

**JEFFERSON COUNTY BOARD MINUTES
TUESDAY, SEPTEMBER 8, 2015, 7:00 P.M.**

Chair Jim Schroeder presiding.

Deputy County Clerk Audrey McGraw called the roll, all members being present except Supervisor Borland who gave prior notice of his inability to attend and Supervisor Nass who informed the Clerk that he might be late.

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 Vacant
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 agenda as printed.

Rinard, Chair of the Administration & Rules Committee, moved that the minutes of the August 11, 2015, meeting be approved as printed. Seconded and carried.

Communications.

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

Available Cash on Hand	
August 1, 2015	\$ 3,619,651.54
July Receipts	<u>33,591,903.56</u>
Total Cash	\$ 37,211,555.10
Disbursements	
General – August 2015	\$ 36,257,007.45
Payroll – August 2015	<u>1,257,443.68</u>
Total Disbursements	<u>37,514,451.13</u>
Total Available Cash	\$ (302,896.03)
Cash on Hand	
(in banks) September 1, 2015	\$ 718,548.93
Less Outstanding Checks	<u>1,021,444.96</u>
Total Available Cash	\$ (302,896.03)

Local Government Investment Pool - General	\$ 9,935,222.82
Institutional Capital Management/DANA	23,314,823.41
Local Government Investment Pool - Clerk of Courts	25,968.44
Local Government Investment Pool - Farmland Preservation	227,933.99
Local Government Investment Pool - Parks/Liddle	81,586.23
Local Government Investment Pool - Highway Bond	<u>2,014,416.08</u>
	\$ 35,599,950.97
2015 Interest - Super N.O.W. Acct.	\$ 857.33
2015 Interest - L.G.I.P. - General Funds	21,764.46
2015 Interest - ICM/DANA	86,258.13
2015 Interest - L.G.I.P. - Parks/Carol Liddle Fund	66.38
2015 Interest - L.G.I.P. - Farmland Preservation	185.46
2015 Interest - L.G.I.P. - Clerk of Courts	21.12
2015 Interest - L.G.I.P. - Highway Bond	<u>2,031.60</u>
Total 2015 Interest	\$ 11,184.48

JOHN E. JENSEN, JEFFERSON COUNTY TREASURER

McGraw presented the following communications:

1. Letter to Sheriff Paul Milbrath dated September 4, 2015, from Carl Zentner submitting his resignation as District 26 Supervisor effective immediately.
2. Notice of Public Hearing from the Jefferson County Planning and Zoning Committee for a hearing to be held on September 17, 2015, at 7:00 p.m. in Room 205 of the Jefferson County Courthouse.

The communications and notice were received and placed on file.

The floor was opened for public comment. Speaking were Ronni Monroe, Aztalan, and Lori VanCaster, Marshall, on the En-bridge pipeline and shortage of firefighters; and Julie Garrett, Madison, on the "Bike the Barn" bike ride scheduled for September 20, 2015.

Nass present.

Hanneman, Chair of the Task Force on County Operations & Organization, and Wehmeier presented the Task Force's recommendations.

Land Information Director Andy Erdman, Planning & Zoning Director Rob Klotz and Chair of the Historic Sites Preservation Commission Cindy Arbiture presented their department's/commission's annual report. The annual reports were received and placed on file pursuant to Board Rule 3.03(12).

Rinard, Chair of the Administration & Rules Committee, introduced Resolution No. 2015-38.

Executive Summary

The State of Wisconsin has adopted NR 115 of the Wisconsin

sin Administrative Code relating to Shoreland Zoning Standards and Jefferson County has adopted and administered these standards since 1969. The Joint Finance Committee for the State's 2015-2017 biennial budget process has passed paragraph 23 of Motion Number 520 which significantly changes the standards for regulation of structures in shoreland areas contrary to the adopted standards of NR115. These new rules, as it relates to structures, have caused much confusion for local officials and the general public with little or no direction from the State, potentially placing a significant burden on shoreland property owners to be in compliance. This resolution supports the repeal of the new shoreland zoning standards and requests that amendments be addressed through the normal legislative process to allow for important input from the general public regarding managing development activity around Wisconsin waterways.

WHEREAS, the State of Wisconsin has adopted NR 115 of the Wisconsin Administrative Code relating to Shoreland Zoning Standards and Jefferson County has adopted and administered the requirements of said standards since 1969, and

WHEREAS, Jefferson County's water resources include both outstanding and impaired ratings and existing regulations are in place to protect the outstanding resources and restore the impaired resources, and

WHEREAS, the Jefferson County Planning & Zoning Department, along with other county and state agencies, is charged with administering and enforcing State and County regulations to protect water resources and educate the public in shoreland and wetland zoning and long-range planning, and

WHEREAS, the Joint Finance Committee for the State's 2015-2017 biennial budget process has passed paragraph 23 of Motion Number 520 which significantly changes the standards for regulation of structures in shoreland areas contrary to the adopted standards of NR115, and

WHEREAS, these new rules take away local control of the County's waterways with no input from the general public, and

WHEREAS, these new rules, as it relates to structures, have caused much confusion for local officials and the general public with little or no direction from the state potentially placing a significant burden (financial, construction delays, etc.) on shoreland property owners to be in compliance, and

WHEREAS, neighboring property owners and the general public may be negatively impacted, specifically as it relates to decreased property values, erosion, substandard sanitary impacts, increased flooding issues, aesthetics and overall enjoyment of the County's waterways, and

WHEREAS, state organizations including the Wisconsin Counties Association, Wisconsin County Code Administrators, Wisconsin Land and Water Conservation Association and Wisconsin County Planning and Zoning Directors have gone on record supporting the repeal of paragraph 23 of Motion Number 520 of the 2015-2017 Budget Bill, and request that proposed amend-

ments be addressed through the normal legislative process to allow for important input from the general public regarding managing development activity around Wisconsin waterways.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors supports repealing paragraph 23 of Motion Number 520 of the 2015-2017 State Budget Bill (2015 Wis Act 55), and requests that any amendments to NR 115 be made through the normal legislative process to allow for open public discussion and input.

BE IT FURTHER RESOLVED that the Jefferson County Clerk is directed to send a copy of this resolution to members of the State's Joint Finance Committee, the Governor of the State of Wisconsin, State Senators and Representatives serving Jefferson County constituents and the Wisconsin Counties Association.

Fiscal Note: This resolution will have no fiscal impact to Jefferson County.

Rinard moved that Resolution No. 2015-38 be adopted. Seconded and carried.

Rinard introduced Resolution No. 2015-39.

Executive Summary

The LaFollette School of Public Affairs published a report in 2011 outlining the significant turnover rate in Wisconsin of prosecutors in the District Attorneys' offices due to low pay and limited pay progression. The study showed a pattern of prosecutors leaving the District Attorneys' office after gaining experience due to lack of financial incentive. This resolution supports increasing financial incentives for Assistant District Attorney positions and hiring additional Assistant District Attorneys through funding from the state budget.

WHEREAS, in 2014, the Wisconsin Legislature addressed the issue of financial incentives for Assistant District Attorneys by adopting a pay progression scale which is codified in Wis. Stat. §230.12. This pay scale progression must be funded biannually in the state budget in order to continue, and

WHEREAS, the Wisconsin District Attorneys Association and the Jefferson County District Attorney support implementing financial incentives for Assistant District Attorneys and the hiring of additional Assistant District Attorneys through funding from the state budget, and

WHEREAS, the Administration and Rules Committee supports this resolution,

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors supports the implementation of financial incentives for Assistant District Attorneys and the hiring of additional Assistant District Attorneys through funding from the state budget.

BE IT FURTHER RESOLVED that the Jefferson County Clerk is directed to transmit a copy of this resolution to the Governor of the State of Wisconsin, Jefferson County's state legislative delegation, all Wisconsin Counties, and the Wisconsin Counties

Association.

Rinard moved that Resolution No. 2015-39 be adopted. Seconded and carried.

Rinard introduced Resolution No. 2015-40.

Executive Summary

Local government in Wisconsin is responsible for maintaining approximately 90% of the road miles in the state. Funding for local roads in Wisconsin has failed to keep up with costs over the past several decades which has adversely affected local transportation finances. According to a Local Government Institute study, municipal transportation spending has declined from \$275 per capita in 2000 to \$227 per capita in 2012. In only two states did local transportation spending increase less than Wisconsin during 2000-2011. The Jefferson County Board of Supervisors urges the Governor and Legislature to implement a sustainable solution that includes a responsible level of bonding and adjusts user fees to adequately fund Wisconsin's transportation system.

WHEREAS, local government in Wisconsin is responsible for maintaining approximately 90% of the road miles in the state, and

WHEREAS, Wisconsin's diverse economy is dependent upon county and town roads as well as city and village streets and transit systems across the state, and

WHEREAS, according to a report commissioned by the Local Government Institute (LGI) the condition of Wisconsin's highways is now in the bottom third of the country, and

WHEREAS, state funding for local roads in Wisconsin has failed to keep up with costs over the past several decades which has adversely affected local transportation finances. According to the LGI study, municipal transportation spending has declined from \$275 per capita in 2000 to \$227 per capita in 2012. In only two states did local transportation spending increase less than Wisconsin during 2000-2011, and

WHEREAS, levy limits do not allow local government to make up for the decline of state funding, and

WHEREAS, Wisconsin's over-reliance on bonding erodes the state's segregated funding sources such as the state gas tax and vehicle registration fees which increasingly go to service debt rather than to fund local transportation needs, and

WHEREAS, safety is a primary concern and responsibility of local governments across Wisconsin. Unfortunately, according to TRIP, a national non-profit transportation research group, Wisconsin had 347 non-interstate, rural road fatalities in 2013, and

WHEREAS, the Jefferson County Board of Supervisors recognizes that State of Wisconsin's highway and interstate system is the backbone of its surface transportation system and plays a vital role in the economy of Wisconsin. Both local and state roads need to be properly maintained in order for the State's economy to grow, and

WHEREAS, from a competitive standpoint, Wisconsin motorists pay significantly less than any of their neighbors in the annual

cost of state gas taxes and vehicle registration fees, and

WHEREAS, the Transportation Finance and Policy Commission, appointed by the Governor and Legislature clearly found that if Wisconsin does not adjust its user fees, the condition of state and local roads will deteriorate significantly over the next decade, and

WHEREAS, every month that state and local repairs are deferred increases the costs to the taxpayers, and

WHEREAS, the Administration and Rules Committee supports this resolution,

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors urges the Governor and Legislature to agree upon a sustainable solution that includes a responsible level of bonding and adjusts user fees to adequately fund Wisconsin's transportation system.

BE IT FURTHER RESOLVED that the Jefferson County Clerk is directed to transmit a copy of this resolution to the Governor of the State of Wisconsin, Jefferson County's state legislative delegation and the Wisconsin Counties Association.

Rinard moved that Resolution No. 2015-40 be adopted. Seconded and carried.

Rinard introduced Resolution No. 2015-41.

Executive Summary

The Jefferson County Administration and Rules Committee, Finance Committee and Human Resources Committee conducted an extensive review of the Jefferson County Administrator's performance and found that the County Administrator has consistently exceeded his established goals and expectations by the Jefferson County Board of Supervisors. These committees also conducted an extensive review of the compensation packages of County Administrators serving comparable Wisconsin counties and found that the County Administrator's compensation package is below that of comparable Wisconsin counties. For these reasons, the Committees unanimously recommended that the County Administrator's benefit and compensation package be adjusted to a level which recognizes his performance and brings his compensation closer to that of County Administrators serving comparable Wisconsin counties.

WHEREAS, the Administration and Rules Committee, the Finance Committee and the Human Resources Committee (the Committees) conducted an extensive review of the County Administrator's performance, and

WHEREAS, the Committees unanimously found that the County Administrator has consistently exceeded his established goals and expectations by the Jefferson County Board of Supervisors, and

WHEREAS, the Committees also conducted an extensive review of the compensation packages of County Administrators serving comparable Wisconsin counties, and

WHEREAS, the Committees found that the County Adminis-

trator compensation package is below benefit and compensation packages of County Administrators serving comparable Wisconsin counties, and

WHEREAS, the Committees recommended that the County Administrator's benefit and compensation package be adjusted to a level which recognizes his performance and is closer to that of County Administrators serving comparable Wisconsin counties.

NOW, THEREFORE, BE IT RESOLVED that the County Administrator Employment Agreement entered into on May 14, 2013, is hereby amended as set forth in the Addendum to County Administrator Employment Agreement and the County Board Chair is authorized to execute the agreement on behalf of Jefferson County. [The County Administrator Employment Agreement entered into on May 14, 2013, and the Addendum are available at the County Clerk's office upon request or on the County's website at www.jeffersoncountywi.gov .]

Fiscal Note: The fiscal impact will not exceed \$5,800.00 including FICA and retirement contribution. Funding will be through a contingency fund transfer to the County Administrator budget. As a budget amendment, 20 affirmative votes are required to pass this resolution.

Rinard moved that Resolution No. 2015-41 be adopted. Seconded and carried: Ayes 27 (Jones, Kelly, David, Tietz, Braugher, Buchanan, Morris, Wineke, Rinard, Counsell, Reese, Hartz, Morse, Lund, Nass, Payne, Kutz, Hanneman, Schroeder, Mode, Kannard, Poulson, Jaeckel, Foelker, Schultz, Babcock, Christensen), Noes 0, Absent 1 (Borland), Vacant 2.

Board recessed at 8:35 p.m.; resumed at 8:45 p.m.

Christensen, representative of the Farmland Conservation Easement Commission, introduced Resolution No. 2015-42.
Executive Summary

In 2006, the Jefferson County Board of Supervisors created the Jefferson County Farmland Conservation Easement Commission and provided \$20,000 to develop a Purchase of Development Rights (PDR) program with future funding to be determined by the County Board. In 2008, the County Board directed that a portion of proceeds from the sale of County owned farmland in the amount of \$260,000 be allocated to the program. The Board also directed the Finance Committee to recommend allocation of proceeds from future sales of County owned farmland for the purchase of agricultural conservation easements (SEE Resolution No. 2008-15 which is available at the County Clerk's office upon request or on the County's website at www.jeffersoncountywi.gov). Currently, the Jefferson County Farmland Conservation Easement Commission has committed nearly all of these funds toward the purchase of conservation easements and is seeking additional funding to continue the program. Based on the County's past practice of funding the program through proceeds of County land, the Farmland Conservation Easement Commission proposes that proceeds from the sale of all County owned farmland or land which is capable

of being farmed, not to exceed the agricultural value of such land, shall be allocated to the Purchase of Agricultural Conservation Easements program and applied toward the purchase of farmland conservation easements as administered by the Jefferson County Farmland Conservation Easement Commission.

WHEREAS, agriculture is a pillar of the Jefferson County economy, and

WHEREAS, the protection of farmland is supported by the County Board and County residents, and

WHEREAS, the County Board, with adoption of the 1999 Jefferson County Agricultural Preservation and Land Use Plan, recommended the establishment of a PACE (Purchase of Agricultural Conservation Easements) program and renewed this commitment with the approval of the 2012 amended Agricultural Preservation and Land Use Plan, and

WHEREAS, Resolution No. 2006-86 established the Jefferson County Farmland Conservation Easement Commission which designated \$20,000 to develop a PCE program and established that, from time to time, future funding mechanisms would be determined by the County Board, and

WHEREAS, recent changes to Wisconsin state law have eliminated a funding source for the Purchase of Agricultural Conservation Easements (PACE) program, and

WHEREAS, the Jefferson County Farmland Conservation Easement Commission has ongoing contract discussions with landowners wishing to preserve agricultural land, and

WHEREAS, funds from Jefferson County are required to provide the necessary incentive for land owners to enter into farmland conservation easements,

NOW, THEREFORE, BE IT RESOLVED that for the purpose of continuing the PACE program in Jefferson County, proceeds from the sale of all County owned farmland or land which is capable of being farmed, not to exceed the agricultural value of such land, shall be allocated to the PACE program and applied toward the purchase of farmland conservation easements as administered by the Jefferson County Farmland Conservation Easement Commission.

Fiscal Note: The fiscal impact of this resolution will be determined after the sale of county owned agricultural land and the allocation of proceeds to the purchase of Agricultural Conservation Easements Program.

Christensen moved that Resolution No. 2015-42 be adopted. Seconded.

Mode moved that Resolution No. 2015-42 be referred to the Finance Committee. Seconded and carried.

Christensen introduced Resolution No. 2015-43.

Executive Summary

In 2006, the Jefferson County Board of Supervisors created the Jefferson County Farmland Conservation Easement Commission and provided \$20,000 to develop a Purchase of Development

Rights (PDR) program with future funding to be determined by the County Board. In 2008, the County Board directed that a portion of proceeds from the sale of County owned farmland in the amount of \$260,000 be allocated to the program. The Board also directed the Finance Committee to recommend allocation of proceeds from future sales of County owned farmland for the purchase of agricultural conservation easements (SEE Resolution No. 2008-15 which is available at the County Clerk's office upon request or on the County's website at www.jeffersoncountywi.gov). Currently, the Jefferson County Farmland Conservation Easement Commission has committed nearly all of these funds toward the purchase of conservation easements and is seeking additional funding to continue the program. Based on the County's past practice of funding the program through proceeds of County land, the Farmland Conservation Easement Commission proposes that a portion of the net proceeds from the sale of the former highway shop, not to exceed 20%, be allocated to the Farmland Conservation Easement Commission to continue the County's Purchase of Agricultural Conservation Easements (PACE) program.

WHEREAS, the County Board with adoption of the 1999 Jefferson County Agricultural Preservation and Land Use Plan recommended the establishment of a Purchase of Agricultural Conservation Easements (PACE) program, and renewed this commitment with the approval of the 2012 amended Agricultural Preservation and Land Use Plan, and

WHEREAS, Resolution No. 2006-86 established the Jefferson County Farmland Conservation Easement Commission and said resolution initially provided \$20,000 to develop a Purchase of Development Rights (PDR) program, and established that, from time to time, future funding mechanisms would be determined by the County Board, and

WHEREAS, the County Board approved Resolutions No. 2008-15 and No. 2008-55, per the Finance Committee's recommendation, directing that a portion of proceeds from the sale of County owned farmland be allocated (\$260,000) to the PCE Program, and

WHEREAS, the Commission has judiciously committed nearly all these funds to the purchase of conservation easements leveraging matching, private, state and federal funds, and said easement contracts were approved by the County Board, and

WHEREAS, the new Highway Shop has required the removal of more County owned farmland from agricultural use, and

WHEREAS, precedent has been set for the allocation of funds equivalent to the County Farm acreage's agricultural value to be set aside for the Commission's agricultural conservation easement program when County farmland converted from its agricultural status,

NOW, THEREFORE, BE IT RESOLVED that if and when the former highway shop property is sold, a portion of these funds equivalent to the agricultural value of the former County Farm property now converted to Highway Department use, not to ex-

ceed 20% of the net proceeds, be allocated to the Farmland Conservation Easement Commission to continue the County's Purchase of Agricultural Conservation Easements program.

Fiscal Note: The fiscal impact of this resolution will be determined after the sale of the former Highway Department facility and the allocation of 20% of the net proceeds to the Purchase of Agricultural Conservation Easements Program.

Christensen moved that Resolution No. 2015-43 be adopted. Seconded.

Mode moved that Resolution No. 2015-43 be referred to the Finance Committee. Seconded and carried.

Jones, Chair of the Finance Committee, introduced Resolution No. 2015-44.

Executive Summary

In 2007, the County adopted an Investment Policy which has been modified several times. The County initiated an RFP for investment advisory services in 2015 and after reviewing the proposals, the County decided to retain the services of DANA Investment Advisors and requested DANA to recommend changes to the County's current Investment Policy.

In addition to the changes to the Investment Policy recommended by DANA Investment Advisors, there are also changes recommended by County staff transferring the responsibility for investments from the County Treasurer, to an investment team that consists of the County Treasurer, the County Administrator and the County Finance Director. Using an investment team will provide better oversight of the County's investments and give the County flexibility in the absence of one or two of the Team Members.

The Finance Committee recommends making changes to the Investment Policy that will help maximize the amount of return the County will receive on investments.

WHEREAS, in 2007, Jefferson County adopted an Investment Policy which has been modified several times, and

WHEREAS, Jefferson County has recently retained DANA Investment Advisors to provide investment services to the County, and

WHEREAS, after reviewing the current County Investment Policy, DANA Investment Advisors has recommended the attached changes to the County's Investment Policy.

WHEREAS, the Finance Committee endorses the proposed amendments to the Jefferson County Investment Policy as recommended by DANA Investment Advisors and Jefferson County staff, and

WHEREAS, the Finance Committee recommends the attached amendments to the Jefferson County Investment Policy which include creating an Investment Team consisting of the County Treasurer, the County Administrator and the County Finance Director.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors hereby adopts the amendments not-

ed below to the Jefferson County Investment Policy.

Fiscal Note: No Fiscal Impact.

JEFFERSON COUNTY, WISCONSIN INVESTMENT POLICY

Introduction

The timely deposit and investment of public funds is an important and integral part of any cash management program. In order to maximize cash available for investments, all county departments shall remit funds at least weekly to the County Treasurer's Office.

~~Acceptance and approval of this statement~~ This Investment Policy is intended for the use and guidance of the designated officials with investment authority.

Delegation of Authority

Responsibility for the operation of the investment program is hereby delegated to the Investment Team, which consists of the County Treasurer, County Administrator and the County Finance Director and shall act in accordance with established written procedures and internal controls for the operation of the investment program consistent with this investment policy. At least two of the three members of the team must agree before any decision can be made. Pursuant to Section 59.62(1), Wis. Stats., the Jefferson County Board of Supervisors has the authority to invest and reinvest money of the County, to sell or exchange securities so purchased and to provide for the safekeeping of such securities.

This policy shall be periodically reviewed by the Finance Committee, and recommendations to amend the existing ordinance shall be presented to the County Board for its consideration. [am. 03-08-11, Res. 2010-105]

Statement of Purpose

The purpose of this investment policy is to establish guidelines for investments which are broad enough to allow the investment Team ~~efficer~~ to function properly within the parameters of its responsibility and authority. It is also intended to be specific enough to establish a prudent set of basic procedures to assure that investment assets are adequately safeguarded. It assures that the fundamental principle concerning any investment program involving public moneys has four basic ingredients: legality, safety, liquidity & ~~and~~ yield.

General Objectives

The primary objective, in priority order, of investment activities shall be:

1. **Safety.** Safety of principal is the foremost objective of the investment program. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. The goal will be to mitigate credit risk and interest rate risk.

2. **Liquidity.** The investment portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated.

3. **Return.** The investment portfolio shall be designed with the objective of attaining a market rate of return through budgetary and economic cycles, taking into account the investment risk constraints of safety and liquidity needs.

Standards of Care

1. **Prudence.** The standard of prudence to be used by investment officials shall be the “prudent person rule” standard and shall be applied in the context of managing an overall portfolio.

a. Prudent Person Rule-Investments shall be made with judgement and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.

2. **Ethics and Conflicts of Interest.** Investment officials and employee involved in the investment process shall refrain from personal business activity that could conflict with the proper execution and management of the investment program, or that could impair their ability to make impartial decisions.

a. Investment Officials and employees involved in the investment process shall further disclose and personal financial/ investment positions that could be related to the performance of the investment portfolio.

Overall Responsibility for Cash Management and Investments

Effective cash management involves controlling cash from the time it is received until it is disbursed. It requires the availability of accurate information on a timely basis. One person shall be delegated the day to day responsibility for the overall financial operation to determine cash availability and needs.

~~**Authority.** Pursuant to Section 59.62(1), Wis. Stats., County Board authority to invest and reinvest money of the County, to sell or exchange securities so purchased and to provide for the safe-keeping of such securities is delegated to the County Treasurer, as the County’s Investment Officer. In the absence or illness of the County Treasurer this authority shall be delegated to the Deputy Treasurer.~~

1. **Internal Controls.** The investment team shall establish a system of internal controls which shall be reviewed by the independent auditor on an annual basis. The controls shall be designed to prevent loss of public funds due to fraud, error and misrepresentation by another party or imprudent actions by an employee or employees of the County.

2. **Investment.** The Investment Team County Treasurer may purchase securities that are permissible investments from money in the Investment Team’s his/her custody, which is not required for the immediate needs of the County, as the Investment Team he/she deems wise and expedient. The investment activity of Wisconsin public funds is governed by Section 66.0603(1m) and other sections of the Wisconsin Statutes as follows: “A county, city, village, town, school district, drainage district, technical college district or other governing board other than a local profes-

sional football stadium district board created under subch. IV of ch. 229, may invest any of its funds . . ." in accordance with Section 66.0603(lm).

The Finance Committee shall consult quarterly with the Investment Team County Treasurer regarding such investments. The Investment Team Treasurer shall provide the Committee with a quarterly detailed list of all the investment portfolio holdings.

The Investment Team County Treasurer shall communicate with financial institutions and/or investment advisors and avail itself ~~himself/herself~~ of other financial information on current or pending market conditions in making its ~~his/her~~ decision on rates and maturities as well as the securities to be purchased. In making all investment decisions, the Investment Team County Treasurer shall endeavor to ~~achieve~~ obtain the highest rate of interest offered unless deem such offer to be contrary to the overall investment objectives of the County.

3. **Redemption.** The Investment Team County Treasurer shall periodically redeem the securities in which County money has been invested pursuant to section (2) Investment so that the proceeds may be applied to the purpose for which the original purchase money was designated or placed in the County Treasury.

4. **Deposits.** Any federal or state chartered bank or credit union with offices located in the City of Jefferson, Jefferson County, Wisconsin, shall be the working financial institutions. [am. 03-08-11, Res. 2010-105]

5. **Investment Advisors.** The Investment Team County Treasurer may utilize investment advisors/brokers as approved by the Finance Committee.

6. **Safekeeping.** ~~All securities shall be held in the name of the County and held in trust by either an independent broker/dealer or in an off-premises safety deposit box. For portfolios with outside investment advisors, the County will use an independent third-party custodian, in order to segregate the functions of choosing investments from physical custody and record-keeping. The custodian shall keep possession of all funds and securities; collect income and the proceeds of sales, maturities and redemptions; transact purchases; and distribute funds as directed by the County.~~

Accounts and Records

It shall be the responsibility of the designated Investment Team Officer in consultation with the Finance Committee to establish sufficient records and accounts to:

- detail each investment as to purchase date, cost, maturity date, yield and market value,
- provide any necessary internal controls,
- any other records that may be required to accurately reflect all investment transactions.

Collateralization of Funds

With the passage of Wisconsin Act 25, effective August 1, 1985, there is no longer the overall guarantee of public funds by the State. In effect, Act 25 abolished the state deposit guarantee

fund. It will continue to pledge general purpose revenues under Wis. Stats., 20.144(1)(a), for the payment of losses of public deposits until the balance of the appropriation is exhausted. However, no payment for a loss in excess of \$400,000 for any one public depositor in any individual public depository may be made above current FDIC (Federal Deposit Insurance Corporation) levels for deposits in any one institution. [am. 03-08-11, Res. 2010-105]

Chapter 34.07 as amended provides that a surety bond or other security may be required of a given public depository for any public deposit that exceeds the \$400,000 amount guaranteed by the State. Jefferson County will not require this collateral for any deposit that exceeds the amounts guaranteed by the State and the F.D.I.C. The rationale for not requiring collateralization shall be to either maximize investment returns and/or reduce bank fees. The Finance Committee shall periodically review the need for collateralization. [am. 03-08-11, Res. 2010-105]

Should the policy change regarding collateralization, Certificates of Deposits or other investments exceeding the amounts currently insured by the State and the FDIC shall be fully secured by obligations of the United States Government or its agencies. Such securities shall be delivered to the County or held by an independent third party chosen by the County. Substitution of collateral by the independent third party shall only be allowed with the written approval of the County's Investment ~~Team~~ Officer. The market value of the collateral shall at all times equal or exceed the principal amount of the certificate of deposit. Value of the collateral shall be monitored and market value shall be at or near the bid or closing price of the security as quoted in the Wall Street Journal or other recognized pricing source. The ~~investing officer~~ Investment Team shall be authorized to sign ~~for~~ agreements with the Custodial Bank ~~or~~ and sign for the receipt ~~for~~ of any pledged securities. [am. 03-08-11, Res. 2010-105]

Responsibility for the administration of the foregoing rests with the ~~Investment Team~~ County Treasurer.

Investment Custodial Related Risks

1. Custodial credit risk for deposits, when collateralization is required. [am. 03-08-11, Res. 2010-105]

a. Definition: Risk that in the event of the failure of a depository financial institution, the County will not be able to recover deposits or will not be able to recover collateral securities that are in the possession of an outside party.

b. Related Policy: For those institutions which the County holds deposits and investments:

- i. Ensure that security interest in collateral pledged to secure deposits and investments are enforceable against the receiver of a failed financial institution via:
 1. An aAgreement is in writing
 2. An aAgreement that was approved by the board of directors of the depository or its loan committee, and
 3. An aAgreement that has been continuously

~~kept as an official record of the depository institution from since the time of execution an official record of the depository institution.~~

ii. All pledged collateral shall be held at an independent third party institution, and evidenced by a written agreement in an effort to satisfy the Uniform Commercial Code (UCC) requirement for control.

2. Custodial credit risk

a. Definition: Risk that in the event of the failure of a the counterparty to a transaction, the County will not be able to recover the value of investment or collateral securities that are in the possession of an outside party.

b. Related Policy: Accomplished through same policy as Custodial Credit Risk for Deposits as above.

3.—Credit risk

~~a. Definition: Risk that an issuer or other counterpart of an investment will not fulfill its obligation to the County. [am. 05-12-09, Res. 2009-24]~~

~~b. Related policy: Investments shall be as permitted by Wisconsin Statute §66.03. [am. 05-12-09, Res. 2009-24]~~

~~c. In the event a corporate security purchased under the authority of Wisconsin Statute categories as defined by a nationally recognized rating agency, the Investment Team Officer shall not purchase any additional securities issued by that corporation until such time as their rating returns to the highest or second highest rating. [am. 05-12-09, Res. 2009-24]~~

4. Concentration of credit risk

~~a. Definition: Risk of loss attributed to the County investment in a single issuer.~~

~~b. Related Policy: The County Investment Team Officer shall diversify the investment portfolio within the allowed securities as needed with investment return, liquidity, and immediate cash flow needs kept in mind. The only limit related to concentration of securities shall be that no more than five percent (5%) of the investment portfolio shall be commercial paper from a single issuer. [am. 03-08-11, Res. 2010-105]~~

5. Interest rate risk for investments

~~a. Definition: Risk that changes in interest rates will adversely affect the fair value of an investment.~~

~~b. Related Policy: The County shall not have investments with maturities longer than 36 months unless specifically recommended by the Investment Officer and approved by the Finance Committee.~~

~~c. In the event that the Finance Committee cannot meet before the Investment Officer recommends purchasing an investment with a maturity longer than 36 months, the Chair of the Finance Committee shall provide preliminary approval for the purchase. Should the Finance Committee Chair not be available, the County Board Chair shall provide the preliminary approval. Such preliminary approval shall be ratified by the Finance Committee at their next meeting. [am. 03-08-11, Res. 2010-105]~~

Eligible Investments

a. Authorized Investments. Subject to restrictions as may be imposed by law (Section 66.0603(1m) of Wisconsin State Statutes), funds will only be invested in the following securities:

1. U.S. Treasury Obligations and Government Agency Securities. Obligations of the United States of America, its agencies and instrumentalities, provided that the payment of the principal and interest is fully guaranteed by the issuer.

2. Certificates of Deposit. Certificates of Deposit and other evidences of deposits from credit unions, banks, savings banks, trust companies or savings and loan associations which are authorized to transact business in the state, which time deposits mature in not more than one year. Any Certificate of Deposit invested in excess of the Federal Deposit Insurance Corporation and State Deposit Guaranteed Fund insured amount of \$500,000, whichever is less, are to be fully collateralized under the specific requirements of Section 11.

3. General Obligation Bonds or Securities. General obligation bonds or securities of any county, city, drainage district, vocational, technical and adult education district, village, town or school district of the state

4. State of Wisconsin Investment Board's Local Government Investment Pool.

5. Repurchase Agreements. Investment agreements pursuant to which a federal or state credit union, federal or state savings and loan association, state bank, savings and trust company, mutual savings bank, or national bank in the State of Wisconsin agrees to repay funds advanced to it by the issuer, plus interest. Repurchase Agreements are to be secured by investment securities fully guaranteed by the U.S. Government.

6. Open Ended Money Market Funds. Restricted to investments permitted by Wisconsin Statute Section 66.0603(1m)5, limited to a maximum average maturity of 120 days or less. This limit will not apply to the State of Wisconsin Investment Board's Local Government Investment Pool.

7. Highly Rated Commercial Paper. Commercial paper which may be tendered for a purchase at the option of the holder within not more than 270 days of the date acquired as permitted by Wisconsin Statute Section 66.0603(1m)4. These securities must be rated in the highest or second highest rating category assigned by Standard & Poor's Corporation, Moody's Investors Service, Inc., or other similar nationally recognized rating agency; or senior to or on parity with a security of the same issuer which has such a rating. No more than five percent (5%) of the investment portfolio shall be commercial paper from a single issuer. [am. 03-08-11, Res. 2010-105]

8. Out of State General Obligation Bonds or Securities. General obligation bonds or securities of any county, city, drainage district, vocational, technical and adult education district, village, town or school district, if the bond or security has a maturity of seven years or less from the date on which it was acquired and, if the bond or security is rated in one of the two highest rating

categories assigned by Standard & Poor's Corporation, Moody's Investors Service, Inc., or other similar nationally recognized rating agency.

9. Corporate Bonds or Securities. Any bond or security issued by a corporation which has a maturity of 7 years or less on the date on which it is acquired, and if that bond or security has a rating which is in the highest or 2nd highest rating category assigned by Standard & Poor's Corporation, Moody's Investors Service or other similar nationally recognized rating agency. No more than five percent (5%) of the investment portfolio shall be corporate securities from a single issuer.

IMPORTANT NOTE: If the credit rating of a security is subsequently downgraded below the minimum rating level for a new investment of that security, the Investment Team shall evaluate the downgrade on a case-by-case basis, and if applicable, shall obtain the recommendation(s) of the assigned Investment Advisor in order to determine if the security should be held or sold. The Investment Team will apply the general objectives of safety, liquidity, yield and legality in order to make its decision.

Performance Standards/Evaluation

The investment portfolio will be managed in accordance with the parameters specified within this policy. The portfolio should obtain a market average rate of return during a market environment of stable interest rates. A series of appropriate benchmarks shall be established against which portfolio performance shall be compared on a regular basis. The benchmarks shall be reflective of the actual securities being purchased and risks undertaken and the benchmarks shall have a similar duration and credit profile as the portfolio. In order to manage interest rate risk, the investment portfolio(s) shall be required to keep an effective duration, which is defined as the present value of the lifetime cash flows of Jefferson County's investments, in close proximity to the assigned benchmark or less if economic conditions merit.

Reports

The Investment Team County Treasurer, as Investment Officer, shall provide the County Board a monthly written report on the general condition of the County's cash and investments.

The Investment Advisor shall provide a twelve month (August 1 – July 31) report to the Finance Committee on the County's investment activity for the reporting period and recommendations for improvement to the County's investment strategy for the next reporting period. The report shall be presented at the regular Finance Committee meeting in August to aid in the subsequent year budget preparation. [am. 03-08-11, Res. 2010-105]

Adopted October 23, 2007 – Resolution No. 2007-61; Am. 05-12-09 – Resolution No. 2009-24 Am. 03-08-11 – Resolution No. 2010-105.

Jones moved that Resolution No. 2015-44 be adopted. Seconded and carried.

Braugher, Chair of the Human Resources Committee, moved

that the proposed ordinance to amend Personnel Ordinance HR0461, Military Leave procedure, to provide employees military leave without loss of pay for up to 10 days, be referred back to the Human Resources Committee. Seconded and carried.

Jones, Chair of the Infrastructure Committee, introduced Resolution No. 2015-45.

Executive Summary

During the course of the past year, it has been determined that it is necessary to upgrade the Sheriff's Office security surveillance video system. Funds for this project have been allocated to the Sheriff's Office as part of the County five-year capital improvement plan included in the 2015 Budget which anticipated purchasing the new video security surveillance system in the 2016 budget year. This resolution seeks authorization to enter into a contract for the purchase and installation of a new security surveillance video system. The purchase and installation of the new IP video security surveillance system will include software, hardware and related equipment and services for the purpose of upgrading the current system. Sealed bids have been solicited and submitted for consideration pursuant to the terms of the Request for Proposals. 911 Security Cameras of Dallas, Texas, has been selected as the lowest responsible bidder.

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

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

WHEREAS, a Request for Proposals was published seeking proposals for the purchase and installation of a new security surveillance video system for the Jefferson County Sheriff's Office with the bids being presented in the table below, and

Company	911 Security Cameras	Top 3 Compliant Bids		Enterprise Systems	Per Mar Security Service	Fuse Electrical Systems
		VTI Security				
Bid Amount	143,700.00	182,766.00		261,059.53	203,318.00	99,999.00
Compliant Cameras	YES	YES		YES	UNKNOWN	YES
Compliant NVR's	YES	YES		YES	UNKNOWN	YES
Compliant Cabling	YES	YES		YES	UNKNOWN	NO
Compliant Monitors	YES	YES		YES	UNKNOWN	NO
Compliant Training	YES	YES		YES	UNKNOWN	UNKNOWN
Compliant Warranty	YES	YES		YES	UNKNOWN	NO
Compliant 24/7 Assistance	YES	YES		YES	UNKNOWN	UNKNOWN
Bid Spec Compliant	YES	YES		YES	UNKNOWN	NO

WHEREAS, the three lowest bidders were Fuse Electrical Systems, 911 Security Cameras and VTI Security, and

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

WHEREAS, the Sheriff's Office staff, the Infrastructure Committee and the Law Enforcement/Emergency Management Committee recommend entering into a contract with 911 Security Cameras as the lowest responsible bidder.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Administrator is hereby authorized to enter into a contract with 911 Security Cameras for the purchase and installation of a new IP video security surveillance system for the Jefferson County Sheriff's Office.

Fiscal Note: The cost of this expenditure is estimated to be \$143,700.00 and funding is through the jail assessment fund. [Twenty affirmative votes are required for passage of this resolution.]

Jones moved that Resolution No. 2015-45 be adopted. Seconded and carried: Ayes 27 (Jones, Kelly, David, Tietz, Braugher, Buchanan, Morris, Wineke, Rinard, Counsell, Reese, Hartz, Morse, Lund, Nass, Payne, Kutz, Hanneman, Schroeder, Mode, Kannard, Poulson, Jaeckel, Foelker, Schultz, Babcock, Christensen), Noes 0, Absent 1 (Borland), Vacant 2.

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 July 16 and August 20, 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 R3818A-15, R3819A-15, R3820A-15, R3823A-15 AND R3824A-15
DATED THIS 31ST DAY OF AUGUST 2015**

Donald Reese, Secretary

THE PRIOR MONTH'S AMENDMENTS, R3808A-15, R3814A-15, R3816A-15 AND R3817A-15 ARE EFFECTIVE UPON PASSAGE BY COUNTY BOARD, SUBJECT TO WIS. STATS. 59.69(5).

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

Nass introduced Ordinance No. 2015-14.

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

WHEREAS, Petitions R3818A-15 and R3819A-15 were referred to the Jefferson County Planning and Zoning Committee

for public hearing on July 16, 2015, and Petitions R3820A-15, R3823A-15 and R3824A-15 were referred for public hearing on August 20, 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-T, AGRICULTURAL TRANSITION TO A-3,
AGRICULTURAL /RURAL RESIDENTIAL**

Rezone to create a 2.3-acre farm consolidation lot around the home at N1508 Groeler Road in the Town of Koshkonong from part of PINs 016-0514-1732-000 (18.799 acres) and 016-0514-1723-000 (16.742 acres). This action is conditioned upon receipt of a suitable soil test and receipt and recording of a final certified survey map for the lot, including extraterritorial plat review if necessary. R3820A-15 – Marcia Bates

**FROM A-1, EXCLUSIVE AGRICULTURAL TO A-3,
AGRICULTURAL/RURAL RESIDENTIAL AND N, NATURAL
RESOURCE**

Rezone to create a 2.4416-acre A-3 lot around the home at N6305 Back Acres Lane and a 12.0842-acre Natural Resource zone adjacent to it from PINs 008-0715-1524-000 (22.5 acres) and 008-0715-1531-000 (40 acres). The sites are in the Town of Farmington. This utilizes the last available A-3 zone for the property; therefore, rezoning of the prime ag land lot is conditioned upon recording of an affidavit acknowledging that fact. It is further conditioned upon road access approval for the remaining A-1 zoned land and recording of a final certified survey map for the lots. R3818A-15 & R3819A-15 – Dane Hartwig

Rezone to create a 2.202-acre farm consolidation lot at W771 County Road B; two, 1-acre new building sites, also on County Road B; and an adjoining 15.37-acre Natural Resource zone. This is proposed from PINs 006-0716-1421-001 (19.588 acres) and 006-0716-1424-000 (36.9 acres) in the Town of Concord. These prime ag land lots utilize the last available A-3 zone for the property; rezoning, therefore, is conditioned upon recording of an affidavit acknowledging that fact. It is further conditioned upon road access approval for the new lot and remaining A-1 zone, receipt of a suitable soil test, receipt and recording of the final certified survey map for the lots including extraterritorial plat review, if necessary. R3823A-15 & R3824A-15 – Tom Dehnert/Darvin & Dorothy Sjoberg Trust property

The above rezonings shall be null and void and of no effect one year from date of County Board approval unless all applicable conditions have been completed by that date.

Nass moved that Ordinance No. 2015-14 be adopted as printed. Seconded and carried.

Wehmeier introduced Resolution No. 2015-46.
Executive Summary

The purpose of the Local Elected Officials Agreement is to establish a consortium among the South Central Wisconsin Counties of Columbia, Dane, Dodge, Jefferson, Marquette and Sauk for the purpose of serving as an oversight entity to fulfill the intent of the Workforce Innovation and Opportunity Act. Responsibilities of the Chief Elected Officials Consortium are: 1) To serve as the Workforce Development Area Consortium of Supervisors (hereinafter, the "Consortium"); 2) To appoint the Workforce Development Board under the Workforce Innovation and Opportunities Act; and 3) To execute an agreement with the Workforce Development Board required for proper operation and functioning of the Board. The Consortium will direct the Board to receive the Workforce Innovation and Opportunity Act funds on behalf of the Consortium and serve as the administrative entity and fiscal agent with the duty to disburse funds at the direction of the local board. The Consortium agreement shall be effective when approved by resolutions adopted by the Board of Supervisors of each county and signed by the County Board designee.

WHEREAS, Jefferson County is located within the South Central Wisconsin region established under the Workforce Investment Act, and

WHEREAS, citizens of Jefferson County are receiving job training and other Workforce Development program assistance funded under the Workforce Development program which is administered by the Workforce Development Board of South Central WI and the South Central Wisconsin Local Elected Officials Consortium, and

WHEREAS, Jefferson County currently has an appointed representative serving on the South Central Wisconsin Local Elected Officials Consortium and appointed members serving on the Workforce Development Board of South Central WI, and

WHEREAS, the Workforce Innovation and Opportunity Act has been enacted by Congress replacing the Workforce Investment Act which allows local governments to form a Consortium to create a Local Workforce Investment Area, and

WHEREAS, under the Workforce Innovation and Opportunity Act:

1. Each County in the Consortium must designate a "chief elected official" to represent the County as a member of the Consortium Board, which Board is empowered to enter into contractual and other agreements necessary to carry out the purposes of the Workforce Innovation and Opportunity Act, and

2. The Consortium must designate an administrative/fiscal agent to administer the program on behalf of the Consortium, and

WHEREAS, Jefferson County desires to enter into the Chief Elected Officials Consortium Agreement of the South Central Wisconsin Workforce Development Area for the Wisconsin Counties of Columbia, Dane, Dodge, Jefferson, Marquette, and Sauk under the Workforce Innovation and Opportunity Act of 2014 – Public Law – 113-128, which previously comprised the South Central Wisconsin Local Elected Officials Consortium, and

WHEREAS, entering into this consortium agreement will allow Jefferson County to continue to receive federal assistance for workforce programs and training available under the Workforce Innovation and Opportunity Act, and

WHEREAS, a copy of the Chief Elected Officials Consortium Agreement of the South Central Wisconsin Workforce Development Area for the Wisconsin Counties of Columbia, Dane, Dodge, Jefferson, Marquette and Sauk Under the Workforce Innovation and Opportunity Act Of 2014 Public Law – 113-128 (hereinafter “the Chief Elected Officials Consortium Agreement”), has been marked and attached hereto. [Said agreement is available at the County Clerk’s office upon request or on the County’s website at www.jeffersoncountywi.gov .)

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors hereby enters into an agreement to create a consortium as stated in the Chief Elected Officials Consortium Agreement, attached hereto, to consist of the Wisconsin Counties of Columbia, Dane, Dodge, Jefferson, Marquette, and Sauk, which will come together to create the South Central Local Workforce Development Area under the Workforce Innovation and Opportunity Act, and

BE IT FURTHER RESOLVED that the Jefferson County Board of Supervisors hereby authorizes and directs Jefferson County Board Chair, Jim Schroeder, or his successor, to serve as Jefferson County’s designated Chief Elected Official with signatory authority to execute agreements as necessary for Workforce Innovation and Opportunity Act purposes.

Fiscal Note: This resolution has no fiscal impact.

Braugher, Chair of the Human Resources Committee, moved that Resolution No. 2015-46 be adopted. Seconded and carried.

Public Comment (General). Dwayne Morris, Watertown, spoke on recognizing law enforcement officers.

Supplemental information presented at the September 8, 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, Buchanan moved that the Board adjourn. Seconded and carried at 9:22 p.m.