

JEFFERSON COUNTY BOARD MINUTES
TUESDAY, May 09, 2023, 7:00 P.M.

Chair Steven Nass presiding.

County Clerk Audrey McGraw called the roll, all members being present in person except Lund and Turville-Heitz, who were present via Zoom.

Supervisor Roberts was absent.

District 1	Richard C. Jones	District 2.....	Cassie B. Richardson
District 3	Robert Preuss	District 4.....	Karl Zarling
District 5	James B. Braughler	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. Johns moved to accept as drafted. Seconded by Poulson and passed.

Wineke, Executive Committee Chair, moved to approve the County Board minutes from April 18, 2023. 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 May 25, 2023, at 7:00 p.m.
2. Treasurer's Report.

GENERAL FINANCIAL CONDITION JEFFERSON COUNTY, WISCONSIN
May 01, 2023

Available Cash on Hand	
April 1, 2023	\$ 880,567.55
April Receipts	<u>\$ 14,725,491.07</u>

Total Cash		\$ 15,606,058.62
Disbursements		
General – April 2023	\$ 11,764,743.23	
Payroll – April 2023	<u>\$ 1,801,406.47</u>	
Total Disbursements		<u>\$ 13,566,149.70</u>
		\$ 2,039,908.92
Cash on Hand (in bank) May 1, 2023	\$ 3,089,569.25	
Less Outstanding Checks	\$ 1,049,660.33	
Total Available Cash		\$ 2,038,908.92
Local Government Investment Pool – General		\$ 33,110,526.09
DANA Investments		\$ 38,125,791.61
EHLERS Investments		\$ 19,961,785.06
Local Government Investment Pool - Clerk of Courts		\$ 30,169.55
Local Government Investment Pool - Farmland Preservation		\$ 185,787.86
Local Government Investment Pool - Parks/Liddle		\$ 89,317.09
Local Government Investment Pool - County Bond		<u>\$ 554,223.27</u>
		\$ 92,057,600.53
2023 Interest - Super N.O.W. Acct.		\$ 185.87
2023 Interest - L.G.I.P. - General Funds		\$ 508,757.03
2023 Interest - EHLERS 2022A		\$ 105,498.44
2023 Interest - DANA Investments		\$ 327,996.39
2023 Interest - L.G.I.P. - Parks/Carol Liddle Fund		\$ 1,324.89
2023 Interest - L.G.I.P. - Farmland Preservation		\$ 2,755.88
2023 Interest - L.G.I.P. - Clerk of Courts		\$ 447.52
2023 Interest - L.G.I.P. - County Bond		<u>\$ 37,326.10</u>
Total 2023 Interest		\$ 984,292.12

JOHN E. JENSEN, JEFFERSON COUNTY TREASURER

Public Comment:

One member of the public spoke.

Roberts present via Zoom at 7:19 p.m.

Annual Reports:

Economic Development Consortium, Deborah Reinbold; Land and Water Conservation Director, Patricia Cicero; Register of Deeds, Staci Hoffman; and Jefferson County Area Tourism Council Marketing Director, Holly Tierney. The annual reports were received, placed on file, but not printed in the minutes pursuant to Board Rule 3.03(13).

Resolutions and Ordinances:

Backlund, Buildings and Grounds Committee Chair, introduced Resolution No. 2023-12. Entering into a contract with Wisconsin Terrazzo & Tile for Terrazzo Restoration in the County Courthouse
Executive Summary

The Jefferson County Courthouse main hallway and stairs were built utilizing a terrazzo material. Terrazzo is made from a blend of recycled materials and natural aggregates like quartz, granite, and marble to produce an attractive look with an extremely durable surface and is one of the most eco-friendly flooring options. Replacing the existing terrazzo with like material as part of the courthouse restoration project would be cost prohibitive. Due to the durability of terrazzo, the budget for the courthouse project included an allowance for restoration services for infilling, patching, and installing of new terrazzo as needed, along with polishing of the entire floor to preserve this material for the long term. Due to the nature of the work and the lost art of terrazzo restoration, there are limited contractors to provide this service.

Two companies specializing in terrazzo restoration reviewed this project, one from Rockford, IL and one from La Crosse, WI. Both companies conducted an on-site inspection and scope of review and based their bids on utilizing a 3M Scotch guard finishing system to limit long term maintenance costs. Each company determined the best means and methods to provide the restoration services to achieve the desired outcomes. In addition, the quotes were based on performing the work in coordination with the various construction phases of the project. Total costs were within \$1,400 of each other with Wisconsin Terrazzo & Tile at \$297,650 and Rockford Central Tile at \$296,220, with both bids including the cost of a performance bond.

It is recommended that the contract be awarded to Wisconsin Terrazzo & Tile based on their means and methods for restoration services including greater patching of floor cracks versus epoxy infill, and complete replacement of the terrazzo base versus patching which will lead to a better end product for this long-term investment. \$210,000 was allocated for this work in the courthouse project budget. The additional funding to complete this project will be allocated from project contingency.

The Building and Grounds Committee considered this resolution at its meeting on May 2, 2023, and recommended entering into a contract with Wisconsin Terrazzo & Tile for terrazzo restoration at the County Courthouse at a cost of \$297,650 by a vote of 5-0.

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

WHEREAS, the County had identified terrazzo floor restoration to be within the scope of the courthouse project, and

WHEREAS, the County and Maas Brothers identified two service providers within the region with the capability to perform required terrazzo restoration, and

WHEREAS, both service providers conducted onsite evaluations of the required work and determined the means and methods to facilitate the desired outcomes of restoration and limited long term maintenance costs, and

WHEREAS, it was determined that Wisconsin Terrazzo & Tile's means and methods will lead to a better product.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Administrator is hereby authorized to enter into a contract with Wisconsin Terrazzo & Tile for terrazzo restoration services in the Courthouse at a cost not to exceed \$297,650.

Fiscal Note: There is \$210,000 within the project allowance for terrazzo restoration. The additional funds of \$87,650 will come from project contingency.

Backlund moved for the adoption of Resolution No. 2023-12. Seconded by Lindl and passed.

Wineke, Executive Committee Chair, introduced Resolution No. 2023-13.

Appointment of Kelly Stade as County Treasurer to fill an unexpired term.

Executive Summary

John Jensen has served Jefferson County as County Treasurer for over thirty-six years. County Treasurer Jensen has provided notice, as required by law, to the County Sheriff Paul Milbrath along with notice to County Board Chair Steve Nass, and County Administrator Benjamin Wehmeier, that he intends to retire effective June 30, 2023, which is 18 months before the end of his elected term. The Constitutional office of County Treasurer serves a vital role for county government and cannot be vacant for 18 months. Wisconsin State law outlines the process on how to fill the unexpired term of County Treasurer:

Wis. Stat. § 17.21(3) County clerk, treasurer, and surveyor. In the office of county clerk, treasurer, or surveyor, by appointment by the county board for the residue of the unexpired term unless a special election is ordered by the county board, in which case the person appointed shall serve until his or her successor is elected and qualified. The county board may, if a vacancy occurs before June 1 in the year preceding expiration of the term of office, order a special election to fill the vacancy. If the county board orders a special election during the period beginning on June 1 and ending on November 30 of any year, the special election shall be held concurrently with the succeeding spring election. If the county board orders a special election during the period beginning on December 1 and ending on May 31 of the succeeding year, the special election shall be held on the Tuesday after the first Monday in November following the date of the order. A person so elected shall serve for the residue of the unexpired term.

The Executive Committee considered the options provided under Wisconsin law to fill this unexpired term and ultimately concluded that the County Board should make an appointment to fill the remaining term and to endorse the appointment of Kelly Stade to this role, who currently serves as the Chief Deputy Treasurer in this office.

Factors considered by the Executive Committee in making this recommendation include the following: 1) the earliest an election could be held would be in the spring election of 2024. If this were the desired option, the County Board would still need to appoint an interim County Treasurer. As such, the committee thought it best from an operational continuity perspective to make an appointment to serve the remainder of the term; 2) County Treasurer Jensen made the recommendation to appoint Kelly Stade to complete his term; 3) Ms. Stade has served in this office for nearly 23 years, serving as Chief Deputy since 2007, thereby making her the best qualified candidate to understand the full function of the office; and 4) Ms. Stade has demonstrated her leadership skills by participating in leadership training offered by the county which includes graduating from the Local Government Leadership Academy.

The Executive Committee, at its April 26, 2023, meeting, recommended 5-0 to appoint Kelly Stade to fill the unexpired term of County Treasurer based on her experience serving the Jefferson County Treasurer's Office for nearly 23 years.

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

WHEREAS, County Treasurer John Jensen has provided formal notice of his retirement effective June 30, 2023, causing a vacancy in the office of County Treasurer, and

WHEREAS, the County Board of Supervisors is the appointing authority per state statute § 17.21(3), and

WHEREAS, the County Board considered ordering a special election to fill this role and determined that it is in the best interest of Jefferson County to fill the unexpired term for this office through the appointment process versus holding a special election, and

WHEREAS, County Treasurer John Jensen has recommended his Chief Deputy Kelly Stade to serve the remainder of his unexpired term.

NOW, THEREFORE, BE IT RESOLVED that due to the retirement of County Treasurer John Jensen effective June 30, 2023, the Jefferson County Board of Supervisors hereby appoints Kelly Stade to fill the unexpired term of County Treasurer effective July 1, 2023.

Fiscal Note: This resolution has no fiscal impact

Wineke moved for the adoption of Resolution No. 2023-13. Seconded by Poulson and passed.

Morris, Law Enforcement & Emergency Management Committee Chair, introduced Ordinance No. 2023-03.

Amending the Jefferson County Boating Ordinance

This Ordinance amendment authorizes two additional buoys to be placed in the waters of the Rock River designating a Slow-No-Wake area at the coordinates listed in SECTION 7.

SECTION 7. DESIGNATED SLOW-NO-WAKE AREAS. No person shall operate a boat and/or watercraft faster than Slow-No-Wake speed in the waters of the Rock River between the following coordinates at any time:

- latitude 42.893815°N, longitude -88.905639°W and latitude 42.895962°N, longitude -88.903109°W
- latitude 42.894193°N, longitude -88.905856°W and latitude 42.896203°N, longitude -88.903582 W

SECTION 12. EFFECTIVE DATE. This ordinance amendment shall take effect and be in force from and after its passage and publication as required by Wisconsin law.

Fiscal Note: This Ordinance has no fiscal impact.

Morris moved for the adoption of Ordinance No. 2023-03. Seconded by Johns and passed.

Christensen, Parks Committee Chair, introduced Resolution No. 2023-14.

Authorizing a grant application to the Wisconsin Department of Natural Resources Recreation Boating Facilities grant program

The Jefferson County Parks Department is seeking grant funds to purchase and install a Suspended Platform Fishing Pier and Kayak Launch at Burnt Village County Park which will be constructed to meet the standards required by the Americans with Disabilities Act. This resolution authorizes Jefferson County Parks to seek funding for this project through the Wisconsin Department of Natural Resources Recreation Boating Facilities grant program. The Parks Committee considered this resolution at its meeting on May 4th, 2023, and recommended forwarding to the County Board for approval.

WHEREAS, the Jefferson County Parks Department is interested in obtaining a cost-share grant from the Wisconsin Department of Natural Resources for the purpose of installing a canoe/kayak launch improvement at Burnt Village County Park, and

WHEREAS, the designed launch will provide for ADA accessibility and allow recreational access to the Bark River for a greater segment of users, and

WHEREAS, the Parks Committee recommended applying for grant assistance to supplement the \$15,000 budgeted for these projects which have a total estimated cost of \$30,000, and

WHEREAS, this resolution is intended to satisfy the grant application requirement establishing that Jefferson County supports this project.

NOW, THEREFORE, BE IT RESOLVED that the Parks Department is authorized to seek funding from the Wisconsin Department of Natural Resources Recreation Boating Facilities grant program for the purchase and installation of a floating Kayak Launch at Burnt Village County Park which will be constructed to meet the standards required by the Americans with Disabilities Act,

and if grant funding is awarded, the County Administrator is authorized to accept said grant funds, sign the grant contracts, submit reimbursement claims along with necessary supporting documentation within six months of project completion date, and perform all other duties necessary to comply with and fulfill the grant provisions.

BE IT FURTHER RESOLVED that Jefferson County shall comply with all local, state, and federal rules, regulations, and ordinances relating to this project and the cost-share Agreement/Contract.

Fiscal Note: \$15,000.00 is included in the 2023 Parks Department budget for the project. Total estimated cost for the project would be \$30,000.00 with a 50% matching grant from Wisconsin DNR. This resolution increases the Parks Department budgeted revenue and expenditures by \$15,000.00 for acceptance of the Recreation Boating Facilities grant and authorizes the Finance Director to make the necessary budget adjustments to enact this resolution. As a budget amendment, County Board approval requires a two-thirds vote of the entire membership of the County Board (20 members of the 30-member County Board must vote in favor of the budget amendment).

Christensen moved for the adoption of Resolution No. 2023-14. Seconded by Gulig and passed. Ayes 30 (Jones, Richardson, Preuss, Zarling, Braughler, Herbst, Morris, Wineke, Degner, Groose, Johns, Smith, Martin, Lund, Nass, Turville-Heitz, Kutz, White, Drayna, Backlund, Kannard, Poulson, Jaeckel, Lindl, Foelker, Fitzgerald, Callan, Gulig, Roberts, Christensen), Noes 0, Abstain 0, Absent 0, Vacant 0.

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. 2023-04.
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 R4459A-23 was referred to the Jefferson County Planning and Zoning Committee for public hearing on March 16, 2023 and Petitions R4460A-23, R4461A-23, R4462A-23 and R4463A-23 were referred for public hearing on April 20, 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 R-2, RESIDENTIAL TO A-3, AGRICULTURAL/RURAL RESIDENTIAL
Rezone all of PIN 010-0615-3123-002 (4.743 ac) at **W4842 State Road 106**, Town of Hebron. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. R4460A-23 & CU2081-23 – Jeffrey & Debra Boos

FROM A-1, EXCLUSIVE AG TO A-3, AGRICULTURAL/RURAL RESIDENTIAL
Create a 1-ac building site from part of PIN 022-0613-1833-001 (35.98 ac) on **Rucks Rd**, Town of Oakland. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. The rezoning utilizes the last available A-3 zone for the property; therefore, it 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 map for the lot. R4459A-23 – Felix & Bonnie Jarczyk

Create a 2.161-ac building site at the west end of **Spruce Drive** from PIN 008-0715-0612-000 (44.16 ac), Town of Farmington. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. The rezoning utilizes the last A-3 lot 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, approval and recording of a final certified survey map including extraterritorial plat review if necessary, and for road dedication, with the plan for road construction agreed upon by the Towns of Farming and Watertown and the property owner. R4461A-23 – Mike Walter/Michael R & Sarah S Walter Trust Property

Rezone PIN 010-0615-2213-000 (1.722 ac) at **N3573 Haas Road**, Town of Hebron to combine it with the adjoining existing A-3 zone at N3577 Haas Road. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. The rezoning utilizes the last A-3 lot for the property; therefore, rezoning is conditioned upon recording of an affidavit acknowledging that fact. It is further conditioned upon approval and recording of a final certified survey map for the lot. R4462A-23 – Gerald & Pamela Drewek

Create a 4-ac lot around the home at **N4753 Paradise Road**, Town of Jefferson from part of PIN 014-0615-0413-000 (38.55 ac). 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 for the lot. R4463A-23 – Nathan & Leah Holland

Jaeckel moved for the adoption of Ordinance No. 2023-04. Seconded by Morris and passed.

Public Comment: (General) – None

Announcements:

Supplemental information presented at the May 09, 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.

There being no further business, Jaeckel moved that the Board adjourn. Seconded by Kannard and passed at 8:03 p.m.