



# COUNTY ADMINISTRATOR

Website: [jeffersoncountywi.gov](http://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:** November 24, 2021

**SUBJECT:** JEFFERSON COUNTY Meetings – Week of November 29, 2021

<b>Monday</b> <b>November 29, 2021</b>	Planning and Zoning Committee	8:30 a.m.	Videoconference OR Jefferson County Courthouse 311 S. Center Ave, Rm 202, Jefferson
<b>Tuesday</b> <b>November 30, 2021</b>	Highway Committee	8:30 a.m.	Videoconference OR Highway Committee Room 1425 S. Wisconsin Dr, Jefferson
<b>Wednesday</b> <b>December 1, 2021</b>	Sheriff’s Civil Service Commission	8:15 a.m.	Sheriff’s Office Conference Room 411 S. Center Ave, Jefferson
	Courthouse Security & Facilities Committee	8:30 a.m.	Videoconference OR Jefferson County Courthouse 311 S. Center Ave, Rm 202, Jefferson
	Library Board	5:00 p.m.	Jefferson Public Library 321 S. Main St, Jefferson
<b>Thursday</b> <b>December 2, 2021</b>	Finance Committee	8:30 a.m.	Videoconference OR Jefferson County Courthouse 311 S. Center Ave, Rm 205, Jefferson
<b>Friday</b> <b>December 3, 2021</b>	Law Enforcement and Emergency Management Committee	8:30 a.m.	Videoconference OR Jefferson County Courthouse 311 S. Center Ave, Rm 205, Jefferson
<b>Saturday</b> <b>December 4, 2021</b>	Lake Ripley Management District	9:00 a.m.	Teleconference OR Oakland Town Hall N4450 County Rd A, Cambridge
<b>Sunday</b> <b>December 5, 2021</b>	No Scheduled County Meetings		

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

*George Jaeckel, Chair; Steve Nass, Vice-Chair; Blane Poulson, Secretary; Matt Foelker, Lloyd Zastrow*

**SUBJECT:** Planning and Zoning Committee Decision Meeting  
**DATE:** November 29, 2021  
**TIME:** 8:30 a.m.  
**PLACE:** Room 202 of the Jefferson County Courthouse, 311 S. Center Ave., Jefferson, WI  
OR Via Zoom Videoconference

**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/https://zoom.us/meeting/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 October 25, November 12 and November 18 Meeting Minutes**
7. **Communications**
  
8. **October Monthly Financial Report for Register of Deeds – Staci Hoffman**
9. **October Monthly Financial Report for Land Information Office-Matt Zangl**
10. **November Monthly Financial Report for Zoning – Matt Zangl**
11. **Discussion on Solar Energy Facilities**
12. **Discussion on WE LNG Facility in the Town of Ixonia**
13. **Discussion on Zoning Ordinance Update**
14. **Discussion and Possible Action on a Request by Fred and Karah Pugh for a Holding Tank Waiver on PIN 012-0816-1943-001 on County Road E in the Town of Ixonia**
15. **Discussion and Possible Action on a Request by S&R Egg Farms for a Holding Tank Waiver on PIN 024-0516-1911-000 at W2024 State Road 59 in the Town of Palmyra**
16. **Discussion and Possible Action on a Request by Erik and Jennifer Stafford for Lot Line Adjustment Between PINs 014-0615-1733-004 at W4442 County Road Y owned by the Staffords and PIN 014-0615-1733-003 owned by Michael and Debra Ibis. Both lots are zoned A-3, Agricultural/Rural Residential in the Town of Jefferson.**
17. **Discussion and Possible Action on a Request by Gla and Sally Leeman for Lot Line Adjustment Between PINs 024-0516-0212-001 at W628 State Road 106 in the Town of Palmyra, Zoned A-1, Exclusive Agricultural and 026-0616-3543-000 on State Road 106 in the Town of Sullivan, Zoned A-3,**

**Agricultural/Rural Residential. Both PINs are owned by the Leemans; this is being requested to better reflect the existing use.**

**18. Discussion and Possible Action on Petitions Presented in Public Hearing on November 18, 2021:**

**R4360A-21 – Jeffrey & Rebecca Weber:** Create a 1.03-acre farm consolidation lot around the home at **N4614 Paradise Rd.** The site is in the Town of Jefferson, part of PIN 014-0615-0441-000 (40.254 Acres). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**R4361A-21 – Jeffrey & Rebecca Weber:** Create a 2.25-acre new building lot from part of PIN 014-0615-0441-000 (40.254 Acres) near **N4614 Paradise Rd** in the Town of Jefferson. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**CU2096-21 – Randy Dunn:** Allow an extensive on-site storage structure of 2,520 square feet and 13.4 feet high in a Residential R-2 zone at **N6299 Jefferson Road.** The site is in the Town of Aztalan on PIN 002-0714-1341-001 (1.13 Ac). This is in accordance with Sec. 11.04(f)2 of the Jefferson County Zoning Ordinance.

**CU2097-21 – Jeremy & Monica Hepp/Hepp Holdings LLC:** Allow an extensive on-site storage structure 2,560 square feet and 22 feet high in a Residential R-2 zone. The site is at **N6255 County Road Q** in the Town of Aztalan on PIN 002-0714-1742-007 (1.683 Ac). This is in accordance with Sec. 11.04(f)2 of the Jefferson County Zoning Ordinance.

**CU2098-21 – Joseph D Vlasak Trust:** Allow an extensive on-site storage structure that is 1,830 square feet and 19 feet high in a Residential R-2 zone at **N7117 River Park Dr.** The site is in the Town of Farmington on PIN 008-0714-0113-004 (20.803 Ac). This is in accordance with Sec. 11.04(f)2 of the Jefferson County Zoning Ordinance.

**CU2099-21 – David & Kourtney Lauer:** Allow for keeping of four dogs as household pets in a Residential R-1 zone. The site is at **N3943 Prairie Ridge Ln** in the Town of Sullivan on PIN 026-0616-1723-014 (1 Ac). This is in accordance with Sec. 11.04(f)1 of the Jefferson County Zoning Ordinance.

**CU2100-21 – Edward & Chrissy Gaggioli:** Allow for a residence in an existing Business zone at **N416 Twinkling Star Rd.** The site is in the Town of Koshkonong on PIN 016-0514-3523-001 (2 Ac). This is in accordance with Sec. 11.04(f)3 of the Jefferson County Zoning Ordinance.

**CU2058-20 – Dianne Owens & Paul Elliot:** Allow for an agricultural tourism and event facility at **N7040 Saucer Drive** in the Town of Farmington on PIN 008-0715-0232-001 (2.002 Ac). This is in an approved A-2 zone and is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

**19. Possible Future Agenda Items**

**20. Upcoming Meeting Dates**

**December 10, 8:00 a.m. – Site Inspections Beginning in Courthouse Room 203**

**December 16, 7:00 p.m. – Public Hearing in Courthouse Room 205**

**December 28???????, 8:30 a.m. – Decision Meeting in Courthouse Room 202**

**January 14, 2022, 8:00 a.m. – Site Inspections Beginning in Courthouse Room 203**

**January 20, 7:00 p.m. – Public Hearing in Courthouse Room 205**

**January 24, 8:30 a.m. – Decision Meeting in Courthouse Room 202**

**21. 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.jeffersoncountyiwi.gov](http://www.jeffersoncountyiwi.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, November 30, 2021

8:30 A.M.

Committee Room  
1425 Wisconsin Drive  
Jefferson, Wisconsin 53549

Join Zoom Meeting  
<https://zoom.us/j/91337483835?pwd=QldvUDJGclhybGdLc0pOVmpvRmNDQT09>

Meeting ID: 913 3748 3835  
Passcode: 969079  
One tap mobile  
+13126266799,,91337483835# US (Chicago)

Dial by your location  
+1 312 626 6799 US (Chicago)  
Meeting ID: 913 3748 3835

Find your local number: <https://zoom.us/u/aQftYsVAo>

**Committee Members:** George Jaeckel - Chair, Mike Kelly – Vice Chair,  
Laura Payne- Secretary, Dick Schultz, Lloyd Zastrow  
**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 October 27, 2021 Highway Committee meeting
7. Communications
8. Old Business                      a. None
9. New Business                      a. Presentation from WisDOT (Winter Maintenance Operations)  
    b. Discuss 2021 monthly financial account summary (YTD)
10. Highway Operations Report
11. Review and approve vouchers
12. Set next meeting date (December 28, 2021?, January 25, 2022 - 8:30 a.m.)
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.

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# 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

Wednesday, December 1, 2021 @ 8:15 A.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.
  - 8:15 a.m. – 8:30 a.m. – Briefing on Candidates
  - 8:30 a.m. – 9:00 a.m. – Candidate
  - 9:00 a.m. – 9:30 a.m. – Candidate
  - 9:30 a.m. – 10:00 a.m. – Candidate
  - 10:00 a.m. – 10:30 a.m. – Candidate
  - 10:30 a.m. – 11:00 a.m. – Candidate
  - 11:00 a.m. – 11:30 a.m. – Candidate
  - 11:30 a.m. – 11:45 a.m. – Scoring of candidates
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.

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Business 920.674.7310 ★ Patrol 920.674.7360 ★ Detectives 920.674.7360 ★ Civil Process 920.674.7339 ★ Jail 920.674.7336  
Toll Free: Jefferson County 1.800.675.7310

**COURTHOUSE SECURITY & FACILITIES COMMITTEE AGENDA**

Jefferson County Courthouse  
**Room #202 or via ZOOM**  
311 S. Center Avenue  
Jefferson, WI 53549

**Wednesday, December 1, 2021 at 8:30 a.m.**

***Committee Members  
by SCR 68.05***

*William V. Gruber  
Circuit Court Judge*

*Steven Nass  
County Board Chair*

*Benjamin Wehmeier  
County Administrator*

*Cindy Hamre Incha  
Clerk of Circuit Court*

*Jennifer Weber  
Circuit Court Commissioner*

*Paul Milbrath  
Sheriff*

*Monica Hall  
District Attorney*

*Amber Rumpf  
Public Defender*

*Danielle Thompson  
Rep. of local bar association*

*Laurie Anderson  
V/W Coordinator*

*Donna Haugom  
Emergency Mgmt Director*

*Vacant  
Central Services Manager*

1. Call to order.
2. Roll call.
3. Certification of compliance with the open meetings law.
4. Review and approve minutes from September 1, 2021 meeting.
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. Trauma kits – update (Hamre Incha).
8. Business continuity evacuation plan – update (Milbrath).
9. Courthouse remodel – update (Wehmeier).
10. Tentative future meeting dates/confirm format going forward:  
March 2, 2022 8:30 a.m.  
June 1, 2022 8:30 a.m.  
8:30 a.m.
11. Future agenda items.
12. Adjourn.

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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.

*Zoom Instructions for participants and/or observers that do not wish to appear in person:*

<https://wicourts.zoom.us/j/99387963508>

*Meeting ID: 993 8796 3508*

# Jefferson County Library Service

% Dwight Foster Public Library  
Mailing Address: 209 Merchants Avenue  
Fort Atkinson, WI 53538  
920.563.7790

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## Jefferson County Library Board Meeting

### Location:

[Jefferson Public Library](#)

321 S Main St, Jefferson, WI 53549

Wednesday, Dec. 1st 2021

5:00 – 6:00 p.m.

## Agenda

1. Call to Order and Introductions
2. Approval of Minutes of the July 28, 2021 Meeting
3. Comments from the Public
4. Correspondence
5. Administrator's Report
6. Report from Library System Representative – Art Biermeier
7. Report from Library System Director – Karol Kennedy
8. Old Business
  - A. Report on 2022 Jefferson County Budget – **Discussion**
9. Reports from County Libraries
10. Adjournment

**Finance Committee Agenda**  
**Jefferson County**  
Jefferson County Courthouse  
311 S. Center Avenue, Room 205  
Jefferson, WI 53549

Date: Thursday December 2, 2021

Time: 8:30 a.m.

Committee members: Jones, Richard (Chair); Kutz, Russell (Secretary); Rinard, Amy; Jaeckel, George (Vice Chair); Nelan, Conor

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 Finance Committee minutes for November 4, 2021
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 insurance renewals and rates for 2022
9. Discussion and possible action on Fleet Management Plan
10. Discussion and possible action on entering into a contract with Ehlers to manage bond proceeds
11. Discussion and possible action on project budget for Courthouse/Sheriff/Jail improvements
12. Discussion and possible action on American Rescue Plan Act (ARPA) projects
13. Discussion and possible action on determining the disposition of foreclosed properties, setting minimum bids for the sale of foreclosed properties and considering offers to purchase on foreclosed properties
14. 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 setting minimum bids, selling and considering offers to purchase on tax foreclosed properties and other county owned properties and pursuant to section 19.85 (1)(g) Wis. Stats. to confer with legal counsel concerning strategy to be adopted by Jefferson County with respect to litigation in which it is or is likely to become involved for the purpose of discussion and possible action on claims against Jefferson County
15. Reconvene in open session for action on closed session items if necessary
16. Discussion and possible action on 2021 projections of budget vs. actual revenues and expenditures
17. Review of the financial statements and department update for October 2021-Finance Department
18. Review of the financial statements and department update for October 2021-Treasurer's Office
19. Review of the financial statements and department update for October 2021-Child Support
20. Update on contingency fund balance
21. Discussion of funding for projects related to the new highway facilities and sale of old highway facilities
22. Set future meeting schedule, next meeting date, and possible agenda items
23. Review of invoices
24. Adjourn

Next scheduled meetings:      Thursday, January 6, 2022 (Regular Meeting)  
   Thursday, February 3, 2022 (Regular Meeting)  
   Thursday, March 3, 2022 (Regular Meeting)  
   Thursday, April 7, 2022 (Regular Meeting)

Register in advance for this meeting:

[https://zoom.us/meeting/register/tJMocuCvpj4vHdbpKQyglAcWm\\_rKSxeOauzu](https://zoom.us/meeting/register/tJMocuCvpj4vHdbpKQyglAcWm_rKSxeOauzu)

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

*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.*

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# LAW ENFORCEMENT AND EMERGENCY MANAGEMENT COMMITTEE

## AGENDA

Jefferson County Courthouse, Room 205

311 S. Center Ave.

Jefferson, WI 53549

December 3, 2021 @ 8:30 a.m.

Join Zoom Meeting

<https://zoom.us/j/94221327017?pwd=Q3Y4RzB4NW1XZ0RETXhtemN5eVBUZz09>

Meeting ID: 942 2132 7017

Passcode: Law

Dial by your location

+1 312 626 6799 US

**DWAYNE MORRIS; KIRK LUND; DAVID DRAYNA; BRANDON WHITE; MARY ROBERTS**

1. Call to order
2. Roll call
3. Certification of compliance with 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. Approval of the October 22, 2021 meeting minutes
7. Communications
8. Grants – Update of ongoing or new grants
9. Report from the Sheriff
10. Update on Communications Project
11. Review monthly bills and financial items (September and October) and Report on the budget
12. Review monthly jail and patrol activity reports
13. Discussion and possible action on approving jail assessment fund purchases
14. Discussion on potential items for the January 28, 2022 meeting agenda (Emergency Management)
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.

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.



**Lake Ripley Management District  
Meeting of the Board of Directors  
December 4, 2021, 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 October 16, 2021 Board meeting
- IV. Treasurer's Report
- V. Lake Manager's Report and Correspondence
- VI. New Business
  - a. 2022 meeting dates discussion and possible action
  - b. Proposed Town ordinances discussion and possible action
  - c. Discussion and possible action on 10-year Preserve Management Plan
- VII. Old Business
  - a. Jefferson County tourism book discussion and possible action
  - b. Lake Management Plan final discussion and possible action
- VIII. Adjournment

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

**\*DISCLAIMER: 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 November 29, 2021. Posted to the Jefferson County website ([www.jeffersoncountywi.gov](http://www.jeffersoncountywi.gov)). Scheduled to be published in Cambridge News newspaper on the day of December 2, 2021.**