COUNTY ADMINISTRATOR



Website: jeffersoncountywi.gov

"Jefferson County: Responsible government advancing quality of life"

MEMORANDUM

**REVISED 05-16-2022

BEN WEHMEIER County Administrator

TAMMIE JAEGER
Administrative Secretary

TO: Editors

FROM: Ben Wehmeier, County Administrator

DATE: May 11, 2022

SUBJECT: JEFFERSON COUNTY Meetings – Week of May 16, 2022



Monday	No Scheduled County Meetings		
May 16, 2022			
Tuesday	Human Resources Committee	8:30 a.m.	Videoconference OR
May 17, 2022			Jefferson County Courthouse 311 S. Center Ave, Rm 205 Jefferson
	Parks Committee	9:00 a.m.	Videoconference OR
			Jefferson County Courthouse 311 S. Center Ave, Rm 202, Jefferson
Wednesday	Land and Water Conservation Committee	8:30 a.m.	Videoconference OR
May 18, 2022			Jefferson County Courthouse 311 S. Center Ave, Rm 202, Jefferson
	Local Emergency Planning Committee (LEPC)	1:00 p.m.	Videoconference OR
			Jefferson County Courthouse 311 S. Center Ave, Rm 205, Jefferson
	Bridges Federated Library System Board	4:00 p.m.	Videoconference OR
			Oconomowoc Public Library 200 W. South Street, Oconomowoc
Thursday May 19, 2022	*HOME Consortium Board (Agenda added)	9:00 a.m.	Videoconference
	**Sheriff's Civil Service Commission	12:00 p.m.	Sheriff's Office 411 S. Center Ave, Jefferson
	Planning and Zoning Committee – Public Hearing	7:00 p.m.	Videoconference OR
			Jefferson County Courthouse 311 S. Center Ave, Rm 205, Jefferson
Friday May 20, 2022	No Scheduled County Meetings		
Saturday	*Lake Ripley Management District (Agenda added)	9:00 a.m.	Teleconference OR
May 21, 2022			Oakland Town Hall N4450 Co Rd A, Cambridge
Sunday May 22, 2022	No Scheduled County Meetings		

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.

County Board Supervisors attending meetings remotely shall have the same rights and privileges as they would have when appearing in person. The official meeting will be convened at the location on the meeting agenda. If appearing remotely, it is the responsibility of the member to maintain audio and video connectivity with the official meeting site. If connectivity is lost, but the physical location of the meeting maintains a quorum, the meeting may continue in the discretion of the chair. Members attending remotely must be able to be heard, and when video is available to the member attending remotely, seen by Committee members and public who are present at the physical location of the meeting. Loss of connectivity will result in the member being considered absent from that portion of the meeting after connectivity is lost.

Agenda - Human Resources Committee Jefferson County Courthouse 311 S Center Ave, Room 205, and Videoconference Jefferson, WI 53549

Tuesday, May 17, 2022, at 8:30 a.m.

Join Zoom Meeting: https://zoom.us/j/94682887058?pwd=VUpnY1IFOGU4VEVjZFFNREdycU1TUT09

Meeting ID: 946 8288 7058 Passcode: 427144

One tap Mobile: 1-312-626-6799, 946 8288 7058#

Committee Members: James Braughler; Joan Fitzgerald; Timothy Mielke, Meg Turville-Heitz, and Michael Wineke

- 1. Call to order
- 2. Roll call (establish a quorum)
- 3. Certification of compliance with the Open Meetings Law
- 4. Election of Committee Officers
- 5. Review of the Agenda
- 6. Public comment (Members of the Public who wish to address the Committee on specific agenda items must register their request at this time)
- 7. Communications
- 8. Approval of April 12, 2022, Minutes
- 9. Determine future meeting dates and times
- 10. Review of Human Resources Committee Rules
- 11. Review of the County's compensation and benefit practices
- 12. Discussion and possible action recommending elimination of a vacant part-time Financial Systems Specialist position and creation of a full-time Budget Analyst I position in the Finance Department
- 13. Discussion and possible action to approve seasonal and non-classified position wages for 2023
- 14. Review of role of the Jefferson County Civil Service Grievance Committee
- 15. Discussion and possible action recommending suspension of the Civil Service Ordinance hiring procedure, specifically waiving educational requirement at time of hire
- 16. Convene into closed session pursuant to Wisconsin State Statute section 19.85 (1)(b), "Considering dismissal, demotion, licensing or discipline of any public employee(s) or person(s) licensed by a board or commission or the investigation of charges against such person, or considering the grant or denial of tenure for a university faculty member, and the taking of formal action on any such matter" for the purpose of discussing a Stipulation and Order imposing discipline on an employee(s) of the Sheriff's Office. Note: For the purpose of this closed session, the Committee will be acting as the Jefferson County Civil Service Grievance Committee.
- 17. Reconvene into open session for possible action on approving a Stipulation and Order imposing discipline on an employee(s) of the Sheriff's Office.
- 18. Review of April 2022 monthly financial reports for Human Resources and Safety
- 19. Report from Human Resources Director:
 - a. Vacant position requests
 - b. Emergency Help requests
 - c. Additional steps, benefits, and bonuses provided to employees
 - d. Update of Human Resources activities
- 20. Set next meeting date and agenda items
- 21. Adjournment

Next scheduled meetings: Tuesday, June 21, 2022, at 8:30 a.m. (tentative) Tuesday, July 19, 2022, at 8:30 a.m. (tentative)

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.

Parks Committee

Agenda Jefferson County

Date: Tuesday May 17, 2022

Time: 9:00 a.m.

Committee Members: Joan Callan, Walt Christensen, Anthony Gulig, Jeff Johns, Cassie Richardson

Videoconference OR Jefferson County Courthouse 311 S. Center Ave, Rm 202 Jefferson, WI 53549

Join Zoom Meeting

https://us06web.zoom.us/j/81764690750?pwd=TG9nUERZcnNRRVRoeHp5eHVZMVV1dz09

Meeting ID: 817 6469 0750

Passcode: 369458

Dial by your location: 1 312 626 6799

Please note, Corporation Counsel or Director will run the meeting until election of the chair.

- 1. Call to order
- 2. Roll call (establish a quorum)
- 3. Certification of compliance with the Open Meetings Law
- 4. Approval of the agenda
- 5. Election of Committee Officers Chair and Vice-Chair
- 6. Approval of Park Committee Minutes for April 4th, 2022
- Communications
- 8. Public Comment (Members of the public who wish to address the Committee on specific agenda items must register their request at this time)
- 9. Discussion and possible action on amending the Jefferson County Parks Ordinance including, but not limited to, making Jefferson County Flood Mitigation Properties subject to the Parks Ordinance, after hours use, dogs on leash, camping, fireworks, firearms, hunting, restrictions for motorized vehicles off roads or on designated trails.
- 10. Discussion and Possible Action on Amending the 2022 Jefferson County Parks Budget to include Bridge Replacement on the Jefferson County Snowmobile Trail System.
- Discussion and Possible Action on Resolution supporting a 2022 Knowles-Nelson Stewardship Program Grant for the Interurban Trail Phase III.
- 12. Review of Monthly Financial Reports
- 13. Next Scheduled Meetings per the 2022 Proposed Meeting Schedule:
 - June 6th, 2022
 - July 4th, 2022 (Requires a Reschedule)
 - August 1st, 2022
 - September 5th, 2022 (Requires a Reschedule)
- 14. Field Visit: Jefferson County Dog Park, Interurban Trail Phase I, Trieloff Property, Blackhawk Island Road FMP.
- 15. 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.

Jefferson County Land & Water Conservation Committee Agenda "Working Together to Protect & Enhance the Environment"

Jefferson County Courthouse ~ 311 S Center Ave, Rm 202 ~ Jefferson, WI 53549-1701

Wednesday, May 18, 2022 @ 8:30 am

Join Zoom Meeting - https://zoom.us/j/82992101270
Meeting ID: 829 9210 1270# ~ Dial by your location: +1 312 626 6799

Committee Members: Margaret Burlingham (PACE), Walt Christensen, Matt Foelker (UW), Dan Herbst (UW), Kirsten Jurcek (FSA), Cassie Richardson, and Meg Turville-Heitz

- 1. Call to Order Patricia Cicero
- 2. Roll Call (Establish a Quorum)
- 3. Certification of Compliance with the Open Meetings Law
- 4. Election of Officers
- 5. Set Future Meeting Schedule
- 6. Review of the May Agenda
- 7. Approval of the March 16, 2022 Meeting Minutes
- 8. Public Comment (members of the public who wish to address the Committee on specific agenda items must register their request at this time)
- 9. Communications
 - Department of Agriculture, Trade & Consumer Protection (DATCP) April & May 2022 Reports
- 10. Discussion on Natural Resources Conservation Service (NRCS) Report
- 11. Discussion on Land & Water Conservation Committee and Department Overview
- 12. Discussion on Departmental Updates
- 13. Discussion and Possible Action on Wisconsin Land+Water Conservation Association and Southern Area Association
- 14. Discussion and Possible Action on Nominating John Kannard for the Blue Spring Lake Management District and the Lower Spring Lake Protection and Rehabilitation District
- 15. Discussion on Producer-Led Groups: Jefferson County Soil Builders & Rock River Regenerative Grazers
- 16. Discussion and Possible Action on Resolution Amending the 2022 Land & Water Conservation Department Budget
- 17. Discussion and Possible Action on Notices of Noncompliance Farmland Preservation Program (FPP)
- 18. Discussion and Possible Action on Cancellation of Notices of Noncompliance FPP
- 19. Discussion and Possible Action on Purchase of Agriculture Conservation Easement (PACE) Applications & Baseline Documentation
- 20. Review of the Monthly Financial Report (March)
- 21. Discussion on Items for the Next Agenda
 - Next Scheduled Meeting June 22, 2022 @ 8:30 am in Room 202
- 22. Adjournment

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.

JEFFERSON COUNTY LOCAL EMERGENCY PLANNING COMMITTEE

COMMITTEE MEMBERS: ELIZABETH CHILSEN, ADAM BOLS (Chair), ROBERT DEWOLFE, DONNA HAUGOM, TRACY NEUHAUSER, SHERIFF PAUL MILBRATH, SAM LAMURO, PAUL HABLE, CHIEF WES BENISCH, ANGELA SWINEHART, WARDEN Lt. JOHN SINCLAIR, TYLER KUBICEK, REP. CODY HORLACHER, RICK THOMAS, SHANA BEAL, CAPT. TRAVIS MAZE, BRUCE DEGNER

Wednesday, May 18, 2022, at 1:00 p.m.

Jefferson County Court House 311 S Center Ave. Room 205 Jefferson WI 53549

Join Zoom Meeting

https://us06web.zoom.us/j/87299368270?pwd=L0IIU3hWWUJjempoemh3NVIyVXpqZz09

MEETING ID: 872 9936 8270 Passcode: 720932 +1 312 626 6799 US (Chicago)

- 1. Call to Order
- 2. Roll Call (establish a quorum)
- 3. Certification of Compliance with the Open Meetings Law
- 4. Election of Officer for Vice-Chair
- 5. Review of the Agenda
- 6. Public Comment (Members of the public who wish to address the committee on specific agenda items must register their request at this time)
- 7. Discussion and approval of the February 22, 2022 meeting minutes.
- 8. Communications
- 9. Review of Bylaws
- 10. Off-Site Plans 2022
- 11. Spill Reports
- 12. Pipeline Training attended in Madison April 14, 2022
- 13. Enbridge Tabletop Exercise attended in Fort Atkinson April 26, 2022
- Review plans for LEPC tabletop exercise which will include both Jefferson and Walworth Counties in September
- 15. Agency updates
 - a. American Red Cross
 - b. Salvation Army
 - South Central WI Healthcare Emergency Readiness Coalition (SCWIHERC)
- 16. Set Time/Date of next meeting Tentative August 17, 2022, at 1:00 pm, Jefferson County Courthouse, Room 205
- 17. 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.



741 N. Grand Ave., #210 Waukesha, WI 53186

P 262.896.8080
W bridgeslibrarysystem.org

Regular Board Meeting

DATE: Wednesday, May 18, 2022

TIME: **4:00 p.m.**

PLACE: Oconomowoc Public Library

200 W. South St.

Oconomowoc, WI 53066

If you require a sign language interpreter, assistive listening devices, or other accommodations to participate in this meeting, please contact the Bridges Library System office (262-896-8080) at least 72 hours in advance.

Join Zoom Meeting

https://us02web.zoom.us/j/81697448039?pwd=Sm1aVjJmcFA0SnNNM0NnZGVJRk9oUT09

Meeting ID: 816 9744 8039 Passcode: hb6PHDsM

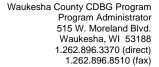
OR

Dial by your location (312) 626 6799; Meeting ID: 816 9744 8039; Passcode: 80902010

This meeting will be open to the public at the Oconomowoc Public Library as well as virtually via Zoom. Those wishing to observe virtually may do so by downloading the ZOOM app to their personal computer, tablet, or smart phone, and utilizing the above information to join via computer, or they may dial in by telephone. If you wish to communicate in written format with the Board, send comments to the System Director at 741 N. Grand Ave., Waukesha, WI 53186 or kkennedy@bridgeslibrarysystem.org

AGENDA

- 1. Call to Order
- 2. Introductions
- 3. Comments from the Public
- 4. Correspondence
- 5. Approve Minutes of April 2022 Meeting Action
- 6. Approve Payment of Monthly Invoices Action
- 7. Review Financial Reports Action
- 8. Reports: Director, Staff, APL, Resource Library
- 9. Bridges Virtual/Hybrid Meeting Guidelines Discussion
- 10. Bridges Library System Strategic Plan Discussion
- 11. Confirmation of Next Meeting: Wednesday, June 15, 2022 at the Watertown Public Library
- 12. Adjournment





The HOME Consortium Board of Directors Meeting Thursday, May 19, 2022 at 9:00 A.M.

This meeting will be held via the Microsoft Teams application and will be open to the public. Interested members of the public are encouraged to participate in the meeting via telephone.

To join the meeting:

- Dial 414-435-2078
- Enter the Access Code: 740 083 452#

AGENDA

- 1. Call to Order
- 2. Pledge of Allegiance
- 3. Approval of the Minutes from the April 21, 2022 Board Meeting
- 4. Public/Staff Comment
- 5. Financial Status Report
- 6. Habitat for Humanity Housing Development Application
- 7. HOME-ARP Allocation Plan discussion led by Mosaic Consulting
- 8. 2022 HOME Allocation Award Amount
- 9. 2023 HOME Allocation
- 10. Adjournment

The next HOME Board meeting is scheduled for Thursday, June 16, 2022

All agenda items are potentially actionable

In accordance with the Americans with Disabilities Act, persons requiring any means of handicap accessibility for this meeting must contact Kristin Silva at 896-3370 (FAX 896-8510) at least 48 hours prior to meeting.

Office of the Sheriff - Jefferson County



411 S. Center Avenue Jefferson, Wisconsin 53549-1703

Paul S. Milbrath, Sheriff Jeffrey Parker, Chief Deputy

Donald Hunter ★ Administrative Captain

Travis Maze Patrol Captain Margareta Gray Jail Captain

AGENDA

SHERIFF'S CIVIL SERVICE COMMISSION

SHERIFF'S OFFICE CONFERENCE ROOM
411 S. CENTER AVENUE
JEFFERSON, WI 53549
Thursday, May 19, 2022 @ 12:00 P.M.

CHRISTINE SPANGLER, WILLIAM GAUGERT, CARL JAEGER, KEVIN PURCELL, LYLE WUESTENBERG

- 1. Call to order
- 2. Roll call
- 3. Certification of compliance with open meetings law
- 4. Approval of agenda
- 5. Public Comment Members of the public who wish to address the committee on specific agenda items must register their request at this time.
- 6. Closed session pursuant Wisconsin State Statute 19.85 (1)(c) regarding considering employment or promotion of public employees.

12:00 p.m. – 12:15 p.m. – Briefing on Candidates

12:15 p.m. – 1:00 p.m. – Candidate

1:00 p.m. – 1:45 p.m. – Candidate

1:45 p.m. – 2:30 p.m. – Candidate

2:30 p.m. – 3:15 p.m. – Candidate

3:15 p.m. – 3:45 p.m. – Scoring of candidates

- 7. Reconvene in open session for action on closed session if necessary.
- 8. 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.

NOTICE OF PUBLIC HEARING JEFFERSON COUNTY PLANNING AND ZONING COMMITTEE

SUBJECT: Map Amendments to the Jefferson County Zoning Ordinance and Requests for Conditional Use Permits

DATE: Thursday, May 19, 2022

TIME: 7:00 p.m. (Courthouse doors will open at 6:30)

PLACE: Room 205, Jefferson County Courthouse, 311 S. Center Ave., Jefferson, WI

OR Via Zoom Videoconference

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

You are invited to a Zoom meeting.
When: May 19, 2022 at 07:00 PM Central Time (US and Canada)
Meeting ID: 957 3344 0565
Passcode: Zoning

Register in advance for this meeting:

https://zoom.us/j/95733440565?pwd=eHZRbHZXWXhIUnlKdkhtOXhoTmtNZz09

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

- 1. Call to Order
- 2. Roll Call
- 3. Certification of Compliance with Open Meetings Law
- 4. Approval of Agenda
- 5. Explanation of Public Hearing Process by Committee Chair
- 6. Public Hearing

NOTICE IS HEREBY GIVEN that the Jefferson County Planning and Zoning Committee will conduct a public hearing on Thursday, May 19, 2022 in Room 205 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 ZOOM.** Matters to be heard are petitions to amend the official zoning map of Jefferson County 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 a.m. and 4:30 p.m., Monday through Friday, excepting holidays. If you have questions regarding these matters, please contact Zoning at 920-674-7131.

Final action on only the **rezoning amendments** will be made by the County Board of Supervisors on June 14, 2022.

Final decisions on only the **conditional uses** will be made by the Planning and Zoning Committee on May 23, 2022.

FROM A-1, EXCLUSIVE AGRICULTURAL TO A-2, AGRICULTURAL & RURAL BUSINESS WITH CONDITIONAL USE

R4408A-22 & CU2118-22 – Tom Stade/Stade Auction Center, Inc: Rezone 0.84 ac of PIN 016-0514-2641-000 (39.734 ac) with conditional use for a cabinet shop at N640 US Highway 12 in the Town of Koshkonong. This is in accordance with Sec 11.04(f)7 of the Jefferson County Zoning Ordinance.

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

R4409A-22 – Tom Stade/Stade Auction Center, Inc: Create a 1-acre building site on Cheesebrough Rd from PIN 016-0514-2641-000 (39.734 ac) in the Town of Koshkonong. This is in accordance with Sec 11.04(f)8 of the Jefferson County Zoning Ordinance.

<u>R4410A-22 – Dane M Hartwig:</u> Rezone 0.5 ac of PIN 008-0715-1621-004 (28.336 ac) to add it to an adjoining A-3 zoned lot at **W3912 County Road B** in the Town of Farmington. This is in accordance with Sec 11.04(f)8 of the Jefferson County Zoning Ordinance.

R4411A-22 – Craig Meech/David Meech Trusts, Russel & Janice Meech Trust Properties: Rezone all of PIN 026-0616-2741-001 (0.32 ac) and part of PIN 026-0616-2741-000 (38.08 ac) to create a lot around the buildings at N3066 County Road E in the Town of Sullivan. This is in accordance with Sec 11.04(f)8 of the Jefferson County Zoning Ordinance.

CONDITIONAL USE PERMIT APPLICATIONS

<u>CU2119-22- Kyle Pearson:</u> Conditional use for an extensive on-site storage structure of 2,048 square feet, 16 feet in height at **W3381 Piper Rd** on PIN 004-0515-2711-001 (5.3 ac). The property is zoned Residential R-2 in the Town of Cold Spring. This is in accordance with Sec 11.04(f)2 of the Jefferson County Zoning Ordinance.

<u>CU2120-22 – Saul Pechous:</u> Allow a conditional home occupation for gun sales in an Agricultural A-1 zone at **N2620** County Rd D, on PIN 010-0614-3532-001 (7.773 ac), Town of Hebron. This is in accordance with Sec 11.04(f)6 of the Jefferson County Zoning Ordinance.

<u>CU2121-22 – Jeff Powers:</u> Conditional use for an extensive on-site storage structure of 1,500 square feet, 16.4 feet in height in a Residential R-2 zone at **N605 Wishing Well Ln**. The site is on PIN 016-0513-2532-002 (5 ac) in the Town of Koshkonong. This is in accordance with Sec 11.04(f)2 of the Jefferson County Zoning Ordinance.

CU2122-22 – Marianne Schulz: Conditional use for keeping up to 15 dogs at W691 County Rd CI in the Towns of Sullivan and Palmyra. The property is zoned Agricultural A-1 and is made up of PINs 026-0616-3543-001 (1.54 ac), 026-0616-3543-002 (0.4 ac), 024-0516-0212-000 (47.61 ac) and 024-0516-0212-002 (1.46 ac). This is in accordance with Sec 11.04(f)6 of the Jefferson County Zoning Ordinance.

<u>CU2123-22 – Stephen & Judith Zillmer:</u> Conditional use for an extensive on-site storage structure of 672 square feet at **N8754 Jefferson Rd** in a Residential R-2 zone. The site is on PIN 032-0815-1724-015 (1.11 ac) in the Town of Watertown. This is in accordance with Sec 11.04(f)2 of the Jefferson County Zoning Ordinance.

7. 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.



Lake Ripley Management District Meeting of the Board of Directors May 21, 2022, 9:00 AM N4450 County Road A Cambridge, Wisconsin, 53523 Agenda

Due to COVID-19 precautions, this meeting will be conducted in a hybrid remote and conventional fashion. If you would like to attend in person, we will have sanitized seats spaced in accordance with social distancing procedures. It is also possible for Board members and the general public to call in to the meeting live, at 720-740-9754, passcode 3739643#

- I. Call to Order and Roll Call
- II. Public Comment
- III. Approve Minutes of April 16, 2022, Board meeting
- IV. Treasurer's Report
- V. Lake Manager's Report and Correspondence
- VI. New Business
 - a. Adult Pontoon Classroom discussion and possible action
 - b. FEMA property discussion and possible action
 - c. Lake Manager Evaluation discussion and possible action
 - d. Jefferson County Zoning ordinances discussion and possible action
 - e. Board budget requests discussion and possible action
 - f. Copier lease discussion and possible action
- VII. Old Business
 - a. Oakland Hills update
 - b. CHD update
- VIII. Announcements
- IX. Adjournment

Note: Public Comment will be taken at discretion of District Chair

*DISCLAMER: Any item on the agenda can have possible discussion and action.

Original posted at Hering's Lake Ripley Inn, Lake Ripley Café, Oakland Town Hall on May 17, 2022. Posted to the Jefferson County website (www.jeffersoncountywi.gov). Posted to the Lake Ripley Management District website (www.lakeripley.org). Scheduled to be published in Cambridge News newspaper on the day of May 19, 2022.