

**JEFFERSON COUNTY BOARD MINUTES**  
**TUESDAY, November 14, 2023, 7:00 P.M.**

Chair Steven Nass presiding.

County Clerk Audrey McGraw called the roll, all members being present in person except Richardson and Drayna, who were present via Zoom.

Supervisors Lindl and Foelker were absent. Foelker, having given prior notification was excused.

District 1 .....	Richard C. Jones	District 2.....	Cassie B. Richardson
District 3 .....	Robert Preuss	District 4.....	Karl Zarling
District 5 .....	James B. Braugher	District 6.....	Dan Herbst
District 7 .....	Dwayne C. Morris	District 8.....	Michael Wineke
District 9 .....	Bruce Degner	District 10.....	Mark Goose
District 11 .....	Jeff Johns	District 12.....	Jeff Smith
District 13 .....	Anita Martin	District 14.....	Kirk Lund
District 15 .....	Steven J. Nass	District 16.....	Meg Turville-Heitz
District 17 .....	Russell Kutz	District 18.....	Brandon White
District 19 .....	Dave Drayna	District 20.....	Curtis Backlund
District 21 .....	John C. Kannard	District 22.....	Blane Poulson
District 23 .....	George Jaeckel	District 24.....	Roger Lindl
District 25 .....	Matthew Foelker	District 26.....	Joan Fitzgerald
District 27 .....	Joan Callan	District 28.....	Anthony Gulig
District 29 .....	Mary K. Roberts	District 30.....	Walt Christensen

Smith led the Pledge of Allegiance. A moment of silence was observed.

Wehmeier certified compliance with the Open Meetings Law.

Approval of the Agenda. Backlund moved to approve as drafted. Seconded by Jaeckel and passed.

**Communications:**

**County Clerk McGraw presented the following communications:**

1. Notice of Public Hearing from the Jefferson County Planning and Zoning Committee for a hearing to be held on November 16, 2023, at 7:00 p.m.
2. Treasurer’s Report.

**GENERAL FINANCIAL CONDITION JEFFERSON COUNTY, WISCONSIN**  
**November 01, 2023**

Available Cash on Hand			
	October 1, 2023	\$	441,638.62
	October Receipts	\$	<u>8,114,872.61</u>
Total Cash			\$ 8,556,511.23
Disbursements			
	General – October 2023	\$	6,769,930.00
	Payroll – October 2023	\$	<u>1,861,474.29</u>
Total Disbursements			\$ 8,631,404.29
		\$	<b>(74,893.06)</b>

Cash on Hand (in bank) October 1, 2023	\$ 1,240,226.73	
Less Outstanding Checks	\$ 1,315,119.79	
Total Available Cash		\$ (74,893.06)
Local Government Investment Pool – General		\$ 21,947,371.78
DANA Investments		\$ 35,900,497.17
EHLERS Investments		\$ 9,298,935.40
Local Government Investment Pool - Clerk of Courts		\$ 30,971.12
Local Government Investment Pool - Farmland Preservation		\$ 190,724.08
Local Government Investment Pool - Parks/Liddle		\$ 91,690.16
Local Government Investment Pool - County Bond		\$ 568,948.49
		\$ 68,029,138.20
2023 Interest - Super N.O.W. Acct.		\$ 568.84
2023 Interest - L.G.I.P. - General Funds		\$ 1,426,761.10
2023 Interest - EHLERS 2022A		\$ 231,445.85
2023 Interest - DANA Investments		\$ 860,531.10
2023 Interest - L.G.I.P. - Parks/Carol Liddle Fund		\$ 3,697.96
2023 Interest - L.G.I.P. - Farmland Preservation		\$ 7,692.10
2023 Interest - L.G.I.P. - Clerk of Courts		\$ 1,249.09
2023 Interest - L.G.I.P. - County Bond		\$ 52,051.32
Total 2023 Interest		\$ 2,583,997.36

**KELLY M. STADE, JEFFERSON COUNTY TREASURER**

**Public Comment: None**

**Annual Reports:**

Fair Park Director, Amy Listle; Veterans Service Director, Yvonne Duesterhoeft; and Planning and Zoning/Land Information Director, Matt Zangl. The annual reports were received, placed on file, but not printed in the minutes pursuant to Board Rule 3.03(13).

**Committee Reports, Resolutions, Proclamations, and Ordinances:**

**Lund introduced Proclamation 2023-04**, Congratulating the Lakeside Lutheran High School Boys Cross Country Team on their Division 2 State Cross Country Championship.

**Lund moved for the adoption of Proclamation 2023-04**, Seconded by Morris and passed.

**Wineke, Executive Committee Chair, introduced Ordinance No. 2023-16. Amending supervisory district boundaries to reflect annexations**

Executive Summary

On November 9th, 2021, the Jefferson County Board of Supervisors adopted Resolution Number 2021-43 which established 30 supervisory districts for the purpose of electing the Jefferson County Board of Supervisors. Wisconsin statute section 59.10(3)(c) allows the County Board of Supervisors to amend supervisory districts to reflect city and village incorporation, annexation, detachment, or consolidation which has occurred since its last adoption or amendment of supervisory districts and to make such adjustments to supervisory district boundaries as may be appropriate for purposes of election administration. A common practice is for cities and villages to assign the area being annexed to the adjacent ward within their corporate limits and the County Board to amend supervisory district boundaries to match the new corporate limits. This ordinance amends the supervisory district boundaries to reflect the annexations that have occurred since the last County Board amendment on December 13, 2022. To date, two annexations have occurred since the 2022 amendment of the supervisory districts. The annexations are described in detail

below and the attached maps identify the annexations. The Executive Committee considered this ordinance on October 25, 2023, and recommended forwarding to the Jefferson County Board for adoption.

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

WHEREAS, resolution number 2021-43 established 30 supervisory districts and their boundaries within Jefferson County, and

WHEREAS, two annexations have occurred since the supervisory districts were established on November 9, 2021, in Resolution Number 2021-43, and subsequently amended on December 13, 2022, due to annexations, and

WHEREAS, the table below shows the supervisory districts and the proposed amendments to the supervisory districts.

**ANNEXATIONS**  
December 2022 to October 2023

From:			To:				
Municipality	Ward	District	Municipality	Ward	District	Population	Document#
Town-Aztalan	1	15	City-Lake Mills	2	13	4	1473267
Town-Concord	2	11	Village-Sullivan	1	21	0	1473799

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

Section 1. That the Supervisory District Map for District 13 shall be amended to include the annexed territory previously in Supervisory District 15 prior to the annexation above; that the Supervisory District Map for District 21 shall be amended to include the annexed territory previously in Supervisory District 11 prior to the annexation above.

Section 2. That the maps for Supervisory Districts 15 and 11 shall be amended to delete the territories reassigned in Section 1.

Section 3. This ordinance shall be effective after passage and publication as provided by law.

Adopted by the Jefferson County Board of Supervisors this 14th day of November

*Fiscal Note: Passage of this Ordinance has no immediate fiscal impact.*

**Wineke moved for the adoption of Ordinance No. 2023-16.** Seconded by Morris and passed.

**Amend Recommended 2024 County Budget:**

**Jones, Finance Committee Chair, moved to adopt the non-countywide levy budget, the countywide levy budget and the functional totals as stated in the 2024 Recommended Budget.** Seconded by Poulson and opened for discussion.

**No amendments were provided prior to or at this meeting.**

**Jones, Finance Committee Chair, moved to divide the question on the countywide and non-countywide levy budget.** Seconded by Braughler and passed. Ayes 27 (Jones, Richardson, Preuss, Zarling, Braughler, Herbst, Morris, Wineke, Degner, Groose, Smith, Martin, Lund, Nass, Turville-Heitz, Kutz, White, Drayna, Backlund, Kannard, Poulson, Jaeckel, Fitzgerald, Callan, Gulig, Roberts, Christensen), Noes 0, Abstain 0, Absent 2 (Lindl and Foelker), Vacant 1.

**Jones, Finance Committee Chair, introduced Resolution No. 2023-46. Establishing non-countywide levies for health and library services**

WHEREAS, the non-countywide budget for 2024 containing total department appropriations and levies is apportioned to the municipalities benefiting from the services furnished, and

NOW, THEREFORE BE IT RESOLVED that the sums listed below be levied upon all property in Jefferson County that is taxable for the purpose listed:

Health Department     \$ 938,368  
Library Services         \$ 1,191,880

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

*Fiscal Note: The Health mill rate is \$0.0992; and the Library mill rate is \$0.2192 per \$1,000 of equalized value. In 2023, the Health mill rate was \$0.1063 and the library mill rate was \$0.2404, for decreases of \$0.0071 and \$0.0212 in the Health and Library mill rates, respectively.*

**Jones moved for the adoption of Resolution No. 2023-46.** Seconded by Jaeckel and passed. Ayes 26 (Jones, Richardson, Preuss, Zarling, Braughler, Herbst, Morris, Wineke, Degner, Smith, Martin, Lund, Nass, Turville-Heitz, Kutz, White, Drayna, Backlund, Kannard, Poulson, Jaeckel, Fitzgerald, Callan, Gulig, Roberts, Christensen), Noes 1 (Goose), Abstain 0, Absent 2 (Lindl and Foelker), Vacant 1.

**Jones, Finance Committee Chair, introduced Resolution No. 2023-47. Establishing countywide levy and fees**

WHEREAS, the proposed 2024 County Budget was submitted to the Board by the County Administrator on October 10, 2023, and

WHEREAS, the proposed 2024 County Budget was the subject of a public hearing on October 24, 2023, and

WHEREAS, the Board has considered all amendments,

NOW, THEREFORE, BE IT RESOLVED that the authorized positions, the total appropriation for each governmental function as shown below, Fund Balance application and assignments in the Recommended Budget book, and the levy contained in the countywide portion of the 2024 Budget, be levied as a county tax to be raised on the 2023 tax roll as follows:

	Subject to levy limit	Debt levy	Library levy	Total apportioned levy
Countywide levy	\$ 28,753,723	\$ 4,531,472	\$ -	\$ 33,285,195
Noncountywide levy (previously approved)				
Health	938,368	-	-	938,368
Library	-	-	1,191,880	1,191,880
Total	\$ 29,692,091	\$ 4,531,472	\$ 1,191,880	\$ 35,415,443

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

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

Category	General Fund	Health Dept	Human Services	Debt Service	Capital Projects	Highway Dept	MIS Dept	Fleet Management	Total
<b>Expenditures</b>									
General Government	\$ 13,813,650	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,014,128	\$ 85,877	\$ 15,913,655
Public Safety	19,674,223	-	-	-	-	-	-	-	19,674,223
Health and Human Services	1,653,778	2,023,393	40,087,675	-	-	-	-	-	43,764,846
Public Works	465,739	-	-	-	-	5,772,176	-	-	6,237,915
Culture, Recreation, and Education	4,472,774	-	-	-	-	-	-	-	4,472,774
Conservation and Development	1,780,466	-	-	-	-	-	-	-	1,780,466
Capital Items and Projects	2,515,541	-	368,660	-	-	6,675,000	191,000	300,000	10,050,201
Debt Service--Principal	-	-	-	2,835,784	-	-	-	-	2,835,784
Debt Service--Interest	-	-	-	1,695,688	-	-	-	-	1,695,688
<b>Total Expenditures</b>	<b>44,376,171</b>	<b>2,023,393</b>	<b>40,456,335</b>	<b>4,531,472</b>	<b>-</b>	<b>12,447,176</b>	<b>2,205,128</b>	<b>385,877</b>	<b>106,425,552</b>
<b>Revenues</b>									
Taxes	9,229,160	-	-	-	-	-	-	-	9,229,160
Intergovernmental Revenues	8,230,172	975,675	14,648,084	-	-	2,673,369	-	-	26,527,300
Licenses and Permits	243,625	-	-	-	-	6,800	-	-	250,425
Fines and Forfeitures	504,600	-	-	-	-	-	-	-	504,600
Public Charges for Services	3,796,961	38,158	14,184,874	-	-	10,000	1,200	-	18,031,193
Intergovernmental Charges	1,346,489	64,192	1,440,840	-	-	3,253,693	2,203,928	85,877	8,395,019
Miscellaneous Revenues	2,985,608	7,000	169,200	-	-	190,237	-	300,000	3,652,045
<b>Total Revenues</b>	<b>26,336,615</b>	<b>1,085,025</b>	<b>30,442,998</b>	<b>-</b>	<b>-</b>	<b>6,134,099</b>	<b>2,205,128</b>	<b>385,877</b>	<b>66,589,742</b>
<b>Other Financing Sources</b>									
Unassigned Fund Balance Applied	877,565	-	-	-	-	-	-	-	877,565
Restricted Funds Applied	2,481,701	-	-	469,487	-	-	-	-	2,951,188
Non-Lapsing (discretionary) Funds Applied	496,340	-	-	-	-	-	-	-	496,340
Debt Proceeds	-	-	-	-	-	-	-	-	-
Transfers	-	-	95,274	-	-	-	-	-	95,274
<b>Total Other Financing Sources</b>	<b>3,855,606</b>	<b>-</b>	<b>95,274</b>	<b>469,487</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>4,420,367</b>
<b>Tax Levy</b>	<b>\$ 14,183,950</b>	<b>\$ 938,368</b>	<b>\$ 9,918,063</b>	<b>\$ 4,061,985</b>	<b>\$ -</b>	<b>\$ 6,313,077</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 35,415,443</b>

*Fiscal Note: As presented, the countywide levy is proposed at \$33,285,195 which is a mill rate of \$2.6453 for general operations and \$0.4169 for debt service fund for a total of \$3.0621 per \$1,000 of taxable value. In 2023, the countywide levy was \$33,762,184, with a general operations mill rate of \$2.8939 and debt service mill rate of \$0.5477, for a decrease of \$0.2486 per \$1,000 of taxable value for 2024 general operations and a decrease of \$0.1308 per \$1,000 per taxable value for 2024 debt service.*

**Jones moved for the adoption of Resolution No. 2023-47.** Seconded by Jaeckel and passed. Ayes 26 (Jones, Richardson, Preuss, Zarling, Braughler, Herbst, Morris, Wineke, Degner, Smith, Martin, Lund, Nass, Turville-Heitz, Kutz, White, Drayna, Backlund, Kannard, Poulson, Jaeckel, Fitzgerald, Callan, Gulig, Roberts, Christensen), Noes 1 (Groose), Abstain 0, Absent 2 (Lindl and Foelker), Vacant 1.

**Jones, Finance Committee Chair, introduced Resolution No. 2023-48. Authorizing the rezoning of County-owned lands known as the “Old Highway Shop”**

Executive Summary

Jefferson County is the owner of approximately 19 acres of land which is located within the municipal boundaries of the City of Jefferson. This vacant property was previously used by Jefferson County as the Highway Shop. In Resolution 2018-03, the Jefferson County Board of Supervisors previously authorized the rezoning of a portion of this property from “Institutional” to “Urban Mixed Use” as part of an Intergovernmental Agreement with the City of Jefferson. Recently, it was discovered that a 1.12-acre parcel of land (Parcel No. 241-0614-0231-015) within the Old Highway Shop property and located adjacent to the rezoned land is still zoned as “Institutional.”

This resolution authorizes the County Administrator to rezone the above-referenced parcel to Urban Mixed Use, which is consistent with the remainder of the Old Highway Shop property. The Finance Committee considered this resolution at its meeting on November 8, 2023, and recommended forwarding to County Board for approval.

WHEREAS, the County owns a 1.12 acre parcel, more specifically identified as Parcel No. 241-0614-0231-015, located within the City of Jefferson, which is a part of the Old Highway Shop property, and

WHEREAS, said parcel is currently zoned as “Institutional” while the remaining adjacent County-owned land is zoned as “Urban Mixed Use,” and

WHEREAS, rezoning this parcel to “Urban Mixed Use” would allow for consistent land uses.

NOW, THEREFORE, BE IT RESOLVED the County Administrator is hereby authorized to engage in efforts to rezone Parcel No. 241-0614-0231-015 from “Institutional” to “Urban Mixed Use.”

*Fiscal Note: The application fee for a request for zoning map amendment is \$500. This will be paid for from the proceeds of prior land sales which resides in the Capital Projects Fund. No budget adjustment is necessary.*

**Jones moved for the adoption of Resolution No. 2023-48.** Seconded by Jaeckel and passed.

### **Jones, Finance Committee Chair, introduced Resolution No. 2023-49. Approving Environmental Health Fee Schedule for the Jefferson County Health Department**

#### Executive Summary

Jefferson County Health Department partners with the Watertown Department of Public Health to provide Environmental Health Services in Jefferson County through the Jefferson County Environmental Public Health Consortium. The Consortium is amending the Fee Schedule for establishments licensed under the Wisconsin Department of Agriculture, Trade and Consumer Protection (DATCP) Agent Contract. In June, DATCP and the State of Wisconsin passed updated regulatory codes for Recreational and Educational Camps (ATCP 78) and Safety, Maintenance and Operation of Public Pools and Water Attractions (ATCP 76). The regulatory code changes included updating the license tiers to include multiple license types based on complexity levels and setting revised fees accordingly. The attached proposed amended fee schedule updates the County’s fees to align with Wisconsin code and includes the 12% reimbursement fee for license fees the County is contractually obligated to pay DATCP annually.

This resolution authorizes an amendment to the Health Department Fee Schedule in the 2023 Jefferson County Budget. The Board of Health considered this resolution at its meeting on October 18, 2023, and recommended forwarding to the Finance Committee and County Board for approval. The Finance Committee considered this resolution at its meeting on November 7, 2023, and recommended forwarding to the County Board for approval.

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

WHEREAS, the Jefferson County Health Department is an agent of the Department of Agriculture, Trade, and Consumer Protection (DATCP), and is required by contract to adopt licensing provisions consistent with the State of Wisconsin code;

WHEREAS, amending the fee schedule as proposed in this resolution will align Jefferson County’s fee schedule to that of the State of Wisconsin.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors hereby adopts the attached amended fee schedule, and the Jefferson County 2023 budget is hereby amended to reflect the revised fee schedule.

*Fiscal Note: Revenues relating to the fee increases proposed in this Resolution are currently budgeted for in the 2023 and 2024 Health Department budget. At this time the Finance Committee does not recommend increasing budgeted revenue and expense until a historical analysis of the impacts of these fee increases can be performed. Therefore no budget adjustment is necessary at this time.*

**Jones moved for the adoption of Resolution No. 2023-49.** Seconded by Turville-Heitz and passed. Ayes 27 (Jones, Richardson, Preuss, Zarling, Braughler, Herbst, Morris, Wineke, Degner, Groose, Smith, Martin, Lund, Nass, Turville-Heitz, Kutz, White, Drayna, Backlund, Kannard, Poulson, Jaeckel, Fitzgerald, Callan, Gulig, Roberts, Christensen), Noes 0, Abstain 0, Absent 2 (Lindl and Foelker), Vacant 1.

**Jones, Finance Committee Chair, introduced Resolution No. 2023-50. Denying Claim for damages by Russell Ehrke**

Executive Summary

A claim has been made against Jefferson County for damages. The claim has been reviewed by the County's insurance carrier, WMMIC, and was recommended for disallowance based on the finding that the County has no liability for this claim and is not legally responsible for the alleged damages. This resolution formally denies the claim filed against Jefferson County and directs the Corporation Counsel to give the claimant notice of disallowance. The Finance Committee considered this resolution on November 8, 2023, and recommended forwarding to the County Board for approval.

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

WHEREAS, the following claim was filed against Jefferson County as follows:

<u>Claimant</u>	<u>Date of Loss</u>	<u>Claim Filed</u>	<u>Description</u>	<u>Alleged Damages</u>
Russell Ehrke	9/18/2023	10/4/2023	Russell Ehrke alleges damages to the Windshield of his vehicle when it was allegedly struck by debris from a Jefferson County truck.	\$327.05

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

WHEREAS, said damages are alleged to be the result of negligence of Jefferson County, its agents, officials, officers or employees; and

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

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

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

**Jones moved for the adoption of Resolution No. 2023-50.** Seconded by Jaeckel and passed.

**Jones, Human Services Board Chair, introduced Resolution No. 2023-51. Authorizing state human services contracts, consortium agreements, and professional service and care provider contracts**

Executive Summary

The Jefferson County Human Services Department contracts with state agencies, consortiums and in excess of 100 professional service and care providers to fulfill its statutory duties. Each year contracts are renewed and/or updated with additional providers. State law requires County Board approval of the state contracts set forth in this resolution. The contracts have not been reproduced and attached to this resolution because they total more than 100 pages. The Wisconsin County Human Service Association negotiates the basic agreements on behalf of the counties which are standard state forms and are not subject to negotiation by individual counties. The professional service and care provider contract list for 2024 is attached. These provider contracts are reviewed by the Jefferson County Corporation Counsel to ensure compliance with the County's Purchasing Ordinance, and contain the

language and terms set forth by the State of Wisconsin Department of Health Services Purchase of Care Services Guide and section 46.036 of the Wisconsin Statutes. The Human Services Board considered this resolution at its October 10, 2023, meeting and recommended forwarding to the County Board to approve entering into professional service and care provider contracts with the providers on the attached list and entering into state contracts and consortium agreements as set forth below for 2024.

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

WHEREAS, the Jefferson County Human Services Department contracts with several different state agencies, consortiums, and in excess of 100 professional service providers and care providers to fulfill its statutory duties, usually on an annual basis, as approved by the Human Services Board, and

WHEREAS, the Social Services & Community Programs contracts with the Department of Health Services, and the Department of Children and Families and Youth Aids Program contracts, are statutorily required to be approved by the County Board, and

WHEREAS, the Human Services Board recommends approval of the Social Services & Community Programs, including the Children's Long Term Support program, and State Targeted Response contracts with the Department of Health Services in the anticipated amount of \$3,053,915; the Youth Crisis Stabilization Facility Program Revenue Award with the Department of Health Services in the amount of \$498,000 per year for the state fiscal year of July 1, 2024 to June 30, 2025; the Substance Abuse Prevention and Treatment Block Grant Supplemental Award with the Department of Health Services in the amount of \$56,835; the Mental Health Services Block Grant Supplemental Award with the Department of Health Services in the amount of \$26,128; the Aging and Disability Resources contract, which includes additional amounts for Medicare Improvements for Patients and Providers, the State Health Insurance Assistance Program, and the State Pharmaceutical Assistance Program in the anticipated amount of \$645,175; the Department of Children and Families State County Child Welfare contract, which includes the Youth Aids Program contract and the Targeted Safety Support contract, in the anticipated amount of \$2,493,863; the Older American Programs contract in the anticipated amount of \$437,570; the Department of Transportation contracts pursuant to section 85.21 of the Wisconsin Statutes (county elderly and disabled transportation assistance), and section 49 USC 5310 (transportation services provided to older adults and people with disabilities), in the anticipated amount of \$361,615; the Department of Health Services Division of Long Term Care contract in the anticipated amount of \$625,097; the Intensive Outpatient Program contract with the Department of Corrections in the anticipated amount of \$27,136 per year for the state fiscal year of July 1, 2024, to June 30, 2025; and the Child Care contract in the anticipated amount of \$152,926, and

WHEREAS, the consortium agreement requires County Board approval for the State and Federal Income Maintenance Programs through Southern Consortium in the anticipated amount of \$1,341,112.

NOW, THEREFORE, BE IT RESOLVED that the Human Services Director or the Administrative Services Division Manager is authorized to execute the state contracts and consortium contract set forth above.

BE IT FURTHER RESOLVED that the Human Services Director or the Administrative Services Manager is authorized to sign addendums or revisions to said contracts during the course of the year as necessary.

BE IT FURTHER RESOLVED that the Human Services Director or Administrative Services Manager is authorized to sign all other contracts with state agencies and consortiums pursuant to section 46.23(6m)(c) of the Wisconsin Statutes, and all professional services and care provider contracts as approved by the Human Services Board in accordance with the Jefferson County Purchasing Ordinance.



*Fiscal Note: The costs associated with these state and consortium contracts have been included as an appropriation in the 2024 budget.*

**Jones moved for the adoption of Resolution No. 2023-51.** Seconded by Kutz and passed.

**Christensen, Land and Water Conservation Committee Chair, introduced Resolution No. 2023-52. Authorizing Extension of County Farm Agricultural Lease for 1 year**

Executive Summary

Jefferson County owns farmland consisting of approximately 328 acres. As changes may occur in the next year that could change the total number of acres available for farming, it would be prudent to extend the current lease for one year instead of putting it out to bid for three years. The current lease ends on February 28, 2024, and has a rental rate of \$290.25 per acre. The Land and Water Conservation Committee considered this resolution at its meeting on October 18, 2023, and recommended forwarding to the County Board for approval.

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

WHEREAS, the property formerly known as the County Farm is currently leased by Jeff and Monica Gerner, W8215 Perry Road, Fort Atkinson, for a three-year lease term (March 1, 2021 through February 28, 2024), and

WHEREAS, the current lease is for \$290.25 per acre for a total of \$95,202, and

WHEREAS, there may be changes to the total acreage available for farming in the next year which would complicate the bidding process for a 3-year contract.

NOW, THEREFORE, BE IT RESOLVED that the County Administrator is authorized to enter into a one-year lease with Jeff and Monica Gerner for 328 acres of county farmland totaling \$95,202 under the same terms and conditions as the current lease.

*Fiscal Note: Total rent payable to Jefferson County for the one-year lease term is \$95,202, subject to prorate changes to acreage. This amount is contained in the 2024 General Revenue and Expenditure budget.*

**Poulson moved to amend this Resolution to add the words “property formerly known as the” to the 2<sup>nd</sup> Whereas before the words County Farm. Seconded by Jaeckel and passed.**

**Christensen moved for the adoption of Resolution No. 2023-52.** Seconded by Turville-Heitz and passed as amended.

**Poulson, Fair Park Committee Chair, introduced Ordinance No. 2023-17. Creating a Jefferson County Fair Advisory Board**

Executive Summary

The Jefferson County Fair has been a proud local tradition since 1852. The County Fair provides an opportunity for residents to exhibit their accomplishments and promotes education, entertainment, and economic growth in Jefferson County. The Jefferson County Fair Park Committee held an Open Forum on October 23, 2023, to review the 2023 Jefferson County Fair. The Open Forum was well-attended by community stakeholders. Several members of the community offered critiques and suggestions for improvements to the County Fair. Additionally, community members expressed a desire to assist in fair planning.

Based upon feedback received at the recent Open Forum, the Fair Park Committee believes it would be beneficial to form a Fair Advisory Board to provide a structured way for community stakeholders to share their opinions and perspectives. The Fair Advisory Board will create a line of communication between the public and the local officials to provide the County with a broad range of ideas when developing and implementing policies and programs for the County Fair. The Fair Advisory Board will serve solely in an advisory capacity. The Fair Park Committee will consider the recommendations of the Fair Advisory Board when exercising its decision-making authority.

This ordinance creates a citizen advisory board to assist the Fair Park Committee in the planning, development, and execution of the annual Jefferson County Fair. The Fair Park Committee considered this ordinance at its meeting on November 9, 2023, and recommended forwarding it to the County Board for approval.

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

Section 1.

1.01 PURPOSE AND INTENT.

- (1) The Jefferson County Fair Advisory Board is hereby created.
- (2) The purpose of the Jefferson County Fair Advisory Board shall be to preserve and improve the annual Jefferson County Fair by reviewing related policies and making recommendations to the Jefferson County Fair Park Committee to enhance the planning, development and execution of the County Fair.

1.02 DEFINITIONS.

- (1) In this section, unless the context clearly requires otherwise:
  - (a) Board means the Jefferson County Fair Advisory Board created under this section.
  - (b) Committee means the Jefferson County Fair Park Committee.

1.03 MEMBERSHIP.

- (1) The Jefferson County Fair Advisory Board shall consist of a minimum of ten (10) members but no more than twenty (20) members. A reasonable effort shall be made to appoint Board members who represent a cross-section of local stakeholders, including but not limited to individuals with backgrounds in agriculture, tourism, and event planning/fundraising, local business owners, and those affiliated with local youth organizations.
- (2) The Fair Park Committee shall appoint Board members subject to confirmation by the Jefferson County Board of Supervisors. Except for the initial appointments, the term for each member shall be two (2) years, with terms ending August 31<sup>st</sup>. To achieve staggered terms, the initial appointments shall commence upon confirmation and expire as follows: one-third of initial members terms shall expire on August 31, 2024; one-third of initial members terms shall expire on August 31, 2025, and the remaining one-third of initial members terms shall expire on August 31, 2026.
- (3) The Board shall elect its chair, vice chair and recording secretary on an annual basis. At the discretion of the Board a non-Board member may be assigned the recording secretary duties. The recording secretary shall keep and preserve the agendas and minutes of meetings which shall be provided to the County Clerk.
- (4) Board members shall not be eligible for meeting fees, mileage or other expense reimbursement, absent approval of the Jefferson County Board of Supervisors.

1.04 DUTIES.

- (1) Role. The Jefferson County Fair Advisory Board serves Jefferson County by and through the Jefferson County Fair Park Committee in an advisory capacity for the purpose of planning the Jefferson County Fair. The Fair Park Committee shall direct agenda items for the Board's review and recommendations. Recommendations of the Board shall be forwarded to the

Committee for consideration. All final decision-making authority rests with the Committee and Jefferson County Board of Supervisors where applicable.

- (2) Meetings. The Board shall meet at least ten (10) times as scheduled by the Board Chair. The Board shall not meet more than fifteen (15) times in a calendar year. A majority of members of the Board shall constitute a quorum. All meetings shall be properly noticed and held in compliance with Wisconsin Open Meetings law.
- (3) Reporting. The Board shall report to the Jefferson County Fair Park Committee. The chair of Board, or his or her designee, shall attend all meetings of the Committee.

Section 2. This ordinance shall be effective after passage and publication.

*Fiscal Note: As stated in section 1.03 (1)(4) of this Ordinance, the members of this Committee shall not be eligible for meeting fees, mileage or other expense reimbursement. As such, passage of this Ordinance has no immediate fiscal impact.*

**Poulson moved for the adoption of Ordinance No. 2023-17.** Seconded by Backlund and passed.

**Jaeckel, Planning and Zoning Committee Chair, introduced the following report:**

REPORT TO THE HONORABLE MEMBERS OF THE JEFFERSON COUNTY BOARD OF SUPERVISORS by the Jefferson County Planning and Zoning Committee recommending approval of petitions to amend the official zoning map of Jefferson County.

**Jaeckel, Planning and Zoning Committee Chair, introduced Ordinance No. 2023-18.  
Amending Official Zoning Map**

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

WHEREAS, Petitions R4495A-23 and R4496A-23 were referred to the Jefferson County Planning and Zoning Committee for a public hearing on October 19, 2023, 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 INDUSTRIAL TO BUSINESS**

Rezone PIN 012-0816-2121-002 (6.8 ac) from Industrial to Business to allow for automotive repair and maintenance at **W1593 Marietta Ave** in the Town of Ixonia. This is in accordance with Sec 11.04(f)3 of the Jefferson County Zoning Ordinance. R4495A-23 – Hughes Reynolds Group LLC

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

Rezone 1 acre of PIN 002-0714-2813-000 (20 ac) to create a lot around the home at **N5594 Popp Rd** in the Town of Aztalan. This is in accordance with Sec 11.04(f)8 of the Jefferson County Zoning Ordinance. Rezoning is conditioned upon road access approval and approval and recording of a final certified survey map for the lot. R4496A-23 – Russell & Cheryl Heine

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

**Jaeckel moved for the adoption of Ordinance No. 2023-18.** Seconded by Poulson and passed.

**Public Comment: (General) None**

**Announcements:**

**CLOSED SESSION:**

**Nass moved that the Board convene in closed session** pursuant to section 19.85 (1)(e) Wis. Stats. for deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, for the purpose of discussion on development/sale of County owned farmland.

Seconded by Jones and passed. Ayes 27 (Jones, Richardson, Preuss, Zarling, Braughler, Herbst, Morris, Wineke, Degner, Groose, Smith, Martin, Lund, Nass, Turville-Heitz, Kutz, White, Drayna, Backlund, Kannard, Poulson, Jaeckel, Fitzgerald, Callan, Gulig, Roberts, Christensen), Noes 0, Abstain 0, Absent 2 (Lindl and Foelker), Vacant 1.

**Wineke moved that the Board reconvene in open session.** Seconded by Gulig and passed.

**Jones, Finance Committee Chair, introduced Resolution No. 2023-53. Authorizing the rezoning of County land & submission of Conditional Use Application**

WHEREAS, the County currently owns land as shown in Exhibit A and identified by the following parcel numbers, all located in the City of Jefferson, and

241-0614-1542-000 – 37.53 Acres

241-0614-1541-000 – 40 Acres

241-0614-1531-000 – Northeastern portion only

241-0614-1513-000 – Southern portion only

241-0614-1514-000 – 40 Acres (less approximately 2.5+ acres reserved for Park as shown as Exhibit B)

241-0614-1511-040 – 20 Acres

241-0614-1432-001 – 3.5 acres

WHEREAS, said land is currently zoned as “Rural Holding,” and

WHEREAS, rezoning of the subject property to “Medium Industrial” would allow for potential future development, and

WHEREAS, cultivation is a permitted by conditional use in the City of Jefferson’s “Medium Industrial” zoning district, and

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors hereby authorizes the County Administrator to engage in efforts to rezone the property set forth in Exhibit A from “Rural Holding” to “Medium Industrial.”

BE IT FURTHER RESOLVED, that the County Administrator shall, simultaneously with the rezoning request, submit an application for a Conditional Use Permit for “Cultivation” to ensure continued farming on the subject property is permitted.

*Fiscal Note: The application fee for a request for zoning map amendment is \$500. This will be paid for from the proceeds of prior land sales which reside in the Capital Projects Fund. No budget adjustment is necessary.*

**Poulson moved to amend this Resolution to change the word farmland to land. Seconded by Jaeckel and passed.**

**Jones moved for the adoption of Resolution No. 2023-53.** Seconded by Jaeckel and passed as amended.

Supplemental information presented at the November 14, 2023, Jefferson County Board meeting will be available at the County Clerk’s office upon request during regular Courthouse hours or on the County’s website at [www.jeffersoncountywi.gov](http://www.jeffersoncountywi.gov).

**There being no further business, Jaeckel moved that the Board adjourn.** Seconded by Gulig and passed at 8:33 p.m.