



COUNTY ADMINISTRATOR

Website: jeffersoncountywi.gov

“Jefferson County: Responsible government advancing quality of life”

MEMORANDUM

BEN WEHMEIER
County Administrator

TAMMIE JAEGER
Administrative Secretary



TO: Editors
FROM: Ben Wehmeier, County Administrator
DATE: February 1, 2023
SUBJECT: JEFFERSON COUNTY Meetings – Week of February 6, 2023

Monday February 6, 2023	Building and Grounds Committee	9:00 a.m.	Videoconference OR Highway Committee Room 1425 Wisconsin Dr, Jefferson
Tuesday February 7, 2023	Aging & Disability Resource Center Advisory Committee (ADRC)	1:00 p.m.	Videoconference OR Human Services Conference Room 1541 Annex Rd, Jefferson
Wednesday February 8, 2023	Historic Sites Preservation Council	8:30 a.m.	Videoconference OR Highway Committee Room 1425 Wisconsin Dr, Jefferson
Thursday February 9, 2023	Finance Committee	8:00 a.m.	Videoconference OR Administration Building 302 S. Center Ave, Jefferson
	Fair Park Committee	8:30 a.m.	Videoconference OR Fair Park Activity Center 503 N. Jackson Ave, Jefferson
	Parks Committee	9:00 a.m.	Videoconference OR Highway Committee Room 1425 Wisconsin Dr, Jefferson
	Zoning Board of Adjustment – Site Inspections	10:30 a.m.	Videoconference OR Highway Committee Room 1425 Wisconsin Dr, Jefferson
	Zoning Board of Adjustment – Public Hearing	1:00 p.m..	Videoconference OR Highway Committee Room 1425 Wisconsin Dr, Jefferson
Friday February 10, 2023	Planning and Zoning Committee – Site Inspections	8:00 a.m.	Zoning Office 222 Wisconsin Dr, Jefferson
	WI River Rail Transit Commission (WRRTC)	10:00 a.m.	TBD
Saturday February 11, 2023	No Scheduled County Meetings		
Sunday February 12, 2023	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.

Individuals requiring special accommodations 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.

Building and Grounds Committee AGENDA

Videoconference or

Highway Committee Room
1425 Wisconsin Drive
Jefferson, WI 53549

Monday, February 6, 2023
9:00 a.m.

Building and Grounds Committee Members

Curtis Backlund, Jim Braugler, Roger Lindl, Robert Preuss, Mary Roberts

1. Call to order
2. Roll call
3. Certification of compliance with Open Meetings Law
4. Review of the 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. Communications
7. Approval of December 5, 2022 Building and Grounds Committee Minutes
8. Update on courthouse/sheriff/jail project
9. Update on Capital Projects
10. Financial Reports (YTD)
 - a. Central Services
 - b. Management Information Systems (MIS)
11. Adjourn

Join Zoom Meeting

<https://us06web.zoom.us/j/87697754337?pwd=cnVKMzd0TkZFY3RPRHpxMW5kTGxVdz09>

Meeting ID: 876 9775 4337

Passcode: Meet2022

Dial by your location: 1 312 626 6799

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 accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting/visit at 920-674-7101 so appropriate arrangements can be made.



ADRC Advisory Committee Agenda
Jefferson County Human Services Department
1541 Annex Road, Jefferson, WI 53549
Human Services Conference Room

Or

Join Zoom Meeting

<https://us06web.zoom.us/j/83822480175?pwd=V114NkR2Y2VtNUJkSUhxam40N1ZpUT09>

Meeting ID: 838 2248 0175

Passcode: 216161

One tap mobile

+13126266799,,83822480175# US

Date: Tuesday, February 7th, 2023

Time: 1:00 p.m.

Committee Members: Michael Wineke, Chair; Jeanne Tyler, Vice-Chair; Frankie Fuller, Secretary; LaRae Schultz, Alice Mirk Sira Nsibirwa, Carol O'Neil, Janet Sayre Hoeft, Mary Roberts, and Katie Dixon

1. Call to order
2. Roll call (establishment of a quorum)
3. Certification of compliance with Open Meetings Law
4. Approval of the agenda
5. Approval of the ADRC Advisory Committee minutes from January 3rd, 2023.
6. Communications
7. Public comment (Members of the public who wish to address the committee on specific agenda items must register their request at this time)
8. ADRC & Aging Program 2023 Key Outcome Indicator updates – ReBecca Schmidt
9. Presentation by Britanie Peeslee, Community Resource Liaison with Rainbow Hospice/Your Friends in Action
10. Program Updates
 - a. ADRC – Dominic Wondolkowski
 - b. Nutrition – Kimberly Swanson
 - c. Transportation – Mike Hansen
 - d. Dementia Care Specialist – Tonya Runyard
11. Transportation and Nutrition Program Waivers
12. Discussion and Approval of 2023 ADRC Advisory Committee Orientation Manual and Bylaws
13. Items for next meetings
14. Adjournment

Next scheduled meetings:

March 7th, 2023

April 4th, 2023

May 2nd, 2023

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Historic Sites Preservation Council Agenda
Jefferson County

Videoconference OR

Highway Committee Room
1425 Wisconsin Dr
Jefferson, WI 53549

Topic: Historic Sites Preservation Council
Time: February 8, 2023
08:30 AM Central Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/82800249230?pwd=NEV1RkczcURvSmZjTXh3OFVvdEdwUT09>

Meeting ID: 828 0024 9230

Passcode: 987795

Dial by your location: 1 312 626 6799 US (Chicago)

Council Members: Anita Martin, Joan Callan, Anthony Gulig, Steve Mode, Robin Untz

1. Call to order
2. Roll call
3. Certification of compliance with open meetings law
4. Review of agenda
5. Public comment (Members of the public who wish to address the Council must register their request at this time)
6. Approval of minutes from the December 14, 2022 meeting
7. Communications
8. Review Insurance Disclaimers as they relate to Historic Property Tours
9. Discussion on Potential Student Interns
10. Discussion and Possible Action on Potential Historic Property Applications
11. Discussion on Historic Sites Application Form and Submittal/Nomination Process
12. Discussion on Story Maps/GIS web Mapping
13. Next Scheduled Meetings per the 2022 Proposed Meeting Schedule:
 - a. April 12, 2023
 - b. June 14, 2023
 - c. August 9, 2023
 - d. October 11, 2023
 - e. December 13, 2023
14. Potential agenda items for Council's next meeting
15. Adjourn

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Individuals requiring special accommodations 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.

**Finance Committee Agenda
Jefferson County**

Administration Building
302 S. Center Avenue
Jefferson, WI 53549

Date: Thursday, February 9, 2023

Time: 8:00 a.m.

Committee members: Jones, Richard (Chair); Kutz, Russell; Jaeckel, George (Vice-Chair); Christensen, Walt;
Drayna, David

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. Communications
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. Convene in closed session pursuant to section 19.85 (1)(e) Wis. Stats. for deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, for the purpose of discussion and possible action on sale of former Jefferson County highway facility.
8. Reconvene in open session for action on closed session items if necessary
9. Set future meeting schedule, next meeting date, and possible agenda items
10. Adjourn

Next scheduled meetings: Wednesday, March 8, 2023 (Regular Meeting)
Wednesday, April 12, 2023 (Regular Meeting)
Wednesday, May 3, 2023 (Regular Meeting) 11

Join Zoom Meeting

<https://us06web.zoom.us/j/87697754337?pwd=cnVKMzd0TkZFY3RPRHpxMW5kTGxVdz09>

Meeting ID: 876 9775 4337

Passcode: Meet2022

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 accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.

Fair Park Committee Agenda
Jefferson County
Jefferson County Fair Park
Activity Center
503 N. Jackson Avenue
Jefferson, WI 53549

Date: Thursday, February 9, 2023

Time: 8:30 a.m.

Committee members:	Poulson, Blane (Chair)	Groose, Mark
	White, Brandon (Vice-Chair)	Lindl, Roger
	Drayna, Dave	Haferman, Jerry
	Hall-Kind, Debra	

1. Call to Order
2. Roll Call (establish a quorum)
3. Certification of Compliance with Open Meetings Law
4. Review of Agenda
5. Public Comment (Members of the public who wish to address the committee on specific agenda items must register at this time)
6. Approval of January 19, 2023 committee meeting minutes
7. Communications
8. Review of Community Feedback & Suggestions on Fair Operations
9. Updates on Fair Park operations
10. Updates on 2023 Jefferson County Fair
11. Discussion and possible action on the 2023 Animal Auction & Youth Celebration Information.
12. Discussion and possible action on 2023 Fair Entry Information.
13. Review of Financial Report
14. Review of Director's Report
15. Discussion and possible action on tentative future meeting schedule and agenda items
16. Adjourn

Next scheduled meetings to be held at the Fair Park Activity Center at 8:30 a.m.:

March 9, 2023

April 13, 2023

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Topic: Fair Park Committee

Time: February 9, 2023 08:30 AM Central Time (US and Canada)

Join Zoom Meeting:

<https://us06web.zoom.us/j/2614972838?pwd=YW9ZdFk3Mm5CR0o0RFU1cE5uUjRvQT09>

Meeting ID: 261 497 2838

Password: JCFP2023

Dial by your location: +1 312 626 6799 US (Chicago)

Parks Committee Agenda

Jefferson County

Date: Thursday, February 9, 2023

Time: 9:00 a.m.

Room: Jefferson County Highway Department Committee Room

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

Videoconference OR

Highway Committee Room

1425 Wisconsin Drive

Jefferson, WI 53549

Join Zoom Meeting

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

Meeting ID: 817 6469 0750

Dial by your location

Passcode: 369458

+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. Approval of the agenda
5. Approval of Parks Committee Minutes for January 5, 2023
6. Communications
7. Public Comment (Members of the public who wish to address the Committee on specific agenda items must register their request at this time)
8. Discussion and Possible Action on Outdoor Recreation Aids Grant to Fund Snowmobile Trail Maintenance Program
9. Discussion and Possible Action on Electric Bike Use Ordinance on Jefferson County Bike Paths
10. Discussion on Interurban Trail Phase II
11. Discussion on Interurban Trail Phase III
12. Discussion on 2022 Budget
13. Discussion on 2023 Budget
14. Historic Sites Commission Update(s)
15. Discussion on agenda items for the next meeting
16. Next Scheduled Meetings per the 2023 Proposed Meeting Schedule
 - March 2, 2023
 - April 6, 2023
 - May 4, 2023
 - June 1, 2023
 - July 6, 2023
 - August 3, 2023
 - September 7, 2023
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.

Individuals requiring special accommodations 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.

JEFFERSON COUNTY ZONING BOARD OF ADJUSTMENT

Dale Weis, Chair; Janet Sayre Hoeft

THE BOARD OF ADJUSTMENT WILL MEET ON THURSDAY, FEBRUARY 9, 2023, AT 10:30 A.M. Members of the public may attend Via Zoom Videoconference **OR** at the Jefferson County Highway Department Committee Room, 1425 S Wisconsin Dr, Jefferson, WI

THE BOARD OF ADJUSTMENT WILL LEAVE FOR SITE INSPECTIONS AT 10:45 A.M.

PETITIONERS OR THEIR REPRESENTATIVES MUST BE IN ATTENDANCE FOR THE PUBLIC HEARING AT 1:00 P.M. PETITIONERS AND OTHER MEMBERS OF THE PUBLIC MAY ATTEND THE MEETING VIRTUALLY BY FOLLOWING THESE INSTRUCTIONS IF THEY CHOOSE NOT TO ATTEND IN PERSON:

Register in advance for this meeting:

<https://us06web.zoom.us/j/88432018141?pwd=RjNkakh5YnROYzd5UDBOMXNEY05HUT09>

Meeting ID 884 3201 8141

Passcode Zoning

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

- 1. Call to Order-Highway Department Committee Room, 10:30 a.m.**
- 2. Roll Call (Establish a Quorum)**
- 3. Certification of Compliance with Open Meetings Law**
- 4. Approval of the Agenda**
- 5. Approval of January 12, 2023 Meeting Minutes**
- 6. Communications**
- 7. Public Comment**
- 8. Site Inspection – Beginning at 10:45 a.m.**

V1713-23 – Richard Scott, G&L Acres LLC Property, PIN 022-0613-1823-000, Town of Oakland, near 15 Dilemma Rd in the Town of Christiana

V1714-23 – Robert & Gloria Lukasiewicz, PIN 028-0513-1124-023, W7927 High Ridge Rd, Town of Sumner

- 9. Public Hearing Beginning at 1:00 p.m. in the Highway Committee Room**
- 10. Explanation of Process by Committee Chair**

NOTICE OF PUBLIC HEARING

JEFFERSON COUNTY ZONING BOARD OF ADJUSTMENT

NOTICE IS HEREBY GIVEN that the Jefferson County Zoning Board of Adjustment will conduct a public hearing at 1:00 p.m. on Thursday, February 9, 2023 in the Jefferson County Highway Department Committee Room, 1425 S Wisconsin Dr, Jefferson, Wisconsin. Matters to be heard are applications for variance from terms of the Jefferson County Zoning Ordinance. An **AREA VARIANCE** is a modification to a dimensional, physical, locational requirement such as the setback, frontage, height, bulk, or density restriction for a structure that is granted by the

board of adjustment. A USE VARIANCE is an authorization by the board of adjustment to allow the use of land for a purpose that is otherwise not allowed or is prohibited by the applicable zoning ordinance. No variance may be granted which would have the effect of allowing a use of land or property which would violate state laws or administrative rules. Subject to the above limitations, a petitioner for an AREA VARIANCE bears the burden of proving “unnecessary hardship,” by demonstrating that 1) strict compliance with the zoning ordinance would unreasonably prevent the petitioner from using the property for a permitted purpose, or 2) would render conformity with the zoning ordinance unnecessarily burdensome. A petitioner for a USE VARIANCE bears the burden of proving that 3) strict compliance with the zoning ordinance would leave the property owner with no reasonable use of the property in the absence of a variance. Variances may be granted to allow the spirit of the ordinance to be observed, substantial justice to be accomplished and the public interest not violated. **PETITIONERS, OR THEIR REPRESENTATIVES, SHALL BE PRESENT.** There may be site inspections prior to public hearing which any interested parties may attend; discussion and possible action may occur after public hearing on the following:

V1713-23 – Richard A. Scott/G&L Acres LLC Property: Variance from Sec. 11.03(f) and 11.04(f)6.v. of the Jefferson County Zoning Ordinance to create a 0.9-ac lot in an A-1, Exclusive Agricultural zone to be transferred to adjoining ownership in Dane County. The site is on PIN 022-0613-1823-000 (34.585 ac) in the Town of Oakland.

V1714-23 – Robert & Gloria Lukasiewicz: Variance from Sec. 11.07(d)2 of the Jefferson County Zoning Ordinance to allow reduced road setbacks for a carport at **W7927 High Ridge Rd** in the Town of Sumner, on PIN 028-0513-1124-023 (0.36 ac). The property is in a Waterfront zone.

11. Discussion and Possible Action on Above Petitions

12. Adjourn

JEFFERSON COUNTY ZONING BOARD OF ADJUSTMENT

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

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

Additional information on Zoning can be found at www.jeffersoncountywi.gov

AGENDA
JEFFERSON COUNTY PLANNING AND ZONING COMMITTEE
SITE INSPECTIONS

George Jaeckel, Chair; Steve Nass, Vice-Chair; Blane Poulson, Secretary; Matt Foelker, Cassie Richardson

SUBJECT: Planning and Zoning Committee Site Inspections
DATE: Friday, February 10, 2023
TIME: 8:00 a.m.
PLACE: Zoning Office, 222 Wisconsin Drive, Jefferson, WI

1. Call to Order
2. Roll Call (Establish a Quorum)
3. Certification of Compliance with Open Meetings Law
4. Approval of the Agenda
5. Public Comment (Not to exceed 15 minutes and not to include petitions slated for decision. Members of the public who wish to address the Committee on specific agenda items must register their request at this time)
6. Communications
7. Site Inspections for Petitions to be Presented in Public Hearing on February 16, 2023:

CU2078-23 – Cody & Kathryn Stead: Allow farm-type animals in a Residential R-2 zone at **W6585 County Road B**, Town of Aztalan, on PIN 002-0714-1741-004 (2.4 ac). This is in accordance with Sec. 11.04(f) of the Jefferson County Zoning Ordinance.

CU2079-22 – James & Darcie Jo Wilson: Convert a single-family home to a duplex at **N6424 S Farmington Rd** on PIN 008-0715-1321-007 (0.617 ac), Town of Farmington in a Community zone. This is in accordance with Sec. 11.04(f)9 of the Jefferson County Zoning Ordinance.

R54457A-23 – Sea & Sea Barge and Rental LLC/JART Midwest LLC Property: Rezone 5.5 acres of PIN 026-0616-3413-003 (16.294 ac) to create both a new 5-acre A-2 lot and a 0.5-acre access strip to be added to the adjoining A-2 zone at **N2815 County Road E** on PIN 026-0616-3412-002 (22 ac). Both properties are owned by JART Midwest LLC and are in the Town of Sullivan. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

CU2077-23 – Sea & Sea Barge and Rental LLC/JART Midwest LLC Property: Conditional use in a proposed A-2 zone for storage of contractor's equipment and materials/repair shop on PIN 026-0616-3413-003 (16.294 ac) immediately south of **N2815 County Road E**, Town of Sullivan. This is in accordance with Section 11.04(f)7 of the Jefferson County Zoning Ordinance.

8. Adjourn

If you have questions regarding the petitions, please contact the Zoning Department at 920-674-7131. Petition files referenced on this agenda may be viewed in Courthouse Room 201 between the hours of 8:00 a.m. and 4:30 p.m., Monday through Friday, excluding holidays. Materials covering other agenda items can be found at www.jeffersoncountywv.gov.

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