

## AGENDA

### JEFFERSON COUNTY BOARD MEETING

TUESDAY

January 13, 2026

7:00 p.m.

Jefferson County Courthouse  
311 S. Center Avenue, Room C2063  
Jefferson, WI 53549

[Livestream on YouTube](#)

Register in advance for this webinar:

[https://zoom.us/webinar/register/WN\\_N2ghwZR3TQenotKF1KEwmQ](https://zoom.us/webinar/register/WN_N2ghwZR3TQenotKF1KEwmQ)

After registering, you will receive a confirmation email containing information about joining the webinar.

1. **CALL TO ORDER**
  - a. Roll Call by County Clerk
2. **PLEDGE OF ALLEGIANCE**
3. **CERTIFICATION OF COMPLIANCE WITH OPEN MEETINGS LAW**
4. **APPROVAL OF THE AGENDA**
5. **APPROVAL OF December 09, 2025 MEETING MINUTES**
6. **COMMUNICATIONS**
  - a. Notice of Public Hearing – Planning and Zoning – January 15, 2026, 6:00 p.m.
  - b. Treasurer’s Monthly Report
7. **PUBLIC COMMENT (agenda items)**  
**COMMITTEE REPORTS / RESOLUTIONS / ORDINANCES**
8. **FINANCE**
  - a. Resolution- Authorizing the County Administrator to Enter into a Letter of Intent for the Sale of County-Owned Land to Wangard Property Acquisitions, LLC
9. **HUMAN RESOURCES COMMITTEE**
  - a. Ordinance- Amending Section HR0360 of the Personnel Ordinance Regarding Medical Examiner On-Call Pay
  - b. Resolution – Eliminating a vacant full-time Building & Maintenance Supervisor and full-time Lead Custodian and creating a full-time Building Maintenance Worker II and a full-time Custodian Supervisor position in the Facilities Department
10. **LAND & WATER CONSERVATION COMMITTEE**
  - a. Resolution – Authorizing the Acceptance and Implementation of The Nature Conservancy Grant on Behalf of the Jefferson County Soil Builders
11. **PLANNING AND ZONING COMMITTEE**
  - a. Report
  - b. Ordinance – Amending Official Zoning Map
12. **APPOINTMENTS BY COUNTY ADMINISTRATOR**
  - a. Derek Anderson to the Highway Traffic Safety Committee for an indeterminate term
  - b. Brandie Hanson as Jefferson County Veterans Service Officer for an indeterminate term
13. **PUBLIC COMMENT** (General)
14. **ANNOUNCEMENTS**
15. **ADJOURN**

**NEXT COUNTY BOARD MEETING**

**TUESDAY, February 10, 2026**

**7:00 P.M.**

**NOTICE OF PUBLIC HEARING**  
**JEFFERSON COUNTY PLANNING AND ZONING COMMITTEE**  
*George Jaeckel, Chair; Steve Nass, Vice-Chair; Blane Poulson, Secretary; Matt Foelker; Cassie Richardson*

**SUBJECT:** Map Amendments to the Jefferson County Zoning Ordinance and Requests for Conditional Use Permits  
**DATE:** Thursday, January 15, 2026  
**TIME:** 6:00 p.m. (Doors will open at 5:30)  
**PLACE:** **JEFFERSON COUNTY COURTHOUSE, ROOM C2063**  
**311 S. CENTER AVE, JEFFERSON, WI 53549**  
**OR Via Teams Videoconference**

**PETITIONERS OR MEMBERS OF THE PUBLIC MAY ATTEND THE MEETING VIRTUALLY BY FOLLOWING THESE INSTRUCTIONS IF THEY CHOOSE NOT TO ATTEND IN PERSON:**

1. Call to Order
2. Roll Call
3. Certification of Compliance with Open Meetings Law
4. Approval of Agenda
5. Public Hearing

Teams Meeting Information Link: <a href="#">Join the meeting now</a> Meeting ID: 222 326 323 808 9 Passcode: fy37Vh3D
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**NOTICE IS HEREBY GIVEN THAT** the Jefferson County Planning and Zoning Committee will conduct a public hearing at 6 p.m. on Thursday, January 15, 2026, in Room C2063 of the Jefferson County Courthouse, Jefferson, Wisconsin. Members of the public will be allowed to be heard regarding any petition under consideration by the Planning and Zoning Committee. **PETITIONERS, OR THEIR REPRESENTATIVES SHALL BE PRESENT EITHER IN PERSON OR VIA TEAMS.** Matters to be heard are petitions to amend the official zoning map and applications for conditional use permits. A map of the properties affected may be obtained from the Zoning Department. Individual files, which include staff finding of fact, are available for viewing between the hours of 8:00 a.m. and 4:30 p.m., Monday through Friday, except holidays. If you have questions regarding these matters, please contact Zoning at 920-674-7131.

Decisions on Conditional Use Permits will be made on **January 26, 2026**  
Recommendations by the Committee on Rezones will be made on **January 26, 2026**  
Final decision will be made by the County Board on **February 10, 2026**

**FROM A-1 EXCLUSIVE AGRICULTURAL TO A-3, AGRICULTURAL/RURAL RESIDENTIAL**  
All are in accordance with ss. 22-339 – 22-350 of the Jefferson County Zoning Ordinance

**R4655A-26 – Lori Laylan:** Rezone from A-1 to A-3 to create two 1.0-acre residential lots south of **N6625 Elm Drive** in Town of Concord, PIN 006-0716-1144-000 (39.0 ac).

**R4656A-26 – Wendt Property Management LLC:** Rezone from A-1 to A-3 to create a 1.0-acre residential lot across from **N7015 Shade Road** in Town of Farmington, PIN 008-0715-0343-002 (14.212 ac).

**R4657A-26 – Randall & Tonia Rammelt:** Rezone from A-1 to A-3 (Lot 1) to create a 2.0-acre farm consolidation around existing buildings at **N3346 County Road F** in Town of Sullivan, PIN 026-0616-2043-000 (40.0 ac).

**R4658A-26 – Randall & Tonia Rammelt:** Rezone from A-1 to A-3 (Lot 2) to create a 2.0-acre residential lot east of **N3318 County Road F** in Town of Sullivan, PIN 026-0616-2034-001 (5.938 ac).

**R4659A-26 – Randall & Tonia Rammelt:** Rezone 0.3-acres from A-3 to A-1 and 0.3-acres from A-1 to A-3 to allow for a lot line adjustment at **N3318 County Road F** in Town of Sullivan, PIN 026-0616-2034-003 (3.0 ac). Property is owned by Timothy & Susan McGuire.

**FROM A-1 EXCLUSIVE AGRICULTURAL TO A-3, AGRICULTURAL/RURAL RESIDENTIAL  
WITH CONDITIONAL USE**

All are in accordance with ss. 22-339 – 22-350 of the Jefferson County Zoning Ordinance

**R4660A-26 – Jeffrey Levake:** Rezoning utilizing split availability from consolidation of parcels of record involving PINs 018-0713-3312-000 (39.3670 ac) and 018-0713-3313-000 (39.670 ac) to add onto existing A-3 Lots 1 & 2 of CSM 5561 to create a total A-3 lots size of 2.675-acres (Lot 1) PIN 018-0713-3343-002 (1.114 ac) and 1.6-acre (Lot 2) PIN 018-0713-3343-001 (1.114 ac). These lots are located off **Hope Lake Road** in Town of Lake Mills. Property is owned by David & Diana Schroeder.

**CU2189-26 – Jeffrey Levake:** Conditional Use to allow for a home occupation for a septic business on Lot 1 zoned A-3 at **W8684 Hope Lake Road** in Town of Lake Mills PIN 018-0713-3343-002 (1.114 ac).

**FROM A-1 EXCLUSIVE AGRICULTURAL TO N, NATURAL RESOURCE**

All are in accordance with ss. 22-479 – 22-487 of the Jefferson County Zoning Ordinance

**R4661A-26 – Cheri Hazard:** Rezone 33-acre from A-1 to N at **W881 Village Line Road** in Town of Sullivan, PIN 026-0616-1122-000 (38.0 ac).

**FROM N, NATURAL RESOURCE TO A-3, AGRICULTURAL/RURAL RESIDENTIAL**

All are in accordance with ss. 22-339 – 22-350 of the Jefferson County Zoning Ordinance

**R4662A-26 – Todd Saeger:** Rezoning 1.0-acre from N to A-3 utilizing the consolidation of parcels of record to transfer splits/A-3 zones from a 59.8-acre parent parcel (PINs 032-0814-1412-000 & 032-0814-1411-001), to allow for a new 1-acre A-3 residential lot on PIN 032-0814-1134-002 (7.299 ac) located south of **N8947 Willow Road** in the Town of Watertown.

**CONDITIONAL USE PERMIT APPLICATIONS**

All are in accordance with ss. 22-581 – 22-587 of the Jefferson County Zoning Ordinance

**CU2181-25 – Floyd Plank:** Conditional Use to allow for a farm store and roadside stand in A-T zone at **N1341 Old 26 Road** in Town of Koshkonong, PIN 016-0514-1734-000 (6.609 ac).

**CU2190-26 – Charles Couden:** Conditional Use to allow for personal storage/mini-warehousing in an A-2 zone at **N4677 Highland Drive** in Town of Sullivan, PIN 026-0616-0241-005 (1.766 ac).

6. Adjourn

**A quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.**

*Individuals requiring special accommodation for attendance at this meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.*

**A digital recording of the meeting will be available in the Zoning Department upon request.**

## **RESOLUTION NO. 2025-\_\_**

### **Authorizing the County Administrator to Enter into a Letter of Intent for the Sale of County-Owned Land to Wangard Property Acquisitions, LLC**

#### Executive Summary

The County Administrator received a Letter of Intent from Wangard Property Acquisitions, LLC to purchase approximately 17.07 acres of county-owned land adjacent to the Jefferson County Highway Department, located at the NE corner of County Road W / Wisconsin Avenue and Highway 26 in Jefferson. At their meeting on December 2, 2025, the Finance Committee authorized the Administrator to market that land for sale for the price of \$35,000 per acre, following an inquiry by Wangard about the land's availability. The attached Letter of Intent was received on December 8, 2025, and shared with the Finance Committee in open session at their meeting on January 6, 2026.

This resolution authorizes the County Administrator to execute the Letter of Intent on behalf of Jefferson County, for a purchase price of \$597,450. The Finance Committee considered this resolution at their meeting on January 6, 2026, and recommended forwarding it on to the County Board for approval. A Purchase and Sale Agreement consistent with the terms of the Letter of Intent will be brought to the Finance Committee and County Board for approval once received.

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WHEREAS, Jefferson County and the City of Jefferson worked collaboratively to create the Food and Beverage Innovation Campus on the site of county-owned farmland, and

WHEREAS, in less than two years, all lots within the Food and Beverage Innovation Campus were authorized for sale, meaning the additional land owned by the County and adjoining the Campus has become a prime area for development, and

WHEREAS, the County received a Letter of Intent from Wangard Property Acquisitions, LLC to purchase 17.07 acres of land for \$597,450, and

WHEREAS, this is the same property that the County had sold to Nestle Purina in 2022 but repurchased in 2024 after a change in plans from Nestle, and

WHEREAS, the sale of this parcel to Wangard Property Acquisitions is expected to support the economic development efforts currently underway in the Food and Beverage Innovation Campus and Jefferson County as a whole.

NOW, THEREFORE, BE IT RESOLVED the Jefferson County Administrator is authorized to execute the Letter of Intent with Wangard Property Acquisitions, LLC for the sale of 17.07 acres.

*Fiscal Note: Proceeds from the sale of County property to Wangard Property Acquisitions, LLC shall be deposited into the Capital Projects Fund. The use of these proceeds will be considered by the Finance Committee and recommended to the County Board at a future date.*

*Strategic Plan Reference: YES*



*Intentional Economic Growth: Support a thriving business community through business retention, expansion, and attraction efforts.*

Referred By:  
Finance Committee

01-13-2026

REVIEWED: Corporation Counsel: DHT

Finance Director:

A handwritten signature in blue ink, enclosed within a blue circular stamp.



December 8, 2025

Wangard Property Acquisitions LLC  
1200 N Mayfair Rd Suite 410  
Milwaukee, WI 53226

RE: Potential purchase of approximately 17.07 acres of land located at the NE corner of County Road W / Wisconsin Avenue & Highway 26 in Jefferson, WI

This Letter of Intent ("LOI") sets forth the basic terms and conditions upon which Wangard Property Acquisitions LLC will enter into negotiations for the purchase of the below-described Property. This LOI constitutes an expression of intent only and no agreement shall be final and binding until such time as the parties hereto execute a formal Purchase and Sale Agreement.

<b>Buyer:</b>	Wangard Property Acquisitions, LLC, a Wisconsin limited liability company, or its assigns.
<b>Seller:</b>	Jefferson County
<b>Property:</b>	Parcel 241-0614-1524-001
<b>Purchase Price:</b>	Five Hundred Ninety-Seven Thousand Four Hundred Fifty Dollars (\$597,450) or Thirty-Five Thousand Dollars (\$35,000) per acre
<b>Earnest Money:</b>	Ten Thousand Dollars (\$10,000) to be deposited within five (5) business days of full execution of the Purchase and Sale Agreement and to be held in a non-interest-bearing account by a title company designated by Buyer. Such earnest money shall be non-refundable upon satisfaction or waiver of the contingencies and termination or waiver of the Inspection Period as defined herein, but shall be applicable to the Purchase Price at Closing. The Earnest Money shall constitute liquidated damages in the event of Buyer's default, so long as all of Buyer's conditions to Closing are satisfied in all material respects and there is no material breach by Seller.
<b>Inspection Period:</b>	The Purchase and Sale Agreement shall contain contingencies relating to review and approval of documents (including, but not limited to, any leases, contracts and other agreements), property inspection, environmental matters, title, survey, governmental approvals, and financial feasibility. Buyer shall have an initial Inspection Period of One Hundred and Twenty (120) days from full execution of the Purchase and Sale Agreement to complete its due diligence and determine the feasibility of its purchase of the Property. During the Inspection Period, the Buyer shall determine, in its sole discretion, whether the Property is satisfactory to the





Buyer, and the Buyer may terminate the Purchase and Sale Agreement for any reason, or no reason, prior to the end of the Inspection Period, in which case the Earnest Money shall be fully refunded.

The Purchase and Sale Agreement shall be subject to Wangard Finance Committee approval within seven (7) days of acceptance of this LOI.

**Documents/Inspections:** Within five (5) days of acceptance of this LOI, Seller will provide Buyer with copies of the following, to the extent Seller either has in its possession or can reasonably obtain:

- A. All environmental reports relating to the environmental condition of the Property;
- B. All soil borings and engineering reports;
- C. All surveys;
- D. All title insurance policies and underlying documents;
- E. All construction contracts and plans and specifications;
- F. Copies of all permits and governmental approvals;
- G. All property management and service contracts; and
- H. All leases and contracts affecting the Property.

Buyer and/or its appointed agents and independent contractors shall have, at all reasonable times from the acceptance date of this LOI through the date of Closing, the right to go upon the Property and, at Buyer's sole cost and expense, to inspect, examine, appraise, test and survey the Property, to investigate the zoning and physical status thereof, to determine compliance with applicable governmental laws and to review leases and contracts.

**Warranties and Representations:**

Seller shall provide customary representations and warranties as to the condition of the Property and the leases, to the best of its knowledge. The Purchase and Sale Agreement shall contain warranties by Seller (a) as to its authority, authorization, good standing, and capacity to consummate this transaction and (b) as to its fee simple title in the Property being conveyed to Buyer.

**Title:**

Within fifteen (15) business days after execution of the Purchase and Sale Agreement, Seller shall provide Buyer with title insurance commitments for the Property, including copies of all documents referenced therein. Seller shall pay for the issuance of a standard title insurance policy in the amount of the Purchase Price at Closing, including gap coverage. Buyer may, at its expense, obtain a current ALTA Survey prepared by a surveyor selected by Buyer in its sole

discretion, in which case Seller will work with the title company to remove survey-related standard exceptions.

- Maintenance:** Seller shall maintain the Property prior to closing in substantially the same condition as of the date of the Purchase and Sale Agreement. Seller shall not enter into any new contracts or leases affecting the Property without Buyer's prior written approval, which shall not be unreasonably withheld or delayed.
- Broker's Commission:** Seller and Buyer acknowledge that neither Buyer nor Seller has engaged the services of a broker in this transaction.
- Broker Disclosure:** Members of Buyer are real estate licensees in the State of Wisconsin.
- Closing Dates:** The Closing of the purchase and sale of the Property shall occur on the date which is thirty (30) days after the expiration of the Inspection Period and satisfaction of all contingencies, or earlier waiver thereof. The Closing Date may be adjusted by mutual agreement of the parties.
- Exclusivity Period:** Notwithstanding the non-binding nature of this LOI and anything to the contrary contained herein, Seller agrees to withdraw the Property from the market for sixty (60) days from the date of Seller's acknowledgement and acceptance of this letter of intent. During the Exclusivity Period, Seller agrees not to offer the Property for sale to any other party and to cease all negotiations for the sale of the Property. If the parties do not finalize the Purchase and Sale Agreement prior to the expiration of the Exclusivity Period, this LOI shall be terminated. Both Buyer and Seller agree to work in good faith to execute a Purchase and Sale Agreement in a timely manner.
- Confidentiality:** The parties agree that the contents of this LOI and any negotiations between the parties shall remain confidential and shall only be disclosed to the respective parties' attorneys, accountants, lenders, consultants, agents and employees as appropriate and to the extent necessary to accomplish the transaction contemplated by this LOI.

Except as to the provisions entitled Exclusivity Period and Confidentiality, this LOI shall not be legally binding on either Buyer or Seller, but it is intended to evidence the good faith intent of the parties to proceed towards negotiating and executing a Purchase and Sale Agreement consistent with the terms and conditions set forth herein. The Exclusivity Period and Confidentiality provisions contained in this LOI are current legal obligations binding on the parties hereto and their successors and assigns and shall be specifically enforceable and survive the termination of this LOI.

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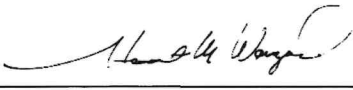


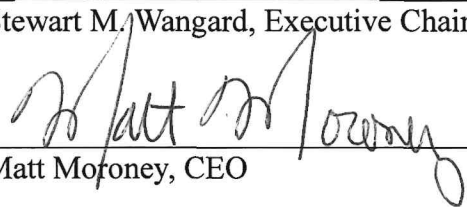
If you are in agreement with the terms outlined above, please signify your acceptance by executing and returning the below no later than 5:00 p.m. CST on January 13<sup>th</sup>, 2026.

Sincerely,

**BUYER:**

**WANGARD PROPERTY ACQUISITIONS LLC**

By:   
Stewart M. Wangard, Executive Chairman

By:   
Matt Moroney, CEO

**ACKNOWLEDGED AND ACCEPTED AS OF THIS [ ] DAY OF [ ] 2026.**

**SELLER:**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Its: \_\_\_\_\_

**Exhibit A**



**Ordinance 2025-\_\_\_\_\_**

**Amending Personnel Ordinance HR0360 Hours of Work, Overtime, and Compensatory Time**

Executive Summary

The purpose of this ordinance amendment is to update Section HR0360 of the Jefferson County Personnel Ordinance to revise the on-call and call-out compensation for Medical Examiner Investigators. The proposed changes acknowledge the irregular, emotionally demanding, and critical nature of the work performed. These changes support the County's Strategic Plan goals of enhancing organizational effectiveness and supporting workforce sustainability, particularly through improved recruitment and retention.

This ordinance amends the Section HR0360 of the Personnel Ordinance to provide for on-call compensation in the Medical Examiner's office. The Human Resources Committee considered this resolution at their meeting on December 16, 2025, and recommended forwarding it to the County Board for approval.

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WHEREAS, the executive summary is incorporated in this ordinance, and

WHEREAS, the current Personnel Ordinance HR0360, Hours of Work, Overtime and Compensatory Time outlines Specific provisions for on-call pay, and call-out pay, and

WHEREAS, the amendments to Personnel Ordinance HR0360, Hours of Work, overtime, and Compensatory Time will provide competitive, and more importantly, fair compensation for employees required to work non-desirable shifts and hours.

NOW, THEREFORE IT BE ORDAINED by the Jefferson County Board of Supervisors that Section HR0360, Hours of Work, Overtime, and Compensatory Time, of the Personnel Ordinance be amended as follows:

**Section 1.** Section HR0360, *Hours of work, Overtime, and Compensatory Time*, subsection B.7 and B.8 are amended as follows:

7. On-Call Duty: Except for Medical Examiner Investigators, an employee shall be on-call when given a cell phone or pager and being told they are on-call. An employee who is on-call will receive an additional one hundred twenty-five dollars (\$125.00) for a week (7 consecutive days) or fifteen dollars (\$15.00) for

after hours Monday- Friday and twenty-five dollars (\$25.00) for Saturday or Sunday or a designated holiday. As an alternative, if mutually agreeable, an employee who is on-call may elect 5 hours of compensatory time for a week (7 Consecutive days), or .6 hours Monday-Friday and one (1) hour for Saturday or Sunday or a designated holiday. Medical Examiner Investigators assigned on-call responsibilities will receive two-dollars (\$2.00) per hour. When a Medical Examiner Investigator is called out, the on-call differential will cease, and the appropriate per-diem fee shall be paid. [er. 12/31/11, ord. 2011-21; am. 3/13/12, ord. 2011-31]

8. Call-out: Except for Medical Examiner Investigators, aAny employee called into work at a time other than his/her regular schedule of hours, except where such hours are consecutively prior to or subsequent to the employee's regular schedule of hours, shall receive a minimum of two (2) hours pay at the regular rate of pay, unless otherwise required by law or ordinance, including HR0360 B.2.a. above. Medical Examiner Investigators called out will receive a per-diem rate of \$90.00 per scene unless otherwise required under Fair Labor Standards Act (FLSA). [er. 12/31/11, ord. 2011-21; am. 3/13/12, ord. 2011-31]

**Section 2.** This ordinance shall be effective January 1, 2026.

*Fiscal Note: The 2026 budget includes additional funding for this change. No budget amendment is necessary.*

*Strategic Plan Reference: YES*



*Transformative Government: Attract and retain a talented and committed County workforce and Board of Supervisors.*

Referred by:  
Human Resources Committee

01-13-2026

Reviewed: Corporation Counsel: DHT; Finance Director

## RESOLUTION NO. 2025-\_\_\_\_\_

### **Eliminating a vacant full-time Building & Maintenance Supervisor and full-time Lead Custodian and creating a full-time Building Maintenance Worker II and a full-time Custodian Supervisor position in the Facilities Department**

#### Executive Summary

The Facilities Department is continuing an organizational restructuring that consolidates maintenance and custodial functions for multiple campuses under one centralized reporting structure. Currently, there is a supervisor position for the Health and Human Services campus that oversees both maintenance and custodial work across those buildings and a supervisor position (now vacant) at the Courthouse that oversees both maintenance and custodial work for that building and the law enforcement center and jail.

The new organizational structure would be for the Director of Facilities to oversee one maintenance supervisor who in turn supervises maintenance at both campuses, and one custodian supervisor who in turn supervises custodial at both campuses. The current Health and Human Services Building & Maintenance Supervisor would take over the maintenance supervision for both campuses, and the current Health and Human Services Lead Custodian would take over custodial supervision for both campuses.

To accomplish this, this resolution eliminates the now-vacant supervisor position at the Courthouse and recreates it as a Building Maintenance Worker II position, working under the direction of the Maintenance Supervisor. It also eliminates the Lead Custodian position and recreates it as a Custodian Supervisor. A current and proposed organizational chart are included at the end of this resolution. The Human Resources Committee considered this resolution at its meeting on December 18, 2025, and recommended forwarding it to the County Board for approval.

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WHEREAS, Jefferson County has been moving towards a centralization of maintenance and custodial services across the many campuses the county operates, and

WHEREAS, the Facilities Director believes that this is the right time to restructure supervision within the department given the vacancy created by the retirement of a current supervisor, and

WHEREAS, this resolution would eliminate the vacant Building & Maintenance Supervisor position and Lead Custodian position and create two new positions, one Custodian Supervisor position and one Building Maintenance Worker II position, and

WHEREAS, under the new reporting structure, all maintenance positions at the Courthouse, Law Enforcement Center and Jail, and Health and Human Services campus would report to the Maintenance Supervisor within the Facilities Department, and all custodial positions at those locations would report to the Custodian Supervisor within the Facilities Department;

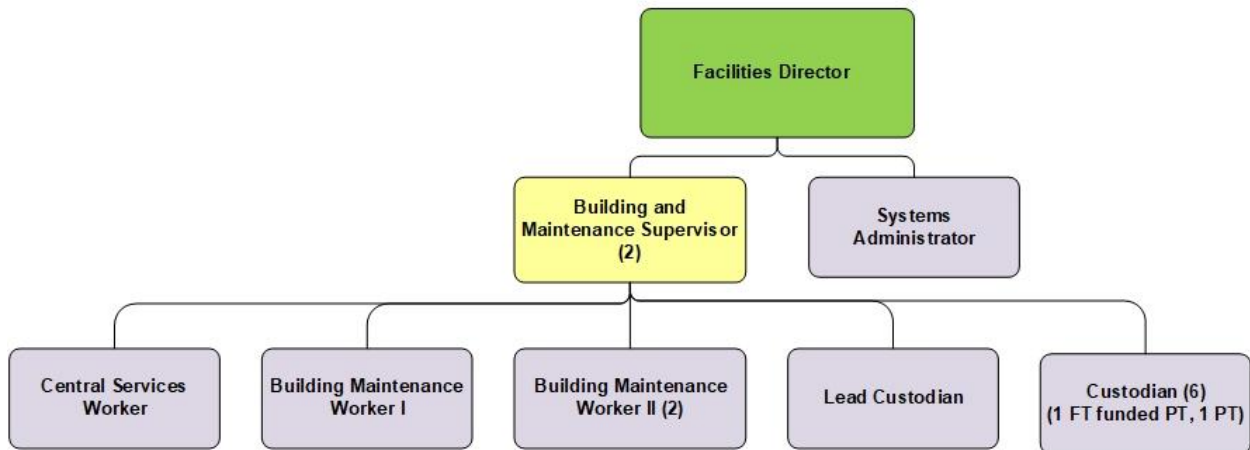


NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors hereby approves the elimination of the vacant, full time Building & Maintenance Supervisor position and the full time Lead Custodian position and the creation of a full-time Building Maintenance Worker II position and a full-time Custodian Supervisor position, all within the Facilities Department, effective upon adoption.

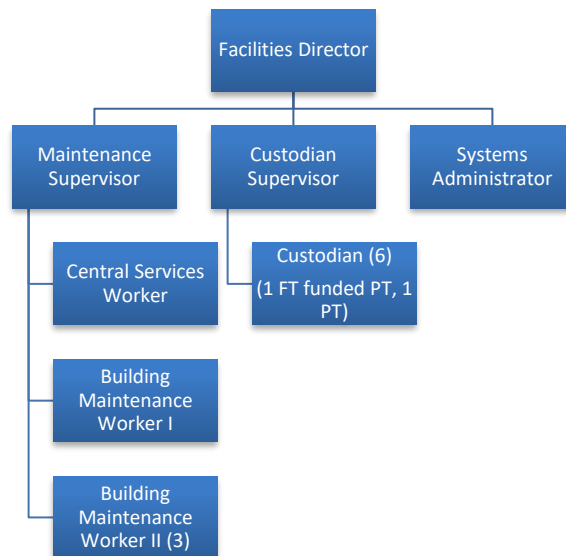
*Fiscal Note: Using 2025 payroll data, restructuring these positions will result in decreased wage costs of \$30,199. Unless otherwise utilized by Central Services, savings realized as a result of the passage of this resolution will revert to the General Fund.*

*Strategic Plan Reference: None*

### Current Organizational Structure



### Proposed Organizational Structure



Referred By:  
Human Resources Committee

01-13-2026

REVIEWED: Corporation Counsel: DHT

Finance Director:

## RESOLUTION NO. 2025-\_\_

### **Authorizing the Acceptance and Implementation of The Nature Conservancy Grant on Behalf of the Jefferson County Soil Builders and Amending the 2025 Budget**

#### Executive Summary

The Jefferson County Land and Water Conservation Department is the fiscal agent and collaborator for the Jefferson County Soil Builders, a farmer-led organization. The Jefferson County Soil Builders was awarded a \$10,000 grant from The Nature Conservancy to fund agricultural conservation practice installation in 2025. A budget amendment is needed to increase income and expenses in the Land and Water Conservation Department budget for the grant.

This resolution authorizes the acceptance of the grant funding and amends the 2025 budget accordingly. The Land and Water Conservation Committee and the Finance Committee considered this resolution at their respective meetings on December 17, 2025, and January 6, 2026, and both committees recommended forwarding it to the County Board for approval.

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

WHEREAS, the Land and Water Conservation Department is the fiscal agent and collaborator for the Jefferson County Soil Builders, and

WHEREAS, the Jefferson County Soil Builders was awarded a \$10,000 grant from The Nature Conservancy to fund agricultural conservation practices.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors hereby approves the acceptance of The Natural Conservancy's grant to the Jefferson County Soil Builders in order to reimburse farmers for implementation of conservation practices and amends the 2025 budget accordingly.

*Fiscal Note: The 2025 grant award is \$10,000 which covers the cost of conservation practice implementation. Existing Land and Water Conservation Department staff implemented the project in 2025. Passage of this resolution authorizes the Finance Director to make the necessary budget adjustments to enact this resolution. This is a budget amendment that 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).*

*Strategic Plan Reference: YES*




*Intentional Economic Growth: Strengthen support systems for existing businesses, which includes farming/agricultural businesses.*

*Transformative Government: Continue to expand public outreach efforts and enhance community engagement.*

Referred By:  
Land and Water Conservation Committee

01-13-2026

REVIEWED: Corporation Counsel: DHT ; Finance Director: 

# JEFFERSON COUNTY BUDGET ADJUSTMENT OR AMENDMENT REQUEST

<u>Adjustment</u>	<u>Description</u>	<u>Approval Level</u>
<input type="checkbox"/> Level 1	Adjustments of operating appropriations up to \$4,999 from one account to another <u>within</u> the department's budget	Department Head
<input type="checkbox"/> Level 2	<input type="checkbox"/> a. Adjustments of operating appropriations over \$5,000 and up from one account to another <u>within</u> the department's budget. <input type="checkbox"/> b. Substitution of capital items or adjustment of operating to capital appropriations up to \$24,999 from one account to another <u>within</u> the department's budget. <input type="checkbox"/> c. Transfers between departments within a budgetary function of up to \$24,999.	Administrator Administrator Administrator
<input type="checkbox"/> Level 3	Amendments of operating or capital appropriations needing additional funding from contingency funds from that are under 10% of the funds originally appropriated for an individual department.	Finance Committee
<input checked="" type="checkbox"/> Level 4	<input type="checkbox"/> a. Amendments of operating or capital appropriations needing additional funding from contingency funds from that are over 10% of the funds originally appropriated for an individual department. <input checked="" type="checkbox"/> b. New programs in a department that were not originally budgeted through increase in expenses with offsetting increase in revenue for that program. (i.e. grant funding or donations) <input type="checkbox"/> c. Substitution of capital items or adjustment of operating to capital appropriations over \$25,000 from one account to another <u>within</u> the department's budget. <input type="checkbox"/> d. Amendments of operating or capital appropriations needing funding from general fund balance.	County Board County Board County Board County Board

Increase	Decrease	Account #	Account Title	Amount
<input checked="" type="checkbox"/>	<input type="checkbox"/>	12405.485200.24405	Donations Restricted	\$10,000
<input checked="" type="checkbox"/>	<input type="checkbox"/>	12405.529299.24405	Purchase Care & Services	\$10,000
<input type="checkbox"/>	<input type="checkbox"/>			
<input type="checkbox"/>	<input type="checkbox"/>			

Description of Adjustment:

The Nature Conservancy is funding the Jefferson County Soil Builders to install conservation practices in 2025.  
The LWCD is the fiscal agent for the Soil Builders.

Department Head Signature Patricia Ceno Date 12/9/2025  
 County Administrator Signature \_\_\_\_\_ Date \_\_\_\_\_

- Salaries and Fringes are not included as operating above, any changes to salaries and fringes must be discussed with the County Administrator.
- The County Administrator shall make the determination if the budget adjustment needs to go to the County Board.
- Any items \$5,000 and above must be capitalized.

**REPORT**  
**TO THE HONORABLE MEMBERS OF THE JEFFERSON COUNTY**  
**BOARD OF SUPERVISORS**

The Jefferson County Planning and Zoning Committee, having considered petitions to amend the official zoning map of Jefferson County, filed for public hearing held on December 19, 2024 and December 18, 2025, as required by law pursuant to Wisconsin Statutes, notice thereof having been given, and being duly advised of the wishes of the town boards and persons in the areas affected, hereby makes the following recommendations. The Committee has reviewed and considered the facts presented in the application and received in public hearing and finds that the criteria listed in Wis. Stat. 91.48 and Jefferson County Zoning Ordinance Section 22-56(b) has been met for the below listed petitions. The Committee further finds that the petitions are consistent with the Jefferson County Comprehensive Plan and Farmland Preservation Plan.

Further support for the Committee's recommendations can be found in the Staff Reports and individual petition files on record in the Planning & Development Office.

**APPROVAL OF PETITIONS**

**R4580A-25~~4~~, R4641A-25 and R4654A-25**

**DATED THIS THIRTEENTH DAY OF JANUARY 2026**

**Blane Poulson, Secretary**

**THE PRIOR MONTH'S AMENDMENTS**

**R4648A-25, R4649A-25, R46450A-25, R4651A-25 and R4652A-25**

**ARE EFFECTIVE UPON PASSAGE BY COUNTY BOARD, SUBJECT TO WIS.**  
**STATS. 59.69(5)**

**ORDINANCE NO. 2025-\_\_\_\_\_**

**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 R4580A-24, R4641A-25 and R4654A-25 were referred to the Jefferson County Planning and Zoning Committee for public hearing on December 19, 2024 and December 18, 2025, and

WHEREAS, at its meeting on December 19, 2024 and December 18, 2025, the Planning and Zoning Committee considered the request to amend the Official Zoning Map of Jefferson County after conducting a public hearing regarding the requested amendment, and after receiving a recommendation from the affected Town, hereby make the following recommendation to the Board of Supervisors in open session, and

WHEREAS, the Planning and Zoning Committee has found that the criteria and standards set forth in s. 91.48 of the Wisconsin Statutes and ss. 22-56(b) of the Jefferson County Zoning Ordinance for rezoning out of an A-1 Exclusive Agricultural zone have been met and the petitions are consistent with the Jefferson County Comprehensive Plan and Farmland Preservation Plan as identified in the Decision of the Planning and Zoning Committee, and

WHEREAS, consistent with the recommendations of the Planning & Zoning Committee, the Board of Supervisors finds, where applicable, the standards set forth in s. 91.48 of the Wisconsin Statutes and ss. 22-56(b) of the Jefferson County Zoning Ordinance for rezoning out of an A-1 Exclusive Agricultural zone are met by the proposed amendment to the official zoning map.

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 A-3, AGRICULTURAL/RURAL  
RESIDENTIAL**

All are in accordance with ss. 22-339 – 22-350 of the Jefferson County Zoning Ordinance

Rezone .210-acres from A-1 to A-3 from PIN 002-0714-3041-000 (46.001 ac) and add to lot at N5485 Harvey Road for total lot size of 1.891-acres in Town of Aztalan, PIN 002-0714-3041-003 (1.681 ac). Rezoning is conditional upon receipt of and recording of the final certified survey map. This is in accordance with ss. 22-339 – 22.350 of the Jefferson County Zoning Ordinance. R4641A-25 –Scott Schneider

**FROM A-T AGRICULTURAL TRANSITION TO R-2, RESIDENTIAL-UNSEWERED**

All are in accordance with ss. 22-146 – 22-156 of the Jefferson County Zoning Ordinance



Rezone 1-acre from A-T to R-2 to create a total lot size of 2-acres at **W5051 US Highway 18** in Town of Jefferson, PIN 014-0614-1212-000 (1.190 ac) & 014-0614-1212-002 (32.288 ac). Rezoning is conditional upon receipt of and recording of the final certified survey map and extraterritorial plat review. This is in accordance with ss. 22-146 – 22-156 of the Jefferson County Zoning Ordinance. R4654A-25 – Kemmeter’s Properties LLC

**FROM A-3, AGRICULTURAL/RURAL RESIDENTIAL TO A-2, AGRICULTURAL & RURAL BUSINESS**

All are in accordance with ss. 22-304 – 22-310 of the Jefferson County Zoning Ordinance

Amend Conditions to R4580A-24 to remove the requirement of the receipt of and recording of a certified survey map and condition approval upon the receipt of a plat of survey to rezone 1.09-acres from A-3 to A-2 to allow for landscaping and tree service business to store equipment and personal materials at W7778 Conservation Road in Town of Lake Mills, PIN 018-0713-2644-003 (2.3 ac.). This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance. Rezoning is conditional upon receipt of plat of survey and A-2 zoned land cannot be sold separately from the A-3 zoned land. R4580A-24 –Matthew P. Hasel

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.

*Fiscal Note: The fiscal impact of this Ordinance cannot be determined at this time.*

Referred By:  
Planning and Zoning Committee

01-13-2026

REVIEWED: Corporation Counsel: DHT; Finance Director:



**APPOINTMENTS BY COUNTY ADMINISTRATOR**

By virtue of the authority vested in me under Sections 59.18(2)(b) of the Wisconsin Statutes, I respectfully request confirmation of the following appointments:

- a. Derek Anderson to the Highway Traffic Safety Committee for an indeterminate term.
- b. Brandie Hanson as Jefferson County Veterans Service Officer for an indeterminate term.

AYES \_\_\_\_\_ NOES \_\_\_\_\_ ABSTAIN \_\_\_\_\_ ABSENT \_\_\_\_\_