



## COUNTY ADMINISTRATOR

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

**\*\*REVISED 09-09-2025**

## MEMORANDUM

**MICHAEL LUCKEY**  
County Administrator

**TAMMIE JAEGER**  
Administrative Secretary

**TO:** Editors

**FROM:** Michael Luckey, County Administrator

**DATE:** September 3, 2025

**SUBJECT:** JEFFERSON COUNTY Meetings – Week of September 8, 2025



<b>Monday September 8, 2025</b>	UW Extension Education Committee	8:30 a.m.	Videoconference OR UW Extension 864 Collins Rd, Rm 12, Jefferson
	Drainage Board	9:30 a.m.	Videoconference OR Jefferson County Courthouse 311 S. Center Ave, C2003, Jefferson
<b>Tuesday September 9, 2025</b>	Human Services Board	8:30 a.m.	Videoconference OR Workforce Development 874 Collins Rd, Rm 103, Jefferson
	County Board	7:00 p.m.	Webinar, YouTube Livestream OR Jefferson County Courthouse 311 S. Center Ave, C2063, Jefferson
<b>Wednesday September 10, 2025</b>	EMS Working Group	9:00 a.m.	Videoconference OR Jefferson County Courthouse 311 S. Center Ave, C2063, Jefferson
<b>Thursday September 11, 2025</b>	<b>*Fair Park Committee (agenda revised)</b>	<b>8:30 a.m.</b>	<b>Videoconference OR</b> <b>Fair Park Activity Center</b> <b>503 N. Jackson Ave, Jefferson</b>
	Board of WI Pace Commission	11:00 a.m.	Videoconference
	<b>**Bridges Library System Personnel Committee</b>	<b>9:00 a.m.</b>	<b>Videoconference OR</b> <b>Bridges Library System Office</b> <b>741 N. Grand Ave, 210, Waukesha</b>
<b>Friday September 12, 2025</b>	Planning and Zoning Committee Site Inspections	8:00 a.m.	Jefferson County Courthouse 311 S. Center Ave, C1049 Jefferson
<b>Saturday September 13, 2025</b>	No scheduled county meetings		
<b>Sunday September 14, 2025</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.



## Extension

UNIVERSITY OF WISCONSIN-MADISON

### **Extension Education Committee Agenda Videoconference (See link at bottom of agenda)**

**OR**

**Jefferson County Extension Office  
864 Collins Road, Jefferson, WI 53549**

**DATE:** Monday, September 8, 2025

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

**Committee Members:** Matt Foelker, Elizabeth Hafften, Dan Herbst, John Kannard, Dwayne Morris

1. Call to Order
2. Roll Call (to establish a quorum)
3. Certification of Compliance with Open Meetings Law
4. Approval of Agenda (for possible rearrangement)
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 University Extension Education Committee Minutes from August 11, 2025
7. Communications
8. Review of 2025 Departmental Budget
9. 4-H Support Vacancy
10. Discussion of Monthly Educator Reports – Steve Chmielewski (Community Educator), Alison Pfau (Bilingual Regional Dairy Educator), Jerry Wilcenski (4-H), Julie Hill (Horticulture Educator), Lisa Krolow (Bilingual FoodWise Coordinator), Josh Kamps (Regional Crop Educator)
11. Possible Items of Discussion/Agenda Items for Upcoming Meetings
12. Discussion and Possible Decision on Dates/Times of Extension Education Committee meetings: October 13, November 10, December 8
13. Adjourn

Virtual TEAMS Link

[Join the meeting now](#)

Meeting ID: 240 650 167 874 2

Passcode: Re2YX3UE

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AGENDA  
JEFFERSON COUNTY DRAINAGE BOARD  
Jefferson County Building  
Room C2003, 311 South Center Avenue  
Jefferson, WI 53549  
September 8, 2025  
9:30 a.m.

[Join the meeting now](#)

Meeting ID: 212 882 573 528 0

Passcode: ZU9Ta9Q8

1. Call to order
2. Roll call
3. Approval of agenda
4. Certification of compliance with open meetings law
5. Approval of minutes
6. Correspondence
7. Citizens present and/or comments
8. Report of the Drains
  - a. **Comments from guests**
  - b. **Drains 15 MAIN, A,B,C & D**
    - Update: Status of assessment notification
    - Update: Notification to D.N.R.
  - c. **Drain 16**
    - Current status of Badger Solar
    - News bulletin from Federal Department of Agriculture re solar
  - d. **Drain 30**
    - Current status regarding WI Statute 88.18
  - e. **Drain 36**
    - Update: Current work to be done
    - Problem with old culvert
  - f. **Drain Agenda Additions**
9. Finance Report
10. Previous agenda items needing further discussion
11. Any other business as allowed by law
12. Approval of invoices
 

Note: The Drain Board received notification from Attorney Griggs that his invoices have not been paid.
13. Date for next meeting
14. Motion to adjourn

A quorum of any Jefferson County Committee, Board, Commission, or other body, including 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.

**Human Services Board Agenda - Jefferson County**  
**Jefferson County Workforce Development Center 874 Collins Rd, Room 103**  
**Jefferson, WI 53549**

**Date:** Tuesday, September 9, 2025, **Time:** 8:30 a.m.

**Topic:** Human Services Board Meeting

**Join Zoom Meeting**

<https://us06web.zoom.us/j/85198617061?pwd=kTvqb0liKTuoc3zQjzfgCi1dvCXLLC.1>

**Meeting ID:** 851 9861 7061

**Passcode:** 135889

+13126266799 US (Chicago)

**Committee Members:**

**Jones, Dick (Chair)**  
**Lund, Kirk (Vice Chair)**  
**Wineke, Michael**  
**Racanelli, Gino**

**Ganser, Steve**  
**Abrahamsen, Pam**  
**Callan, Joan**

1. Call to Order
2. Roll Call (Establish a Quorum)
3. Certification of Compliance with the Open Meetings Law
4. Review September 9, 2025, Agenda
5. Public Comment *(Members of the public who wish to address the Board on specific agenda items must register their request at this time.)*
6. Approval of August 12, 2025, Board Minutes
7. Communications
8. Review of the July 2025 Financial Statement
9. Discuss and Approve August 2025 Vouchers
10. Discussion and Possible Action on New 2025 Professional Service Contracts *(CCS Regional Service Array)*
11. Discussion and Possible Action on Proclamation Recognizing September as "Recovery Month"
12. Discussion and Possible Action on the Gift Card Purchasing Process
13. Presentation on the suggested Human Services Remodel Project to Satisfy Space and Safety Concerns
14. Director's Report
15. Adjourn

**Next Scheduled Meetings:**

Tuesday, October 14, 2025 at 8:30 a.m.

Tuesday November 11, 2025 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.

**Special Needs Request** - 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.

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## AGENDA

### JEFFERSON COUNTY BOARD MEETING

TUESDAY

SEPTEMBER 9, 2025

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://us06web.zoom.us/webinar/register/WN\\_N2ghwZR3TQenotKF1KEwmQ](https://us06web.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 AUGUST 12, 2025 MEETING MINUTES**
6. **COMMUNICATIONS**
  - a. Notice of Public Hearing – Planning and Zoning – September 18, 2025
  - b. Treasurer’s Monthly Report (addendum)
7. **PUBLIC COMMENT (agenda items)**
8. **SPECIAL ORDER OF BUSINESS**
  - a. Presentation – Courthouse Construction and Other Facilities – Michael Luckey & John Fox
  - b. Presentation – Aztalan Bio BCPL State Trust Fund Loan Request – Michael Luckey
9. **ANNUAL REPORTS**
  - a. District Attorney – Monica Hall
  - b. Parks – Kevin Wiesmann
  - c. Clerk of Courts – Cindy Hamre Incha
  - d. Human Resources – Terri Palm-Kostroski
- COMMITTEE REPORTS / RESOLUTIONS / ORDINANCES**
10. **PLANNING AND ZONING COMMITTEE**
  - a. Report
  - b. Ordinance – Amending Official Zoning Map
11. **PUBLIC COMMENT** (General)
12. **ANNOUNCEMENTS**
13. **ADJOURN**

#### NEXT COUNTY BOARD MEETINGS

TUESDAY, OCTOBER 14, 2025  
7:00 P.M.

PUBLIC HEARING – 2026 BUDGET  
TUESDAY, OCTOBER 28, 2025  
7:00 P.M.

## **AGENDA**

### **EMS Working Group**

#### **Videoconference OR**

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

September 10, 2025

9:00 a.m.

### **EMS Working Group**

Kim Cheney (Town of Koshkonong), Drake Daily (City of Lake Mills), County Board Supervisor Bruce Degner (Town of Ixonia), Kyle Ellefson (Village of Johnson Creek), John Kannard (Town of Sullivan), Travis Maze (Sheriff's Office), County Board Supervisor, Dwayne Morris (City of Watertown), Laura Payne (Town of Oakland), Bruce Peterson, MABAS Member (City of Fort Atkinson), Jenifer Quimby (City of Waterloo), Tanya Reynen (City of Watertown), Ron Wegner, MABAS Member (City of Jefferson), Dr. Chris Wistrom, Medical Director

[Join the meeting now](#)

Meeting ID: 212 418 417 154

Passcode: Vi3K2Mb3

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. Communications
7. Approval of August 13, 2025 EMS Working Group Minutes
8. Comments from the Chair
9. Presentation – Portage County
10. Presentation – Mutual Aid Box Alarm System (MABAS) – Ron Wegner
11. UniverCity Alliance Update
  - a. Student Projects – Fall Semester
  - b. Data Collection Survey
  - c. Group Goal Summary – Working Document
12. Discussion on next steps, timeline, and other miscellaneous matters
13. Discussion and possible action on tentative future meeting dates and agenda items

Next meeting scheduled for Wednesday, October 8, 2025 at 9:00 a.m.
14. 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.

# Fair Park Committee Agenda

## Jefferson County Fair Park

### Activity Center

503 N. Jackson Avenue

Jefferson, WI 53549

**\*REVISED 09-08-2025**

Date: Thursday, September 11, 2025

Time: 8:30 am

Committee members: Curt Backlund, Mark Groose, Libby Hafften, Georgia McWilliam, Blane Poulson, Gary Skalitzky, Brandon White

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 August 14, 2025 committee meeting minutes
7. Communications
8. Update and possible action on completion of Goat & Sheep Barn roofing improvements
9. Update on the Activity Center Fire Alarm system installation
10. Discussion and action on resolution to amend '25 budget for lighting grant participation
11. Discussion and possible action on Fair Advisory Board re-structuring and amendment to the Fair Advisory Ordinance
12. Discussion and possible action on policy for the new Fair Park & Fair Sponsorship Program
13. **\*Discussion and possible action on the possible purchase of a stage**
14. Discussion of Fair Park operations updates
15. Discussion of severe weather policy and emergency shelter plans
16. Discussion and possible action on property acquisition opportunities
17. Discussion and possible action on tentative future meeting schedule and agenda items
18. Adjourn

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

- October 9, 2025
- November 13, 2025
- December 11, 2025

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**PLEASE USE THE LINK BELOW TO JOIN THE MEETING VIRTUALLY**

**Microsoft Teams**

[Join the meeting now](#)

**Meeting ID: 227 136 846 874 4**

**Passcode: v6UR9eE6**



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

P 262.896.8080  
W [bridgeslibrarysystem.org](http://bridgeslibrarysystem.org)

## **Bridges Library System Personnel Committee Meeting**

DATE: Thursday, September 11, 2024  
TIME: 9:00 AM  
PLACE: Virtually via Zoom  
**OR**  
Bridges Library System Office  
741 N. Grand Avenue #210  
Waukesha, WI 53186

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.

*This meeting will be open to the public at the Bridges Library System Office as well as virtually via Zoom. Those wishing to attend virtually may do so by using the link provided, or by dialing 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 [blarson@bridgeslibrarysystem.org](mailto:blarson@bridgeslibrarysystem.org).*

### **Join Zoom Meeting**

<https://us02web.zoom.us/j/84780476950?pwd=hxyRP15DaasD4dpjN9gdtaP7x3iMa7.1>

Meeting ID: 847 8047 6950 | Passcode: W1c7sYkL

Dial by your location: 1 312 626 6799

Meeting ID: 847 8047 6950 | Passcode: 85069584

### **AGENDA**

1. Call to order
2. Comments from the public
3. Approve minutes of November 12, 2024 meeting - Action
4. Approve minutes of January 6, 2025 meeting - Action
5. System Director Evaluation Form - Discussion and Possible Action
6. Schedule meeting to review evaluation responses - Action
7. Adjournment

**Serving the libraries of Waukesha and Jefferson Counties**

OUR MISSION: Improving member libraries through leadership, collaboration, & support



**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:** September 12, 2025

**TIME:** 8:00 a.m.

**PLACE:** Jefferson County Courthouse, 311 S. Center Ave., Jefferson, WI in Room C1049

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 September 18, 2025:**

**R4634A-25 – Ronald & Adelaide Downing:** Rezone from A-1 to A-3 to create a 1-acre lot farm consolidation around the house at **W1878 Elder Drive** in the Town of Concord, PIN 006-0716-3243-000 (20.0 ac) and part of 006-0716-3242-000 (34.050 ac).

**R4635A-25 – Ronald & Adelaide Downing:** Rezone from A-1 to A-3 to create a 3.8-acre residential lot at **W1878 Elder Drive** in the Town of Concord, PIN 006-0716-3243-000 (20.0 ac) and part of 006-0716-3242-000 (34.050 ac).

**R4636A-25 – Ronald & Adelaide Downing:** Rezone from A-1 to A-3 to create a 2-acre residential lot at **W1878 Elder Drive** in the Town of Concord, PIN 006-0716-3243-000 (20.0 ac) and part of 006-0716-3242-000 (34.050 ac).

**R4638A-25 – Michael Bird, Sr. & Barbara Bird:** Rezone 6-acres from A-1 to A-3 to create two 3-acre residential lots at **W1441 Dahlin Lane** in the Town of Palmyra, PIN 024-0516-3342-000 (20.0 ac).

**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).

**R4637A-25 – Treva & Rachelle Merson:** Rezone from A-1 to A-3 to create a 2-acre residential lot at **W8806 Advent Road** in the Town of Oakland, PIN 022-0613-3332-000 (22.290 ac).

**8. Adjourn**

If you have questions regarding the petitions, please contact the Planning & Development Department at 920-674-7131. Petition files referenced on this agenda may be viewed in Courthouse Room C1040 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.jeffersoncountywi.gov](http://www.jeffersoncountywi.gov).

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*A digital recording of the meeting will be available in the Planning & Development Department upon request.*