



## COUNTY ADMINISTRATOR

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

"Jefferson County: Responsible government advancing quality of life"

### MEMORANDUM

\*REVISED 05-13-2022

**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



<b>Monday</b> <b>May 16, 2022</b>	No Scheduled County Meetings		
<b>Tuesday</b> <b>May 17, 2022</b>	Human Resources Committee	8:30 a.m.	Videoconference OR 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
<b>Wednesday</b> <b>May 18, 2022</b>	Land and Water Conservation Committee	8:30 a.m.	Videoconference OR 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
<b>Thursday</b> <b>May 19, 2022</b>	*HOME Consortium Board (Agenda added)	9:00 a.m.	Videoconference
	Planning and Zoning Committee – Public Hearing	7:00 p.m.	Videoconference OR Jefferson County Courthouse 311 S. Center Ave, Rm 205, Jefferson
<b>Friday</b> <b>May 20, 2022</b>	No Scheduled County Meetings		
<b>Saturday</b> <b>May 21, 2022</b>	*Lake Ripley Management District (Agenda added)	9:00 a.m.	Teleconference OR Oakland Town Hall N4450 Co Rd A, Cambridge
<b>Sunday</b> <b>May 22, 2022</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 - 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=VUpnY1lFOGU4VEVjZFFNREdycU1TUT09>  
Meeting ID: 946 8288 7058                      Passcode: 427144  
One tap Mobile: **1-312-626-6799, 946 8288 7058#**

Committee Members: James Braugher; 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.

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.

**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
7. 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.
11. 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 6<sup>th</sup>, 2022
  - July 4<sup>th</sup>, 2022 (Requires a Reschedule)
  - August 1<sup>st</sup>, 2022
  - September 5<sup>th</sup>, 2022 (Requires a Reschedule)
14. Field Visit: Jefferson County Dog Park, Interurban Trail Phase I, Trieloff Property, Blackhawk Island Road FMP.
15. Adjourn

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**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.

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  
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=L0lIU3hWWUJjempoemh3NVlyVXpqZz09>

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
14. 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
  - c. 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.

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



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

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

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

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



Waukesha County CDBG Program  
Program Administrator  
515 W. Moreland Blvd.  
Waukesha, WI 53188  
1.262.896.3370 (direct)  
1.262.896.8510 (fax)

**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.

**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=eHZRbHZXWXhlUnlKdkhtOXhoTmtNZz09>

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.



**R4410A-22 – Dane M Hartwig:** 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**

**CU2119-22- Kyle Pearson:** 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.

**CU2120-22 – Saul Pechous:** 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.

**CU2121-22 – Jeff Powers:** 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.

**CU2123-22 – Stephen & Judith Zillmer:** 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**

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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.



**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

**\*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 May 17, 2022. Posted to the Jefferson County website ([www.jeffersoncountywi.gov](http://www.jeffersoncountywi.gov)). Posted to the Lake Ripley Management District website ([www.lakeripley.org](http://www.lakeripley.org)). Scheduled to be published in Cambridge News newspaper on the day of May 19, 2022.