	89,513.52
Local Government Investment Pool - General		\$24,130,237.79
Institutional Capital Management		16,298,384.18
Local Government Investment Pool - Clerk of Courts		25,962.62
Local Government Investment Pool - Farmland Preservation		227,882.91
Local Government Investment Pool - Parks/Liddle		81,567.95
Local Government Investment Pool - Highway Bond		<u>2,879,128.68</u>
	\$	43,643,164.13
2015 Interest - Super N.O.W. Acct.	\$	436.76
2015 Interest - L.G.I.P. - General Funds		15,839.88
2015 Interest - ICM		79,808.13
2015 Interest - L.G.I.P. - Parks/Carol Liddle Fund		48.10
2015 Interest - L.G.I.P. - Farmland Preservation		134.38
2015 Interest - L.G.I.P. - Clerk of Courts		15.30
2015 Interest - L.G.I.P. - Highway Bond		<u>1,444.62</u>
Total 2015 Interest	\$	97,727.17

JOHN E. JENSEN, JEFFERSON COUNTY TREASURER

Human Resources Director Terri M. Palm-Kostroski recognized the following retirees not in attendance: Mary Stearns, Health Department, 15 years 10 months; Jacquelyn Behm, Health Department, 25 years 4 months; and Kathleen Cheek, Health Department, 23 years 9 months. **Gail Scott, Health Department Director-Health Officer, recognized the following Health Department retirees who were in attendance:** Shirley Gehrke, 20 years 6 months and Sally Albertz, 21 years 6 months. **Register of Deeds Staci Hoffman** recognized Mary "Mike" Seisser, who was in attendance, for her 40 years 9 months of service.

Frank presented the following communications:

1. Letter dated June 24, 2015, from County Administrator Benjamin Wehmeier that the Jefferson County Library Board and respective participating municipal libraries have taken final action to withdraw from the Mid-Wisconsin Federated Library System effective January 1, 2016.

2. **Resolution No. 2015-26 introduced by Schroeder:**

WHEREAS, Callie Edwards, served as the County Board Supervisor for District 24 from November of 2014 to June of 2015, and

WHEREAS, Supervisor Callie Edwards volunteered to fulfill the remaining term of a vacated County Board seat and was appointed by the Jefferson County Board of Supervisors, and

WHEREAS, the Jefferson County Board of Supervisors recognizes Callie for her ability to balance her education with public service and her willingness to serve the constituents of District 24 when needed,

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors meeting this 14th day of July 2015, does hereby honor Callie Edwards and wish her happiness and success in the years ahead.

Buchanan moved to adopt Resolution No. 2015-26. Seconded and carried.

3. Notice of Public Hearing from the Planning & Zoning Committee for a hearing to be held on July 16, 2015, at 7:00 p.m. in Room 205 of the Jefferson County Courthouse, Jefferson.

The communications and notice were received and placed on file.

The floor was opened for public comment (Agenda). None.

Child Support Director Stacey Jensen, Emergency Management Director Donna Haugom and Sheriff Paul Milbrath presented their department's annual report. The annual reports were received and placed on file pursuant to Board Rule 3.03(12).

Jones, Chair of the Finance Committee, introduced Resolution No. 2015-27.

WHEREAS, on June 3, 2015, Jefferson County received a claim from Daniel Bauman in an estimated amount of \$1,255.31 for damages to his 2001 Dodge Ram pickup truck, WI plate DG62161, when his vehicle hit a pothole on Highway 26 in Johnson Creek, Wisconsin. Said damages are alleged to be the result of negligence of Jefferson County, its agents, officials, officers or employees, and

WHEREAS, Jefferson County's insurance carrier, Wisconsin Municipal Mutual Insurance Company, recommends disallowance of the claim, on the basis that the County is not responsible for the alleged damage.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors hereby disallows said claim and directs the Corporation Counsel to give the claimant notice of disallowance.

Fiscal Note: This matter has been referred to Wisconsin Municipal Mutual Insurance Company (WMMIC) and will be resolved in accordance with the terms of the County's policy.

Jones moved that Resolution No. 2015-27 be adopted. Seconded and carried.

Jones introduced Resolution No. 2015-28.

Executive Summary

In 2014, Jefferson County began utilizing P-Cards (Purchasing Cards) for County purchases. One advantage of using P-Cards is that the County is entitled to a cash rebate based on a percentage of the dollar amount purchased. The total rebate dollar amount received by Jefferson County in 2015 from 2014 P-Card purchases was \$15,500. When the 2015 budget was adopted, the County did not know how much would be received in rebates and therefore, there were no budgeted revenues for P-Card rebates.

The shared administrative vehicle is a 2002 Ford Crown

Victoria with about 120,000 miles. Using the 2014 P-Card rebate amount of \$15,500 and a contingency transfer of \$5,000, for a total of \$20,500, to purchase a replacement administrative vehicle will save the County money by allowing staff to continue to utilize a County vehicle instead of requiring staff to use their personal vehicles and paying mileage reimbursement.

WHEREAS, in 2015, the County received \$15,500 in rebates for purchases made using P-Cards in 2014, and

WHEREAS, the County is in need of a replacement administrative vehicle, and

WHEREAS, the Finance Committee recommends a budget amendment increasing revenues in the amount of \$15,500, a contingency transfer of \$5,000 and increasing capital expenditures in the amount of \$20,500 to be used for the purchase of a replacement administrative vehicle,

NOW, THEREFORE, BE IT RESOLVED that the 2015 budget is hereby amended to increase revenues in the amount of \$15,500 (Account #9801.486010), increase capital expenditures in the amount of \$20,500 (Account #9801.594811) and utilization of \$5,000 from contingency (Account 9802.599901) for the purpose of purchasing a replacement administrative vehicle.

Fiscal Note: The fiscal impact of this resolution is \$15,500 to revenue and \$20,500 to expenditures. As a budget amendment, this resolution requires 20 affirmative votes for passage.

Jones moved that Resolution No. 2015-28 be adopted. Seconded and carried: Ayes 24 (Jones, Kelly, David, Buchanan, Morris, Wineke, Rinard, Counsell, Reese, Morse, Lund, Nass, Payne, Kutz, Hanneman, Schroeder, Mode, Kannard, Poulson, Jaeckel, Foelker, Schultz, Babcock, Christensen), Noes 1 (Zentner), Absent 4 (Tietz, Braughler, Hartz, Borland), Vacant 1.

Jones introduced Resolution No. 2015-29.

Executive Summary

In 2009, the County invested \$783,000 into Wisconsin Municipal Mutual Insurance Company (WMMIC). The County designated this investment in the fund balance as unrestricted on the financial statements. As of 2014, the equity with WMMIC increased to \$1,046,755. Per Governmental Accounting Standards Board (GASB) Statement No. 16, the asset on the financial statement should be recorded as the County's original capitalization payment of \$783,000. In the fund balance portion of the financial statements the original payment should be recorded as nonspendable fund balance instead of unrestricted fund balance. For the purposes of the Fund Balance Policy, the Finance Committee recommends including the initial investment as part of the working capital.

Currently, the Fund Balance Policy does not address the use of working capital in an emergency situation. The Finance Committee recommends granting the County Board authority to utilize working capital if all means of funding an emergency have been exhausted.

Also, the Fund Balance Policy requires departments to submit a preliminary request for carryover funds by December 1st of each year. On May 13, 2014, the County adopted a Budget Carryover Policy that addresses what items are eligible to be carried over. Therefore, this section in the Fund Balance Policy is being eliminated.

WHEREAS, the Jefferson County Fund Balance Policy requires two (2) months of budgeted expenditures for working capital with the Finance Committee striving to maintain three (3) months of budgeted expenditures, and

WHEREAS, budgeted expenditures for working capital must be funded using unrestricted funds, and

WHEREAS, the initial investment from Jefferson County to Wisconsin Municipal Mutual Insurance Company (WMMIC) is presently designated as nonspendable fund balance, but is more properly recognized for the Fund Balance Policy as unrestricted, and

WHEREAS, the Finance Committee recognizes that the initial investment from Jefferson County to Wisconsin Municipal Mutual Insurance Company (WMMIC) is properly designated as working capital, and

WHEREAS, the recommend changes to the Fund Balance Policy authorize the County Board to use working capital as needed in emergency situations, and

WHEREAS, the recommend changes to the Fund Balance Policy remove the requirement for departments to submit a preliminary carryover request by December 1st, because the Budget Carryover Policy that was adopted May 13, 2014, now addresses this, and

WHEREAS, the recommend changes to the Fund Balance Policy change the date that the final written request from departments to use carryover funds must be submitted from February 15th to a date to be determined in mid-February of each year,

NOW, THEREFORE, BE IT RESOLVED that the Finance Committee recommends, and the Jefferson County Board of Supervisors hereby adopts, the attached amendments to the Jefferson County Fund Balance Policy.

Fiscal Note: No Fiscal Impact.

JEFFERSON COUNTY, WISCONSIN FUND BALANCE POLICY

Jefferson County finds that it is essential to maintain an adequate level of fund balance in order to:

- adapt to revenue shortfalls and/or unanticipated expenditures,
- help ensure stable tax rates, and
- provide a measure of liquidity for normal operations while at the same time keeping the County's long range investments intact.

As such, Jefferson County has elected to implement a Fund Balance Policy guided by the "Best Practice" adopted by the

GFOA (Government Finance Officers Association) Executive Board in October 2009. The Fund Balance Policy details are indicated below:

1. Jefferson County has implemented Governmental Accounting Standards Board (GASB) Statement No. 54, *Fund Balance Reporting and Fund Balance Type Definitions*. All definitions within the Fund Balance Policy will be in agreement with GASB Statement No. 54.

2. GASB Statement No. 54 pertains only to governmental funds. Business type funds, such as the Highway Department, shall be assumed to follow GASB Statement No. 54 for the purposes of this policy only.

3. The County's initial investment into Wisconsin Municipal Mutual Insurance Company (WMMIC) is recorded in nonspendable fund balance, but for the purpose of this policy shall be recognized as part of the "working capital"

4. The County shall maintain a minimum of two (2) months of budgeted expenditures within the General Fund for "working capital." This "working capital" shall be maintained to help cover revenue shortfalls, unanticipated expenditures, stabilize the tax rate, and provide liquidity.

5. The County shall maintain a minimum of two (2) months of budgeted expenditures within the Health Department for "working capital." This "working capital" shall be maintained to help cover revenue shortfalls, unanticipated expenditures, and stabilize the tax rate.

6. The Finance Committee shall strive to maintain three (3) months of budgeted expenditures within both the General Fund and Health Department for "working capital."

a. Should a budget proposed for adoption seek to utilize a portion of this additional month of "working capital," the reasoning for the usage of working capital shall be included in the budget document.

b. In the event of an emergency situation and all other means of funding the emergency have been exhausted, the County Board may utilize the working capital as needed.

c. Within three months of after the adoption of the proposed budget, or use due to an emergency situation, unless already included in the budget document, the County Board shall be informed by the Finance Committee and/or the County Administrator as to either:

i. A plan to restore the three months of working capital and related time frame, or

ii. The rationale for remaining between two (2) and three (3) months working capital.

7. Budgeted expenditures for the General Fund shall be defined as:

a. Total budgeted expenditures for the entire County in all governmental and business type funds for the immediate prior year (i.e. most recently adopted budget) less total budgeted expenditures for the Health Department for the immediate prior year.

b. Total budgeted expenditures shall include operating, capital, and debt expenditures.

c. Any budgeted capital or debt expenditures funded through bond proceeds shall be excluded.

8. Budgeted expenditures for the Health Department shall be defined as total budgeted expenditures for the immediate prior year (i.e. most recently adopted budget).

9. Any amount above three (3) months of budgeted expenditures for both the General Fund and Health Department shall be considered as the fund's unassigned fund balance. During the preparation of the budget for the subsequent year, the Finance Committee shall recommend to the County Board its plan for usage of this unassigned fund balance. This usage shall be limited to:

a. Fund capital outlay, being specific on purpose and timing of said outlay.

b. Repayment of debt.

c. Reduction of tax levy.

10. In the event that the Health Department's "working capital" does not meet the minimum required amount of two (2) months of budgeted expenditures or three (3) months of budgeted expenditures at the election of the Finance Committee:

a. The tax levy for the Health Department shall be increased to methodically bring the working capital up to required levels within a maximum of five (5) years.

b. The budget document shall include a recap of the methodology being used.

c. The calculation for unassigned funds within the General Fund shall be based upon total budgeted expenditures for all funds including the Health Department.

11. All departments shall transfer all remaining balances at year end to the General Fund, unless these balances are requested and approved to be non-lapsing. All funds within the Health Department shall automatically be retained by the Health Department.

~~12. Each department, including the Health Department, shall make a written preliminary request to the Finance Department by December 1st of each year for both discretionary and non-discretionary non-lapsing requests to be carried forward into the subsequent budget year. The Finance Committee at its first available meeting in December reviews these requests. Should the Finance Committee determine it will not support a discretionary non-lapsing request, the applicable department shall be informed so that they have until year end to determine a course of action.~~

13. Non-lapsing requests, both discretionary and non-discretionary, are defined below. Examples are included, but it should be noted that these lists are not all inclusive.

a. Non-discretionary

i. Non-spendable, because of their form. Examples include:

1. Inventory

- 2. Delinquent property taxes
- 3. Prepaid expenditures
- ii. Restricted, because of externally enforceable limitations on use. Examples include:
 - 1. Statutory limitations
 - 2. Specific donor limitations
 - 3. Signed contracts and/or purchase orders with vendors
 - 4. Specific state agency limitations
 - 5. Unspent bond proceeds.

b. Discretionary, which are classified as committed under GASB Statement No. 54. Examples include:

- i. Balances that result from funded depreciation, not already affected by signed contracts and/or purchase orders with vendors.
- ii. Available departmental surpluses ~~wished~~ desired to be used for future appropriations.
- iii. Special circumstances that shall be considered by the Finance Committee.

13. Final written requests for both discretionary and non-discretionary non-lapsing items from all departments are due to the Finance Department ~~in mid-February~~ by February 15th of the succeeding year. Thereafter, the Finance Committee will propose a resolution to the County Board with ~~their~~ its recommendations concerning carrying over of discretionary items. The resolution will, in the fiscal note, show the various categories.

14. ~~In regards to vested employee pay for governmental funds;~~ ~~†The County specifically intends that all such liability reflecting employee vested benefits pay shall include:~~ (a) 100% of the calculated liability for vested vacation pay; (b) 65% of the calculated liability for vested sick pay; (c) 100% of the calculated liability for vested holiday pay; and (d) 100% of the calculated liability for vested compensatory time pay with all categories designated as "assigned" fund balances as defined under GASB Statement No. 54. While it may be argued that the County does not have to accrue these liabilities for governmental funds, the County has elected to fully fund these liabilities with an assigned fund balance.

Adopted by Jefferson County Board of Supervisors on October 25, 2011 (Resolution No. 2011-61) Modified on July 10, 2012 (Resolution No. 2012-30)

Jones moved that Resolution No. 2015-29 be adopted. Seconded and carried: Ayes 25 (Jones, Kelly, David, Buchanan, Morris, Wineke, Rinard, Counsell, Reese, Morse, Lund, Nass, Payne, Kutz, Hanneman, Schroeder, Mode, Kannard, Poulson, Jaeckel, Foelker, Zentner, Schultz, Babcock, Christensen), Noes 0, Absent 4 (Tietz, Braugher, Hartz, Borland), Vacant 1.

Mode, Vice-Chair of the Human Resources Committee, introduced Ordinance No. 2015-10.

Executive Summary

Currently, department heads are applying various definitions

to the term 'dependent child' as it applies to the use of paid sick leave benefits under Personnel Ordinance HR0680, Sick Leave with Pay. Therefore, employees are receiving a different benefit level based on different interpretations. Under Wisconsin law, a parent's duty to support his or her child continues until age 18, or age 19 if the child is still enrolled in high school or working on a high school equivalency course (GED). It is the recommendation of the Human Resources Committee to use this definition for 'dependent child' as it pertains to the use of paid sick leave benefits.

WHEREAS, Jefferson County recognizes that finding the balance between work and life/family commitments can be challenging, and the continued use of paid sick leave benefits to care for a sick child(ren) can assist in making the work/life balance easier for employees as well as a benefit that can help attract and retain new employees, and

WHEREAS, Jefferson County strives to treat all employees fairly and in the same manner.

NOW, THEREFORE, BE IT RESOLVED that the Human Resources Committee supports and recommends the amendment of Section HR0680, Sick Leave with Pay, to clarify the definition of dependent child so that it will be applied in the same manner to all employees.

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

Section 1. Section HR0680, Sick Leave with Pay is amended as follows:

HR0680 SICK LEAVE WITH PAY

C. **Use for immediate family:** In addition to any right that employees may have under state or federal law to use sick leave for family members, employees may use sick leave for the reasons described in Section (B) above involving members of their immediate family. Immediate family is defined for this purpose as dependent children, current dependent step children, spouse, parents and parents-in-law. Dependent child (biological, adopted or fostered) and current dependent step child for the purposes of sick leave use under this section are defined as follows:

1. A child or step child who is less than 18 years old
2. A child through the age of 19 if the child is pursuing an accredited course of instruction leading to the acquisition of a high school diploma or its equivalent
3. An adult child who is permanently and totally disabled and therefore cannot engage in any substantial gainful activity and a doctor determines the condition has lasted or can be expected to last continuously for at least a year or can lead to death.

Employees may use up to three (3) days for each occurrence involving members of their immediate family. If due to extenuating circumstances additional time is needed, employees may be granted additional days of sick leave in excess of the three (3) days, upon the approval of their supervisor. If additional days are approved, the County may require verification as described below.

Section 2. This ordinance shall be effective after passage

and publication as provided by law.

Fiscal Note: No additional fiscal impact is anticipated.

Mode moved that Ordinance No. 2015-10 be adopted. Seconded and carried.

Mode introduced Resolution No. 2015-30.

Executive Summary

Based on recent discussions involving the Circuit Court Judges, the Clerk of Court and the County Administrator, it is being recommended to take an existing vacant lead Register in Probate position and transition to a Register in Probate/Attorney/Circuit Court Commissioner position. Prior to 2010, the two offices of Clerk of Court and Register in Probate were separate. In an attempt to maintain services while under budget constraints during this time, the Clerk of Court was appointed as Register in Probate to serve in both roles.

Due to the ever changing environments in both positions, it is in the best interest of the public to re-establish a Register in Probate/Attorney/Circuit Court Commissioner as a separate position and withdraw those duties and responsibilities from the Clerk of Court. This position will replace an existing vacant position within the Register in Probate office. The costs associated with the grade difference will be offset through existing savings in 2015 in the Clerk of Court and Register in Probate budgets and through unfilled positions in 2016.

WHEREAS, the Clerk of Courts recommends the elimination of a vacant full-time, Deputy Register in Probate/Lead Juvenile Clerk position and creation of a Register in Probate/Attorney position that is qualified to assist as a Court Commissioner if needed, as well as supervise the Juvenile Department of the Clerk of Courts, and

WHEREAS, after due consideration, the Human Resources Committee recommends the changes proposed by the Clerk of Courts, including designating the new Register in Probate/Attorney position as an "other department head exempt" position under Personnel Ordinance HR0250 (B)(1) and allow for random hours under Personnel Ordinance HR0360 (A)(2).

NOW, THEREFORE, BE IT RESOLVED that the 2015 County Budget setting forth position allocations in the Clerk of Courts Department be and is hereby amended to reflect the above change, to become effective upon passage of this resolution.

Fiscal Note: Assuming an August 15, 2015, hire date, the total tax levy cost for the remainder of 2015 is \$9391.08, and \$32,198 on an annual basis. There are sufficient funds budgeted in the 2015 Clerk of Courts Department due to vacancies and staff changes. Therefore, no additional tax-levy is required and no budget amendment is needed for 2015.

Mode moved that Resolution No. 2015-30 be adopted. Seconded and carried.

Jones, Chair of the Infrastructure Committee, introduced Resolution No. 2015-31.

Executive Summary

Over the course of the past 18 months, the Infrastructure Committee has been looking at the current status of facilities countywide. As part of the discussion, the Infrastructure Committee recommended in 2014 to include funds in the 2015 budget to conduct a condition assessment of all facilities to develop a comprehensive view as to the current condition of facilities and help staff develop a long term prioritization of projects.

During the process of considering options to provide these services, County staff found FacilityDude, a division of Dude Solutions, Inc., through a nationwide governmental cooperative purchasing pool contract. This company will provide the County with two services. The first service will be the comprehensive condition assessment of all primary County facilities. This will not only look at the condition of facilities, but also help in developing estimates of costs for needed repairs and prioritization of repairs. The second service will be implementing a Facility Management System which will assist in the management of facilities as well as provide methods to assist in processing work orders and projects.

WHEREAS, for purposes of long term budgetary and capital facilities planning, it is desirable to develop a comprehensive baseline of the current condition of County facilities and develop an order of magnitude for estimated costs, and

WHEREAS, it is further recommended that the County implement a comprehensive facility management system to help with day to day County operations and assist with long term decision making of investments in County facilities, and

WHEREAS, after due consideration, the Infrastructure Committee recommends that the County proceed forward through the cooperative purchasing authorization in the County Purchasing Ordinance, to work with FacilityDude to conduct a condition assessment of County facilities and develop a comprehensive facilities management system, and

WHEREAS, there is an existing contract between FacilityDude and a joint purchasing government program called National Joint Powers Alliance, a municipal national contracting agency, which has negotiated with FacilityDude as a contracted supplier to provide Jefferson County with the desired services at the most cost effective price.

NOW, THEREFORE, BE IT RESOLVED that the County Administrator is authorized to enter into a professional service contract with FacilityDude for purposes of conducting a condition assessment of County facilities and developing a facilities management system.

Fiscal Note: The 2015 Budget includes \$40,000 for Other Professional Services, Account 1901.521219. The cost of the initial condition assessment and investment in the management system will be \$32,760 and the cost of the annual maintenance fee of the management system will be \$9,149.

Jones moved that Resolution No. 2015-31 be adopted. Seconded and carried: Ayes 24 (Jones, Kelly, David, Buchanan, Mor-

ris, Wineke, Rinard, Counsell, Reese, Morse, Lund, Nass, Payne, Kutz, Hanneman, Schroeder, Mode, Kannard, Poulson, Jaeckel, Foelker, Schultz, Babcock, Christensen), Noes 1 (Zentner), Absent 4 (Tietz, Braughler, Hartz, Borland), Vacant 1.

Morris, Chair of the Law Enforcement/Emergency Management Committee, introduced Resolution No. 2015-32.

Executive Summary

The Jefferson County 9-1-1 phone system is currently in need of replacement. As part of the 2015 Budget, funds have been allocated to the Jefferson County Sheriff's Office for the purchase and installation of a new 9-1-1 Communications Center. In April 2015, the County prepared and published a request for proposals for this project and received responses from five different vendors proposing six different 9-1-1 phone systems. Of the 5 vendors who responded, the three lowest bidders were AT&T, Baycom and Frontier with Frontier being the lowest bidder, Baycom being the next lowest bidder and AT&T being the third lowest bidder. AT&T and Baycom both presented the exact same system, however with different pricing. These three lowest bidders were invited to the Sheriff's Office to give a demonstration about their product based on completeness of their response, price and functionality. After reviewing all of the documentation from AT&T, Baycom and Frontier, the Jefferson County Sheriff's Office made the determination that although AT&T is not the lowest bidder, AT&T is the lowest responsible bidder and the VESTA 9-1-1 phone system is the best solution for Jefferson County's 9-1-1 Phone System both now and in the future.

WHEREAS, the Jefferson County 9-1-1 phone system is currently in need of replacement and funds have been allocated in the 2015 budget to the Jefferson County Sheriff's Office for the purchase and installation of a new 9-1-1 Communications Center, and

WHEREAS, a Request for Proposals was published seeking the purchase and installation of the Next Generation (NG) 9-1-1 Phone System for the Jefferson County Sheriff's Office with the bids being presented in the table below, and

<u>Vendor</u>	<u>System</u>	<u>Price</u>	<u>1st Year Maintenance</u>	<u>2nd - 5th year</u>
Frontier	Solacom	\$ 189,728.58	Included	\$ 13,789.03
Baycom	Vesta	\$ 214,452.50	\$ 23,600.00	\$ 23,600.00
AT&T	Vesta	\$ 214,586.55	\$ 13,271.51	\$ 23,959.80
AT&T	Viper	\$ 243,198.20	\$ 16,211.25	\$ 29,834.85
General				
Communications	Zetron	\$ 249,885.72	\$ 15,423.72	\$ 15,423.72
RADCOM	ModUcom	\$ 257,950.85	Included	\$ 13,274.35

WHEREAS, the three lowest bidders were AT&T, Baycom and Frontier with Frontier being the lowest bidder, Baycom being the next lowest bidder and AT&T being the third lowest bidder, and

WHEREAS, the three lowest bidders were invited to the Sheriff's Office to give a demonstration about their product based

on completeness of their response, price and functionality, and

WHEREAS, all bids were reviewed by Sheriff's Office staff and the Law Enforcement/Emergency Management Committee, and

WHEREAS, the Law Enforcement/Emergency Management Committee recommends entering into a contract with AT&T as the lowest responsible bidder with the VESTA 9-1-1 phone system being the best solution for Jefferson County's 9-1-1 Phone System both now and in the future.

NOW, THEREFORE, BE IT RESOLVED that the County Administrator is authorized to contract with AT&T for the purchase and installation of a new Next Generation (NG) 9-1-1 Phone System for the Jefferson County Sheriff's Office Communications Center.

BE IT FURTHER RESOLVED that an amount not to exceed 10% of the cost of the AT&T VESTA 9-1-1 phone system (\$21,458.66) is authorized to be used from the 2015 budgeted line item for this project for purposes of unanticipated costs which may be utilized upon approval of the County Administrator.

Fiscal Note: The costs of this project are expected not to exceed \$236,045.20 for purchase and installation and \$13,271.51 for the first year's maintenance which are included in the 2015 budget. Additional maintenance is \$23,959.80 per year and will be included in subsequent years' budgets.

Morris moved to adopt Resolution No. 2015-32. Seconded and carried: Ayes 24 (Jones, Kelly, David, Buchanan, Morris, Wineke, Rinard, Counsell, Reese, Morse, Lund, Nass, Payne, Kutz, Hanneman, Schroeder, Mode, Kannard, Poulson, Jaeckel, Foelker, Schultz, Babcock, Christensen), Noes 1 (Zentner), Absent 4 (Tietz, Braughler, Hartz, Borland), Vacant 1.

Kelly, Vice-Chair of the Parks Committee, introduced Resolution No. 2015-33.

Executive Summary

The Jefferson County Parks Department is continuously looking at new methods to raise funds for the maintenance and improvement of county parks using non-tax levy funds. One option that has been proposed is to hold a fund raising event in Korth Park which would involve the sale of fermented malt beverages, food and live music. Similar events have taken place in Milwaukee County which have been very successful. This event will be open to the public and take place on August 20, 2015, from 5:00 p.m. to 9:00 p.m. and involve the sale of fermented malt beverages provided at cost to Jefferson County by Tyrana Brewing Company. All proceeds raised from this one-time trial event will be used for the maintenance and improvement of Jefferson County Parks. Wisconsin State Statute section 125.06(6) exempts counties from the requirement to obtain a license or permit to sell fermented malt beverages in any public park operated by a county and instead requires a county to enact an ordinance, resolution, rule or regulation allowing such sales. A formal report will be given to the Parks

Committee following this event for consideration of future events of this type and discussion of opportunities to partner with other local businesses in fund raising events.

WHEREAS, the Jefferson County Parks Department is seeking to raise funds for the maintenance and improvement of county parks using non-tax levy funds, and

WHEREAS, holding a fund raising event in Korth Park which would involve the sale of fermented malt beverages has proven successful in raising funds in other counties, and

WHEREAS, Tyranena Brewing Company of Lake Mills has offered to provide fermented malt beverages to Jefferson County at cost for this fund raising event with the proceeds from all sales being used for the maintenance and improvement of Jefferson County Parks, and

WHEREAS, this event will be open to the public and take place on August 20, 2015, at Korth Park in Jefferson County between the hours of 5:00 p.m. and 9:00 p.m., and

WHEREAS, Jefferson County's insurance liability carrier, Wisconsin Municipal Mutual Insurance Company, has confirmed that there is liability coverage for this type of event under the existing liability policy for the County, and

WHEREAS, Wisconsin State Statute section 125.06(6) exempts counties from the requirement to obtain a license or permit to sell fermented malt beverages in any public park operated by a county, and instead requires a county to enact an ordinance, resolution, rule or regulation allowing such sales.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Parks Department is hereby authorized to hold a fund raising event involving the sale of fermented malt beverages, food and live music at Korth Park which will be open to the public and take place on August 20, 2015, between the hours of 5:00 p.m. and 9:00 p.m.

Fiscal Note: This event will have no cost to the County. The amount of proceeds raised will not be known until after the event.

Kelly moved that Resolution No. 2015-33 be adopted. Seconded and carried.

Nass, Chair of the Planning & Zoning Committee, introduced the following 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 official zoning map of Jefferson County, filed for public hearing held on June 18, 2015, 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 R3809A-15, R3810A-15,
R3811A-15, R3812A-15 AND R3813A-15
DATED THIS 29TH DAY OF JUNE 2015**

Donald Reese, Secretary
THE PRIOR MONTH'S AMENDMENTS, R3805A-15 AND
R3807A-15, ARE EFFECTIVE
UPON PASSAGE BY COUNTY BOARD, SUBJECT TO WIS.
STATS. 59.69(5).

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

Nass introduced Ordinance No. 2015-11.

WHEREAS, the Jefferson County Board of Supervisors has heretofore been petitioned to amend the official zoning map of Jefferson County, and

WHEREAS, Petitions R3809A-15, R3810A-15, R3811A-15, R3812A-15 and R3813A-15 were referred to the Jefferson County Planning and Zoning Committee for public hearing on June 18, 2015, 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 official zoning map of Jefferson County as follows:

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

Rezone to create a 4-acre building site near N3838 County Road G in the Town of Jefferson from part of PIN 014-0614-1832-000 (37.89 acres). This action is conditioned upon road access approval by the County Highway Department, upon receipt of a suitable soil test, and upon approval and recording of a final certified survey map for the lot, including extraterritorial plat review if necessary. Development shall not occur on slopes in excess of 20%. (R3809A-15 – Charles & Doreen Renz)

Create a 2.5-acre lot around the home at N8615 County Road X and a 2.2-acre lot around the home at N8579 County Road X, both in the Town of Watertown, from PINs 032-0815-1641-000 (39.32 acres) and 032-0815-1644-000 (15 acres). Rezoning is conditioned upon approval and recording of a final certified survey for the lots, including extraterritorial plat review if necessary. Any buildings that are within the 20-foot required side- or rear-yard setback shall be removed. (R3810A-15 – Lloyd & Daphne Holterman)

**FROM A-1, EXCLUSIVE AGRICULTURAL TO A-3,
AGRICULTURAL AND**

RURAL RESIDENTIAL AND N, NATURAL RESOURCES

Rezone to create two, 2-acre building sites and a 2.4068-acre Natural Resource zone adjacent on Branch Road. The property is part of PIN 012-0816-2422-002 (18.679 acres) in the Town of Ixonia. This approval is conditioned upon road access approval for each lot, for a suitable soil test for each building site, and for a final certified survey map including extraterritorial plat review if necessary. There shall be a 75-foot setback imposed from the wetlands and development shall not occur on slopes in excess of

20%. (R3811A-15 & R3812A-15 – Albert & Anne Brown)

**FROM A-2, AGRICULTURAL AND RURAL BUSINESS TO A-T,
AGRICULTURAL TRANSITION**

Rezone 8.2 acres for its inclusion with adjoining A-T zoned property at W5051 US Highway 18 in the Town of Jefferson. The acreage is part of PIN 014-0614-1212-000 (37.826 acres). This shall be absorbed into the adjoining A-T zoned land. (R3813A-15 – Gladys Vogel)

The above rezonings 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.

Nass moved that Ordinance No. 2015-11 be adopted. Seconded and carried with Kannard abstaining for possible conflict of interest.

Public Comment (General). None.

Supplemental information presented at the July 14, 2015, Jefferson County Board meeting will be available at the County Clerk's office upon request or on the County's website at www.jeffersoncountywi.gov.

There being no further business, Mr. Buchanan moved that the Board adjourn. Seconded and carried at 8:15 p.m.