

JEFFERSON COUNTY BOARD MINUTES

TUESDAY, June 13, 2023, 7:00 P.M.

Chair Steven Nass presiding.

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

Supervisors Morris, Gulig, and Roberts were absent. Morris and Guilig, having given prior notification, were 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

Kannard 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 accept as drafted. Seconded by Johns and passed.

Wineke, Executive Committee Chair, moved to approve the County Board minutes from May 09, 2023. Seconded by Johns 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 June 15, 2023, at 7:00 p.m.
2. Retirement Recognitions
3. Treasurer’s Report.

GENERAL FINANCIAL CONDITION JEFFERSON COUNTY, WISCONSIN

June 01, 2023

Available Cash on Hand		
	May 1, 2023	\$ 2,039,908.92
	May Receipts	<u>\$ 9,872,333.68</u>
Total Cash		\$ 11,912,242.60

Disbursements		
General – May 2023	\$ 7,489,898.61	
Payroll – May 2023	\$ <u>1,750,765.25</u>	
Total Disbursements		\$ <u>9,240,663.86</u>
		\$ 2,671,578.74
Cash on Hand (in bank) June 1, 2023	\$ 3,433,998.21	
Less Outstanding Checks	\$ 762,419.47	
Total Available Cash		\$ 2,671,578.74
Local Government Investment Pool – General		\$ 34,815,366.15
DANA Investments		\$ 35,393,605.56
EHLERS Investments		\$ 16,579,863.02
Local Government Investment Pool - Clerk of Courts		\$ 30,297.97
Local Government Investment Pool - Farmland Preservation		\$ 186,578.71
Local Government Investment Pool - Parks/Liddle		\$ 89,697.29
Local Government Investment Pool - County Bond		\$ <u>556,582.45</u>
		\$ 87,651,991.15
2023 Interest - Super N.O.W. Acct.		\$ 297.97
2023 Interest - L.G.I.P. - General Funds		\$ 652,925.45
2023 Interest - EHLERS 2022A		\$ 132,365.65
2023 Interest - DANA Investments		\$ 410,010.77
2023 Interest - L.G.I.P. - Parks/Carol Liddle Fund		\$ 1,705.09
2023 Interest - L.G.I.P. - Farmland Preservation		\$ 3,546.73
2023 Interest - L.G.I.P. - Clerk of Courts		\$ 575.94
2023 Interest - L.G.I.P. - County Bond		\$ <u>39,685.28</u>
Total 2023 Interest		\$ 1,241,112.88

JOHN E. JENSEN, JEFFERSON COUNTY TREASURER

Roberts present via Zoom at 7:06 p.m.

Public Comment: None

Special Order of Business:

Presentation by Jake Lenell of CliftonLarsonAllen on the 2022 Audit Report.

Annual Reports:

Corporation Counsel, J. Blair Ward; Finance Director, Marc DeVries; Human Services Director, Brent Ruehlow; and UW Extension Area Director, Chrissy Wen. The annual reports were received, placed on file, but not printed in the minutes pursuant to Board Rule 3.03(13).

Resolutions and Ordinances:

Weineke, Executive Committee Chair, introduced Ordinance No. 2023-05.

Amending the Jefferson County Board Supervisors Rules of Order 2022-2024, section 3.07, Rules of County Board Standing Committees, to require that all requests for payment of per diems and expenses be submitted within 30 days

Executive Summary

The Jefferson County Board of Supervisors Rules of Order establish rules and procedures by which proceedings of the County Board of Supervisors, statutory boards, commissions, standing committees and other bodies are governed. The Jefferson County Executive Committee has reviewed section 3.07 of the Board Rules and recommends amending the Board Rule procedure to

require that all requests for payment of per diems and expenses be submitted within 30 days of incurring the expense. Amending the Board Rules requires a two-thirds vote of County Board members attending the Board meeting when such action is taken. The Executive Committee considered this Ordinance at its meeting on May 31, 2023, and recommended forwarding to the County Board for adoption.

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

Section 1. Section 3.07 RULES OF COUNTY BOARD STANDING COMMITTEES of the Board of Supervisors Rules of Order 2022-2024 governing payment of per diems and expenses is hereby amended as follows:

3.07 RULES OF COUNTY BOARD STANDING COMMITTEES

7. Except as provided herein, the members of all County Board standing committees, or members of other bodies as authorized, may receive a per diem, meeting fees, mileage, and reimbursed expenses as authorized by the County Board Rules. This shall include members of groups created under Chapter 46 of the Wisconsin Statutes and county representatives on lake district boards, consortiums, committees, boards, commissions or other bodies where appointments are made by the County Administrator, County Board Chair or County Board pursuant to law or intergovernmental agreements. Members of the Traffic Safety Commission who are receiving pay from a governmental entity during such meeting shall not be entitled to a meeting fee or mileage for such Traffic Safety Commission meeting. [Am. 03/09/04, Ord. 2003-40; 06/08/04, Ord. 2004-08; 04/15/08, Ord. 2008-03; 03/09/10, Ord. 2009- 24; Ord. No. 2015-01, 04/21/2015; Ord. No. 2016-20, 02/14/17; Ord. No. 2018-01, 04/17/2018; Ord. No. 2020- 13, 12/08/2020]

Requests for payment of all per diems, meeting fees, mileage, and authorized expenses must be submitted to the County Clerk within 30 days of the meeting or event for which the payment is authorized by submitting payment requests to the Jefferson County Clerk's Office, unless otherwise approved in writing by the County Board Chair. For example, a member may not receive payment for a meeting attended in March if the request for payment is submitted during the month of May. All requests for payment under this section must be submitted using a reimbursement form or other method as directed by the Jefferson County Finance Director. All payments shall be paid by direct deposit unless doing so will create a hardship on the payee as determined by the Jefferson County Finance Director.

Section 2. This ordinance shall be effective after passage and publication as provided by law.

NOTE: Section 3.09 of the County Board rules provides that amendments to the rules shall be made by 2/3 vote. Proposed amendments shall be introduced at one session of the Board and laid over until the next session before action is taken unless the Board waives laying it over by unanimous vote.

Fiscal Note: The enactment of this Ordinance has no fiscal impact.

Kannard moved to have a unanimous consent to vote tonight on this ordinance amendment.

Seconded by Smith and passed by unanimous vote. Ayes 28 (Jones, Richardson, Preuss, Zarling, Braughler, Herbst, Wineke, Degner, Groose, Johns, Smith, Martin, Lund, Nass, Turville-Heitz, Kutz, White, Drayna, Backlund, Kannard, Poulson, Jaeckel, Lindl, Foelker, Fitzgerald, Callan, Roberts, Christensen), Noes 0, Abstain 0, Absent 2 (Morris and Gulig), Vacant 0.

Weineke moved for the adoption of Ordinance No. 2023-05. Seconded by Poulson and passed. Ayes 27 (Jones, Richardson, Zarling, Braughler, Herbst, Wineke, Degner, Groose, Johns, Smith, Martin, Lund, Nass, Turville-Heitz, Kutz, White, Drayna, Backlund, Kannard, Poulson, Jaeckel, Lindl, Foelker, Fitzgerald, Callan, Roberts, Christensen), Noes 1 (Preuss), Abstain 0, Absent 2 (Morris and Gulig), Vacant 0.

Braugler, Human Resources Committee Chair, introduced Ordinance No. 2023-06. Amending the Civil Service Ordinance for full-time and part-time Deputy Sheriffs, Detectives, Sergeants, Captains and Chief Deputy

Full Ordinance on file with the County Clerk and available on the Jefferson County website at www.jeffersoncountywi.gov.

Braugler moved for the adoption of Ordinance No. 2023-06. Seconded by Zarling 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. 2023-07.

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 R4464A-23, R4465A-23, R4466A-23, R4467A-23, R4468A-23 and R4470A-23 were referred to the Jefferson County Planning and Zoning Committee for public hearing on May 25, 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 A-T, AGRICULTURAL TRANSITION TO A-3, AGRICULTURAL/RURAL RESIDENTIAL

Create a 2.711-ac building site on **Riverdale Ln** from part of PIN 032-0815-1814-000 (21.675 ac) in the Town of Watertown. 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, 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 map for the lot, including extraterritorial plat review if necessary. R4464A-23 – Lee Allen Rickerman

FROM A-T, AGRICULTURAL TRANSITION TO A-3, AGRICULTURAL/RURAL RESIDENTIAL AND N, NATURAL RESOURCE

Create a new 1.7-ac building site to be zoned A-3, 41.6-ac Natural Resource zone, 3.7-ac lot around the existing home & buildings at **W4451 River Rd** and a 3.9-ac Natural Resource zone. These are proposed to be created from PINs 032-0815-1721-001 (48.48.9 ac) and 032-0815-1722-000 (42.6 ac), Town of Watertown. This is in accordance with Sec. 11.04(f)8 and 11.04(f)11 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 map, including extraterritorial plat review if necessary. R4465A-23 – Stephanie Bratz/Karen Kerr Property

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

Create both a 1-ac building site and a 1-ac lot around the home & buildings at **W3878 Ranch Rd**, Town of Farmington from part of PIN 008-0715-0443-000 (40 ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Rezoning is conditioned upon road access approval and receipt of a suitable soil test for the vacant lot; and approval and recording of

a final certified survey map for both lots, including extraterritorial plat review if necessary.
R4466A-23 – Steven Schluter/Schluter Trust Property

Create a 2.27-ac building site from part of PIN 008-0715-1532-001 (20 ac) near **N6132 Coffee Rd** in the Town of Farmington. This is 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 of a suitable soil test, and approval and recording of a final certified survey map for the lot. R4467A-23 – Christy Strobel/CDS Investments LLC

Create a 3.07-ac lot around two existing homes at **W9252 and W9258 County Road B**, Town of Lake Mills, on PINs 018-0713-0833-000 (7.768 ac) and 018-0713-0832-001 (15.867 ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. This utilizes the last available A-3 zone for the lot; therefore, rezoning is conditioned upon recording of an affidavit recording that fact. It is further conditioned upon approval and recording of a final certified survey map for the lot. R4468A-23 – Daniel Raatz

Create a 5-ac lot around the home and buildings at **W8890 West Rd** in the Town of Watertown from part of PIN 032-0814-1512-000 (39.223 ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Three acres is allowed as a farm consolidation lot, and the additional land will utilize one additional split. Rezoning is conditioned upon approval and recording of a final certified survey map for the lot. R4470A-23 – Helen Weihert

Rezoning on the above petitions 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.

Jaeckel moved for the adoption of Ordinance No. 2023-07. Seconded by Poulson and passed. Kannard abstained from voting due to potential conflict of interest.

Johns, Solid Waste Committee Chair, introduced Resolution No. 2023-15.

Supporting the Jefferson County Clean Sweep, E-Waste Recycling, Tire Recycling, and Drug Take Back Program

Executive Summary

For many years, the Clean Sweep program has successfully provided the citizens of Jefferson County an annual opportunity to dispose of unwanted hazardous household and agricultural wastes, as well as unwanted prescription drugs, in a convenient and affordable manner. Without the Clean Sweep program, residents of Jefferson County would have limited means to properly dispose of these items. Providing these services keeps hazardous waste out of the landfills and wastewater treatment facilities, helping to protect the local environment and groundwater from potentially harmful materials. The Jefferson County Planning and Zoning Department holds multiple annual events in Jefferson County to collect hazardous household and agricultural waste, electronics (e-waste), appliances, and tires. The Clean Sweep program also helps to provide assistance to the Jefferson County Sheriff's Office and local police departments for implementing a Drug Take Back program across Jefferson County where over 21,000 pounds of unwanted prescription drugs have been collected since 2008. One of the many factors that promotes successful events is the grant funding opportunities through the Wisconsin Department of Agriculture, Trade and Consumer Protection and Wisconsin Department of Natural Resources. This resolution shows support of grant funding opportunities and the Jefferson County collection programs.

The Solid Waste Committee considered this resolution at its May 10, 2023, meeting and recommended forwarding to the County Board of Supervisors to show support of the Jefferson County Clean Sweep, E-Waste Recycling, Tire Recycling, and Drug Take Back Programs.

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

WHEREAS, the Jefferson County Solid Waste program hosts Clean Sweep events open to all Jefferson County residents to collect and safely dispose of unwanted agricultural and household hazardous wastes and unwanted prescription drugs, and

WHEREAS, the Jefferson County Solid Waste program provides assistance to local police departments throughout the year in the collection of unwanted prescription drugs.

NOW, THEREFORE, BE IT RESOLVED, that the Jefferson County Board of Supervisors hereby shows its support for the Jefferson County Clean Sweep, E-Waste Recycling, Tire Recycling, and Drug Take Back program and the related grant funding opportunities to support this program.

Fiscal Note: Adoption of this Resolution will have no fiscal impact.

Johns moved for the adoption of Resolution No. 2023-15. Seconded by Poulson and passed.

Appointment by County Board Chair:

By virtue of the authority vested in me under Section 59.54(8) I hereby request confirmation of the following appointment:

Mike Stephens, Emergency Response Coordinator to the Local Emergency Planning Committee (LEPC) for an indeterminate term.

Nass moved to confirm the above appointment. Seconded by Jaeckel and passed.

Appointment by County Administrator:

By virtue of the authority vested in me under Section 59.18(2)(c) of the Wisconsin Statutes, I respectfully request confirmation of the appointment as listed in the agenda.

Dale Weis to the Zoning Board of Adjustment for a 3-year term ending July 1, 2026.

Jaeckel moved to confirm the above appointment. Seconded by Braughler and passed.

Appointment by Human Services Board:

Jones, Human Services Board Chair, introduced the following appointments:

By virtue of the authority vested in the Human Services Board under Section 3.06(1)(g) of the County Board Rules, the Human Services Board hereby requests County Board's confirmation of the following appointments as listed in the agenda.

LaRae Schultz to the Aging and Disability Resource Center Advisory Committee (ADRC) for a three-year term ending July 1, 2026.

Bonnie Bull to the Nutrition Project Council for a three-year term ending July 1, 2026.

Jones moved to confirm the above appointments. Seconded by Herbst and passed.

Public Comment: (General) – None

Announcements:

Supplemental information presented at the June 13, 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 Johns and passed at 8:37 p.m.