

**JEFFERSON COUNTY BOARD MINUTES  
TUESDAY, FEBRUARY 13, 2018, 7:00 P.M.**

Chair Jim Schroeder presiding.

County Clerk Barbara A. Frank called the roll with all supervisors present except Hartz and Patrick who gave prior notice of their being late or 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 ....	Alyssa Spaanem
District 25.....	Matthew Foelker	District 26 .....	Gregg Patrick
District 27.....	Conor Nelan	District 28 .....	Dick Schultz
District 29.....	Mary Roberts	District 30 .....	Gary Kutz

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

Wehmeier certified compliance with the Open Meetings Law.

Agenda was accepted as printed.

**Communications.**

**GENERAL FINANCIAL CONDITION  
JEFFERSON COUNTY, WISCONSIN  
January 1, 2018**

Available Cash on Hand			
December 1, 2017	\$	189,826.35	
December Receipts		<u>5,661,632.59</u>	
Total Cash	\$		5,851,458.94
Disbursements			
General – December 2017	\$	3,438,243.54	
Payroll – December 2017		<u>1,465,942.99</u>	
Total Disbursements			<u>4,904,186.53</u>
Total Available Cash	\$		947,272.41
Cash on Hand (in banks)			
January 1, 2018	\$	1,433,199.57	
Less Outstanding Checks		<u>485,927.16</u>	
Total Available Cash	\$		947,272.41
Local Government Investment Pool - General	\$	3,680,040.69	
DANA Investments			28,567,994.18
Local Government Investment Pool - Clerk of Courts			26,326.68

Local Government Investment Pool - Farmland Preservation	171,943.06
Local Government Investment Pool - Parks/Liddle	82,661.25
Local Government Investment Pool – Highway Bond	<u>1,892,624.03</u>
	\$ 34,421,589.89
2017 Interest – Super N.O.W. Account	\$ 1,236.99
2017 Interest – L.G.I.P. – General Funds	108,808.83
2017 Interest – DANA Investments	544,400.54
2017 Interest – L.G.I.P. – Parks/Carol Liddle Fund	693.83
2017 Interest – L.G.I.P. – Farmland Preservation	1,443.22
2017 Interest – L.G.I.P. – Clerk of Courts	221.94
2017 Interest – L.G.I.P. – Highway Bond	<u>15,885.97</u>
Total 2017 Interest	\$ 672,691.32

JOHN E. JENSEN, JEFFERSON COUNTY TREASURER

**GENERAL FINANCIAL CONDITION  
JEFFERSON COUNTY, WISCONSIN  
February 1, 2018**

Available Cash on Hand		
January 1, 2018	\$ 947,272.41	
January Receipts	<u>14,499,850.49</u>	
Total Cash		\$ 15,447,122.90
Disbursements		
General – January 2018	\$ 14,524,053.11	
Payroll – January 2018	<u>1,369,540.95</u>	
Total Disbursements		<u>15,893,594.06</u>
Total Available Cash		\$ (446,471.16)
Cash on Hand (in banks)		
February 1, 2018	\$ 1,305,881.21	
Less Outstanding Checks	<u>1,752,352.37</u>	
Total Available Cash		\$ (446,471.16)
Local Government Investment Pool - General	\$ 13,002,651.71	
DANA Investments	28,516,425.98	
Local Government Investment Pool - Clerk of Courts	26,356.91	
Local Government Investment Pool - Farmland Preservation	172,140.49	
Local Government Investment Pool - Parks/Liddle	82,756.17	
Local Government Investment Pool – Highway Bond	<u>1,894,797.25</u>	
		\$ 43,695,128.51
2018 Interest – Super N.O.W. Account	\$ 203.56	
2018 Interest – L.G.I.P. – General Funds	7,947.17	
2018 Interest – DANA Investments	49,222.83	
2018 Interest – L.G.I.P. – Parks/Carol Liddle Fund	94.92	
2018 Interest – L.G.I.P. – Farmland Preservation	197.43	

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2018 Interest – L.G.I.P. – Clerk of Courts	30.23
2018 Interest – L.G.I.P. – Highway Bond	<u>2,173.22</u>
Total 2018 Interest	\$ 59,869.36

JOHN E. JENSEN, JEFFERSON COUNTY TREASURER

**Frank presented the following communications:**

- (1) Proposed County Board meeting dates for 2018-2020 County Board term.
- (2) A Notice of Public Hearing from the Planning & Zoning Committee for a hearing to be held on February 15, 2018, at 7:00 p.m. in Room 205 of the Jefferson County Courthouse on map amendments to the Jefferson County Zoning Ordinance and requests for conditional use permits.
- (3) The December 12, 2017, Jefferson County Board minutes were corrected and approved for publication by the Administration & Rules Committee on January 31, 2018, pursuant to Board of Supervisors' Rules of Order sec. 3.05(2)(a).

The communications and notice were received and placed on file.

**Frank introduced Human Resources Director Terri Palm-Kostroski who acknowledged the following retirements:**

Julia Keller, Sheriff's Office, 17 years 9 months; John Wolfram, Highway, 22 years 2 months; Jackie Cloute\*, Human Services, 28 years 9 months; Robert Klotz, Zoning, 29 years 11 months; Mark Miller, Central Services, 35 years 11 months; Russell Cooper, Highway, 38 years 10 months; and Robert Meyer\*, Sheriff's Office, 31 years 6 months. (\* denotes retirees in attendance)

**Public Comment.** Roxanne Brown and Steve Beauchamp, Town of Palmyra, spoke about their concerns regarding the lighting on their neighbor's horse barn.

**Rock River Free Clinic Executive Director Kristen Wallace, Community Dental Clinic Director Barb Gudgeon, Jefferson County Literacy Council Executive Director Lynn M. Forseth and Area Extension Director Christine Wen, representing the University of Wisconsin-Extension, presented annual reports.**

The annual reports were received, placed on file but not printed in the minutes pursuant to Board Rule 3.03(12).

**Wehmeier introduced Resolution No. 2017-57.**

Executive Summary

The Jefferson County Economic Development Consortium (JCEDC) on behalf of the County administers the County's Revolving Loan Fund (RLF) program with the assistance of the Finance Department. The RLF serves to assist businesses in gap financing for specific needs such as equipment purchases. Historically, requests for these funds were made through a loan review committee and the JCEDC Board with final approval by the County Board. The County currently has over \$600,000 available for this program.

The JCEDC and staff reviewed past practices and policies for

administering RLF loans and determined that formal loan administration policies needed to be adopted. As a result, the JCEDC director drafted the Revolving Loan Fund Manual and Lending Guidelines based on best practices. This document was reviewed with the County Administrator, Corporation Counsel and the State Department of Administration. The JCEDC Board of Directors reviewed the Manual and Lending Guidelines on February 23, 2017, which was approved by the Jefferson County Board of Supervisors on March 14, 2017. JCEDC staff and the County Administrator recommend amending the manual to state that no loan request exceeding 50 percent of total project costs will be considered. The current amount is 25 percent. This resolution is being presented to the County Board by the County Administrator.

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

WHEREAS, Jefferson County administers a Revolving Loan Fund program to assist businesses with providing low interest loans, and

WHEREAS, the Jefferson County Economic Development Consortium serves as the administrator of the program with support from other County departments, and

WHEREAS, the County has a fiduciary role in oversight of these funds, and

WHEREAS, the Revolving Loan Fund Manual and Lending Guidelines follows current best practices in administering these loans, and

WHEREAS, the JCEDC staff recommend the following amendment to the Revolving Loan Fund Manual and Lending Guidelines as follows:

#### 4.2 TERMS AND CONDITIONS

(1) Loan Amount. Loan amounts are subject to the availability of program funds. No loan request exceeding 25% 50% of total project costs will be considered.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors hereby adopts the above amendment to the Jefferson County Economic Development Revolving Loan Fund Manual and Lending Guidelines.

*Fiscal Note: There is no fiscal impact.*

**Buchanan moved for the adoption of Resolution No. 2017-57.** Seconded and carried.

#### **Wehmeier introduced Resolution No. 2017-58.**

##### Executive Summary

The Jefferson County Community Development Block Grant Revolving Loan Fund Program (CDBG-RLF) was established though funding from the State of Wisconsin Revolving Loan Fund Program. This program is designed to provide low interest revolving loans to businesses which will assist businesses in creating and retaining jobs, promoting new private investment in Jefferson County and developing a positive and proactive business climate

for expanding existing businesses. Basin Precision Machining, LLC, located at 211 Collins Rd., Jefferson, has made application for assistance to purchase \$9,697,122 of machinery and equipment to be installed in its new manufacturing facility addition and has requested \$382,670 from the County's revolving loan fund towards this purchase. The Jefferson County Revolving Loan Committee met on February 12, 2018, to consider this request and recommend forwarding to the County Board for approval.

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

WHEREAS, Jefferson County has funds available in its Community Development Block Grant Revolving Loan Fund Program (CDBG-RLF) as a result of repayments received from former CDBG loans, and

WHEREAS, Basin Precision Machining, LLC has represented that it will create up to thirty (30) jobs in the next two years in conjunction with the installation of new machinery and equipment, and

WHEREAS, the Revolving Loan Committee recommends approving the application of Basin Precision Machining, LLC for a loan not to exceed \$382,670, which will be at a 4% annual interest rate, payable monthly over a period of ten (10) years, with no payments due for the first six (6) months, on condition that Basin Precision Machining, LLC creates and maintains a minimum of eleven (11) full time jobs with benefits equal to those provided to its other full time employees.

NOW, THEREFORE, BE IT RESOLVED that Basin Precision Machining, LLC is authorized to receive a revolving loan fund loan up to \$382,670 for assistance in purchasing machinery and equipment on the terms described above.

BE IT FURTHER RESOLVED that the Economic Development Director shall administer the loan.

*Fiscal Note: This loan is funded through the existing Jefferson County CDBG Revolving Loan Fund Program. No county tax levy funds are used for these loans.*

**Buchanan moved that Resolution No. 2017-58 be adopted.** Seconded and carried: Ayes 28 (Jones, Kelly, David, Tietz, Braughler, Buchanan, Morris, Wineke, Rinard, Zastrow, Reese, Morse, Lund, Nass, Payne, R. Kutz, Hanneman, Schroeder, Mode, Kannard, Poulson, Jaeckel, Spaanem, Foelker, Nelan, Schultz, Roberts, G. Kutz), Noes 0, Absent 2 (Hartz, Patrick).

**Poulson, Chair of the Fair Park Committee, introduced Resolution No. 2017-59.**

Executive Summary

The Jefferson County Fair Park solicited bids for a three-year exclusive signage marketing partnership agreement with a fermented malt beverage distributor. The bid from Ott Schweitzer Distributorship, Inc. is being recommended for acceptance. This agreement is substantially the same agreement as the previous three-year partnership agreement with Ott Schweitzer Distributorship, Inc. from 2015 to 2017. The exact cost/benefit to the County

by entering into this agreement can only be estimated because it is not possible to determine the increased fair attendance and resulting increased revenue generated as a result of this partnership agreement. The Fair Park Committee met on December 7, 2017, and recommended forwarding this resolution to the County Board for approval to enter into a three-year exclusive signage marketing partnership agreement totaling \$63,000 with Ott Schweitzer Distributorship, Inc. commencing on January 1, 2018, and ending on December 31, 2020.

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

WHEREAS, the Fair Park published a request for proposals and advertised the opportunity for a Fair Park signage agreement for fermented malt beverage products, and

WHEREAS, Ott Schweitzer Distributorship, Inc. has offered \$21,000 per year to enter into a three-year contract under substantially similar terms and conditions as the previous three-year contract, and

WHEREAS, Wisconsin Distributors has offered \$10,000 to enter into a three-year exclusive signage marketing partnership agreement with the terms of the agreement to be negotiated.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Administrator is authorized to execute a contract with Ott Schweitzer Distributorship, Inc. for an exclusive three-year signage agreement totaling \$63,000 which will be substantially similar to the previous three-year agreement with Ott Schweitzer Distributorship, Inc.

*Fiscal Note: The County will receive \$21,000 per year for three years, under substantially similar terms and conditions as the 2015-2017 agreement with Ott Schweitzer Distributorship, Inc. This amount does not include additional revenue generated from increased fair attendance.*

**Hartz present.**

**Poulson moved that Resolution No. 2017-59 be adopted.**

Seconded and carried: Ayes 26 (Jones, Kelly, Tietz, Buchanan, Wineke, Rinard, Zastrow, Reese, Hartz, Morse, Lund, Nass, Payne, R. Kutz, Hanneman, Schroeder, Mode, Kannard, Poulson, Jaeckel, Spaanem, Foelker, Nelan, Schultz, Roberts, G. Kutz), Noes 3 (David, Braughler, Morris), Absent 1 (Patrick).

**Jones, Chair of the Finance Committee, introduced Resolution No. 2017-60.**

Executive Summary

The Highway Satellite Shop located at 548 Pierce Street in Waterloo has been used by the Jefferson County Highway Department as a satellite shop for over 60 years. Due to the construction of new highway satellite shops, the Highway Department no longer requires the Waterloo satellite shop for use by Highway Department vehicles. The Waterloo satellite shop was noticed for public sale by publishing a Class 3 notice in the Daily Jefferson County Union and The Waterloo/Marshall Courier offering sale of

the satellite shop to the highest bidder. Jefferson County received two bids. One bid was submitted by James Sheehy for \$35,000 and the second was submitted by Virgil Kasys for \$11,001. On January 18, 2018, the Finance Committee reviewed the bids and is recommending that this property be sold to the highest bidder for \$35,000.

WHEREAS, the executive summary is incorporated into this resolution, and

WHEREAS, the Jefferson County Highway Department no longer requires the use of the Highway Department satellite shop in Waterloo, and

WHEREAS, bids were solicited for the sale of the Waterloo satellite shop to the highest bidder, and

WHEREAS, two bids were received in the amounts of \$35,000 and \$11,001.

NOW, THEREFORE, BE IT RESOLVED that the Waterloo Highway Shop be sold to the highest bidder in the amount of \$35,000 and the Jefferson County Clerk executes the deed and any other required documents to complete the sale.

*Fiscal Note: The funds derived from this sale will be deposited in the capital projects fund to offset the expenses associated with the new highway satellite shops.*

**Jones moved that Resolution No. 2017-60 be adopted.** Seconded and carried: Ayes 29 (Jones, Kelly, David, Tietz, Braughler, Buchanan, Morris, Wineke, Rinard, Zastrow, Reese, Hartz, Morse, Lund, Nass, Payne, R. Kutz, Hanneman, Schroeder, Mode, Kan-nard, Poulson, Jaeckel, Spaanem, Foelker, Nelan, Schultz, Roberts, G. Kutz), Noes 0, Absent 1 (Patrick).

**Jones introduced Resolution No. 2017-61.**

Executive Summary

The Jefferson County District Attorney's office receives Federal funding passed through the Child Support Department for the processing of criminal nonsupport cases in the amount of \$1,000. The District Attorney's office seeks to budget for this revenue. Because the related position costs are already provided for in the 2018 budget, the offset will decrease County levy in the District Attorney's office. The County levy will increase in General Revenue and this increase will be allocated to the County's Contingency fund. On January 18, 2018, the Finance Committee recommended that this resolution be forwarded to the County Board for approval.

WHEREAS, the Executive Summary is incorporated by reference, and

WHEREAS, the Jefferson County District Attorney's office and the Jefferson County Board of Supervisors approved the fiscal year 2018 budget in 2017, and

WHEREAS, in the District Attorney's office seeks to budget for revenue passed through the Child Support Department in the amount of \$1,000 to offset the cost of processing criminal nonsupport cases, and

WHEREAS, Finance Department staff have reviewed the Dis-

trict Attorney's budget and propose to amend the budget accordingly.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors does hereby approve the amendment of the 2018 District Attorney, General Revenue, and Contingency budgets.

*Fiscal Note: Attached is the revised budget adjustment request form [Form is available at the County Clerk's office upon request or on the County's website at [www.jeffersoncountywi.gov](http://www.jeffersoncountywi.gov)]. As a budget amendment, 20 affirmative votes are required for passage.*

**Jones moved for the adoption of Resolution No. 2017-61.** Seconded and carried: Ayes 29 (Jones, Kelly, David, Tietz, Braughler, Buchanan, Morris, Wineke, Rinard, Zastrow, Reese, Hartz, Morse, Lund, Nass, Payne, R. Kutz, Hanneman, Schroeder, Mode, Kan-nard, Poulson, Jaeckel, Spaanem, Foelker, Nelan, Schultz, Roberts, G. Kutz), Noes 0, Absent 1 (Patrick).

**Jones introduced Resolution No. 2017-62.**

Executive Summary

The Jefferson County Health Department was awarded a Preventative Health and Health Services Grant from the State of Wisconsin Division of Public Health to be used to update the Jefferson County Health Department Strategic Plan.

An amount of \$1,040 was awarded for this purpose. Because the grant was not anticipated during the 2018 budget process, the expenditure of these funds will require a budget adjustment. On January 18, 2018, the Finance Committee recommended that this resolution be forwarded to the County Board for approval.

WHEREAS, the Executive Summary is incorporated by reference, and

WHEREAS, the Jefferson County Health Department and the Jefferson County Board of Supervisors approved the fiscal year 2018 Health Department program budget in 2017, and

WHEREAS, in December 2017 the Jefferson County Health Department was made aware of the additional funding for a Preventative Health and Health Services Grant award and the value it would add to existing services, and

WHEREAS, the Jefferson County Health Department will update its strategic plan including reviewing and updating its Mission Statement; creating a Vision Statement; conducting an inventory of current programs, services and community involvement including coalition leadership or membership; updating program area goals; looking at ways to evaluate current and existing programs; and looking for gaps or needed changes, and

WHEREAS, Finance Department staff have reviewed the Health Department budget and recommend amending the budget accordingly.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors does hereby approve the amendment of the 2018 Health Department program budget.



*Fiscal Note: Attached is the revised budget adjustment request form [Form is available at the County Clerk's office upon request or on the County's website at [www.jeffersoncountywi.gov](http://www.jeffersoncountywi.gov)]. As a budget amendment, 20 affirmative votes are required for passage.*

**Jones moved for that Resolution No. 2017-62 be adopted.** Seconded and carried: Ayes 29 (Jones, Kelly, David, Tietz, Braughler, Buchanan, Morris, Wineke, Rinard, Zastrow, Reese, Hartz, Morse, Lund, Nass, Payne, R. Kutz, Hanneman, Schroeder, Mode, Kannard, Poulson, Jaeckel, Spaanem, Foelker, Nelan, Schultz, Roberts, G. Kutz), Noes 0, Absent 1 (Patrick).

**Jones introduced Resolution No. 2017-63.**

Executive Summary

Jefferson County budgeted \$5,000 for a mass alert system in the 2018 Sheriff's Office budget. Since this time, the responsibility for the mass alert system has been assumed and paid for by the Human Resources Department. The Finance Department requests the County Board to approve a budget transfer of \$5,000 from the Sheriff's Office to the Human Resources Department to be applied toward payment of the mass alert system. On February 8, 2018, the Finance Committee recommended that this resolution be forwarded to the County Board for approval.

WHEREAS, the Executive Summary is incorporated by reference, and

WHEREAS, the Jefferson County Board of Supervisors approved the fiscal year 2018 budget in 2017, and

WHEREAS, the Sheriff's Office budget included funding of \$5,000 for a mass alert system, and

WHEREAS, the responsibility for the mass alert system has been assumed and paid for by the Human Resources Department,

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors does hereby amend the 2018 budget by approving the transfer of \$5,000 from the Sheriff's Office budget to Human Resources Department budget.

*Fiscal Note: Enclosed is the revised budget amendment request form [Form is available at the County Clerk's office upon request or on the County's website at [www.jeffersoncountywi.gov](http://www.jeffersoncountywi.gov)]. As a budget amendment, 20 affirmative votes are required for passage.*

**Jones moved that Resolution No. 2017-63 be adopted.** Seconded and carried: Ayes 29 (Jones, Kelly, David, Tietz, Braughler, Buchanan, Morris, Wineke, Rinard, Zastrow, Reese, Hartz, Morse, Lund, Nass, Payne, R. Kutz, Hanneman, Schroeder, Mode, Kannard, Poulson, Jaeckel, Spaanem, Foelker, Nelan, Schultz, Roberts, G. Kutz), Noes 0, Absent 1 (Patrick).

**Jones introduced Resolution No. 2017-64.**

Executive Summary

The Jefferson County Human Services Department was one of 63 community groups awarded a State Targeted Response to the Opioid Crisis Grant from the State of Wisconsin Department of

Human Services to be used to support strategies to prevent opioid abuse. Extra funding became available this year and an amount of \$10,300 was awarded for this purpose. Because the extra grant funding was not anticipated during the 2018 budget process, the expenditure of these funds will require a budget amendment. On February 8, 2018, the Finance Committee recommended that this resolution be forwarded to the County Board for approval.

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

WHEREAS, the Jefferson County Human Services Department and the Jefferson County Board of Supervisors approved the fiscal year 2018 Human Services Department program budget in 2017, and

WHEREAS, in December 2017 the Jefferson County Human Services Department was made aware of the additional funding for a State Targeted Response to the Opioid Crisis Grant award and the value it would add to existing services, and

WHEREAS, the Jefferson County Human Services Department will undertake activities to support strategies for reducing the impact of opioid abuse in Jefferson County, and

WHEREAS, Finance Department staff have reviewed the Human Services Department budget and propose to amend the budget accordingly.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors does hereby approve the amendment of the 2018 Human Services Department program budget.

*Fiscal Note: Attached is the revised budget amendment request form [Form is available at the County Clerk's office upon request or on the County's website at [www.jeffersoncountywv.gov](http://www.jeffersoncountywv.gov)]. As a budget amendment, 20 affirmative votes are required for passage.*

**Jones moved that Resolution No. 2017-64 be adopted.** Seconded and carried: Ayes 29 (Jones, Kelly, David, Tietz, Braughler, Buchanan, Morris, Wineke, Rinard, Zastrow, Reese, Hartz, Morse, Lund, Nass, Payne, R. Kutz, Hanneman, Schroeder, Mode, Kan-nard, Poulson, Jaeckel, Spaanem, Foelker, Nelan, Schultz, Roberts, G. Kutz), Noes 0, Absent 1 (Patrick).

#### **Jones introduced Resolution No. 2017-65.**

##### Executive Summary

The Jefferson County Finance Committee passed several financial policies in 2014 and periodically reviews these policies to determine that they are functioning as intended. The Finance Committee is currently engaged in this process and is recommending the attached amendment to the Budget Amendment & Adjustment Policy. These changes supplement the existing policy by giving the County Administrator the ability to transfer funds between departments within a governmental function as defined by the State of Wisconsin, Department of Revenue. This authority is allowed under Chapter 65.90 of Wisconsin Statutes. The Finance Committee considered this amendment to the Budget Amendment

& Adjustment Policy at its meeting on February 8, 2018, and recommends forwarding this resolution to the County Board for approval.

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

WHEREAS, amending the Budget Amendment & Adjustment Policy will incorporate best practices and create procedures where there is currently need for more precision and flexibility while remaining compliant with all applicable State Statutes, and

WHEREAS, amending the budget policy will result in more responsive budgetary control.

NOW, THEREFORE, BE IT RESOLVED that the Budget Amendment & Adjustment Policy is hereby amended as attached.

*Fiscal Note: No direct fiscal impact.*

### **Jefferson County, Wisconsin Budget Amendment and Adjustment Policy**

#### **Purpose**

The purpose of the Budget Amendment and Adjustment Policy is to set forth divisions of responsibility for authorizing changes to the annual budget adopted by the Board of Supervisors in a manner that allows for the appropriate oversight as defined by Wisconsin Statutes combined with the proper responsiveness needed to allow departments to make sound and timely financial decisions.

#### **Definitions**

Appropriations –revenues or expenditures approved by the Board of Supervisors.

Budget Adjustment – a transfer of expenditures or revenues of equal amount between line items within a Department’s budget.

Budget Amendment – a supplemental appropriation of budgetary revenues and expenditures.

Budgetary Function – a set of departments that serve a shared programmatic purpose.

Cost Center – a department or other unit within an organization to which costs may be charged for accounting purposes.

Department –a set of programs that serve a shared purpose; or a set of programs within departmental divisions that serve a shared purpose.

Organization Code – a designation within the accounting system that tracks the budgetary activity of a program or cost center.

#### **Policy**

The County adopts an annual budget by budgetary function as defined in the State of Wisconsin Department of Revenue County Chart of Accounts. The detailed annual budget document is adopted at the department level but monitored at the cost center (organization code) level. A cost center can be a department or an activity a program within a department. Management can make transfers within a department, or ~~an activity~~ a program within a department, without approval of the Finance Committee or County Board. These changes are referred to herein as budget adjust-

ments.

To supplement the appropriation for a department, the Finance Committee can approve transfers from contingency funds. Transfers may not exceed in aggregate the amount set up in the contingency fund and may not for any one department exceed 10% of the funds originally appropriated for that department. Transfers in excess of 10% must follow the budget amendment process and be approved by the County Board. These changes are referred to herein as budget amendments.

The County is required to publish budget amendments as a class 1 notice within 10 days after the budget amendment is approved.

Proposed amendments to the budget are prepared by the requesting department, reviewed by the County Administrator for approval or disapprove denial, and forwarded to the County Board based on the level of adjustment (see below).

County Board approval requires a two-thirds vote of the entire membership (20 votes of the 30 member County Board).

It shall be policy that budget adjustments/amendments ~~shall~~ require approval at the following levels:

a) Level 1 adjustments are adjustments of operating appropriations up to \$4,999 from one account to another within the department's budget. Level 1 adjustments may be made at the discretion of the Department Head.

b) Level 2(a) adjustments are adjustments of operating appropriations over \$5,000 and over from one account to another within a department's budget. Level 2(b) adjustments are for substitutions of capital items or adjustment of operating to capital appropriations up to \$24,999 from one account to another within the department's budget. Level 2 (c) adjustments are transfers between departments within a budgetary Function as defined by the Wisconsin Department of Revenue County Chart of Accounts of up to \$24,999. Level 2 (a), ~~and~~ (b), and (c) adjustments shall require approval of the County Administrator.

c) Level 3 amendments are adjustments of operating or capital appropriations needing additional funding from contingency funds that are under 10% of the total funds originally appropriated for an additional department. Level 3 amendments shall require approval of the Finance Committee subsequent to following review and approval by of the County Administrator.

d) Level 4(a) amendments are for adjustments of operating or capital appropriations needing additional funding from contingency funds that are over 10% of the funds originally appropriated for an individual department. Level 4(b) amendments are for new programs in a department that were not originally budgeted through an increase in expenditures with an offsetting increase in revenue for that program (such as grant funding or donations). Level 4(c) amendments are for substitutions of capital items or adjustment of operating to capital appropriations over \$25,000 and over from one account to another within a department's budget. Level 4(d) amendments are for adjustments of operating or capital appro-

priations needing funding from the general fund balance. Level 4 (a), (b), (c) and (d) amendments shall require approval of the County Administrator, respective Department standing committee if required and a two-thirds vote of the County Board.

#### **Procedure**

a) Level 1 adjustments shall be made at the discretion of the Department Head to assist with budget monitoring. At this level it is also at the discretion of the ~~D~~epartment ~~H~~ead to forward a copy of a Budget Amendment Request form to the Finance Department for monitoring of budgets and assist in the development of future budgets.

b) Level 2 adjustments ~~requests~~ shall be requested by the Department Head to the County Administrator for approval or denial. The County Administrator will notify the department of the decision and forward the Budget Amendment Request form to the Finance Department.

c) Level 3 amendments ~~requests~~ shall be requested by the Department Head to the County Administrator for approval or denial. The County Administrator will notify the department of the decision and forward the Budget Amendment Request ~~form~~ to the Finance Department. If the request is approved by the County Administrator, the Finance Department will add it ~~to~~ as an agenda item for review by the Finance Committee. The department requesting the amendment shall have a representative ~~there~~ present at the Finance Committee meeting who that can answer questions ~~at the Finance Committee meeting.~~

d) Level 4 amendments ~~requests~~ shall be requested by the Department Head to the County Administrator for approval or denial. The County Administrator will notify the department of the decision and forward the Budget Amendment Request to the Finance Department. If the request is approved by the County Administrator, the Finance Department will add it as an agenda item for review by the Finance Committee. If the request is approved by the Finance Committee, the request will be and will added it to as an agenda item for review by the County Board. The department requesting the amendment shall have a representative present at the County Board meeting who there that can answer questions ~~at the County Board meeting.~~

#### **Administration**

This policy is for use in guiding financing decisions of the County, and can be interpreted by the County Board Administrator as part of overall discussions related to budget amendments and adjustments. It is administered in conjunction with the County's other fiscal policies and. It may be amended or revised from time to time as determined by the County Board.

Note: All purchases are still subject to Ordinance No. 2005-01 "Jefferson County Purchasing Ordinance".

**Jones moved for the adoption of Resolution No. 2017-65.** 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, Kan-

nard, Poulson, Jaeckel, Spaanem, Foelker, Nelan, Schultz, Roberts, G. Kutz), Noes 0, Absent 1 (Patrick).

**Braugler, Chair of the Human Resources Committee, introduced Resolution No. 2017-66.**

Executive Summary

It is the mission of the Jefferson County Parks Department to preserve natural resources for public use and conservation; to operate and maintain a parks system with resource oriented recreation, trails, and special use parks; and to expand the parks system for environmental and land use benefits and the health and enjoyment of Jefferson County residents. The Parks Department staff does an excellent job at fulfilling this mission. However, in the winter months, there are only two full-time staff and the Parks Supervisor available to maintain our County's Parks system. This includes grooming 16 miles of cross-country ski trails, monitoring conditions and closings for 191 miles of County snowmobile trails, maintaining nearly 32 miles of the Glacial River Trail, water trails, and managing 122 Flood Mitigation Properties. In addition, the Jefferson County Parks staff continues to manage 19 County Parks, a dog park, the Indian Mound and Trail Park, and a nature preserve. These tasks are completed while managing snow removal for several other county-owned properties when needed.

The Parks Supervisor and Parks Director have determined that additional staff during the winter months has become necessary to successfully maintain the County's Parks System. With the recent vacancy of the full-time Construction and Maintenance Lead Worker, the Parks management is recommending several changes to increase the hours while maintaining or actually reducing cost. These changes include the elimination of the vacant, full-time Construction and Maintenance Lead Worker position, the creation of a full-time Building and Grounds Maintenance Worker II position, and the increase of allocated hours of the part-time, 9-month Building and Grounds Maintenance II position to a full-time Building and Grounds Maintenance II position. This requested change would provide an additional staff to assist the Parks Department for the 3-month winter period. In addition, there still would be sufficient savings to increase pool or seasonal hours during higher work volume if it is deemed necessary.

On January 16, 2018, the Human Resources Committee reviewed the request from the Parks Supervisor and Parks Director and is recommending the elimination of one vacant, full-time Construction and Maintenance Lead Worker position, the creation of one full-time Building and Grounds Maintenance Worker II position, and the increase of allocated hours of the part-time, 9-month Building and Grounds Maintenance II position to a full-time Building and Grounds Maintenance II position, to be effective immediately upon passage of this resolution.

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

WHEREAS, the Parks Department only currently has two full-

time Maintenance positions and one full-time Parks Supervisor to manage the entire Parks system during three months of the year, and

WHEREAS, additional staff time is needed during the winter months to maintain accessibility and a safe environment for the citizens of Jefferson County and others who visit our County Parks system, and

WHEREAS, the Parks Supervisor and the Parks Director request, and the Human Resources Committee recommends, the elimination of one vacant, full-time Construction and Maintenance Lead Worker position, the creation of one full-time Building and Grounds Maintenance Worker II position, and the increase of allocated hours of the part-time, 9-month Building and Grounds Maintenance II position to a full-time Building and Grounds Maintenance II position in the Parks Department.

NOW, THEREFORE, BE IT RESOLVED that the 2018 County Budget setting forth position allocations and funding at the Parks Department be and is hereby amended to eliminate one vacant, full-time Construction and Maintenance Lead Worker position, create one full-time Building and Grounds Maintenance Worker II position, and increase the allocated hours of the part-time, 9-month Building and Grounds Maintenance II position to a full-time Building and Grounds Maintenance II position in the Parks Department, to become effective upon passage.

*Fiscal Note: The total annual savings for 2018 due to the elimination of a full-time Construction and Maintenance Lead Worker position (Grade 5), the creation of a full-time Building and Grounds Maintenance Worker II position (Grade 4) and the increase of allocated hours to full-time for a part-time Building and Grounds Maintenance Worker II position (Grade 4, and consequently eliminates unemployment expenses for three-months) is \$12,793.30 in benefits and wages. If determined necessary, the County Administrator could authorize the use of the savings for additional pool or seasonal hours. As a budget amendment to the County's Classification of Authorized Positions, County Board approval requires a two-thirds majority vote of the entire membership of the County Board (20 votes of the 30 member County Board).*

**Braugler moved that Resolution No. 2017-66 be adopted.** Second 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, Kanned, Poulson, Jaeckel, Spaanem, Foelker, Nelan, Schultz, Roberts, G. Kutz), Noes 0, Absent 1 (Patrick).

**Braugler introduced Resolution No. 2017-67.**

Executive Summary

On Tuesday, February 9, 2016, the Jefferson County Board of Supervisors adopted Ordinance 2015-30, establishing a procedure to set elected official salaries. The ordinance establishes compensation for constitutional elected officials at Step 7 of the appropriate grade as recommended by the County's classification

and compensation consultant. The ordinance further establishes the ability for the County Board to adjust the salary during the four-year term based on the analysis of several factors. The salaries for all four years must be determined prior to April 15, 2018, the earliest time for filing nomination papers for the County elective office.

On Tuesday, January 16, 2018, the Human Resources Committee discussed the current market conditions and trends, the internal comparable wages and Jefferson County's comparable counties' salaries of the Clerk of Courts and the Sheriff. After analyzing this information, the Human Resources Committee is recommending a 1% increase in each year of the four-year term of the Clerk of Courts and the Sheriff, based on the starting salary of Step 7 of the appropriate recommended grade placement (Grade 12 for the Clerk of Courts and Grade 16 for the Sheriff).

WHEREAS, the Executive Summary is incorporated by reference, and

WHEREAS, pursuant to Wis. Stat. § 59.22(1), the Board must establish the total annual compensation for services to be paid to county elected officials, other than County Board Supervisors, prior to April 15, 2018, which is the earliest time for filing nomination papers for county elective offices, and

WHEREAS, the Board desires to establish the total annual compensation for certain county elected officials not including fringe benefits which are subject to increase or decrease during the official's term at the discretion of the Board and in accordance with state and federal law, and

WHEREAS, as part of the County's fringe benefit program, county elected officials may participate in the Wisconsin Retirement System in accordance with state law, and

WHEREAS, as part of the County's fringe benefit program, county elected officials may elect to receive health insurance coverage under the same terms and conditions as the health insurance coverage offered to non-represented managerial County employees who are not law enforcement managerial employees, and

WHEREAS, the Human Resources Committee has reviewed salaries for elected officials in comparable counties, as well as compensation practices among non-represented, non-law enforcement managerial positions.

NOW, THEREFORE, BE IT RESOLVED by the Jefferson County Board of Supervisors that the total annual compensation for County elected officials under Wis. Stat. § 59.22(1) shall be as follows, effective on the first day of the term of office that begins after the date of this resolution:

Elective Official	2019 Rate	2020 Rate	2021 Rate	2022 Rate
Clerk of Courts	\$79,518.40	\$80,308.80	\$81,120.00	\$ 81,931.20
Sheriff	\$97,364.80	\$98,342.40	\$99,320.00	\$100,318.40

BE IT FURTHER RESOLVED that the aforementioned Coun-



ty elected officials are entitled to participate in the Wisconsin Retirement System in accordance with state law and the County shall pay only its share of contributions required by law, and

BE IT FURTHER RESOLVED that the aforementioned County elected officials are entitled to participate in the County's health, dental and life insurance programs subject to the terms and conditions of the programs, which may be modified from time to time, under the same terms and conditions for such programs offered to non-represented managerial County employees who are not law enforcement managerial employees.

*Fiscal Note:*

*The fiscal impact from 2018 to 2019 is: Clerk of Courts, \$5,345.60; Sheriff, \$6,531.20.*

*The fiscal impact from 2019 to 2020 is: Clerk of Courts, \$790.40; Sheriff, \$977.60.*

*The fiscal impact from 2020 to 2021 is: Clerk of Courts, \$811.20; Sheriff, \$977.60.*

*The fiscal impact from 2021 to 2022 is: Clerk of Courts, \$811.20; Sheriff, \$998.40.*

*The total cumulative fiscal impact for the four-year term, from 2019 to 2022, is: Clerk of Courts, \$7,758.40 Sheriff, \$9,484.80.*

*Federal Insurance Contributions Act (FICA)tax, Wisconsin Retirement System employer contribution, health and other eligible fringe benefits will be as stated in this resolution and will be part of the budget process for each budget year.*

**Braugler moved that Resolution No. 2017-67 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, Spaanem, Foelker, Nelan, Schultz, Roberts, G. Kutz), Noes 0, Absent 1 (Patrick).

**Tietz, Chair of the Parks Committee, introduced Resolution No. 2017-68.**

Executive Summary

Jefferson County participates in the WI DNR Snowmobile Trail Maintenance Program. Jefferson County maintains approximately 190.7 miles of public snowmobile trail. The WI DNR requires the Outdoor Recreation Aids Grant resolution be renewed each calendar year. The Parks Committee considered this resolution at its February 5, 2018, meeting and recommended forwarding to the County Board for approval.

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

WHEREAS, Jefferson County is interested in developing lands for public outdoor recreation purposes as described in the application, and

WHEREAS, financial aid is required to carry out the annual snowmobile trail maintenance project, and

WHEREAS, Jefferson County includes expenses and offsetting revenue in the adopted budget each year for this program,

NOW, THEREFORE, BE IT RESOLVED that the Board authorizes Joseph W. Nehmer, Jefferson County Parks Department Director, to act on behalf of Jefferson County to:

- submit an application to the State of Wisconsin Department of Natural Resources for any financial aid that may be available for the snowmobile trail maintenance project;
- submit reimbursement claims along with necessary supporting documentation within 6 months of project completion date;
- submit signed documents; and
- take necessary action to undertake, direct and complete the approved project.

BE IT FURTHER RESOLVED that Jefferson County will comply with state or federal rules for the programs to be open to the general public during reasonable hours consistent with the type of facility and will obtain from the State of Wisconsin Department of Natural Resources approval in writing before any change is made in the use of the project sites.

*Fiscal Note: The snowmobile trail maintenance program is expected to cost approximately \$57,210 for winter 2018-2019. One hundred percent (100%) of this cost is funded by the grant.*

**Tietz moved that Resolution No. 2017-68 be adopted.** Seconded and carried.

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

**REPORT TO THE HONORABLE MEMBERS OF THE  
JEFFERSON COUNTY BOARD OF SUPERVISORS**

The Jefferson County Planning and Zoning Committee, having considered petitions to amend the official zoning map of Jefferson County, filed for public hearing held on June 15, October 19, December 21, 2017, and January 18, 2018, 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 R3974A-17, R3997A-17, R4009A-17, R4014A-17, R4025A-17, R4026A-17, R4027A-17, R4028A-18, R4029A-17, R4030A-17, R4031A-18, R4033A-18, R4034A-18, R4035A-18 and R4036A-18; Denial of Petitions R4020A-17 and R4032A-18.

Petition R4020A-17 was presented in public hearing on November 16, 2017, by Brian Statz in order to create an Industrial zone from PIN 014-0615-0314-037 on USH 18 in the Town of Jefferson. This is recommended for denial due to the Town's denial of the petition.

Petition R4032A-18 was presented in public hearing on January 18, 2018, by Kurt Pfluger in order to create an A-2, Agricultural and Rural Business zone on property owned by Loeb & Company LLP. The site is on High Road in the Town of Watertown on PIN 032-0815-2043-000. The Planning and Zoning Committee cited several reasons for denying Petition R4032A-18. They included

incompatibility with the neighborhood, concerns about safe access and increased traffic.

Dated this 29th day of January 2018. Donald Reese, Secretary.

The prior month's amendments Petitions R4015A-17, R4016A-17, R4017A-17, R4018A-17, R4019A-17, R4020A-17, R4021A-17, R4022A-17 and R4023A-17 are effective upon passage by County Board, subject to Wis. Stats. 59.69(5).

**Nass introduced Ordinance No. 2017-18.**

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

WHEREAS, Petition R3974A-17 was referred to the Jefferson County Planning and Zoning Committee for public hearing on June 15, 2017; Petition R4009A-17 was referred for public hearing on October 19, 2017; Petitions R4014A-17, R4023A-17, R4026A-17, R4027A-17, R4028A-17, R4029A-17 and R4030A-17 were referred for public hearing on December 21, 2017; and R4031A-18, R4033A-18, R4034A-18, R4035A-18, R4036A-18 and R3997A-17 were referred for public hearing on January 18, 2018, 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 PIN 010-0615-3232-002 (6.262 acres) in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance, at N2681 Wenham Road, Town of Hebron. Rezoning is conditioned upon road access approval for both the shed and adjoining house, and a new fire number for one of the structures. It is further conditioned upon recording of a final certified survey map for the property. R4031A-18 – Craig Smillie/Clint & Cheryl Cutsforth property

**FROM A-1, EXCLUSIVE AGRICULTURAL TO A-2, AGRICULTURAL AND RURAL BUSINESS**

Create a 5.4-acre A-2 lot on County Road Q in the Town of Milford, part of PIN 020-0814-2112-000 (40 acres). This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance. Rezoning is conditioned upon road access approval by the Town, and upon approval and recording of a final certified survey map for the property. R4030A-17 – Northern Trail Meats LLC/Scott & Tami Zimmerman property

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

Rezone 1.573 acre of PIN 024-0516-1432-002 (3.6 acres) at N1428 Zion Road in the Town of Palmyra. This is being done in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance. Rezoning is conditioned upon approval and recording of a final certified survey map, including extraterritorial plat review if

necessary. No development shall be allowed in the floodplain or on slopes exceeding 20%. R4036A-18 – Nick Draskovich/Larry & Lyn Tarnowski property

**FROM AGRICULTURAL A-T TO A-3,  
AGRICULTURAL/RURAL RESIDENTIAL**

Rezone to create an A-3 zoned lot from PIN 006-0716-1542-002 (1.069 acres) and an A-3 zoned lot from PIN 006-0716-1542-003 (1.028 acres) at N6213 Country View Lane in the Town of Concord. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Rezoning is conditioned upon road access approval for the vacant lot and upon receipt by Zoning of a suitable soil test. R4025A-17 – Richard & Cecile Schaffer

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

Create a 2.3327-acre A-3 lot with existing shed at W4264 Zillge Lane in the Town of Watertown from part of PIN 032-0815-2942-001 (15.061 acres). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Approval of this modification calls for receipt by Zoning of a suitable soil test, and upon approval and recording of a final certified survey map, including extraterritorial plat review if necessary, showing the lot running north and south from Zillge Lane. R3974A-17 – Zach Holcomb/Conrad & Carolyn Holcomb Trust property

Create a 1.69-acre farm consolidation lot modification around the home at N7797 Vandre Road in the Town of Milford from part of PIN 020-0814-2933-000 (16.679 acres). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. It is conditioned upon approval and recording of a final certified survey map, and upon verification that the septic system is located on the lot. R4009A-17 – Matthew Kaminski

Rezone in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance to create a 4.25-acre farm consolidation lot around the home at W9122 London Road, Town of Lake Mills, on PIN 018-0713-3221-000 (40 acres). This action is conditioned upon approval and recording of a final certified survey map for the lot. The Committee determined that this will deduct one potential building site from the Hughes property. R4014A-17 – David Hughes

Create a 3.1-acre lot around the home at N6188 South Farmington Road and a new 1-acre building site adjoining it. These are proposed from PIN 008-0715-1334-001 (11.416 acres) in the Town of Farmington in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. This utilizes the last available A-3 zone for the property, therefore rezoning is conditioned upon recording of an affidavit acknowledging that fact. It is further conditioned upon road access approval and receipt by Zoning of a suitable soil test for the vacant lot, and approval and recording of a final certified survey map for both lots. R4026A-17 – Amy Tessman/Amy L. Heine property

Create a 1.3-acre building site on the west side of South Farmington Road from part of PIN 008-0715-1333-001 (12.25 acres) in

the Town of Farmington. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Approval 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. R4027A-17 – Amy Tessman/Amy L. Heine property

Modify the original request and rezone to create a 3-acre farm consolidation lot around the home and buildings at N4470 South Schopen Road from PIN 014-0615-0712-000 (38.8 acre) in the Town of Jefferson. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Rezoning is conditioned upon approval and recording of a final certified survey map, including extraterritorial plat review if necessary. R4028A-17 – Dennis Brant/Alvin B. Brant Trust property

Rezone 2 acres of PIN 026-0616-3221-000 (30.8 acres) for a new building site on County Road F in the Town of Sullivan. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Approval is conditioned upon receipt of suitable soil test and approval and recording of a final certified survey map for the lot. R4029A-17 – Scott R. Anton

Rezone in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance to create a 5-acre farm consolidation lot around the home and buildings at W708 Hooper Road. The site is part of PIN 024-0516-0234-000 (37.697 acres) in the Town of Palmyra. This action is conditioned upon approval and recording of a final certified survey map for the lot. R4033A-18 – Dempsey Farms Partnership/Treffinger Management LLC property

Rezone to create a 5-acre lot around the home and buildings at N4589 Pioneer Drive from part of PINs 026-0616-0541-001 (12.065 acres), 026-0616-0541-002 (3 acres) and 026-0616-0542-000 (35.185 acres) in the Town of Sullivan. This is being done in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. This uses one prime split and is conditioned upon approval and recording of a final certified survey map, including extraterritorial plat review if necessary. R4034A-18 – Thomas & Rochelle Anfang

Rezone all of PIN 028-0513-1624-001 (0.23 acre) owned by Irma Radermacher and part of PIN 028-0513-1624-000 (37.268 acres) owned by Claude and Irma Radermacher to create a one-acre lot around the home at W8795 Loga Road in the Town of Sumner. This is being done in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Rezoning is conditioned upon approval and recording of a final certified survey map for the lot. R4035A-18 – Irma Radermacher/Claude & Irma Radermacher properties

Rezone 0.8 acre of PIN 032-0815-1544-000 (55.29 acres) to enlarge the existing A-3 lot, PIN 032-0815-1544-002 on Witte Lane and improve its road access. This is in the Town of Watertown, and is being done in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. This utilizes the last available A-3 zone for the property, therefore rezoning is conditioned upon recording of an affidavit acknowledging that fact. It is further

conditioned upon road access approval, receipt by Zoning of a suitable soil test and approval and recording of a final certified survey for the lot, including extraterritorial plat review if necessary. R3997A-17 – Daniel & Nancy Last/Daniel & Nancy Last and Wilbur Miller property

The above rezonings shall be null & void & 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. 2017-18 be adopted as printed.** Seconded and carried with Kannard abstaining for possible conflict of interest.

**Nass introduced Ordinance No. 2017-19.**

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

WHEREAS, Petition R4020A-17 was referred to the Jefferson County Planning and Zoning Committee for public hearing on November 16, 2017, and Petition R4032A-18 was referred for public hearing on January 18, 2018, 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 deny these petitions and that no change shall be allowed:

**FROM COMMUNITY TO INDUSTRIAL**

Rezone in accordance with Sec. 11.04(f)4 of the Jefferson County Zoning Ordinance to allow production of fabricated metal products on PIN 014-0615-0314-037 (0.37 acre) along US Highway 18 in the Town of Jefferson. R4020A-17 – Brian Statz

**FROM A-1, EXCLUSIVE AGRICULTURAL TO A-2, AGRICULTURAL AND RURAL BUSINESS**

Rezone PIN 032-0815-2043-000 (31.63 acres) in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance, with conditional use for a recreational facility/paintball and outdoor activities park on High Road in the Town of Watertown. R4032A-18 – Kurt Pfluger/Loeb & Company LLP property

**Nass moved that Ordinance No. 2017-19 be adopted as printed.** Seconded and carried.

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

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

By virtue of the authority vested in me under Section 59.18(2) (b) of the Wisconsin Statutes, I respectfully request confirmation of this appointment: John F. Rageth to serve as Jefferson County IT Director for an indeterminate term.

**Braugler moved to confirm the appointment.** Seconded and carried.

**Mode, Chair of the Human Services Board, introduced the following appointment:** Mary Vohs, Whitewater, Wisconsin, to the

Aging & Disability Resource Center Advisory Committee (ADRC) for a three-year term ending July 1, 2020. (Mary Vohs replaces Carol Battenberg)

**Mode moved to confirm the appointment.** Seconded and carried.

**Public Comment (General).** None.

Supplemental information presented at the February 13, 2018, 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](http://www.jeffersoncountywi.gov).

**There being no further business, Buchanan moved that the Board adjourn.** Seconded and carried at 8:29 p.m.