



## COUNTY ADMINISTRATOR

Website: [jeffersoncountywi.gov](http://jeffersoncountywi.gov)

"Jefferson County: Responsible government advancing quality of life."

### MEMORANDUM

**BEN WEHMEIER**  
County Administrator

**MICHAEL LUCKEY**  
Assistant to the County  
Administrator

**TAMMIE JAEGER**  
Administrative Secretary



**TO:** Editors  
**FROM:** Ben Wehmeier, County Administrator  
**DATE:** September 20, 2023  
**SUBJECT:** JEFFERSON COUNTY Meetings – Week of September 25, 2023

<b>Monday</b> <b>September 25, 2023</b>	Planning and Zoning Committee	8:30 a.m.	Videoconference OR Highway Committee Room 1425 Wisconsin Dr, Jefferson
<b>Tuesday</b> <b>September 26, 2023</b>	Highway Committee	7:30 a.m.	Videoconference OR Highway Committee Room 1425 Wisconsin Dr, Jefferson
	Human Resources Committee	9:00 a.m.	Videoconference OR Highway Committee Room 1425 Wisconsin Dr, Jefferson
<b>Wednesday</b> <b>September 27, 2023</b>	Executive Committee	8:30 a.m.	Videoconference OR Highway Committee Room 1425 Wisconsin Dr, Jefferson
	Community Justice Collaborating Council (CJCC)	12:00 p.m.	Videoconference
<b>Thursday</b> <b>September 28, 2023</b>	Community Action Coalition	6:00 p.m.	TBD
<b>Friday</b> <b>September 29, 2023</b>	No Scheduled County Meetings		
<b>Saturday</b> <b>September 30, 2023</b>	No Scheduled County Meetings		
<b>Sunday</b> <b>October 1, 2023</b>	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.

**AGENDA**  
**JEFFERSON COUNTY PLANNING AND ZONING COMMITTEE**  
**DECISION MEETING**

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

**SUBJECT:** Planning and Zoning Committee Decision Meeting

**DATE:** Monday, September 25, 2023

**TIME:** 8:30 a.m.

**PLACE:** County Highway Department Committee Room, 1425 Wisconsin Drive, Jefferson, WI

**YOU MAY ATTEND VIRTUALLY BY FOLLOWING THESE INSTRUCTIONS:**

Register in advance for this meeting:

[https://zoom.us/meeting/register/tJEkf--hpj4pHd2y7-u8i9MUTAbnqMB\\_1Qxy](https://zoom.us/join/zoom/register/tJEkf--hpj4pHd2y7-u8i9MUTAbnqMB_1Qxy)

Meeting ID: 959 8698 5379

Passcode: Zoning

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

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. Approval of August 17, August 28, September 15 and September 21 Meeting Minutes
7. Communications
  - a. Defend Town Plans Oral Ruling scheduled for September 25
8. August Monthly Financial Report for Register of Deeds – Staci Hoffman
9. August Monthly Financial Report for Land Information Office – Matt Zangl
10. September Monthly Financial Report for Zoning – Matt Zangl
11. Discussion on Solar Energy Facilities
  - a. Crawfish River Solar
  - b. Badger State River
12. Discussion on WE Energies Liquified Natural Gas (LNG) Facility in the Town of Ixonia
13. Discussion and Possible Action on a Determination of Completeness for an ATCP 51 Regulated Facility for Seeger Bos Farms, LLC for up to 759 Animal Units (Dairy and Beef Cows) located at N2901 Mode Lane in the Town of Oakland, PIN 022-0613-3522-000.
14. Discussion on Amending the Jefferson County Comprehensive Plan and Agricultural Preservation and Land Use Plan along with the County Zoning Ordinance to allow A-3 lots to be subdivided
15. Discussion and Possible Action on the Preliminary Plat of Oakland Hills Subdivision in the Town of Oakland near N4510 County Road A owned by John and Anne Didion
16. Discussion and Possible Action on Request by Scott Schiefelbein for a holding tank waiver at N6077 Country View, PIN 006-0716-2212-004, Town of Concord
17. Discussion and Possible Action on a Request by Dustin Wilke/Wilkes LLC to allow a septic easement for the A-3 zoned lot owned by Dustin Wilke and adjacent to N7836 Newville Rd, on PIN 030-0813-2941-004. The easement would be on the adjoining A-1 zoned property, PIN 030-0813-2914-004, owned by Wilkes LLC. Both properties are in the Town of Waterloo.
18. Discussion and Possible Action on a Proposed Even Exchange of Land Between the A-3 Zone at W4368 Ebenezer Dr, PIN 032-0815-2034-001 and the Adjacent A-1 Zone, PIN 032-0815-2034-003. Both properties are owned by Michael Yenser and Rebecca Freson in the Town of Watertown.
19. Discussion and Possible Action on Enacting an Erosion Control Ordinance
20. Discussion and Possible Action on Enacting a Post-Construction Stormwater Management Ordinance
21. Discussion and Possible Action on Petitions Presented in Public Hearing on September 21, 2023:

**R4490A-23 – Dan & Diane Garr/Robert & Margaret Schaefer Property:** Rezone 0.262 ac of PIN 016-0513-2443-000 (26.672 ac) at **W7476 Koshkonong Mounds Rd** owned by Robert and Margaret Schaefer to add it to an adjoining R-

2 lot at **N996 Vinnie Ha Ha Rd** owned by Dan & Diane Garr, PIN 016-0513-2434-022 (0.196 ac.) The properties are in the Town of Koshkonong. This is in accordance with Sec 11.04(f)2 of the Jefferson County Zoning Ordinance.

**R4491A-23 – Kevin & Christine Griswold:** Rezone 4.53 ac from PINs 012-0816-1432-000 (68.75 ac), 012-0816-1514-000 (39.63 ac) & 012-0816-1514-001 (0.375 ac) to create a lot around the existing home at **N8744 River Valley Rd** in the Town of Ixonia. This is in accordance with Sec 11.04(f)8 of the Jefferson County Zoning Ordinance.

**R4492A-23 – Stanley A Hansen Trust:** Rezone part of PIN 030-0813-2311-000 (33.867 ac) & add 0.262 ac from PIN 030-0813-2311-002 (3.995 ac) already zoned A-3 to create a 1.9-ac new building site along **Island Church Rd** in the Town of Waterloo. This is in accordance with Sec 11.04(f)8 of the Jefferson County Zoning Ordinance.

**R4493A-23 – Kelvin & Vonnice Buske:** Rezone to create a 4.56-ac lot around the home and building at **N8497 County Road D** from part of PIN 032-0815-2321-000 (40 ac), Town of Watertown. This is in accordance with Sec 11.04(f)8 of the Jefferson County Zoning Ordinance.

**R4494A-23 – David Kerschke:** Rezone to create a 1.26-ac building site from part of PIN 032-0815-3042-000 (38 ac) on **County Road Y** in the Town of Watertown. This is in accordance with Sec 11.04(f)8 of the Jefferson County Zoning Ordinance.

**CU2104-23 – Andrew Bauer:** Modify conditional uses CU2071-22 and CU1494-08 to allow an additional building for the dog training/boarding facility at **W2193 Staude Rd**, on PIN 026-0616-0744-000 (1.639 ac), Town of Sullivan. The site is zoned A-1, Exclusive Agricultural. This is in accordance with Sec 11.04(f)8 of the Jefferson County Zoning Ordinance.

22. Possible Future Agenda Items
23. Upcoming Meeting Dates – **Locations To Be Determined**
  - October 13, 8:00 a.m. - Site Inspections
  - October 19, 7:00 p.m. - Public Hearing
  - October 30, 8:30 a.m. – Decision Meeting
  - November 10, 8:00 a.m. - Site Inspections
  - November 16, 7:00 p.m. - Public Hearing
  - November 27, 8:30 a.m. - Decision Meeting

24. 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 at 222 Wisconsin Drive 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.jeffersoncountymi.gov](http://www.jeffersoncountymi.gov).**

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 at 920-674-7101 at least 24 hours prior to the meeting so that appropriate arrangements can be made.***

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



## Agenda

# Jefferson County Highway Committee Meeting

Tuesday, September 26, 2023  
7:30 A.M.

Committee Room  
1425 Wisconsin Drive  
Jefferson, Wisconsin 53549

Join Zoom Meeting  
<https://us06web.zoom.us/j/82335948224?pwd=bTJBFA5N1RSb1l0WnhZR2dxVVgyQT09>  
Meeting ID: 823 3594 8224  
Passcode: 603666

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

**Committee Members:** George Jaeckel - Chair, Curtis Backlund – Vice Chair,  
Bruce Degner, Mark Goose, Roger Lindl  
**Highway Commissioner:** William T. Kern

### AGENDA

1. Call meeting to order
2. Roll Call
3. Certification of compliance with the Open Meetings Law
4. Approval 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. Approve minutes from August 29, 2023 Highway Committee meeting
7. Communications
8. Old Business
  - a. None
9. New Business
  - a. Review and discuss 2022 Annual Financial Report and 2023 Pavement Management Report
  - b. Discuss monthly financial account summary (YTD)
10. Highway Operations Report
11. Review and approve vouchers
12. Set next meeting date (October 26, 2023 at 7:30am)
13. 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 the meeting should contact the County Administrator 24 hours prior to the meeting/visit at 920-674-7101 so appropriate arrangements can be made.

**Human Resources Committee Agenda**  
**Highway Committee Room**  
**1425 Wisconsin Dr, and Videoconference**  
**Jefferson, WI 53549**  
**Tuesday, September 26, 2023, at 9:00 a.m.**

Join Zoom Meeting: <a href="https://us06web.zoom.us/j/87697754337?pwd=cnVKMzd0TkZFY3RPRHpxMW5kTGxVdz09">https://us06web.zoom.us/j/87697754337?pwd=cnVKMzd0TkZFY3RPRHpxMW5kTGxVdz09</a>	
Meeting ID: 876 9775 4337	Passcode: Meet2022
One tap Mobile: <b>1-312-626-6799</b>	

Committee Members: James Braughler, Chair; Joan Fitzgerald, Vice-Chair; Meg Turville-Heitz; Michael Wineke; Karl Zarling

1. Call to order
2. Roll call (establish a quorum)
3. Certification of compliance with the 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. Approval of August 15, 2023, Minutes
7. Communications
8. Discussion and possible action to amend the County's vacation policy
9. Discussion and possible action approving amendment to Jefferson County's pay plan for the 2024 budget to adjust wages for positions determined to be significantly below market of 10% or more and positions impacted by compression
10. Review of August 2023 monthly financial reports for Human Resources and Safety
11. Report from Human Resources Director
  - a. Update and discussion of Employee Recruitment and Retention Workgroup meeting
  - b. Requests to fill vacant positions
  - c. Emergency Help requests
  - d. Extra steps and/or benefits for new hires and current positions
  - e. Approvals of Leaves of Absences
12. Set next meeting date and agenda items
13. Adjournment

**Next scheduled meetings:**  
**Tuesday, October 17, 2023, at 8:30 a.m.**  
**Tuesday, November 21, 2023, at 8:30 a.m.**  
**Tuesday, December 19, 2023, at 8:30 a.m.**

*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.*

# **AGENDA**

## **Executive Committee Meeting**

### **Videoconference OR**

### **Highway Committee Room**

**1425 Wisconsin Drive**

**Jefferson, WI 53549**

Wednesday, September 27, 2023

8:30 a.m.

### **Executive Committee**

Joan Fitzgerald, Steve Nass, Blane Poulson, Brandon White, Michael Wineke

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

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 committee on specific agenda items must register at this time)
6. Approval of the August 28, 2023 Executive Committee Meeting Minutes
7. Approval of the September 12, 2023 County Board Meeting Minutes
8. Discussion on County's Strategic Plan
9. Discussion on process for reviewing Board Rules and developing county board orientation
10. Financial Reports
  - a. Administration
  - b. Clerk of Courts
  - c. Corporation Counsel
  - d. County Board
  - e. County Clerk
11. County Administrator's monthly report
12. Discussion and possible action on tentative future meeting schedule and agenda items  
The next scheduled meeting date: October 25, 2023 at 8:30 a.m.
13. Adjourn

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**AGENDA**  
**JEFFERSON COUNTY**  
**COMMUNITY JUSTICE COLLABORATING**  
**COUNCIL (CJCC)**

**Wednesday, Sept 27, 2023 at 12:00 noon**

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

***Committee Members***

Bennett J. Brantmeier  
*Circuit Court Judge*

Dwayne Morris  
*County Board Supervisor*

Monica Hall  
*District Attorney*

Paul Milbrath  
*Sheriff*

Cindy Hamre Incha  
*Clerk of Circuit Court*

Emily McFarland  
*Mayor-City of Watertown*

Amber Rumpf  
*Public Defender's Office*

Sarah Rogge  
*Department of Corrections*

Ben Wehmeier  
*County Administrator*

Brent Ruehlow  
*Human Services Director*

J. Blair Ward  
*Corporation Counsel*

Pamela Waters  
*Literacy Council Director*

Alan Richter  
*Chiefs & Sheriff's Assn. Rep.*

Barbara LeDuc  
*President/CEO-Opportunities, Inc.*

Elizabeth Chilsen  
*Health Department Director*

Kendall Wick  
*Child Support Agency Rep.*

Kathy Volk  
*Director of Student Services  
Jefferson School District*

1. Call to order
2. Roll call.
3. Certification of compliance with the open meetings law.
4. Review and approve minutes from the July 26, 2023 meeting.
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. Report from CJCC/Treatment Coordinator. (Holler)
  - a. CJCC & Treatment MOUs?
7. Update on Jefferson County Alcohol Treatment Court (JCATC) & Jefferson County Drug Treatment Court (JCDTC) outcomes. (Denise Rawski)
8. Update on Secure Continuous Remote Alcohol Monitor (SCRAM) and Remote Breath. (Mary Sweeney)
9. CJCC: National Standards Review update. (Waters)
10. Update on Recidivism Council. (Waters)
  - a. MOUs?
11. Update on monthly jail data. (JESO)
12. Opioid Settlement ideas. (Brent Ruehlow / Ben Wehmeier)
13. Future regular CJCC meeting dates:

Nov. 29, 2023	12:00 noon
Jan. 24, 2024	12:00 noon
14. Bylaws adjustment (Ben Wehmeier)
15. Family Treatment Court Tour / Walworth County. Nov. 17, 2023, contact Laura Wagner for details.
16. 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 the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made