



## COUNTY ADMINISTRATOR

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

### MEMORANDUM

\*REVISED 02-12-2024

**BEN WEHMEIER**  
County Administrator

**MICHAEL LUCKEY**  
Assistant to the County  
Administrator

**TAMMIE JAEGER**  
Administrative Secretary



**TO:** Editors  
**FROM:** Ben Wehmeier, County Administrator  
**DATE:** February 7, 2024  
**SUBJECT:** JEFFERSON COUNTY Meetings – Week of February 12, 2024

<b>Monday</b> <b>February 12, 2024</b>	UW Extension Education Committee  Drainage Board  Drug Free Coalition Event	8:30 a.m.  9:30 a.m.  6:00 p.m.	Videoconference OR  UW Extension 864 Collins Rd, Rm 12, Jefferson  Videoconference OR  Highway Committee Room 1425 Wisconsin Dr, Jefferson  Jefferson High School 700 W. Milwaukee St, Jefferson
<b>Tuesday</b> <b>February 13, 2024</b>	Human Services Board  County Board	8:30 a.m.  7:00 p.m.	Videoconference OR  Workforce Development 874 Collins Rd, Rm 103, Jefferson  Webinar, YouTube Livestream OR Jefferson County Courthouse 311 S. Centre Ave, C2063, Jefferson
<b>Wednesday</b> <b>February 14, 2024</b>	Historic Sites Preservation Council	8:30 a.m.	Videoconference OR  Jefferson County Courthouse 311 S. Center Ave, C1049, Jefferson
<b>Thursday</b> <b>February 15, 2024</b>	*HOME Consortium Board (agenda added)  Planning and Zoning Committee – Public Hearing	9:00 a.m.  7:00 p.m.	Teleconference OR  Waukesha County Admin Center 515 W. Moreland Blvd, Waukesha  Videoconference OR  Jefferson County Courthouse 311 S. Center Ave, C2063 Jefferson
<b>Friday</b> <b>February 16, 2024</b>	No scheduled county meetings		
<b>Saturday</b> <b>February 17, 2024</b>	Lake Ripley Management District	9:00 a.m.	Oakland Town Hall N4450 County Road A, Cambridge
<b>Sunday</b> <b>February 18, 2024</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, February 12, 2024

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

**Committee Members:** Matt Foelker, Dan Herbst, John Kannard, Dwayne Morris, Mary Roberts

1. Call to Order
2. Roll Call (to establish a quorum)
3. Certification of Compliance with Open Meetings Law
4. Public Comment (Members of the Public who wish to address the Committee on specific agenda items must register their request at this time.)
5. Approval of Agenda (for possible rearrangement)
6. Approval of University Extension Education Committee Minutes from January 8, 2024
7. Communications
8. Review of 2024 Departmental Budget
9. Introduction of Janel Heidelmeier, Associate Area Extension Director
10. Discussion on Extension Office Marketing Plan
11. Discussion of Monthly Educator Reports – Steve Chmielewski (Community Educator), Alison Pfau (Regional Dairy Educator), Jerry Wilcenski (4-H), Julie Hill (Horticulture Educator), Lisa Krolow (FoodWise), Josh Kamps (Regional Crop Educator)
12. Possible Items of Discussion/Agenda Items for Upcoming Meetings
13. Discussion and Possible Decision on Dates/Times of Extension Education Committee meetings: March 11, April 8, May 13
14. Adjourn

Join Zoom Meeting

<https://us06web.zoom.us/j/89023756316?pwd=dEtDeXYrc1FMeTU0b0R0aG81a1VPdz09>

Meeting ID: 890 2375 6316

Passcode: 162604

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

A quorum of any Jefferson County Committee, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting. Individuals requiring special accommodation 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. "Enriching people with knowledge, perspective, skills, and aspirations. "University of Wisconsin, U.S. Department of Agriculture & Wisconsin counties cooperating. UW-Extension provides equal opportunities in employment and programming including Title IX & ADA.

AGENDA  
JEFFERSON COUNTY DRAINAGE BOARD  
Highway Department Committee Room  
1425 S. Wisconsin Drive  
Jefferson, WI 53549  
February 12, 2024  
9:30 a.m.

Join Zoom Meeting

<https://us06web.zoom.us/j/81524822555?pwd=xKAVtcGLT56svEgDI0q7YMTpLDFNJ8.1>

Meeting ID: 815 2482 2555

Passcode: 450976

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

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. **Drain 15** -Patricia Cicero: Costs of videographing services  
-Chairman Hughes: Update on Cambridge issue
  - b. **Drain 36** -Brian Udovich: Report: January Meeting with Craig Thompson, Secretary DOT  
(culvert/DOT issues)
  - c. **Drain 16** -Update concerning PSC extension for Badger Solar
  - d. **Drains 20/41** -Ron Griebenow: Update report: Brushing project with Contractor Jaeckel Bros.
9. Finance Report – Discuss issue of legal bills needing detail for payment
10. Previous agenda items needing further discussion
  - a. Update: Erosion Control and Storm Water Management ordinance
  - b. Solar ordinance update: Review of draft
11. Any other business as allowed by law
12. Approval of Invoices
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.

# KNOWLEDGE IS POWER

SUBSTANCE MISUSE EDUCATION SERIES

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RECOVERY, MEDICAL PROFESSIONALS & MORE!

SNACKS & DRAWINGS WILL BE AVAILABLE

JEFFERSON HIGH SCHOOL

FEB  
12

6:00 – 8:00PM



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. No business will be conducted.



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

**Date:** Tuesday, February 13, 2024, Time: 8:30 a.m.

**Topic:** Human Services Board Meeting

**Join Zoom Meeting**

<https://zoom.us/j/94280034464?pwd=dkZGanZ1TFNTV1M0QlhVpVGpzS2JnZz09>

**Meeting ID:** 942 8003 4464

**Passcode:** 750434

+13126266799 US (Chicago)

**Committee Members:**

**Jones, Dick (Chair)**  
**Kutz, Russell (Vice-Chair)**  
**Racanelli, Gino**

**Wineke, Michael**  
**Lund, Kirk**  
**Nsibirwa, Sira**

1. Call to Order
2. Roll Call (Establish a Quorum)
3. Certification of Compliance with the Open Meetings Law
4. Review of the February 13, 2024 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 December 12, 2023 Board Minutes
7. Communications
8. Review of the December 2023 Financial Statements
9. Discuss and Approve December 2023 Vouchers
10. Discuss and Approve January 2024 Vouchers
11. Discussion and Possible Action on new 2024 Professional Service Contracts (*SHC, PC, Respite, CCS Regional Service Array, AODA Residential Sober Living, and Foster Care*)
12. Discussion and Possible Action on the appointment of John Donahue and Todd Weidenhoff to the ADRC Advisory Committee
13. Discussion and Possible Action on the 2024 Billing Rates
14. Discussion and Possible Action on Budget Carry Over Requests
15. Discussion and Possible Action on Proclamation Recognizing April as Child Abuse Prevention Month
16. Director's Report
17. Adjourn

**Next Scheduled Meetings:**

Tuesday, March 12, 2024, at 8:30 a.m.

Tuesday, April 9, 2024, 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 24 hours before the meeting at 920-674-7101 so appropriate arrangements can be made.

## AGENDA

### JEFFERSON COUNTY BOARD MEETING

TUESDAY FEBRUARY 13, 2024 7:00 p.m.

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

Webinar OR [Livestream on YouTube](#)

Register in advance for this webinar:

[https://zoom.us/webinar/register/WN\\_N2ghwZR3TQenotKF1KEwmQ](https://zoom.us/webinar/register/WN_N2ghwZR3TQenotKF1KEwmQ)

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

1. **CALL TO ORDER**
2. **ROLL CALL BY COUNTY CLERK**
3. **PLEDGE OF ALLEGIANCE**
4. **CERTIFICATION OF COMPLIANCE WITH OPEN MEETINGS LAW**
5. **APPROVAL OF THE AGENDA**
6. **APPROVAL OF MINUTES – JANUARY 16, 2024**
7. **COMMUNICATIONS**
  - a. Notice of Public Hearing – Planning and Zoning – February 15, 2024
  - b. Treasurer’s Monthly Report
  - c. Retirement Recognitions
8. **PUBLIC COMMENT (agenda items)**
9. **SPECIAL ORDER OF BUSINESS**
  - a. Presentation of Level III Health Department Designation
  - b. Strategic Plan Update
  - c. Budget Amendment Update
10. **ANNUAL REPORTS**
  - a. County Board Meeting Fee Report 2022-2023

#### Next County Board Meeting

Tuesday, March 12, 2024  
7:00 p.m.

### **COMMITTEE REPORTS / RESOLUTIONS / ORDINANCES**

11. **EXECUTIVE COMMITTEE**
  - a. Memo: County Board Rules Update & Suspension of Board Rules for guidance votes
12. **FINANCE COMMITTEE**
  - a. Resolution – Denying Claim for damages by Peggy Kirk
  - b. Resolution – Amending the 2024 budget for the Emergency Management Department
13. **HUMAN RESOURCES COMMITTEE**
  - a. Ordinance – Amending Ordinance 2012-06, the Civil Service Ordinance, to change the promotional process used for promotions to Detective, Sergeant, Captain and Chief Deputy
  - b. Resolution – Creating a Pool of Seasonal, Limited Term Employment (LTE) Positions for Watercraft Inspection in the Land and Water Conservation Department

**14. PARKS COMMITTEE**

- a. Ordinance – Amending the Jefferson County Parks Ordinance Regarding Park & Trail Hours
- b. Resolution – Authorizing Motorized Recreation Grant Application to Fund the Jefferson County Snowmobile Trail Aid Program
- c. Resolution – Accepting bid for the Construction and Installation of a Recreation Bridge on Interurban Trail Phase III
- d. Resolution – Authorizing Amended and Restated Memorandum of Agreement between Jefferson County and Groundswell Conservancy, Inc. and amending the 2024 Parks Department Budget

**PLANNING AND ZONING COMMITTEE**

- a. Report
- b. Ordinance – Amending Official Zoning Map

**14. APPOINTMENTS BY COUNTY BOARD CHAIR**

- a. Kim McDarison, Media Representative, to the to the Local Emergency Planning Committee (LEPC) for an indeterminate term

**15. PUBLIC COMMENT (General)**

**16. ANNOUNCEMENTS**

**17. ADJOURN**

## **Historic Sites Preservation Council Agenda**

Date: Wednesday, February 14, 2024

Time: 8:30 AM

Videoconference OR  
Jefferson County Courthouse  
Room C1049  
311 S. Center Avenue  
Jefferson, WI 53549

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)

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 13, 2023 meeting
7. Communications
8. New Member Orientation
9. Discussion on Heirloom Apple Tree Removal at UW-Extension
10. Discussion on Jefferson County Potter's Field Study with University of Wisconsin-Whitewater
11. Discussion and Possible Action on Story Maps/GIS web Mapping
12. Discussion and Possible Action on Potential Historic Property Applications & Target Date to Launch Application Process.
13. Discussion and Possible Action on Historic Sites Preservation Council Ordinance
14. Discussion on 2024 Historic Sites Preservation Council Budget
15. Next Scheduled Meetings per the 2024 Proposed Meeting Schedule:
  - a. April 10, 2024
16. Potential agenda items for Council's next meeting
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.*





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, February 15, 2024 at 10:00 A.M.**

**This meeting will be held in person in room AC 355/359 of the Waukesha County Administration Center, 515 W. Moreland Blvd., Waukesha, WI 53188.**

The meeting can also be accessed 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 **649 136 931#**

**AGENDA**

1. Call to Order
2. Pledge of Allegiance
3. Approval of the Minutes from the December 21, 2023, Board Meeting
4. Public/Staff Comment
5. Financial Status Report
6. Homeowner Rehabilitation Program Delivery Fee increase request from 10% to 20%
7. HOME ARP Non-Congregate Shelter Committee Update
8. HOME ARP Rental Housing Development Committee Update and Funding Recommendation for Hebron Housing Services
9. HOME ARP Discussion of preferences and limitations
10. Adjournment

**The next HOME Board meeting is scheduled for Thursday, March 21, 2024**

**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**

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

**SUBJECT:** Map Amendments to the Jefferson County Zoning Ordinance and Requests for Conditional Use Permits  
**DATE:** Thursday, February 15, 2024  
**TIME:** 7:00 p.m. (Doors will open at 6:30)

**PLACE:** **JEFFERSON COUNTY COURTHOUSE, ROOM C2063**  
**311 S. CENTER AVE, JEFFERSON, WI 53549**  
**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: February 15, 2024, 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 at 7 p.m. on Thursday, February 15, 2024, in Room C2063 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 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, except holidays. If you have questions regarding these matters, please contact Zoning at 920-674-7131.

**DECISIONS ON THE CONDITIONAL USES ONLY WILL BE MADE ON FEBRUARY 26, 2024**  
**DECISIONS ON THE REZONINGS WILL BE MADE ON MARCH 12, 2024**

**FROM A-1 TO A-3, AGRICULTURAL/RURAL RESIDENTIAL**

**R4518A-24 – William S Ehrke Trust:** Create a 1-ac A-3 residential building site from part of PIN 022-0613-1434-000 (50.711 Ac) located off **Ehrke Road** in the Town of Oakland. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**R4519A-24 – Adam I Adsit:** Create an approximate 2.3-ac A-3 residential building site from part of PIN 024-0516-3532-002 (32.44 Ac) located at **N231/N299 Tamarack Rd** in the Town of Palmyra. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

## FROM I TO A-3, AGRICULTURAL/RURAL RESIDENTIAL

**R4520A-24 – John K & M Michelle Mehring:** Create (1) 1.1-ac and (2) 1.5-ac A-3 residential building sites from part of PIN 024-0516-3342-001 (18.46 Ac) located at **N252/N254 County Road H** in the Town of Palmyra. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

## CONDITIONAL USE PERMIT APPLICATIONS

**CU2117-24 – Keegan T/Sarah M Wedl:** Conditional use for storage of contractor's equipment in an A-2 zone on PIN 002-0714-3311-002 (1.314 Ac) located at **N5201 Popp Rd** in the Town of Aztalan. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

**CU2118-24 – KF Pellatt LLC:** Conditional use to allow for a construction contracting business in a Business zone on PIN 016-0514-1043-026 located at **N1806 US Highway 12** in the Town of Koshkonong. This is in accordance with Sec. 11.04(f)3 of the Jefferson County Zoning Ordinance.

**CU2119-24 – Teresa Peterson:** Conditional use for a conditional home occupation for the sale of plants in an A-3 zone on PIN 030-0813-2823-002 (4.00 Ac) located at **W8889 Stoney Brook Rd** in the Town of Waterloo. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

### 7. Adjourn

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



## **Lake Ripley Management District**

### **Meeting of the Board of Directors**

**February 17<sup>th</sup>, 2024, 9:00 AM**

**N4450 County Road A**

**Cambridge, Wisconsin, 53523**

### **Agenda**

- I. Call to Order and Roll Call
- II. Public Comment
- III. Approve Minutes of January 20<sup>th</sup>, 2024, Board meeting
- IV. Treasurer's Report
- V. Town of Oakland Representative Update
- VI. Jefferson County Representative Update
- VII. Lake Manager's Report and Correspondence
- VIII. New Business
  - a. Willerup cost-share project discussion and possible action
  - b. Field Technician job posting discussion and possible action
  - c. Nature Preserve Technician job posting discussion and possible action
  - d. Clean Boats, Clean Waters job posting discussion and possible action
  - e. Weed Harvester position posting discussion and possible action
  - f. Upland Prairie 2 and Wetland 2 burn bids discussion and possible action
- IX. Old Business
  - a. Critical Habitat Designation (CHD) update
- X. Announcements
- XI. 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 February 12, 2024. 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 February 15, 2024.