

**JEFFERSON COUNTY BOARD MINUTES**  
**TUESDAY, December 10, 2024, 7:00 P.M.**

Chair Steve Nass presiding.

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

Supervisors Jones, Richardson, Tracy, and Truax were absent. Jones, Richardson, and Truax 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 .....	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

Roberts 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 Jaeckel and passed.

Wineke, Executive Committee Chair, moved to approve the County Board minutes from November 12, 2024. Seconded by Poulson and passed.

Tracy present at 7:05 p.m. via zoom.

**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 December 19, 2024, at 7:00 p.m.
2. Treasurer's Monthly Report.

**GENERAL FINANCIAL CONDITION JEFFERSON COUNTY, WISCONSIN**  
**December 01, 2024**

Available Cash on Hand

December 10, 2024

November 01, 2024	\$ 192,884.29	
November Receipts	<u>\$ 7,531,088.48</u>	
Total Cash		\$ 7,723,972.77
Disbursements		
General – November 2024	\$ 5,743,186.09	
Payroll – November 2024	<u>\$ 1,955,987.32</u>	
Total Disbursements		<u>\$ 7,699,173.41</u>
		<b>\$ 24,799.36</b>
Cash on Hand (in bank) December 01, 2024	\$ 1,048,904.19	
Less Outstanding Checks	<u>\$ 1,024,104.83</u>	
Total Available Cash		<b>\$ 24,799.36</b>
Local Government Investment Pool – General		\$ 23,804,208.05
DANA Investments		\$ 31,589,499.07
EHLERS Investments		\$ -0-
Local Government Investment Pool - Clerk of Courts		\$ 32,794.24
Local Government Investment Pool - Farmland Preservation		\$ 201,951.00
Local Government Investment Pool - Parks/Liddle		\$ 97,087.49
Local Government Investment Pool - County Bond		<u>\$ 602,439.50</u>
		\$ 56,327,979.35
2024 Interest - Super N.O.W. Acct.		\$ 61.22
2024 Interest – Sweep Acct.		\$ 276,728.52
2024 Interest - L.G.I.P. - General Funds		\$ 1,474,433.93
2024 Interest - EHLERS 2022A		\$ 56,604.48
2024 Interest - DANA Investments		\$ 1,172,688.53
2024 Interest - L.G.I.P. - Parks/Carol Liddle Fund		\$ 4,570.04
2024 Interest - L.G.I.P. - Farmland Preservation		\$ 9,506.09
2024 Interest - L.G.I.P. - Clerk of Courts		\$ 1,543.68
2024 Interest - L.G.I.P. - County Bond		<u>\$ 28,357.61</u>
Total 2024 Interest		\$ 3,024,494.10

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

**Public Comment: None**

**Special Order of Business:**

1. 2025 Budget amendment presentation given by County Administrator Wehmeier.

White present at 7:25 p.m. in person.

**Annual Reports:**

Emergency Management Director, Tracy Hameau; Literacy Council Director, Pamela Waters; Veterans Service Director, Yvonne Duesterhoeft' report postponed; and Administrator Benjamin Wehmeier. The annual reports were received, placed on file, but not printed in the minutes pursuant to Board Rule 3.01(13).

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

**Drayna, Finance Committee, introduced Ordinance No. 2024-15. Repealing and Replacing Ordinance 2002-12 Pertaining to the Administration & Management of Tax Foreclosed Lands**

This proposed ordinance reflects the changes in the law related to the sale of tax foreclosed properties, the former owner’s right to repurchase, and the distribution of surplus proceeds. The Finance Committee considered this ordinance at its meeting on December 3, 2024, and recommended forwarding it to the County Board for adoption.

*Fiscal Note: The impact of Wis. Stat. § 75.36 is such that Wisconsin Counties are no longer eligible to retain amounts received from the sale of property tax foreclosed properties in excess of the delinquent tax and associated interest and penalties, less any related expenses as defined by Wis. Stat. § 75.36 (3).*

**Drayna moved for the adoption of Ordinance No. 2024-15.** Seconded by Jaeckel and passed.

**Drayna, Finance Committee, introduced Resolution No. 2024-66. Adopting Revised Real Estate Tax Foreclosure Policy**

Executive Summary

Jefferson County previously elected by ordinance to utilize the “in rem” foreclosure process to enforce tax liens. Pursuant to the County Board Rules, the Finance Committee oversees the in rem foreclosure process and the sale of tax foreclosed properties in accordance with an established policy last reviewed in 2022.

Recent changes in the law regarding tax foreclosures required staff to rewrite the existing Real Estate Tax Foreclosure Policy to ensure legal compliance. These changes primarily relate to the sale of tax-foreclosed properties and distribution of surplus proceeds. Additionally, the policy was updated to increase efficiency and clarify staff roles and responsibilities. The revised policy increases collection efforts on the front end in an attempt to reduce the number of delinquent properties requiring formal action and streamlines the sale process to reduce costs and increase participation.

This resolution adopts the attached revised Real Estate Tax Foreclosure Policy. The Finance Committee considered this resolution at its meeting on December 3, 2024, and recommended forwarding it to the County Board for approval.

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

WHEREAS, changes in Chapter 75 of the Wisconsin Statutes necessitate significant revisions to the existing Real Estate Tax Foreclosure Policy; and

WHEREAS, the revised Real Estate Tax Foreclosure Policy complies with current Wisconsin law and provides a roadmap for staff to ensure a consistent process, and

NOW, THEREFORE, BE IT RESOLVED the attached Real Estate Tax Foreclosure Policy is hereby adopted by the Jefferson County Board of Supervisors.

*Fiscal Note: The impact of Wis. Stat. § 75.36 is such that Wisconsin Counties are no longer eligible to retain amounts received from the sale of property tax foreclosed properties in excess of the delinquent tax and associated interest and penalties, less any related expenses as defined by Wis. Stat. § 75.36 (3)*

**Drayna moved for the adoption of Resolution No. 2024-66.** Seconded by Jaeckel and passed.

**Drayna, Finance Committee, introduced Ordinance No. 2024-16. Amending Sections of the Jefferson County Purchasing Ordinance**

Jefferson County adopted a Purchasing Ordinance in 2018 which governs the process to be used for the procurement of all goods and services by Jefferson County. The purpose of the ordinance

is to ensure the most efficient and responsible use of public funds. In an effort to align purchasing procedures with the current needs of Jefferson County and increase consistency in implementation, the following amendments to the Purchasing Ordinance are proposed:

1. Clarifications regarding the applicability of the ordinance.
2. Revising and refining language throughout the ordinance to address frequently asked questions and increase clarity for staff implementing the ordinance.
3. Outlining alternative procurement procedures and providing for greater flexibility where the standard competitive bidding process is impractical or contrary to the best interests of the County due to market conditions and the County's current needs.
4. Updating language to comply with Wisconsin statutes.

The Finance Committee reviewed the proposed amendments to the Purchasing Ordinance at its meeting on December 3, 2024, and recommended forwarding the amendments to the County Board for approval.

*Fiscal Note: The Purchasing Ordinance is designed to achieve the purposes described in Section 2 of the Ordinance. Adoption of this Ordinance provides assurance that the County is advocating for free and open competition and receiving the best value for its taxpayers.*

**Drayna moved for the adoption of Ordinance No. 2024-16.** Seconded by Jaeckel and passed.

## **Drayna, Finance Committee, introduced Resolution No. 2024-67. Amending the 2024 and 2025 County Budgets**

### Executive Summary

During the 2025 budget process, it became apparent that the County did not have adequate tax levy to fund both ongoing operations and capital purchases. The capital purchases that were included in the original 2025 budget were only those items that were funded through sources other than levy. At that time the Finance Committee directed Administration and Finance to project the year end results for 2024 to determine whether adequate funds existed for 2025 capital requests.

On December 3, 2024 the Finance Committee met to review the year end results. While the County expects to end the year with a modest General Fund surplus, this surplus will not be adequate to fund all capital requests. The Finance Committee has recommended that the County use fund balance for the purchase of 2025 capital, and to investigate alternative financing methods for capital purchases going into the 2026 budget.

Jefferson County also received its needs assessment study from Wipfli LLP outlining strategies for addressing the opioid crisis.

Other staffing requests arising from the 2025 budget process but needing further study were presented to the Finance Committee as well.

The Finance Committee also recommends the reclassification of a full-time IT Specialist Position in the Sheriff's Office, on a limited term employment (LTE in FY 2025) which had been approved by the Human Resources Committee at its November 19th meeting. This has a \$0 net effect on the 2025 budget and it better reflects the current role's responsibilities.

As part of the 2025 budget process, County Administration presented for approval the procurement of a contract with the Karl James & Company for Public Relations/Marketing/Communications Consulting. This will be paid for using ARPA funds, and given the nature of the procurement the County will be using the exception available under 2 CFR 200.320(c)(2), described in the body of the resolution.

Finally, the County is finalizing all projects that were funded by American Rescue Plan Act (ARPA) dollars. Some projects were underspent and the County desires to repurpose funding from these projects to other needs that have arisen.

The Finance Committee considered this resolution at its December 3, 2024 meeting and recommended forwarding to the County Board for approval.

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

WHEREAS, the 2025 budget was passed with a capital plan that was limited only to items that were funded by sources other than levy, and

WHEREAS, the County has received funding from the settlement of lawsuits with various opioid manufacturers and distributors and has commissioned a study for the use of these funds, and now desires to implement some of the suggestions arising from the study, and

WHEREAS, certain staffing requests were postponed until the County could determine a path for financial feasibility, and

WHEREAS, the Sheriff's Department position of IT Project Manager is reclassified to an IT Specialist role, and will be authorized as an LTE role in FY 2025 and

WHEREAS, the contract with Karl James & Company for strategic messaging is approved, recognizing that it was done under the single source exemption for noncompetitive procurement under 2 CFR 200.320(c)(2), and

WHEREAS, this exemption is valid because the nature of the contracted work can only be done by a communications company with the specific insights into the dynamics of the local media landscape, the stakeholder analysis Karl James & Company possesses, and the relationships with key local leaders they maintain, and

WHEREAS, Karl James & Company is the sole source for the County to achieve this specific goal, and

WHEREAS, the ARPA program is planned to expire as of December 31, 2024, with some unobligated funds remaining from underspent projects.

NOW, THEREFORE, BE IT RESOLVED that the 2024 and 2025 budgets are amended according to the attached schedule.

*Fiscal Note: This resolution authorizes the Finance Director to make the necessary budget adjustments to enact the resolution. As a budget amendment, this resolution requires twenty (20) of thirty (30) affirmative votes for passage.*

**Drayna moved for the adoption of Resolution No. 2024-67.** Seconded by Jaeckel and passed. Ayes 26 (Preuss, Zarling, Braughler, Herbst, Morris, Wineke, Degner, Hafften, Tracy, Lund, Nass, Turville-Heitz, Kutz, White, Drayna, Backlund, Kannard, Poulson, Jaeckel, Lindl, Foelker, Golson, Callan, Gulig, Roberts, Christensen), Noes 1 (Groose), Abstain 0, Absent 3 (Jones, Richardson, Truax), Vacant 0.

**Drayna, Finance Committee, introduced Resolution No. 2024-68. Authorizing the County Administrator to execute a Cost Share Agreement with the City of Jefferson for the Food & Beverage Innovation Campus**

Executive Summary

Jefferson County, in collaboration with the City of Jefferson, has developed the Food and Beverage Innovation Campus on property owned by Jefferson County. To facilitate development, public improvements and utility infrastructure are necessary. The City of Jefferson has borrowed approximately \$9,675,000 to fund the public improvements for the campus. Jefferson County has agreed to share in the cost of construction of a sewer lift station which is sized to accommodate future purchasers of County property. The proposed Cost Share Agreement provides for Jefferson County to assume responsibility for \$450,000 of the City's debt plus interest as its contribution to the cost of the sewer lift station. Per the agreement, the County's first payment of \$30,000 plus

interest will be due in 2030 and payments will continue annually thru 2044, unless the County's share is satisfied earlier by prepayment or surplus increment.

This resolution authorizes the County Administrator to execute a Cost-Share Agreement with the City of Jefferson to fund a portion of the sewer lift station as set forth above. The Finance Committee considered this resolution at its meeting on December 3, 2024, and recommended forwarding to the County Board for approval.

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

WHEREAS, the Food and Beverage Innovation Campus is a cooperative effort between Jefferson County and the City of Jefferson to provide a home for industrial activity in the area; and

WHEREAS, the first phase of development is being constructed in 2024 to accommodate a 100-acre site for Kikkoman, with future development anticipated, necessitating utility infrastructure to support that growth; and

WHEREAS, it is appropriate for the County to share in the costs of construction of a sewer lift station which will serve future development; and

NOW, THEREFORE, BE IT RESOLVED that the County Administrator is authorized to execute a Cost-Share Agreement with the City of Jefferson in accordance with the terms outlined herein.

*Fiscal Note: The Finance Department will work together with Administration and the Finance Committee to implement these payments into the budget process for 2030 and beyond.*

**Drayna moved for the adoption of Resolution No. 2024-68.** Seconded by Jaeckel and passed.

**Drayna, Finance Committee, introduced Resolution No. 2024-69. Accepting a \$10,000 grant from the Wisconsin Department of Health Services for ADRC Marketing, Rebranding & Outreach and amending the 2025 Human Services Department budget**

Executive Summary

The State of Wisconsin Department of Health Services (DHS) has received funding to modernize the logo for Aging and Disability Resource Centers (ADRCs), to build awareness of ADRCs, to create a new website and resource directory, and to make other improvements. Local agencies, like the Jefferson County ADRC, are being provided with funding to update materials to align with this effort. Jefferson County Human Services will use the funding to update agency signs, vehicle wraps, and other printed materials.

This resolution authorizes the acceptance of \$10,000 from the Wisconsin Department of Health Services and amends the 2025 Human Services Department budget accordingly. The Finance Committee considered this resolution at its meeting on December 3, 2024, and recommended forwarding it to the County Board for approval.

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

WHEREAS, funding is available to the Jefferson County Human Services Department from the Wisconsin Department of Health Services; and

WHEREAS, the funding is to be used for purchasing of updating ADRC materials to align with the new statewide modernization;

NOW, THEREFORE, BE IT RESOLVED that the Human Services Department is authorized to accept grant funding in the amount of \$10,000 and the 2025 County Budget is amended according to the attached Budget Amendment Form.

*Fiscal Note: Please see the attached Budget Adjustment or Amendment Request form for the proposed adjustments to the 2025 budget. 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).*

**Drayna moved for the adoption of Resolution No. 2024-69.** Seconded by Jaeckel and passed. Ayes 27 (Preuss, Zarling, Braugher, Herbst, Morris, Wineke, Degner, Groose, Hafften, Tracy, Lund, Nass, Turville-Heitz, Kutz, White, Drayna, Backlund, Kannard, Poulson, Jaeckel, Lindl, Foelker, Golson, Callan, Gulig, Roberts, Christensen), Noes 0, Abstain 0, Absent 3 (Jones, Richardson, Truax), Vacant 0.

**Drayna, Finance Committee, introduced Resolution No. 2024-70. Authorizing the Sale of County-Owned Land**

Executive Summary

Jefferson County entered into a Letter of Intent on November 18, 2024, to set forth the terms and conditions for the sale of 25.913 acres within the Food and Beverage Innovation Campus, located at Innovation Drive, Jefferson, Wisconsin. The County has received a Purchase and Sale Agreement from Onego Bio, Inc., a Delaware corporation, for the amount of \$777,000. Under the terms of that agreement, there exists a twelve-month due diligence period with up to two consecutive extensions, at the County's discretion, each of up to six months.

Onego Bio's mission is to build a more resilient food system with sustainable protein production. Their location within the Food and Beverage Innovation Campus is in alignment with the priority area of food and beverage manufacturing identified by County Economic Development.

The Finance Committee had previously considered authorization of entering into a Letter of Intent, at that time under the name "Project Goldeneye," at their meeting on November 5, 2024, and the full County Board approved a motion to authorize the County Administrator to negotiate and execute a Letter of Intent on behalf of Jefferson County with Project Goldeneye, for the sale of County-owned land, at their meeting on November 12, 2024. The Purchase and Sale Agreement is consistent with the terms approved through that Letter of Intent.

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

WHEREAS, Jefferson County Economic Development/ThriveED and Jefferson County, through their respective strategic plans, have identified food and beverage manufacturing as a targeted industry for growth, and

WHEREAS, the County is marketing parcels for sale within the Food and Beverage Innovation Campus, and

WHEREAS, the County Comprehensive Plan, Agriculture and Farmland Preservation Plan and Strategic Plan encourage the development of business and high density and intensive use within urban service areas, and

WHEREAS, Onego Bio, Inc. has extended an offer to purchase 25.913 acres for the price of \$777,000, and

WHEREAS, the operations of Onego Bio, Inc. are expected to be of great benefit to the Food and Beverage Innovation Campus and Jefferson County as a whole,

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Administrator is authorized to execute all necessary documentation and complete all contingencies related to and in furtherance of this sale, and executing all closing documents.

BE IT FURTHER RESOLVED that the Jefferson County Clerk is authorized to execute all necessary documents as required for the closure of this transaction, including but not limited to the warranty deed conveying said property to Onego Bio, Inc.

*Fiscal Note: Proceeds from the sale of the County Farmland related to the purchase agreement with Onego Bio shall initially be deposited into the Capital Projects Fund. At such time the proceeds are received, the Finance Committee will determine an appropriate use for the proceeds and recommend this usage to the County Board of Supervisors for approval.*

**Drayna moved for the adoption of Resolution No. 2024-70.** Seconded by Jaeckel and passed.

**Drayna, Finance Committee, introduced Resolution No. 2024-71. Authorizing the Sale of Tax-Foreclosed Property to the City of Jefferson**

Executive Summary

In June of this year, Jefferson County acquired the former Tyson Foods facility, located at 1 River Road and Linden Drive in the City of Jefferson (Parcel Nos. 241-0614-1121-036, 241-0614-1124-005), via the *in rem* tax foreclosure process. The former property owner had not paid real estate taxes since 2019, resulting in delinquent taxes, interests, and fees/costs in excess of \$300,000. Since acquiring the property, the County has incurred holding costs including expenses to secure the buildings, stormwater fees, etc.

Pursuant to the County's tax foreclosure policy, the County offered the property for sale via a sealed bid process with a minimum bid of tax-assessed value per the tax bill, or \$1,778,500. No bids were received. Per the County's policy, the County subsequently listed the property for sale for a second round with a minimum bid amount of \$317,000, which was equal to the amount of delinquent taxes, interests, and costs. Again, no bids were received.

To perform its due diligence regarding the value of the property, the County retained Valbridge Property Advisors to conduct a professional appraisal. Valbridge Property Advisors opined the fair market value of the property is \$1.00. Valbridge determined the "highest and best use" of the property is redevelopment given the deteriorating condition of the improvements and its location in the floodplain. The estimated cost of demolition of the improvements exceeds any land value. The City of Jefferson has offered to purchase the property "as is" for \$1.00. The City intends to explore redevelopment options. Given the condition of the property, any redevelopment will likely require financial assistance from the City of Jefferson. In this case, conveying the property to City of Jefferson is in the County's best interest.

This resolution authorizes the County Administrator to negotiate the final terms and finalize the sale of the subject property to the City of Jefferson. The Finance Committee considered this resolution at its meeting on December 3, 2024, and recommended forwarding the resolution to the County Board for approval.

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

WHEREAS, as a result of the tax foreclosure process, Jefferson County currently holds title to the former Tyson Foods facility in the City of Jefferson, and

WHEREAS, the City of Jefferson has offered to purchase the property "as is" for \$1.00 and intends to explore redevelopment opportunities; and

WHEREAS, Wis. Stat. §75.69 allows the County to transfer its interest in tax foreclosed property to another unit of government and it is the best interest of the County to transfer the property to the City of Jefferson, and

NOW, THEREFORE, BE IT RESOLVED the County Administrator is authorized to negotiate the final terms and prepare all necessary documents for sale of the subject property (Parcel Nos. 241-0614-1121-036, 241-0614-1124-005) to the City of Jefferson, and authorizes the County Clerk to execute all required documentation to finalize the sale.

*Fiscal Note: Delinquent taxes, special assessments, and interest for both parcels from 2019 through 2023 total \$300,776.58. The 2024 property taxes are expected to approximate the 2023 taxes at \$35,753.61. Special assessments for the 1 Rock River Road parcel are expected to total \$53,477.48 through 2024. The City of Jefferson has agreed to waive \$43,477.48 of the special assessments. The loss of property tax and interest on the sale of these two parcels for the tax years 2019-2024 would be approximately \$293,051.71, which is \$336,530.19 of total outstanding tax*



*and interest less \$43,477.48 of special assessments waived by the City, plus the \$1 purchase price. This loss amount does not include the utility and maintenance costs for the parcels while they were owned by the County, nor does it include the rent collected from Nestle during the time that the County owned the properties.*

**Drayna moved for the adoption of Resolution No. 2024-71.** Seconded by Jaeckel and passed.

**Christensen, Parks Committee Chair, introduced Resolution No. 2024-72. Authorizing the transfer of donations to the Jefferson County Parks Endowment with the Natural Resources Foundation of Wisconsin and establishing a policy for future use of the funds and amending the 2024 budget**

Executive Summary

In 2011, Jefferson County established the Jefferson County Parks Endowment fund with the Natural Resources Foundation of Wisconsin to help provide an avenue for private donors to support recreational improvements to the County's parks and trails. The Endowment provides a perpetual annual disbursement of 4.75% of the principal balance annually to support County Park improvement projects. The fund has grown from the original \$10,000.00 in 2011 to \$46,426.88 in 2024, through the generosity of private donations and fundraising events by the Parks Department and its partners.

Additional donations have been bequeathed to the Jefferson County Park Department with the intent of building and supporting the mission of the Department. In reviewing the best long-term outcomes, staff is seeking to add these funds to the current Endowment portfolio to build the fund's ability to provide meaningful annual funding contributions to County Park projects. The transfer of these funds to the existing endowment would provide more flexibility in fund investment as well as a stable income for park improvement projects in perpetuity. Current funds available to invest total approximately \$323,498.35 and include the Garman Estate Fund, Carroll Liddle Estate Fund, and an additional memorial donation.

This resolution authorizes the Jefferson County Parks Department to deposit the donations outlined above into the Jefferson County Park Endowment Fund held through the Natural Resources Foundation of Wisconsin and adopts a policy for future use of the funds. The Parks Committee considered this resolution at its meeting on December 5, 2024, and recommended forwarding it on to the County Board for approval.

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

WHEREAS, the Jefferson County Parks Department has established an Endowment Fund to support the development, improvement, and enhancement of recreational resources across Jefferson County's parks and trails systems, and

WHEREAS, the purpose of the Endowment Fund is to provide long-term funding for County Park system-wide projects that improve and expand the park system, ensuring high-quality recreational opportunities for residents and visitors of Jefferson County, and

WHEREAS, the Jefferson County Parks Department has received multiple private donations totaling \$323,498.35 and seeks to add these donations to the existing fund to build capacity by providing additional support for County Park projects in perpetuity.

NOW, THEREFORE, BE IT RESOLVED, Jefferson County adopts the following policy for use of Jefferson County Parks Department Endowment funds:

1. Purpose and Use of the Endowment Fund Disbursements – The Jefferson County Parks Endowment Fund shall be used solely for capital improvements, the development of new recreational spaces, infrastructure upgrades, and other park enhancement projects that support the long-term vision of the County's parks and trails system.

2. Annual Planning and Disbursement of Funds – The Jefferson County Parks Department shall be responsible for planning and identifying specific projects for the utilization of funds disbursed annually as part of the annual Capital Budget process.

3. Encouraging Future Donations – The Jefferson County Parks Endowment Fund represents a critical investment in the future of our community’s recreational spaces. The Parks Committee encourages individuals, businesses, and organizations to contribute to the Endowment Fund, knowing that their donations will be used specifically for the growth, development, and enhancement of Jefferson County’s parks and trails.

BE IT FURTHER RESOLVED that the Jefferson County Board directs the Parks Department to transfer the identified funds to the Jefferson County Parks Natural Resources Foundation of Wisconsin Endowment Fund and directs the Parks Department to implement and adhere to these guidelines in the management of the Endowment Fund.

Financial Statement:

- Garman Estate Gift - \$258,971.72
- Carroll Liddle Estate Gift - \$64,526.63

*Fiscal Note: The transfer of funds to the Natural Resources Foundation will require an amendment to the 2024 budget in the amount of \$323,498.35. This resolution authorizes the Finance Director to make the necessary budget adjustments to enact this resolution. As a budget amendment, this resolution requires twenty (20) of thirty (30) affirmative votes for passage.*

**Christensen moved for the adoption of Resolution No. 2024-72.** Seconded by Callan and passed. Ayes 26 (Preuss, Zarling, Braughler, Herbst, Morris, Wineke, Degner, Hafften, Tracy, Lund, Nass, Turville-Heitz, Kutz, White, Drayna, Backlund, Kannard, Poulson, Jaeckel, Lindl, Foelker, Golson, Callan, Gulig, Roberts, Christensen), Noes 0, Abstain 1 (Groose), Absent 3 (Jones, Richardson, Truax), Vacant 0.

**Kutz, Human Services Board Vice Chair, introduced Resolution No. 2024-73. Authorizing the Human Services Department to contract for the Senior Dining and Home Delivered Meals Program**

Executive Summary

Jefferson County, through the Senior Dining & Home Delivered Meals Program, provides persons 60 or older with a healthy, high-quality and safe meal that meet one-third of the dietary reference intakes and recommended daily allowances for seniors. The program also offers opportunities for socialization. Jefferson County contracts with a vendor to prepare and serve the meals.

Jefferson County recently solicited proposals from vendors to provide this service. Two proposals were received in response to the County’s solicitation- Feil’s Supper Club, Inc. and AtlantisValley Foods, LLC. Feil’s bid was \$6.45 per meal for 2025. AtlantisValley’s bid was \$8.50 per meal for 2025 with an assurance the price would remain the same in 2026. Pursuant to the County’s Purchasing Ordinance and the terms of the Request for Proposals, the proposals were evaluated based on the ability, capacity and skill of the vendor, past performance, availability and price.

The proposals were reviewed by staff, the ADRC Advisory Committee, and the Human Services Board. While Feil’s proposal offered the lowest price point, it was determined Feil’s is not a qualified vendor based on past performance issues. Feil’s is the current vendor and during the past year, Human Services staff has found instances of non-compliant and inadequate meals from Feil’s, including but not limited to: non-compliant food temperatures; spoiled and rotten food; an unwillingness to make menu adjustments; meals lacking appropriate vegetable and/or protein options; and menu changes after diners selected a meal based on the published menu. Feil’s has

been unresponsive in attempts to rectify these issues. Conversely, AtlantisValley was determined to be a responsive, responsible, and qualified vendor.

This resolution authorizes the Human Services Director to contract with AtlantisValley for the 2025 & 2026 Senior Dining and Home Delivered Meals Program. The Human Services Board considered this resolution at its meeting on November 12, 2024, and recommended forwarding to the County Board for approval.

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

WHEREAS, the Human Services Department solicited vendor proposals for the Senior Dining & Home Delivered Meals Program; and

WHEREAS, the ADRC Advisory Committee and the Human Services Board has reviewed the proposals and determined AtlantisValley Foods, LLC's proposal is the most advantageous to the County; and

NOW, THEREFORE, BE IT RESOLVED, the Human Services Director to contract with AtlantisValley Foods, LLC to provide meals for the Senior Dining & Home Delivered Meals Program for the years 2025 and 2026.

*Fiscal Note: Funding for this program is included in the 2025 budget. No budget amendment is necessary.*

**Kutz moved for the adoption of Resolution No. 2024-73.** Seconded by Roberts 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. 2024-17. 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 R4566A-24, R4567A-24, R4568A-24, R4569A-24, R4570A-24 and R4571A-24 were referred to the Jefferson County Planning and Zoning Committee for public hearing on November 21, 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.

**From A-1 Exclusive Agricultural to N, Natural Resource**

Rezone from A-1 to N to create one 19.5-acre and one 15.3-acre parcel at the end of Vannoy Drive along with a dedicated portion for road access, PIN 004-0515-2742-000 (38 ac) and 004-0515-2731-017 (.66 ac) in the Town of Cold Spring. This is in accordance with Sec. 11.04(f)12 of the Jefferson County Zoning Ordinance. Rezoning is conditional upon receipt of and recording of the final certified survey map and extraterritorial plat review. R4566A-24 –Mark D. & Eileen M. Lurvey Trust

**From A-1 Exclusive Agricultural to A-3 Agricultural and Rural Residential**

Rezone to create two 1-acre residential lots at the end of Vannoy Drive along with a dedicated portion for road access, PIN 004-0515-2742-000 (38 ac) and 004-0515-2731-017 (.66 ac). This will require transferring all A-3 parcel splits from PINs 004-0515-2743-000 (29 ac) and 004-0515-2734-000 (34 ac) in the Town of Cold Spring. This is in accordance with Sec. 11.04(f)8 of the

Jefferson County Zoning Ordinance. Rezoning is conditional upon receipt of and recording of the final certified survey map, receipt of suitable soil test, access approval of maintaining authority, extraterritorial plat review, filing of affidavit of zoning status on remaining lands and allow for agricultural use on Natural Resource zones without a conditional use. R4567A-24 –Mark D. & Eileen M. Lurvey Trust

Rezone to create a 2-acre net residential lot west of W4640 Fremont Road from PIN 004-0515-1812-000 (33 ac). This will require transferring all A-3 parcel splits from PINs 004-0515-1813-000 (35 ac), 004-0515-1814-000 (21 ac), 004-0515-1841-000 (51 ac) & 004-0515-1732-000 (39 ac) in the Town of Cold Spring. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Rezoning is conditional upon receipt of and recording of the final certified survey map, receipt of suitable soil test, access approval of maintaining authority, and filing of affidavit of zoning status on remaining lands. R4568A-24 – T & R Reeb Trust

Rezone .14 acres from PIN 004-0515-1812-000 (33 ac) to be added to lot at W4640 Fremont Road to create a 1.64-acre total lot size in the Town of Cold Spring, PIN 004-0515-1812-003. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. (1.5 ac). Rezoning is conditional upon receipt of and recording of the final certified survey map and extraterritorial plat review. R4569A-24 – T & R Reeb Trust

Rezone to create two 2.0-acre lots at N3981 County Road E in the Town of Sullivan, PIN 026-0616-1423-000 (76 ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Rezoning is conditional upon receipt of and recording of the final certified survey map, receipt of suitable soil test, access approval of maintaining authority and extraterritorial plat review. R4570A-24 – Mary Burke. The property is owned by Janice K. Blank Trust

Rezone to create a 4.0-acre lot at intersection of Rockdale Road & Woodside Road in the Town of Sumner, PIN 028-0513-0624-000 (8 ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. Rezoning is conditional upon receipt of and recording of the final certified survey map, receipt of suitable soil test, access approval of maintaining authority, and to follow conditions set forth by the Town of Sumner. R4571A-24 – Lydia Stiemke. The property is owned by Raymond G. Dalby

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. 2024-17.** Seconded by Poulson and passed. Kannard, White, and Groose abstained from voting due to a potential conflict of interest.

**Jaeckel, Planning and Zoning Committee Chair, introduced Resolution No. 2024-74. Referring Petition R4379A-22 to the Planning & Zoning Committee for further proceedings consistent with the Court’s order in Jefferson County Case No. 22CV334, *Defend Town Plans, U.A., et. al. vs. Jefferson County Board of Supervisors***

Executive Summary

In April 2022, Jefferson County Board of Supervisors adopted a zoning ordinance, following approval of the Town of Concord, which rezoned approximately 7.4 acres of land located in the Town of Concord from A-1 Exclusive Agriculture to A-2 Agricultural & Rural Business at the landowner’s request per Petition R4379A-22. A group of individuals organized under the name Defend Town Plans, U.A. subsequently filed a certiorari action in Jefferson County Circuit Court seeking to invalidate the rezoning ordinance alleging the County did not and could not as a matter of law find the proposed rezoning was consistent with the County’s comprehensive plan as required by Wis. Stat. §91.48. The Circuit Court found the County failed to make the findings

required by Wis. Stat. §91.48 but did not address the consistency argument and vacated the rezoning ordinance.

Jefferson County subsequently appealed the Circuit Court's decision. The Court of Appeals issued a decision on October 17, 2024, which affirmed but modified the Circuit Court's decision. The Court of Appeals agreed with the Circuit Court's determination that the County failed to articulate the findings required by Wis. Stat. §91.48 for a rezone out of a farmland preservation zoning district. However, the Court of Appeals disagreed with the Circuit Court's determination as the appropriate remedy. Specifically, the Court of Appeals found because failing to articulate the findings was an error that could be potentially cured, the County should be given an opportunity to make the findings required by Wis. Stat. §91.48. In rejecting Defend Town Plans' arguments that remand would be futile, the Court of Appeals noted a comprehensive plan is an advisory guide to development rather than a rigid set of rules and found "consistency with the county's comprehensive plan is quintessentially an assessment for the county to make..."

In accordance with the Court of Appeals decision, on November 20, 2024, the Circuit Court issued an order remanding the matter back to the Board of Supervisors for further proceedings consistent with the appellate decision. This resolution refers Petition R4379A-22 back to the Planning & Zoning Committee for further proceedings to consider the findings required per Wis. Stat. §91.48 and make a recommendation to the County Board regarding the proposed re-zoning.

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

WHEREAS, the Court has ordered Jefferson County to engage in additional proceedings as to Petition R4379A-22 consistent with the requirements of Wis. Stat. §91.48, and

WHEREAS, pursuant to Wis. Stat. §59.69, the Planning & Zoning Committee, as the County's designated zoning agency, is the appropriate body to recommend whether a rezoning ordinance should be approved or disapproved based upon the record, and

NOW, THEREFORE, BE IT RESOLVED Petition R4379A-22 is referred to the Planning & Zoning Committee for further proceedings consistent with the requirements of Wis. Stat. §91.48.

BE IT FURTHER RESOLVED, the Planning & Zoning Committee shall report its findings and recommendations to the County Board of Supervisors.

*Fiscal Note: Passage of this Resolution has no determinable fiscal impact.*

**Jaeckel moved for the adoption of Resolution No. 2024-74.** Seconded by Poulson and passed.

#### **Appointment by County Board Chair:**

By virtue of the authority vested in me under Section 3.05(1)(n) and Section 59.54(8) of the County Board Rules, I hereby request confirmation of the following appointments as listed in the agenda:

Shane Hart, Nick Thompson, Keith Hrobsky and Brian Udovich, as representatives of owners and operators of facilities, to the Local Emergency Planning Committee (LEPC) for an indeterminate term.

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

#### **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:

Brandon White, Jefferson, WI, to the Veterans Service Commission for a three-year term ending December 13, 2027.

William Gauger, Sullivan, WI, to the Sheriff's Civil Service Commission for a five-year term ending January 1, 2030.

Kevin Purcell, Fort Atkinson, WI, to the Sheriff's Civil Service Commission for a five-year term ending January 1, 2030.

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

**Public Comment: (General)**

Groose- Introducing a study done by Harvard University on human flourish.

Luckey- Report on first Legislative Breakfast held on December 5, 2024.

**Announcements:**

Supplemental information presented at the December 10, 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](http://www.jeffersoncountywi.gov).

**There being no further business, Gulig moved that the Board adjourn. Seconded by Backlund and passed at 8:39 p.m.**