

**JEFFERSON COUNTY BOARD MINUTES
TUESDAY, MAY 10, 2016, 7:00 P.M.**

Chair Jim Schroeder presiding.

County Clerk Barbara Frank called the roll with all members being present except Supervisor Klubertanz.

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..... Mark Klubertanz
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

County Administrator Ben Wehmeier led the Pledge of Allegiance. A moment of silence was observed.

Wehmeier certified compliance with the Open Meetings Law.

Agenda was accepted as revised on May 9, 2016.

Public Comment (agenda items). None.

Special Order of Business. Sara Carpenter, Executive Director of Wisconsin Community Services, introduced four recent graduates of the Jefferson County Alcohol Treatment Court who spoke on their success thanks to this program.

Communications.

**GENERAL FINANCIAL CONDITION
JEFFERSON COUNTY, WISCONSIN**

MAY 1, 2016

Available Cash on Hand		
April 1, 2016	\$	314,384.45
April Receipts		<u>6,240,266.44</u>
Total Cash	\$	6,554,650.89
Disbursements		
General – April 2016	\$	5,078,241.89
Payroll – April 2016		<u>1,281,529.25</u>
Total Disbursements		<u>6,359,771.14</u>
Total Available Cash	\$	194,879.75
Cash on Hand		
(in banks) May 1, 2016	\$	723,399.19
Less Outstanding Checks		<u>528,519.44</u>

Total Available Cash	\$ 194,879.44
Local Government Investment Pool - General	\$ 15,216,110.26
DANA Investments	28,412,603.26
Local Government Investment Pool - Clerk of Courts	26,029.96
Local Government Investment Pool - Farmland Preservation	228,342.97
Local Government Investment Pool - Parks/Liddle	81,732.63
Local Government Investment Pool - Highway Bond	<u>1,871,362.32</u>
	\$ 45,836,181.40
2016 Interest - Super N.O.W. Acct.	\$ 646.44
2016 Interest - L.G.I.P. - General Funds	17,903.31
2016 Interest - DANA Investments	133,501.71
2016 Interest - L.G.I.P. - Parks/Carol Liddle Fund	104.86
2016 Interest - L.G.I.P. - Farmland Preservation	292.94
2016 Interest - L.G.I.P. - Clerk of Courts	48.30
2016 Interest - L.G.I.P. - Highway Bond	<u>2,400.82</u>
Total 2016 Interest	\$ 154,898.38

JOHN E. JENSEN, JEFFERSON CO. TREASURER

Frank introduced the following communications:

1. Chair Schroeder, as appointing authority for standing committees, hereby appoints the following to the various committees for 2016-2018 effective April 28, 2016:

ADMINISTRATION AND RULES/ICC COMMITTEE: (5 members: 1 Chair, 1-1st Vice Chair, 1-2nd Vice Chair) Braughler, Hanneman, Nass, Rinard, Schroeder

COMMUNITY ACTION COALITION: Lund

ECONOMIC DEVELOPMENT CONSORTIUM: (3 members + municipality representatives) *Bagley-Korth, Cannon, David, Freitag, Hanson, Johnsrud, Mode, Smith, Tietz, Trebatoski, Wilke*

FAIR PARK COMMITTEE: (5 members) Buchanan, Foelker, Hanneman, R. Kutz, Poulson

FINANCE COMMITTEE: (5 members: 1-1st or 2nd Vice Chair) Hanneman, Jaeckel, Jones, Rinard, Smith

HIGHWAY COMMITTEE: (5 members) Braughler, Buchanan, Kelly, Poulson, Reese

HOME CONSORTIUM BOARD: (3 County representatives + 1 alternate) Buchanan, Kannard, Schultz, Wineke (alternate)

HUMAN RESOURCES COMMITTEE: (5 members) Braughler, David, Mode, Wineke, Zastrow

INFRASTRUCTURE COMMITTEE: (5 members) Borland, David, Jones, Kannard, R. Kutz

LAND & WATER CONSERVATION COMMITTEE: (5 members: 2 members of UW Extension + 1 Chair of Farm Service Agency) *Anfang (FSA), Burlingham, Foelker, Hartz (UW), Morse, Patrick (UW), Payne*

LAW ENFORCEMENT/EMERGENCY MANAGEMENT COMMITTEE: (5 members) Lund, Morris, Morse, Schultz, Wineke
MARSH COUNTRY HEALTH ALLIANCE: (1 member) Mode
PARKS COMMITTEE: (5 members) Foelker, Kelly, Nass, Payne, Tietz

PLANNING & ZONING COMMITTEE: (5 members: 3 unincorporated) David, Jaeckel, Nass, Reese, Rinard

SOLID WASTE COMMITTEE/AIR QUALITY: (5 members) G. Kutz, Lund, Patrick, Payne, Reese

TASK FORCE ON COUNTY OPERATIONS & ORGANIZATION: *Cauley, Hanneman, Happ, Jaeckel, Krueger, R. Kutz, Nass, Nehmer, Smith*

UNIVERSITY EXTENSION EDUCATION COMMITTEE: (5 members: 2 LWCC) Borland, Hartz (LWCC), Klubertanz, Patrick (LWCC), Zastrow

WI COUNTY UTILITY TAX ASSOCIATION: (1 member) Klubertanz

WISCONSIN RIVER RAIL TRANSIT COMMISSION: (3 members) *J. David, G. Kutz, Tietz, Hansen* (alternate)

2. Memorandum dated April 12, 2016, from the Wisconsin Counties Association (WCA) Re: 2016 WCA Membership Survey

3. A Notice of Public Hearing from the Planning & Zoning Committee for a hearing to be held on May 19, 2016, at 7:00 p.m. in Room 205 of the Jefferson County Courthouse, Jefferson, Wisconsin.

County Administrator Ben Wehmeier, Economic Development Consortium Director Genevieve Coady, Finance Director Brian Lamers and Human Resources Director Terri Palm-Kostroski presented their department's annual report. The annual reports were received and placed on file pursuant to Board Rule 3.03(12).

Rinard, a member of the Administration & Rules Committee, introduced Resolution No. 2016-17.

Executive Summary

Jefferson County departments, officials, employees and members of the public utilize social media platforms to further enhance communications with members of the public and other organizations in support of County goals and objectives. Social media provides the ability to publish content and communicate information to facilitate discussion of County issues, operations and services by providing members of the public with the opportunity to connect to County resources using the internet. This Social Media Policy is intended to promote the safe, orderly, responsible and consistent use of social media by Jefferson County through its departments, officials, agents and employees.

WHEREAS, Jefferson County departments, officials, employees and members of the public utilize social media platforms to further enhance communications with members of the public and other organizations in support of County goals and objectives, and

WHEREAS, in order to promote the safe, orderly, responsible and consistent use of social media by Jefferson County through its departments, officials, agents and employees, the Jefferson County Administration and Rules Committee is recommending that the County adopt the attached Social Media Policy, and

WHEREAS, a social media policy will provide the framework for use of social media and provide general guidelines for the use of social media by all County departments, officials, agents and employees of Jefferson County, and

WHEREAS, this policy will apply to all County programs, divisions, departments, officials, agents, employees, boards, committees, commissions, other bodies and agencies and to all County official websites of Jefferson County.

NOW, THEREFORE, BE IT RESOLVED, that the Administration and Rules Committee recommends, and the Jefferson County Board of Supervisors hereby adopts, the attached Jefferson County Social Media Policy, to become effective upon passage.

Fiscal Note: This resolution will have no fiscal impact.

JEFFERSON COUNTY SOCIAL MEDIA POLICY

Jefferson County departments, officials and organizations may utilize social media platforms to further enhance communications with members of the public and other organizations in support of County goals and objectives. Social media provides the ability to publish content and communicate information to facilitate discussion of County issues, operations and services by providing members of the public with the opportunity to connect to County resources using the internet.

I. PURPOSE.

This Social Media Policy is intended to promote the safe, orderly, responsible and consistent use of social media by Jefferson County through its departments, officials, agents and employees. Jefferson County encourages, within the rules set forth herein, the use of social media. The County employs social media for the express and limited purpose of communicating with the public on issues of public concern and allowing the public a limited forum in which to communicate with the County. This policy does not create any open public forums for expressive activity of the public. The County reserves the right to edit or remove any content that violates this or any other policy of the County or any Federal, State or local law.

This policy is further intended to provide a framework for use of social media when authorized by the County as part of a department's official's, agent's or employee's job duties and to provide general guidelines for the use of social media by all County departments, officials, agents and employees of Jefferson County. Departments have discretion to create guidelines specific to their department or social media posts as long as such guidelines are not inconsistent with this policy. The forms of social media or technology referred to in this policy include, but are not limited to, Facebook, LinkedIn, MySpace, Twitter, Yammer, YouTube, video or wiki postings, chat rooms, personal blogs or other similar forms

of online journals, or newsletters affiliated with Jefferson County. County-owned technology resources are the property of Jefferson County, as is all data created, entered, received, stored, or transmitted via County owned equipment.

II. APPLICATION.

This policy applies to all County programs, divisions, departments, officials, agents, employees, subunits (boards, committees, commissions, other bodies) and agencies; to all County official websites, both internet and intranet; to all other websites hosted by the County; to any division, department, agency, or sub-unit receiving direct services from Jefferson County Management Information Systems (MIS). Anyone subject to this policy who fails to comply with the terms of this policy is acting outside the scope of their employment or official duties and may be subject to discipline, up to and including involuntary termination of employment and personal civil liability.

III. POLICY.

1. All Jefferson County social media platforms shall be approved by the County Administrator and the department head of the requesting department. All content must be published using approved County social media platform and tools set forth in this policy or other County policies, including additional requirements specific to a department or social media platform. All content must be approved by the assigned site administrator as defined below before posting. Any fundraising efforts through social media must be approved by the County Administrator and reviewed by the Corporation Counsel prior to posting.

2. All Jefferson County social media platforms shall adhere to applicable Federal, State and local laws, regulations and County policies including, but not limited to, the Jefferson County Computer, Internet, and Telephone Use Policy as well as the Harassment Policy, including Sexual Harassment; the Jefferson County Ethics Policy and Personnel Policy. Employees may be subject to discipline, up to and including involuntary termination of employment for conduct that violates County policies, rules and regulations, whether such conduct occurs on duty or off duty.

3. Public records laws and policies apply to social media content and therefore content must be able to be managed, stored and retrieved to comply with these laws. All social media platforms and entries shall clearly indicate that any articles and any other content posted or submitted for posting are subject to public disclosure.

4. Content deemed not suitable by Jefferson County because it is not topically related to the particular objective, or is deemed prohibited content based on the criteria in this or other policies, may be taken off the platform, but shall be retained pursuant to the records retention schedule along with a description of the reason the specific content is deemed not suitable for posting.

5. The County reserves the right to restrict or remove any content that is deemed in violation of this policy or any applicable law.

6. Each Jefferson County social media platform shall include an introductory statement which clearly specifies the purpose and topical scope of the platform. Social media platforms may include links to information and content from other non-county media platforms and websites provided that there is no copyright infringement or use in violation of the social media or website policy. Where possible, social media platforms should link back to the official Jefferson County internet site for forms, documents and other information.

7. Each Jefferson County social media platform account is proprietary and created for the exclusive use of Jefferson County for the benefit of the public. Site administrators are authorized to create and post content on behalf of Jefferson County, but do not own the accounts. When the function of site administrator ends, that person shall surrender all rights, including administrative authority and passwords, to these accounts.

8. Jefferson County social media content and comments containing any of the following shall not be allowed for posting:

- a. Non-topically related content
- b. Profane language or content
- c. Content that promotes, fosters, or perpetuates discrimination on the basis of race, creed, color, age, religion, gender, marital status, status with regard to public assistance, national origin, physical or mental disability or sexual orientation or other protected class
- d. Sexual content or links to sexual content unless such content is topically related
- e. Conduct or encouragement of illegal activity
- f. Content that may compromise the safety or security of the public or public systems
- g. Content that violates copyright or other legal interest of any other party
- h. External links constituting official endorsement or representative views on behalf of the Jefferson County
- i. Content promoting political outcome, a political candidate, or political party
- j. Content promoting or endorsing any religion or religious organization
- k. Content regarding or relating to any private commercial transactions or engagement in private business activities
- l. Duplicate comments, i.e. posting the same comment multiple times by the same person for no apparent reason
- m. Posting of links with no text which do not advance the discussion or make the commentator's point of view clear
- n. Other non-topically related content outside the limited public forum established to discuss specific

County issues, operations and services

9. All County social media site administrators shall be trained regarding the terms of this policy, including their responsibilities to review content to ensure compliance with the Social Media Policy and guidelines.
10. All social media platforms shall clearly indicate they are owned and maintained by Jefferson County and shall have Jefferson County contact information prominently displayed.
11. Where appropriate, County Management Information Systems (MIS) policies shall apply to all social media platforms and related content.
12. All County-related communication through social media tools shall be professional and conducted in accordance with County policies, practices and expectations.
13. Jefferson County logos, marks, and insignia may be used on County social media platforms owned and maintained exclusively for County business and related County purposes. Jefferson County's name, logos, marks and insignia may not be used to promote any political party, candidate or for any other political purposes or to conduct private commercial transactions or activities.
14. Anyone subject to this policy found to have violated this policy may be subject to disciplinary action up to and including involuntary termination of employment.
15. Administrative Structure: Any County authorized social media site will require the following:

Site Administrator: This person will be responsible to ensure that the use of the social media site adheres to this policy and all related County policies. The name of the proposed site administrator must be filed with the County Administrator along with the request for an authorized social media platform, or if a social media platform has already been established, within 30 days following enactment of this policy. It is the responsibility of the sponsoring department head or official to update this information should authorized personnel change.

Backup Site Administrator: To prevent issues related to site administration during the absence of the site administrator, all authorized sites must have a named backup site administrator to be filed as part of the request for an authorized social media platform, or if a social media platform has already been established, within 30 days following enactment of this policy. It is the responsibility of the sponsoring department head or official to update this information should authorized personnel change.

Approved content authors: Sponsoring departments and elected officials must authorize all content authors for their department or official social media platform who will be directly responsible for posting to social media sites.

Login and Password Information: Login and password information for all social media sites must be filed as part of the request for an authorized social media platform, or if a social media

platform has already been established prior to enactment of this policy, within 30 days following enactment of this policy. It is the responsibility of the sponsoring department head to update this information should authorized personnel change.

16. The County Administrator may approve exceptions to this policy in writing on a case by case basis for good cause.

IV. DEFINITION OF TERMS.

Content: Text, graphics, video, icons, images and avatars.

Content Authors: Persons responsible for creating and posting social media content on behalf of Jefferson County. This includes, but is not limited to, comments, text, graphics, video, icons, images and avatars.

Platform: Social media sites including, but not limited to, Facebook, Twitter, LinkedIn, Blogger and YouTube.

Posts: Content on a social media platform.

Publish: Posting, pasting, commenting, etc., to any social media platform.

Profile: Information that users provide about themselves when signing up for a social networking site. This may include a picture and other basic information.

Site Administrators: Jefferson County employees, authorized agents and/or contractors, designated as such in writing, whose duties are to review content to ensure compliance with the Social Media Policy and guidelines.

Social Media: Tools and platforms used to publish, converse, and share content online.

V. SOCIAL MEDIA RULES.

Maintain Confidentiality: Do not post confidential or proprietary information about Jefferson County or its employees. Use good ethical judgment and follow County policies and federal requirements, such as the Health Insurance Portability and Accountability Act (HIPAA) of 1996 and the Family Educational Rights and Privacy Act (FERPA).

Maintain Privacy: Do not discuss a situation involving named or pictured individuals on a social media platform without their permission. As a guideline, do not post anything that you would not present in any public forum.

Maintain Professionalism: Post only about your area of expertise as it relates to your position with the County. The line between professional and personal opinions can be difficult to distinguish. Be thoughtful about content and clear that the views expressed are those of Jefferson County.

Think Before You Post: If you are about to publish something that makes you the slightest bit uncomfortable, take a minute to think about what you are posting. If you are still unsure, check with your site administrator or supervisor.

Topic Restrictions: Do not post any links or write any content that involve or are related to the following:

- Current or possible litigation involving the County
- Nonpublic information
- Materials unrelated to County business

- Defamatory, libelous, or demeaning material
- Argumentative exchanges with members of the public
- Personal opinions about posted topics or comments made by members of the public
- Personal matters about yourself or others
- Disparaging or threatening comments about or related to anyone
- Sensitive or confidential information of any kind

I acknowledge that I have read, understand and by my signature below agree to comply with the Jefferson County Social Media Policy and Guidelines.

Name: _____ Date: _____

(Signature)

(Print Name)

Rinard moved for the adoption of Resolution No. 2016-17.
Seconded and carried.

Braugler, a member of the Human Resources Committee, introduced Resolution No. 2016-18.

Executive Summary

Jefferson County Human Services has experienced a significant increase in the number of citizens struggling with opiate/heroin addictions. **It is not uncommon for Human Services to receive 5 – 10 requests for opiate treatment in ONE DAY and for individuals to wait over one month to receive treatment.** Over the last seven years, the total number of consumers seen for Mental Health treatment, including alcohol and drug abuse, nearly doubled, from 540 individuals in 2008 to 1,111 individuals in 2015. This only captures the increase in required psychotherapy treatment and does not reflect the increase in need for rehabilitative services.

To help combat the growing opiate/heroin epidemic, the Human Services Director, with the support of the Human Services Board and the County Administrator, is requesting the creation of a full-time Behavioral Health Specialist/Psychotherapist (BHS) position and a full-time Comprehensive Community Services Facilitator (CCS) position. The BHS position will address the increased need for psychotherapy treatment services and the CCS position will provide wraparound and rehabilitative services. The CCS position will be fully funded through Federal and State Medicaid funding and the BHS position will be partially funded through billable services. Any additional funding needed for the BHS position will be obtained by transferring funds from the State Mental Health Institutes account. Over the last three years, Human Services has experienced a significant savings in this area. Furthermore, there is a \$165,295 surplus in this account for the first quarter of 2016.

On May 4, 2016, the Human Resources Committee reviewed the request from the Human Services Director and is recommending the creation of one full-time Behavioral Health Specialist (Psychotherapist) position and the creation of one full-time Com-

prehensive Community Services Facilitator position at Human Services.

WHEREAS, with the significant increase in citizens struggling with opiate/heroin addictions in Jefferson County, current staffing levels at Human Services cannot effectively address the services needed, and

WHEREAS, to meet this need for Jefferson County citizens, the Human Services Director, Human Services Board and County Administrator request, and the Human Resources Committee recommends, creation of one full-time Behavioral Health Specialist (Psychotherapist) position and the creation of one full-time Comprehensive Community Services Facilitator position at the Human Services Department.

NOW, THEREFORE, BE IT RESOLVED that the 2016 County Budget setting forth position allocations and funding at the Human Services Department be and is hereby amended to create one full-time Behavioral Health Specialist (Psychotherapist) position and create one full-time Comprehensive Community Services Facilitator position at the Human Services Department, to become effective upon passage.

Fiscal Note: The Comprehensive Community Services Facilitator position is budgeted for \$79,100 annually (\$39,550 for the remainder of 2016) and is fully funded by Federal and State Medicaid dollars; therefore, no tax levy is required for this position. The Behavioral Health Specialist (Psychotherapist) position is budgeted for \$83,800 annually for salary and fringe benefits (\$41,900 for the remainder of 2016 for salary and benefits) and will receive \$18,650 from third-party billing in 2016. The remaining \$23,250 will be transferred from the State Mental Health Institutes account; therefore no tax-levy is required for this position in 2016. This is a budget amendment. County Board approval requires a two-thirds vote of the entire membership of the County Board (20 votes of the 30 member County Board).

Braugler moved for the adoption of Resolution No. 2016-18. Seconded and carried: Ayes 29 (Jones, Kelly, David, Tietz, Braugler, Buchanan, Morris, Wineke, Rinard, Zastrow, Reese, Hartz, Morse, Lund, Nass, Payne, R. Kutz, Hanneman, Schroeder, Mode, Kannard, Poulson, Jaeckel, Foelker, Patrick, Borland, Schultz, Smith, G. Kutz), Noes 0, Absent 1 (Klubertanz).

Braugler introduced Resolution No. 2016-19.

Executive Summary

Jefferson County Human Services operates the Lueder Haus, an acute care facility that serves chronic, mentally ill adults who are in immediate crisis but not in need of hospitalization. Individuals with chronic illness typically need good continuity of care and stability to achieve and maintain desired outcomes. With only one supervisor, four full-time Group Home Workers and two part-time Group Home Workers to provide coverage on a 24/7 basis, consistency becomes even more crucial. Unfortunately, there continues to be a high-level of turnover in the non-benefited, part-

time positions, hindering the ability to provide this stability and results in a high-level of overtime.

The Human Services Director, with the support of the Human Services Board and the County Administrator, is requesting the elimination of two part-time Group Home Worker positions (one of which is currently vacant) and the creation of one full-time Group Home Worker position. Funding needed for the full-time Group Home Worker position will be obtained by transferring funds from the State Mental Health Institutes account. Over the last three years, Human Services has experienced a significant savings in this area. Furthermore, there is a \$165,295 surplus in this account for the first quarter of 2016.

On May 4, 2016, the Human Resources Committee reviewed the request from the Human Services Director and is recommending the creation of one full-time Group Home Worker position and the elimination of one vacant and one occupied part-time Group Home Worker positions at Human Services.

WHEREAS, the constant turnover in part-time Group Home Worker positions at the Lueder Haus creates a situation that hinders the ability to provide necessary stability to the clients and results in significant overtime costs, and

WHEREAS, to better meet the needs of Lueder Haus clients, the Human Services Director requests, and the Human Resources Committee recommends, creation of one full-time Group Home Worker position and the elimination of two part-time Group Home Worker positions, of which one is currently vacant.

NOW, THEREFORE, BE IT RESOLVED that the 2016 County Budget setting forth position allocations and funding at the Human Services Department be and is hereby amended to create one full-time Group Home Worker position and eliminate two part-time Group Home Worker positions, to become effective upon passage.

Fiscal Note: The annual cost of eliminating two part-time Group Home Worker positions and creating a full-time Group Home Worker position is \$23,462 in salaries and benefits (\$13,700 for the remainder of 2016). For 2016, \$13,700 will be transferred from the State Mental Health Institutes account into appropriate wage and benefit accounts. This is a budget amendment. County Board approval requires a two-thirds vote of the entire membership of the County Board (20 votes of the 30 member County Board).

Braugler moved that Resolution No. 2016-19 be adopted. Seconded and carried: Ayes 29 (Jones, Kelly, David, Tietz, Braugler, Buchanan, Morris, Wineke, Rinard, Zastrow, Reese, Hartz, Morse, Lund, Nass, Payne, R. Kutz, Hanneman, Schroeder, Mode, Kannard, Poulson, Jaeckel, Foelker, Patrick, Borland, Schultz, Smith, G. Kutz), Noes 0, Absent 1 (Klubertanz).

Braugler introduced Resolution No. 2016-20.

Executive Summary

The Jefferson County Economic Development Consortium

(JCEDC) has been reviewing the process by which it provides services to the County and the greater region. Over the course of the last six months, it has been determined that the organization needs to transform and become in line with best management practices, which includes greater engagement with the private sector.

As part of this review, discussions were conducted with the Watertown Economic Development Organization (WEDO) to determine if both organizations could collaborate at a greater level. After an analysis by the WEDO leadership, it was agreed that there is an opportunity to look beyond enhanced collaboration at this time with the JCEDC evolving its organizational structure and focus. Both parties engaged in a process to decide if a merger of the two organizations made business sense when looking at the long-term needs of both entities and the region. Based on this review, it was found a merger would reduce duplication of services, allow economic development functions to be done in a cost effective manner, and enhance services provided to communities and the private sector.

As part of the proposed merger of the organizations, all employees of both entities will work under the umbrella of the JCEDC and, based on the Intergovernmental Agreement that formed the JCEDC, staff will be employees of the County. This will be a phased merger. The first phase includes the transition of the Business Relations and Marketing Manager to the JCEDC around June 1, 2016. WEDO will provide \$60,000 as part of the proposed Memorandum of Understanding (MOU) to support costs for this position transition. The remaining position, the Associate Director of Business Development, will transition from WEDO to JCEDC as part of the 2017 budget process. After 2016, these two positions will be funded as result of the capital campaign that will be completed by the end of 2016.

The JCEDC approved the merger on April 28th. The MOU will be reviewed and voted on by the WEDO Board of Directors by May 13th, 2016.

On May 4, 2016, the Human Resources Committee reviewed the request from the JCEDC Board and Executive Director and is recommending the creation of one full-time Business Relations and Marketing Manager position, contingent on approval by the WEDO Board of Directors of the merger between JCEDC and WEDO.

WHEREAS, there has been significant requests by area business and community leaders to enhance or expand in the following three primary areas as called for in the strategic initiative: Workforce, attracting, developing and aligning talent; Businesses, growing businesses, jobs and capital investments; and Marketing, driving communication and tourism, and

WHEREAS, to provide the best economic development services possible that are financially sustainable, the Jefferson County Economic Development Consortium (JCEDC) Board of Directors and leadership of the Watertown Economic Develop-

ment Organization (WEDO) Board are recommending to merge the organizations under the JCEDC and maximize the benefit to the County, the City of Watertown and the region as a whole.

NOW, THEREFORE, BE IT RESOLVED that the 2016 County Budget setting forth position allocations and funding in the JCEDC be and is hereby amended to create one exempt, full-time, Business Relations and Marketing Manager position, to become effective upon passage.

Fiscal Note: The Business Relations and Marketing Manager position is budgeted at \$45,700 for salaries and benefits the remainder of 2016 and will be funded through a contribution of \$60,000 by WEDO with the remaining \$8,000 utilized for professional services and \$6,300 for other operating expenses; therefore, no tax levy is required for this position in 2016. It is anticipated that the capital campaign will enable the sustainability of this position in future years. This is a budget amendment. County Board approval requires a two-thirds vote of the entire membership of the County Board (20 votes of the 30 member County Board). This position allocation is contingent upon all terms of the memorandum of understanding between JCEDC and WEDO being fully executed, including satisfactory results of the capital campaign feasibility study.

Braugler moved that Resolution No. 2016-20 be adopted. Seconded and carried: Ayes 29 (Jones, Kelly, David, Tietz, Braugler, Buchanan, Morris, Wineke, Rinard, Zastrow, Reese, Hartz, Morse, Lund, Nass, Payne, R. Kutz, Hanneman, Schroeder, Mode, Kannard, Poulson, Jaeckel, Foelker, Patrick, Borland, Schultz, Smith, G. Kutz), Noes 0, Absent 1 (Klubertanz).

Nass, member 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 April 21, 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 R3872A-16, R3874A-16,
R3875A-16, R3877A-16 AND R3878A-16**

DATED THIS 25th DAY OF APRIL 2016

Donald Reese, Secretary

**THE PRIOR MONTH'S AMENDMENTS R3869A-16, R3870A-16
AND R3871A-16**

**ARE EFFECTIVE UPON PASSAGE BY COUNTY BOARD,
SUBJECT TO WIS. STATS. 59.69(5).**

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

Nass introduced Ordinance No. 2016-03.

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

WHEREAS, Petitions R3872A-16, R3874A-16, R3875A-16, R3877A-16 and R3878A-16 were referred to the Jefferson County Planning and Zoning Committee for public hearing on April 21, 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 RESIDENTIAL R-2 TO A-2, AGRICULTURAL AND RURAL BUSINESS

Rezone with conditional use to allow mini-warehousing on PIN 016-0514-1023-045 (4.298 acres). The property is located on US Highway 12 in the Town of Koshkonong. R3872A-16 – Noah's Last Storage Spot LLC

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

Create a 4.2-acre farm consolidation lot around the home and buildings at N6441 County Road S, Town of Lake Mills, from part of PIN 018-0713-1612-000 (40 acres). Rezoning is conditioned upon approval and recording of a final certified survey map for the lot. R3874A-16 – Lee Leverton/Gary & Beth Leverton, Lee & Lori Leverton LE

Rezone to create a 1.94-acre lot with existing home at N5255 Crossman Road in the Town of Lake Mills from part of PIN 018-0713-3421-000 (46 acres). This action is conditioned upon approval and recording of a final certified survey map for the lot. R3875A-16 – David Schroeder/A & L Johnson Inc. property

FROM EXCLUSIVE AGRICULTURAL A-1 AND COMMUNITY TO A-3, AGRICULTURAL AND RURAL RESIDENTIAL

Rezone to create a 2-acre Rural Residential lot at N8276 County Road E and a 3-acre farm consolidation lot at N8280 County Road E from part of PIN 012-0816-1923-000 (29.54 acres) in the Town of Ixonia. Rezoning is conditioned upon approval and recording of a certified survey map for the lots, including extraterritorial plat review if necessary. R3877A-16 – Herman Zastrow

FROM A-1, EXCLUSIVE AGRICULTURAL TO N, NATURAL RESOURCES

Create a 10.3-acre Natural Resource zone from part of PINs 024-0516-1534-000 (39.46 acres), 024-0516-1543-000 (33.996 acres) and 024-0516-1544-000 (1.755 acres). The property is in the Town of Palmyra, with access onto County Road E. This action is conditioned upon road access approval by the County Highway Department, upon approval and recording of a final certified survey map for the lot, including extraterritorial plat review, if necessary. R3878A-16 – Jon & Renee Gallun

The above rezonings shall be null and void and of no effect one year from the date of County Board approval unless all appli-

cable conditions have been completed by that date.

Nass moved that Ordinance No. 2016-03 be adopted as printed. Seconded and carried with Kannard abstaining for possible conflict of interest.

Nass introduced Resolution No. 2016-21.

Executive Summary

Digital parcel maps delineating land ownership are a key component of the Jefferson County Geographic Information System (GIS). This information is used by the general public and real estate professionals including assessors, appraisers, title searchers, land surveyors and attorneys along with local, state and federal officials. The digital parcel maps for the rural areas of Jefferson County were automated in the early nineteen nineties by digitizing hand drawn maps and transforming the coordinate data to the Public Land Survey System grid. These digital parcel maps have served the County well for the past 20 plus years. However, the digitizing and transforming process resulted in some horizontal positional inaccuracies that are evident when overlaying the digital parcel lines over orthophotography. This improvement project will utilize property surveys, orthophotography and other survey data to increase the accuracy of the County's digital parcel maps for 6,779 parcels in 4 towns. The remaining 16,000 rural parcels are planned for improvements in future years as funding becomes available.

WHEREAS, a request for proposals to provide digital parcel mapping service was published on March 29, 2016, and

WHEREAS, six proposals were received to provide digital parcel mapping services to Jefferson County, and

WHEREAS, the responses to the County's Request for Proposals are as follows:

<u>Company</u>	<u>City, State</u>	<u>Cost Per Parcel</u>
Pro-West & Associates	Walker, Minnesota	\$ 8.85
Point North Inc.	Hayward, Wisconsin	\$ 13.00
Archbridge Consulting & Training, Inc.	Herndon, Virginia	\$ 13.12
Greaf	Milwaukee, Wisconsin	\$ 14.26
BruceHarris & Associates	Batavia, Illinois	\$ 14.39
MSA	Baraboo, Wisconsin	\$ 15.27

WHEREAS, the Planning and Zoning Committee recommends that Pro-West and Associates out of Walker, Minnesota, be awarded the parcel map improvement project as the lowest responsible bidder.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors does hereby authorize the Land Information Office to contract with Pro-West and Associates of Walker, Minnesota, as the lowest responsible bidder, for parcel mapping services at a cost of \$8.85 per parcel for a total project cost of \$59,994.15.

Fiscal Note: The project is funded in the 2016 budget account 1303.521219 through a Wisconsin Land Information Pro-

gram Strategic Initiative Grant of \$50,000 and non-tax levy Land Information Program retained fees of \$9,994.15.

Nass moved that Resolution No. 2016-21 be adopted. Seconded and carried: Ayes 29 (Jones, Kelly, David, Tietz, Braugher, Buchanan, Morris, Wineke, Rinard, Zastrow, Reese, Hartz, Morse, Lund, Nass, Payne, R. Kutz, Hanneman, Schroeder, Mode, Kan-nard, Poulson, Jaeckel, Foelker, Patrick, Borland, Schultz, Smith, G. Kutz), Noes 0, Absent 1 (Klubertanz).

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 of the Wisconsin Statutes, I do hereby request the County Board's confirmation of the following appointments:

a. Blane Poulson, Palmyra, Wisconsin, to the Blue Spring Lake Management District Board of Commissioners for a two-year term ending April 17, 2018.

b. Blane Poulson, Palmyra, Wisconsin, to the Lower Spring Lake Protection & Rehabilitation District for a two-year term ending April 17, 2018.

c. Ed Morse, Lake Mills, Wisconsin, to the Board of Health for a three-year term ending May 14, 2019.

d. Dick Schultz, Fort Atkinson, Wisconsin, to the Board of Health for a three-year term ending May 14, 2019.

e. John McKenzie, Fort Atkinson, Wisconsin, to the Board of Health for a three-year term ending May 14, 2019.

f. Steve Nass, Lake Mills, Wisconsin, to the Land Information Council for a two-year term ending April 17, 2018.

g. Todd Lindert (Public Safety Representative) to the Land Information Council for a three-year term ending June 30, 2019.

h. Joann Larsen (Real Estate Representative) to the Land Information Council for a three-year term ending June 30, 2019.

i. Aari Roberts, Watertown, Wisconsin, to the Zoning Board of Adjustment (2nd alternate) to fill an unexpired term ending July 1, 2016.

By virtue of the authority vested in me in Ordinance 2007-48, I do hereby request the County Board's confirmation of the following appointments:

a. Ed Morse, Lake Mills, Wisconsin, to the Historic Sites Preservation Commission for a three-year term ending April 1, 2019.

b. Julia Ince, Fort Atkinson, Wisconsin, to the Historic Sites Preservation Commission for a three-year term ending April 1, 2019.

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

Chair Schroeder read the following appointments.

By virtue of the authority vested in me, I do hereby appoint and request the County Board's confirmation of the following indi-

viduals as members of the designated consortiums, commissions and committees:

Economic Development Consortium

- a. Jim Mode, Jefferson, Wisconsin, for a two-year term ending April 17, 2018.
- b. Timothy Smith, Fort Atkinson, Wisconsin, for a two-year term ending April 17, 2018.
- c. Augie Tietz, Watertown, Wisconsin, for a two-year term ending April 17, 2018.

Land and Water Conservation Committee

- a. Matthew Foelker, Fort Atkinson, Wisconsin, for a two-year term ending April 17, 2018.
- b. Peter Hartz, Johnson Creek, Wisconsin, for a two-year term ending April 17, 2018.
- c. Ed Morse, Lake Mills, Wisconsin, for a two-year term ending April 17, 2018.
- d. Gregg Patrick, Fort Atkinson, Wisconsin, for a two-year term ending April 17, 2018.
- e. Laura Payne, Cambridge, Wisconsin, for a two-year term ending April 17, 2018.
- f. Margaret Burlingham, Palmyra, Wisconsin, for a two-year term ending April 17, 2018.
- g. Frank Anfang, Sullivan, Wisconsin, for a two-year term ending April 17, 2018.

Buchanan moved for the confirmation of the above appointments. Seconded and carried.

Public Comment (General). None.

Supplemental information presented at the May 10, 2016, Jefferson County Board meeting will be available at the County Clerk's office upon request or on the County's website at www.jefferson-countywi.gov .

There being no further business, Buchanan moved that the Board adjourn. Seconded and carried at 8:37 p.m.