

**JEFFERSON COUNTY BOARD MINUTES
TUESDAY, May 14, 2024, 7:00 P.M.**

Chair Steve Nass presiding.

County Clerk McGraw called the roll, all members being present in person except Poulson who was absent.

District 1.....	Richard C. Jones	District 2..	Cassie B. Richardson
District 3.....	Robert Preuss	District 4	Karl Zaring
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 Groose
District 11	Elizabeth Hafften	District 12	Matthew Tracy
District 13.....	Amanda Truax	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	Amanda Golson
District 27.....	Joan Callan	District 28	Anthony Gulig
District 29.....	Mary K. Roberts	District 30	Walt Christensen

Truax 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 Jaeckel and passed.

Wineke, Executive Committee Chair, moved to approve the County Board minutes from April 16, 2024. Seconded by Braugher and passed.

Special Order of Business:

1. Nass, County Board Chair, requested to confirm Matthew Tracy as District 12 Supervisor. Backlund moved to confirm. Seconded by Morris and passed.
2. Administration of Oath of Office to Matthew Tracy and Dan Herbst by McGraw.
3. Recognition of Artists given by Christensen.
4. Strategic Plan Update given by Michael Luckey, Assistant to the County Administrator.

Communications:

County Clerk McGraw presented the following communications:

1. Treasurer's Monthly Report.
2. Notice of Public Hearing from the Jefferson County Planning and Zoning Committee for a hearing to be held on May 16, 2024, at 7:00 p.m.

Public Comment: None

Annual Reports:

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Land and Water Conservation Director, Patricia Cicero and Register of Deeds, Staci Hoffman. 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:

Jones, Finance Committee Chair, introduced Resolution No. 2024-06. Accepting the Public Service Commission of Wisconsin (PSC) Broadband, Equity, Access and Deployment (BEAD) Local Planning Grant and amending the 2024 Administration department budget.

NOW, THEREFORE, BE IT RESOLVED that the Administration Department is authorized to accept grant funding in the amount of \$20,171.15 as reimbursement for eligible expenses and the 2024 County Budget is amended accordingly.

Fiscal Note: Passage of this resolution authorizes the County Finance Director to make the necessary budget adjustments to enact this resolution. This is a budget amendment. County Board approval requires a two-thirds vote of the entire membership of the County Board (20 votes of the 30-member County Board).

Jones moved for the adoption of Resolution No. 2024-06. Seconded by Backlund and passed. Ayes 28 (Jones, Richardson, Preuss, Zarling, Braughler, Herbst, Morris, Wineke, Degner, Hafften, Tracy, Truax, Lund, Nass, Turville-Heitz, Kutz, White, Drayna, Backlund, Kannard, Poulson, Jaeckel, Lindl, Foelker, Golson, Callan, Gulig, Roberts, Christensen), Noes 1 (Groose), Abstain 0, Absent 1 (Poulson), Vacant 0.

Jones, Finance Committee Chair, introduced Resolution No. 2024-07. Approving Parks Department Fee Schedule for Fiscal Year 2025.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors hereby approves the attached 2025 Parks Department Fee Schedule.

Fiscal Note: The fee schedule changes will be incorporated into the 2025 budget.

Jones moved for the adoption of Resolution No. 2024-07. Seconded by Christensen and passed.

Jones, Finance Committee Chair, introduced Resolution No. 2024-08. Accepting Quotes and Authorizing Contracts for Fair Park Broadband Expansion.

NOW, THEREFORE, BE IT RESOLVED the Jefferson County Board of Supervisors hereby authorizes the County Administrator to enter into a contracts with Underground Specialists and United Electric for completion of broadband expansion at the Fair Park facilities.

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Fiscal Note: Jefferson County has received \$120,000 from the State of Wisconsin for this project which is currently appropriated in the 2024 Fair Park budget. No budget adjustment is necessary.

Jones moved for the adoption of Resolution No. 2024-08. Seconded by Jaeckel and passed.

Turville-Heitz abstained from voting due to a potential conflict of interest.

Jones, Finance Committee Chair, introduced Resolution No. 2024-09. Amending the Classification of Authorized Positions in the FY 2024 Budget.

NOW, THEREFORE, BE IT RESOLVED the FY 2024 Budget – Classification of Authorized Positions is amended as set forth in the Executive Summary above; and

BE IT FURTHER RESOLVED the Human Resources Director is authorized to make final grade placement based on comprehensive review of the job duties; and

BE IT FURTHER RESOLVED the County Administrator is authorized to finalize the allocation and time for the shared Administration/Highway Position and adjust budget and duties accordingly.

Fiscal Note: The fiscal impact of each action is noted above in the Executive Summary. Passage of this resolution authorizes the County Finance Director to make the necessary budget adjustments to enact this resolution. This is a budget amendment. County Board approval requires a two-thirds vote of the entire membership of the County Board (20 votes of the 30-member County Board).

Jones moved for the adoption of Resolution No. 2024-09. Seconded by Jaeckel and passed. Ayes

29 (Jones, Richardson, Preuss, Zarling, Braughler, Herbst, Morris, Wineke, Degner, Groose, Hafften, Tracy, Truax, Lund, Nass, Turville-Heitz, Kutz, White, Drayna, Backlund, Kannard, Poulson, Jaeckel, Lindl, Foelker, Golson, Callan, Gulig, Roberts, Christensen), Noes 0, Abstain 0, Absent 1 (Poulson), Vacant 0.

Jones, Finance Committee Chair, introduced Resolution No. 2024-10. Authorizing land transactions to clarify interests and allow for necessary infrastructure in Food & Beverage Innovation Campus.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Administrator is authorized to execute all necessary documentation to complete the land transactions referenced above, including but not limited to transferring outlots to the City of Jefferson, accepting the transfer of lands from the City of Jefferson, adjusting

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lot lines, granting utility easements to service the Food & Beverage Innovation Campus, and dedicating street right-of-ways.

BE IT FURTHER RESOLVED that the Jefferson County Clerk is authorized to execute all necessary documents as required for the closure of these land transactions, including but not limited to the deeds and easements conveying property interests to the City of Jefferson & Jefferson Utilities.

Fiscal Note: While there is value exchanged between various aforementioned parties, the actions described in the body of the resolution require no capital outlay. This resolution prepares the land formerly known as the County farm for development that is consistent with prior Board resolutions and adds value to the remaining property that the County endeavors to sell.

Jones moved for the adoption of Resolution No. 2024-10. Seconded by Jaeckel and passed.

Christensen, Parks Committee Chair, introduced Ordinance No. 2024-04. Amending the Historic Sites Preservation Council Ordinance.

BE IT FURTHER ORDAINED, this ordinance amendment shall be effective after passage and publication as provided by law.

Fiscal Note: Adoption of this Ordinance has no fiscal impact.

Christensen moved for the adoption of Ordinance No. 2024-04. Seconded by Gulig and passed.

Christensen, Parks Committee Chair, introduced Resolution No. 2024-11. Authorizing a grant application to the Wisconsin Department of Natural Resources Knowles Nelson Stewardship Program Recreation Boating Facilities Grant in Aid Program and amending the 2024 Parks department budget-Kanow

NOW, THEREFORE, BE IT RESOLVED that the Parks Department is authorized to seek funding from the Wisconsin Department of Natural Resources Recreation Knowles Nelson Stewardship Program and Boating Facilities grant programs for the purchase and installation of a floating kayak launch at Kanow 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

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County will 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 2024 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's budgeted revenue and expenditures by \$15,000.00 for acceptance of the Knowles Nelson Stewardship Program and/or 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. 2024-11. Seconded by Richardson and passed. Ayes 28 (Jones, Richardson, Preuss, Zarling, Braugher, Herbst, Morris, Wineke, Degner, Hafften, Tracy, Truax, Lund, Nass, Turville-Heitz, Kutz, White, Drayna, Backlund, Kannard, Poulson, Jaeckel, Lindl, Foelker, Golson, Callan, Gulig, Roberts, Christensen), Noes 1 (Groose), Abstain 0, Absent 1 (Poulson), Vacant 0.

Christensen, Parks Committee Chair, introduced Resolution No. 2024-12. Authorizing grant applications to the Wisconsin Department of Natural Resources Knowles Nelson Stewardship Grant Program, the Federal Recreational Trails Program, and the Land & Water Conservation Fund and amending the 2024 Parks Department budget-Korth Park Connector

NOW, THEREFORE, BE IT RESOLVED that the Parks Department is authorized to seek funding from the Wisconsin Department of Natural Resources Knowles Nelson Stewardship Grant Program, the Federal Recreational Trail Program, and the Land & Water Conservation Fund for Korth County Park Connector Trail, 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 the project completion date, and perform all other duties necessary to comply with and fulfill the grant provisions.

Fiscal Note: The total 2024 estimated project cost for paving the 0.8 mile Korth Park Connector trail is \$140,000.00. Grants could cover up to 80% or \$112,000.00 of the total project cost. Fundraisers and donations will cover the remaining cost of the trail paving

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project. The Parks department currently has \$127,242 in unbudgeted carryover funds that could be applied as a match towards this project. This resolution authorizes the Finance Director to make the necessary budget adjustments to enact this resolution, based on the grants and donations received. This is a budget amendment. Passage of this resolution requires two-thirds of the entire County Board of Supervisors (20 votes of the 30 member County board).

Christensen moved for the adoption of Resolution No. 2024-12. Seconded by Gulig and passed. Ayes 28 (Jones, Richardson, Preuss, Zarling, Braughler, Herbst, Morris, Wineke, Degner, Hafften, Tracy, Truax, Lund, Nass, Turville-Heitz, Kutz, White, Drayna, Backlund, Kannard, Poulson, Jaeckel, Lindl, Foelker, Golson, Callan, Gulig, Roberts, Christensen), Noes 1 (Groose), Abstain 0, Absent 1 (Poulson), Vacant 0.

Christensen, Parks Committee Chair, introduced Resolution No. 2024-13. Authorizing a grant application to the Wisconsin Department of Natural Resources Knowles Nelson Stewardship Grant Program, the Federal Recreational Trails Program, and the Land & Water Conservation Fund – Interurban Trail.

NOW, THEREFORE, BE IT RESOLVED that the Parks Department is authorized to seek funding from the Wisconsin Department of Natural Resources Knowles Nelson Stewardship Grant Program, the Federal Recreational Trail Program, and the Land & Water Conservation Fund for this multi-use recreational trail from Watertown to Oconomowoc, 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 the project completion date, and perform all other duties necessary to comply with and fulfill the grant provisions.

Fiscal Note: This grant could provide up to \$249,999.00 towards the construction of the final phase of the Interurban Trail. Jefferson County has already received a Transportation Alternative Program Grant for this phase of the project for \$1.4m. Total estimated project costs at this time are \$1.7M. This grant is already appropriated in the Parks Department budget, therefore no budget adjustment is necessary.

Christensen moved for the adoption of Resolution No. 2024-13. Seconded by Callan and passed.

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

REPORT TO THE HONORABLE MEMBERS OF THE

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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. 2024-05. 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 R4521A-24, R4531A-24, R4532A-24, R4533A-24 were referred to the Jefferson County Planning and Zoning Committee for public hearing on April 18, 2024, 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.

Jaeckel moved for the adoption of Ordinance No. 2024-05. Seconded by Backlund and passed.

Kannard, Hafften, and White abstained from voting due to a potential conflict of interest.

Appointment by County Administrator:

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

Jaeckel moved to confirm the above appointments. Seconded by Morris and passed.

Appointment by County Board Chair:

I, Steven Nass, Chair of the County Board of Supervisors, Jefferson County, Wisconsin as the appointing authority for standing committees, hereby appoint the following as listed in the agenda.

Nass moved to confirm the above appointments. Seconded by Wineke and passed.

Appointment by Human Services Board:

Jones, Human Services Board Chair, 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 appointment as listed in the agenda.

Jones moved to confirm the above appointment. Seconded by Lund and passed.

Public Comment: (General) 1 member of the public spoke.

Announcements:

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Supplemental information presented at the May 14, 2024, 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 Gulig and passed at 8:20 p.m.

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