

**JEFFERSON COUNTY BOARD MINUTES
MONDAY, NOVEMBER 14, 2016, 7:00 P.M.**

Chair Jim Schroeder presiding.

County Clerk Barbara Frank called the roll with all members being present except Supervisors Zastrow, Poulson, Patrick and Smith. Zastrow gave prior notice of his inability to attend.

District 1..... Richard C. Jones	District 2 Mike Kelly
District 3..... Greg David	District 4 Augie Tietz
District 5... James B. Braughler	District 6 Ron Buchanan
District 7..... Dwayne C. Morris	District 8 Michael Wineke
District 9..... Amy Rinard	District 10 Lloyd Zastrow
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 Gregg Patrick
District 27..... Glen D. Borland	District 28 Dick Schultz
District 29..... Timothy Smith	District 30 Gary Kutz

Veterans Service Officer Duesterhoeft led the Pledge of Allegiance. A moment of silence was observed.

Wehmeier certified compliance with the Open Meetings Law.

Schroeder requested to reverse Finance Committee Items 9b and 9c on the agenda. There being no objection, the Board proceeded with the agenda as printed.

Rinard, Chair of the Administration & Rules Committee, moved that the minutes of the October 11, 2016, meeting be approved as presented. Seconded and carried.

Public Comment (agenda items). Cynthia Arbiture, Chair of the Historic Sites Preservation Commission, addressed the Board on the history of the Commission and the requested changes in the Historic Sites Preservation Commission & Program Ordinance (Agenda Item 11a).

Patrick present.

Communications.

**GENERAL FINANCIAL CONDITION
JEFFERSON COUNTY, WISCONSIN
November 1, 2016**

Available Cash on Hand		
October 1, 2016	\$	5,204.36
October Receipts		<u>5,619,889.60</u>
Total Cash	\$	5,625,093.96

Disbursements

General – October 2016	\$ 4,288,208.46	
Payroll – October 2016	<u>1,295,477.00</u>	
Total Disbursements		5,583,685.46
Total Available Cash		\$ 41,408.50
Cash on Hand (in banks)		
November 1, 2016	\$ 464,318.37	
Less Outstanding Checks	<u>422,909.87</u>	
Total Available Cash		\$ 41,408.50
Local Government Investment Pool -		
General	\$ 7,289,551.59	
DANA Investments		28,403,582.68
Local Government Investment Pool -		
Clerk of Courts		26,085.57
Local Government Investment Pool -		
Farmland Preservation		170,374.68
Local Government Investment Pool -		
Parks/Liddle		81,907.25
Local Government Investment Pool –		
Highway Bond		<u>1,875,360.39</u>
	\$ 37,846,862.16	
2016 Interest – Super N.O.W. Account	\$ 1,316.98	
2016 Interest – L.G.I.P. – General Funds	49,552.84	
2016 Interest – DANA Investments	374,407.24	
2016 Interest – L.G.I.P. – Parks/Carol Liddle Fund	279.48	
2016 Interest – L.G.I.P. – Farmland Preservation	743.10	
2016 Interest – L.G.I.P. – Clerk of Courts	103.91	
2016 Interest – L.G.I.P. – Highway Bond	<u>6,398.89</u>	
Total 2016 Interest	\$ 432,802.44	

JOHN E. JENSEN, JEFFERSON COUNTY TREASURER

Frank presented the following communications:

1. Jefferson County received correspondence from Owen Durigan requesting the Jefferson County Board of Supervisors to forgive a judgment against him in Case Number 06CV595 entered in favor of Jefferson County.

2. Jefferson County has been served with a Notice of Injury Giving Rise to Claim for Damages from Robert Tischer who was involved in an automobile accident on August 2, 2016, with a Jefferson County employee who was operating a Jefferson County automobile. A dollar amount has not been stated.

3. County Board Chair Schroeder appointed Kathy Steindorf, Town of Watertown, and Debra J. Hall-Kind, Town of Jefferson, to the Fair Park Committee, effective November 7, 2016, for a term ending April 17, 2018.

4. Notice of Public Hearing from the Jefferson County Planning and Zoning Committee for a hearing to be held on November 17, 2016, at 7:00 p.m. in Room 205 of the Jefferson County Courthouse.

5. Veterans Service Officer Duesterhoeft read a note of thanks to the individuals, veterans' service organizations and community groups that gifted a collection of branch of service flags

along with the American, Wisconsin and POW flags to the Jefferson County Veterans Service Office.

The communications and notice were received and placed on file.

Jones, Chair of the Finance Committee, moved to adopt the department totals and levies in the 2017 Recommended Budget. Seconded. No budget amendments were introduced.

Jones moved to divide the question of the general levy budget and the limited levy budget. Seconded and carried.

Jones introduced Resolution No. 2016-52.

WHEREAS, the proposed 2017 County Budget was submitted to the Board by the County Administrator on October 11, 2016, and WHEREAS, the proposed 2017 County Budget was the subject of a public hearing on October 25, 2016, and WHEREAS, the Board has considered all amendments.

NOW, THEREFORE, BE IT RESOLVED that the authorized positions, the total department appropriation for each department, Fund Balance application and assignments in the Recommended Budget book, and the levy contained in the countywide portion of the 2017 Budget, as amended, be adopted and the sum of \$27,068,827 be levied as a county tax to be raised on the 2016 tax roll, and

BE IT FURTHER RESOLVED that the above amount be apportioned according to equalized values established by the Wisconsin Department of Revenue.

BE IT FURTHER RESOLVED that the fee schedule for various licenses, permits and services used to establish revenue amounts in the budget are hereby approved.

Fiscal Note: As presented, the countywide levy is proposed at \$27,068,827, which is a mill rate of \$4.1168 for general operations and \$.1801 for debt service fund for a total of \$4.2969 per \$1,000 of equalized value. In 2016, the general operations mill rate was \$4.1452 for a decrease of \$.0284 per \$1,000 from the 2017 general operations.

Jones moved that Resolution No. 2016-52 be adopted. Seconded and carried: Ayes 26 (Jones, Kelly, David, Tietz, Braughler, Buchanan, Morris, Wineke, Rinard, Reese, Hartz, Morse, Lund, Nass, Payne, R. Kutz, Hanneman, Schroeder, Mode, Kannard, Jaeckel, Foelker, Patrick, Borland, Schultz, G. Kutz), Noes 0, Absent 3 (Zastrow, Poulson, Smith), Vacant 1 (District 24).

Jones introduced Resolution No. 2016-53.

WHEREAS, the non-countywide budget for 2017 containing total department appropriations and levies is apportioned to the municipalities benefiting from the services furnished, and

WHEREAS, the Health Department is \$109,965 above the 3-month goal stated in the Fund Balance Policy.

NOW, THEREFORE, BE IT RESOLVED that the County Board approves allowing the Health Department to maintain \$109,965 above the 3-month goal stated in the Fund Balance Policy.

BE IT FURTHER RESOLVED that the sums listed below be levied upon all property in Jefferson

son County that is taxable for the purpose listed:

Health Department \$ 838,207

Library Services \$ 1,070,311

BE IT FURTHER RESOLVED that the above amounts be apportioned to equalized values as established by the State Department of Revenue.

Fiscal Note: Health mill rate is \$.1519; library mill rate is \$.3359 per \$1,000 of equalized value.

Jones moved that Resolution No. 2016-53 be adopted. Seconded and carried: Ayes 26 (Jones, Kelly, David, Tietz, Braughler, Buchanan, Morris, Wineke, Rinard, Reese, Hartz, Morse, Lund, Nass, Payne, R. Kutz, Hanneman, Schroeder, Mode, Kannard, Jaeckel, Foelker, Patrick, Borland, Schultz, G. Kutz), Noes 0, Absent 3 (Zastrow, Poulson, Smith), Vacant 1 (District 24).

Jones introduced Resolution No. 2016-54.

Executive Summary

Jefferson County maintains a self-funded plan for workers compensation coverage. In 2013 WMMIC (Wisconsin Municipal Mutual Insurance Company) was selected by Jefferson County to administer its workers compensation insurance plan through 2018. The final two years of the contract with WMMIC, 2017 and 2018, require Jefferson County to pay \$13,000 per year. WMMIC has offered to renegotiate its contract reducing the administration fee to \$10,000 per year beginning in 2017 and continuing through 2021 with no increase in administrative fees. This resolution authorizes Jefferson County to enter into a contract with WMMIC to administer the County's self-funded workers compensation plan commencing January 1, 2017, and ending December 31, 2021, at a cost of \$10,000 per year. The Finance Committee acted on this resolution at its November 10 committee meeting and approved forwarding to the County Board for approval.

WHEREAS, the Executive Summary is hereby incorporated into this resolution, and

WHEREAS, Jefferson County maintains a self-funded plan for workers compensation coverage, and

WHEREAS, WMMIC has offered to renegotiate its contract reducing the administration fee to \$10,000 per year beginning in 2017 and continuing through 2021 with no increase in administrative fees, and

WHEREAS, the Finance Committee and staff recommend approval of WMMIC's proposal to enter into a contract commencing January 1st, 2017 and ending December 31st, 2021 at a cost of \$10,000 per year.

NOW, THEREFORE, BE IT RESOLVED that the County Administrator is authorized to execute a contract with WMMIC for workers compensation administration services commencing January 1st, 2017 and ending December 31st, 2021 at a cost of \$10,000 per year.

Fiscal Note: The 2017 recommended budget includes the \$10,000 administrative charge which will be included in the annual

budgets through 2021.

Jones moved that Resolution No. 2016-54 be adopted. Seconded and carried: Ayes 26 (Jones, Kelly, David, Tietz, Braughler, Buchanan, Morris, Wineke, Rinard, Reese, Hartz, Morse, Lund, Nass, Payne, R. Kutz, Hanneman, Schroeder, Mode, Kannard, Jaeckel, Foelker, Patrick, Borland, Schultz, G. Kutz), Noes 0, Absent 3 (Zastrow, Poulson, Smith), Vacant 1 (District 24).

Reese, Chair of the Highway Committee, introduced Ordinance No. 2016-15.

Executive Summary

The Jefferson County Highway Department received a request from residents who reside adjacent to the intersection of State Trunk Highway 89 and County Trunk Highway J to lower the speed limit on County Highway J. Speeds will be reduced to 45 miles per hour where the current speed is 55 miles per hour. After reviewing the request on October 5, 2016, the Highway Committee approved the following speed zone changes to County Trunk Highway J.

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

Section 1. Section 4 of the County Traffic Ordinance (Speed Zones on County Trunk Highways) is amended to include the following:

COUNTY TRUNK HIGHWAY “J”, TOWN OF JEFFERSON, JEFFERSON COUNTY

Forty-five miles per hour for all vehicles from a point 920 feet west of State Trunk 89 to the centerline of State Trunk 89.

Section 2. This ordinance shall be effective upon passage, publication and erection of official signs.

Fiscal Note: Funds for the additional sign installation will come from the Highway Department General Maintenance Account No. 53311.

Reese moved that Ordinance No. 2016-15 be adopted. Seconded and carried.

Morse, member of the Historic Sites Preservation Commission, introduced Ordinance No. 2016-14 which was previously referred back to committee at the October 25, 2016, Jefferson County Board meeting.

Executive Summary

The Certified Local Government Program is administered by the National Park Service and is administered in Wisconsin by the Wisconsin Historical Society. The Certified Local Government program recognizes local historic preservation commissions, such as Jefferson County's, that enforce their local historic preservation ordinance. In return, the National Park Service provides access to federal historic preservation monies in the form of grants that only Certified Local Governments may apply for. To date, Jefferson County has received \$93,000 in Certified Local Government grants to conduct historic preservation projects in the County. For Jefferson County to participate in the Certified Local Government Pro-

gram, the County's ordinance must be consistent with Wisconsin Act 176. This Act provides an appeal process allowing an owner of property that is affected by a decision of the Historic Sites Preservation Commission to appeal the decision to the Jefferson County Board of Supervisors. The Board may overturn a decision of the Commission by majority vote. Jefferson County's ordinance (Ord. No. 2007-48) does not meet this statutory criterion and therefore does not meet the requirements for continued participation in the Certified Local Government Program in Wisconsin. The proposed amendments to the Jefferson County Historic Sites Preservation Commission and Program Ordinance satisfy the conditions of the Certified Local Government Program and allow Jefferson County to be eligible for Certified Local Government grants. The Historic Sites Preservation Commission met on November 10, 2016, and recommended forwarding this ordinance amendment to the County Board (changes noted in double underline).

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

Section 1. Section 1.02(1)(e) of the Historic Sites Preservation Commission and Program Ordinance is amended as follows:

(e) Historic district is an area designated by the Jefferson County Board of Supervisors on recommendation of the commission, composed of two or more improvement improved parcels that together comprise a district of special character or special historic interest or value as part of the development, heritage or cultural characteristics of the County, state or nation, and which has been designated as a historic district pursuant to the provisions of this chapter.

Section 2. Section 1.02(1)(f) of the Historic Sites Preservation Commission and Program Ordinance is amended as follows:

(f) Historic structure means any improvement which has a special character or special historic interest or value as part of the development, heritage or cultural characteristics of the County, state or nation and which has been designated as a historic structure pursuant to the provisions of this chapter.

Section 3. Section 1.03(2) of the Historic Sites Preservation Commission and Program Ordinance is amended as follows:

(2) The Jefferson County Administrator shall appoint the commissioners subject to confirmation by the Jefferson County Board of Supervisors. Of the initial members so appointed, two shall serve a term of one year, two shall serve a term of two years, and three shall serve a term of three years. Thereafter, the term for each member shall be three years. The Commission shall elect its chair, vice chair and recording secretary on an annual basis.

Section 4. Section 1.05(1)(a)3. of the Historic Sites Preservation Commission and Program Ordinance is amended as follows:

3. As soon as possible after such public hearing, the Commission shall act on the nomination, either approving, modifying and approving, or disapproving of the same. If the nomination is approved, notice of the decision shall be mailed by registered or certified return receipt requested mail to the owner or owners of

the structure, site or district considered. This notice shall advise the owner(s) that the Commission's decision will be forwarded to the Jefferson County Board of Supervisors for final approval and shall specify a date not less than thirty (30) days from the date of mailing by which an owner may deliver a written statement to the Commissioner Jefferson County Clerk that such owner ~~declines~~ would like to appeal ~~have~~ having the nominated property so designated. The County Clerk shall notify the County Board of Supervisors of such objection. In the event an owner timely submits such a statement, the Commission shall withdraw the proposed resolution seeking final approval from the County Board. The County Board may overturn a decision of the Commission by majority vote.

Section 5. The title of Section 1.09 shall be amended as follows:

1.09 SEPARABILITY. SEVERABILITY.

Section 6. This ordinance shall be effective after passage and publication as provided by law.

Fiscal Note: Amending this ordinance will make Jefferson County eligible for grant funds that would otherwise not be available to the County.

NOTE: Revisions made by the Historic Sites Preservation Committee at its November 10, 2016, committee meeting are noted by a double underline.

Morse moved that Ordinance No. 2016-14 be adopted. Seconded.

Morse asked for the privilege of the floor for a non-board member to address the Board [Board Rules 3.03(10)]. There being no objection, Joseph R. DeRose, Certified Local Government Coordinator for the Wisconsin Historical Society, answered questions from the floor.

A roll call vote was requested and Ordinance No. 2016-14 was adopted: Ayes 14 (Jones, Tietz, Wineke, Reese, Morse, Lund, Nass, Payne, R. Kutz, Hanneman, Schroeder, Patrick, Borland, Schultz), Noes 11 (Kelly, David, Braughler, Buchanan, Morris, Rinnard, Mode, Kannard, Jaeckel, Foelker, G. Kutz), Abstain 1 (Hartz; noted by Hartz to have voted abstain in error), Absent 3 (Zastrow, Poulson, Smith), Vacant 1 (District 24).

David, Chair of the Infrastructure Committee introduced Resolution No. 2016-55.

Executive Summary

Operational needs have determined that it is necessary to install video cameras at the Health & Human Services Department, Lueder Haus, Hillside Office Building and the Workforce Development Center. A request for proposals was published seeking bids to install 22 cameras in 4 separate locations. Sealed bids have been solicited and submitted for consideration pursuant to the terms of the Request for Proposals. The Infrastructure Committee reviewed all proposals at its November 14, 2016 meeting and found that Enterprise Systems Group was the lowest responsible

bidder. This resolution authorizes the County Administrator to enter into a contract with Enterprise Systems Group as the lowest responsible bidder for the purchase and installation of new video cameras in the amount of \$49,790 at the Health & Human Services Department, Lueder Haus, Hillside Office Building and the Workforce Development Center.

WHEREAS, the Executive Summary is hereby incorporated into this resolution, and

WHEREAS, security video systems serve an important role in providing for the safety of Jefferson County employees and members of the public, and

WHEREAS, operational needs have determined that it is necessary to install video cameras in order to maintain the necessary level of safety and security, and

WHEREAS, a Request for Proposals was published seeking bids for the purchase and installation of new security video cameras at the Health & Human Services Department, Lueder Haus, Hillside Office Building and Workforce Development Center with the following bids being received:

Enterprise Systems Group	\$49,790
911 Security	\$51,004

WHEREAS, all bids were reviewed by County staff and the Infrastructure Committee, and

WHEREAS, County staff and the Infrastructure Committee recommend entering into a contract with Enterprise Systems Group for \$49,790 as the lowest responsible bidder.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Administrator is hereby authorized to enter into a contract with Enterprise Systems Group in the amount of \$49,790 for the purchase and installation of video cameras at the Health & Human Services Department, Lueder Haus, Hillside Office Building and the Workforce Development Center in order to maintain the necessary level of safety and security at those buildings.

Fiscal Note: The cost of this expenditure is estimated to be \$49,790 and funding has been included in the 2016 budget.

David moved that Resolution No. 2016-55 be adopted. Seconded and carried: Ayes 26 (Jones, Kelly, David, Tietz, Braughler, Buchanan, Morris, Wineke, Rinard, Reese, Hartz, Morse, Lund, Nass, Payne, R. Kutz, Hanneman, Schroeder, Mode, Kannard, Jaeckel, Foelker, Patrick, Borland, Schultz, G. Kutz), Noes 0, Absent 3 (Zastrow, Poulson, Smith), Vacant 1 (District 24).

Nass, Chair of the Planning & Zoning Committee, introduced the following:

**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 October 20, 2016, 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 R3929A-16, R3930A-16,
R3931A-16, R3933A-16, R3934A-16 AND R3935A-16**

DATED THIS 31ST DAY OF OCTOBER 2016

Donald Reese, Secretary

**THE PRIOR MONTH'S AMENDMENTS R3914A-16,
R3921A-16, R3922A-16, R3923A-16, R3924A-16, R3925A-16,
R3926A-16, R3927A-16 AND R3928A-16 ARE EFFECTIVE
UPON PASSAGE BY COUNTY BOARD, SUBJECT TO WIS.
STATS. 59.69(5).**

Nass introduced Ordinance No. 2016-16.

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

WHEREAS, Petitions R3929A-16, R3930A-16, R3931A-16, R3933A-16, R3934A-16 and R3935A-16 were referred to the Jefferson County Planning and Zoning Committee for public hearing on October 20, 2016, 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 AGRICULTURAL TRANSITION,
A-T TO RESIDENTIAL R-2**

Rezone to create a 0.548-acre lot with the residence at N8635 Highland Road, and one 0.495 acre with the residence at N8627 Highland Road, both in the Town of Watertown, from PIN 032-0815-1741-003 (16.198 acres). This action is conditioned upon approval and recording of a final certified survey map, including extraterritorial plat review if necessary. It shall be noted on the final CSM that the structures are non-conforming. R3929A-16 – Duane Strauss

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

Rezone to allow a 3-acre farm consolidation in combination with a 2-acre lot to create a 4.99-acre A-3 zone around the home and buildings at W3282 County Road B. The property is in the Town of Farmington on PIN 008-0715-1423-000 (38.57 acres). This utilizes the last available A-3 zone for the property; therefore, rezoning is conditioned upon recording of an affidavit acknowledging that fact. It is further conditioned upon approval and recording of a final certified survey map for the lot. R3930A-16 – Charles Kerr

Create a 1-acre lot from part of PIN 008-0715-1941-000 (39 acres) on Wright Road in the Town of Farmington. Rezoning is conditioned upon road access approval, receipt by Zoning of a suitable soil test and approval and recording of a final certified survey map for the lot, including extraterritorial plat review, if necessary. R3931A-16 – C&L Trust

Rezone 2 acres of PIN 026-0616-3133-002 (7.212 acres) for a building site on Mehring Road in the Town of Sullivan. This is conditioned upon road access approval, receipt by Zoning of a suitable soil test and approval and recording of the final certified survey map for the lot. R3933A-16 – Chad Toedter

Rezone 3,000 square feet of PIN 010-0515-0413-002 (18.88 acres) to reconfigure the lot at N2384 Strunk Road in the Town of Hebron with no net gain or loss. Rezoning is conditioned upon approval and recording of a new final certified survey map and vacation of CSM 3976-19-134. R3934A-16 – Scott Hartwig

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

Rezone 3,000 square feet of PIN 010-0515-0413-000 (1.12 acre) to reconfigure the lot at N2384 Strunk Road in the Town of Hebron with no net gain or loss. Rezoning is conditioned upon approval and recording of a new final certified survey map and vacation of CSM 3976-19-134. R3935A-16 – Scott Hartwig

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. 2016-16 be adopted as printed. Seconded and carried with Kannard abstaining for possible conflict of interest.

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

By virtue of the authority vested in me under Section 59.18(2) (b) of the Wisconsin Statutes, I do hereby appoint:

(1) Linda Ager, Jefferson, Wisconsin, to the Jefferson County Library Board for a three-year term ending December 31, 2019.

(2) Timothy Finn, Lake Mills, Wisconsin, to the Veterans' Service Commission for a three-year term ending December 9, 2019.

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

Public Comment (General). None.

Supplemental information presented at the November 14, 2016, Jefferson County Board meeting will be available at the County Clerk's office upon request or on the County's website at www.jeffersoncountyiwi.gov.

There being no further business, Buchanan moved that the Board adjourn. Seconded and carried at 8:16 p.m.