



COUNTY ADMINISTRATOR

Website: jeffersoncountywi.gov

BEN WEHMEIER
County Administrator

MICHAEL LUCKEY
Assistant to the County
Administrator

TAMMIE JAEGER
Administrative Secretary

MEMORANDUM

***REVISED 06-10-2024



TO: Editors
FROM: Ben Wehmeier, County Administrator
DATE: June 5, 2024
SUBJECT: JEFFERSON COUNTY Meetings – Week of June 10, 2024

Monday June 10, 2024	UW Extension Education Committee	8:30 a.m.	Videoconference OR UW Extension 864 Collins Rd, Rm 12, Jefferson
	Drainage Board	9:30 am.	Highway Committee Room 1425 Wisconsin Dr, Jefferson
Tuesday June 11, 2024	Human Services Board	4:00 p.m.	Videoconference OR Workforce Development 874 Collins Rd, Rm 103, Jefferson
	Human Services Board – Public Hearing	5:00 p.m.	Videoconference OR Workforce Development 874 Collins Rd, Rm 103, Jefferson
	***County Board (agenda revised)	7:00 p.m.	Webinar, YouTube Livestream OR Jefferson County Courthouse 311 S. Center Ave, C2063, Jefferson
Wednesday June 12, 2024	Historic Sites Preservation Council	8:30 a.m.	Videoconference OR Jefferson County Courthouse 311 S. Center Ave, C1021, Jefferson
	Groundbreaking Event – Kikkoman Foods, Inc.	10:45 a.m.	1555 Industrial Dr, Jefferson
Thursday June 13, 2024	Fair Park Committee	8:30 a.m.	Videoconference OR Fair Park Activity Center 503 N. Jackson Ave, Jefferson
	Child Death Review Team (CDRT)	10:35 a.m.	Videoconference OR Health Department 1541 Annex Rd, Jefferson
Friday June 14, 2024	Planning and Zoning Committee – Site Inspections	8:00 a.m.	Jefferson County Courthouse 311 S. Center Ave, C1049, Jefferson
	WI Counties Utility Tax Association (WCUTA)	10:00 a.m.	Videoconference OR WCA Office 22 E. Mifflin St, Suite 900 Madison
Saturday June 15, 2024	*Lake Ripley Management District (agenda revised)	9:00 a.m.	Oakland Town Hall N4450 County Road A, Cambridge
Sunday June 16, 2024	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, June 10, 2024
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 May 13, 2024
7. Communications
8. Review of 2024 Departmental Budget
9. Review and Discussion of the Division of Extension – County Partnership Guidance Document
10. 2023 Annual Report
11. 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)
12. Possible Items of Discussion/Agenda Items for Upcoming Meetings
13. Discussion and Possible Decision on Dates/Times of Extension Education Committee meetings: July 8, August 12, September 9
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
June 10, 2024
9:30 a.m.

Join Zoom Meeting

<https://us06web.zoom.us/j/85900135982?pwd=EWiI697Oi7XPSvInaNI5JRRMZ5Pyqa.1>

Meeting ID: 859 0013 5982

Passcode: Drain

Dial by your location: 1 312 626 6799

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 1** -Re-request to attend Drain Board meeting regarding process to reinstate this drain following dissolution
 - b. **Drain 41**-Chairman Hughes report concerning size issue of culvert replacement
 - c. **Drain 36**-D.O.T. written response concerning the culvert replacement issue
 - d. **Drain 15Main through 15D**-Secretary report on status of this assessment
 - e. **Drain Agenda Additions**
9. Finance Report – Patricia Cicero: Report on the status of the payment of unpaid legal bills
10. Previous agenda items needing further discussion
 - a. Status of plat books
 - b. Drain 33 inspection
 - c. Update on Erosion Control and Solar Ordinance
11. Any other business as allowed by law
12. Approval of invoices
13. Date for next meeting
14. Motion to 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.

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

Date: Tuesday, June 11, 2024, Time: 4:00 p.m.

Topic: Human Services Board Meeting

Join Zoom Meeting

<https://zoom.us/j/94280034464?pwd=dkZGanZ1TFNTV1M0QlhvVGpzS2JnZz09>

Meeting ID: 942 8003 4464

Passcode: 750434

+13126266799 US (Chicago)

Committee Members:

Jones, Dick (Chair)
Kutz, Russell (Vice-Chair)
Wineke, Michael

Lund, Kirk
Racanelli, Gino
Ganser, Steve

1. Call to Order
2. Roll Call (Establish a Quorum)
3. Certification of Compliance with the Open Meetings Law
4. Review of the June 11, 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 May 14, 2024 Board Minutes
7. Communications
8. Review of the April 2024 Financial Statement
9. Discuss and Approve May 2024 Vouchers
10. Discussion and Possible Action on New 2024 Professional Service Contract *(Family Caregiver Supports and Services, Supervised Visits, Home Modification, CCS Regional Service Array and Child Crisis Safety Intervention)*
11. Discussion and Possible Action on the appointment of Frankie Fuller to the Nutrition Project Council
12. Discussion and Possible Action on the appointment of Michael Wineke to the Aging and Disability Resource Center (ADRC) Advisory Committee
13. Discussion and Possible Action on the appointment of Frankie Fuller to the Aging and Disability Resource Center (ADRC) Advisory Committee
14. Discussion and Possible Action on the appointment of Mary Dixon to the Aging and Disability Resource Center (ADRC) Advisory Committee
15. Discussion and Possible Action on the appointment of Carol O’Neil to the Aging and Disability Resource Center (ADRC) Advisory Committee
16. Directors Report
17. Discuss the Public Hearing & review Board Policies
18. **Public Hearing at 5:00 p.m. – Human Services Department 2025 Budget**
19. Adjourn

Next Scheduled Meetings:

Tuesday, July 9, 2024, at 8:30 a.m.
Tuesday, August 13, 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

**REVISED 06-10-2024

JEFFERSON COUNTY BOARD MEETING

TUESDAY June 11, 2024 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://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 MAY 14, 2024 MEETING MINUTES**
 7. **SPECIAL ORDER OF BUSINESS**
 - a. Proclamation – Congratulating the Lakeside High School Boy’s Track Team on their Division 2 State Track Championship
 - b. Resolution – Recognizing Life Saving Efforts of: Deputy Ashley Nedanovski, Deputy Jared Mejia, Deputy Pete Betanski, Sergeant Eli Wiedenfeld, LPN Melissa Maasz, LPN Laurissa Stachel
 - c. Presentation of 2023 audit results by CliftonLarsonAllen
 8. **COMMUNICATIONS**
 - a. Treasurer’s Monthly Report
 - b. Certificate of Excellence – Child Support
 - c. Retirement Recognition
 - d. Zoning Committee – Notice of Public Hearing, June 20, 2024
 9. **PUBLIC COMMENT (agenda items)**
 10. **ANNUAL REPORTS**
 - a. Human Services – Brent Ruehlow
 - b. Corporation Counsel – Danielle Thompson
 - c. UW Extension – Chrissy Wen
 - d. Economic Development Consortium – Deborah Reinbold
- COMMITTEE REPORTS / RESOLUTIONS / ORDINANCES**
11. **EXECUTIVE COMMITTEE**
 - a. Resolution – Amending the Jefferson County Board Supervisory District Plan to incorporate newly created Ward 4 in the Town of Aztalan

12. **FINANCE COMMITTEE**

- a. Resolution –Initial Resolution Approving Revenue Bond Financing for Bug Tussel Wireless, LLC. -
****Information with respect to the job impact of the project will be available at the time of consideration of the Resolution**
- b. Resolution – Accepting \$500 in restricted donations for the Jefferson County Health Department’s Safe Sleep Program and amending the 2024 budget

13. **HUMAN RESOURCES COMMITTEE**

- a. Resolution – Adopting the Market-Response Compensation Management Program Policy
- b. ***Resolution – Approving the elimination of a Full-time Lead Intake Worker Position and Creating a Full-time Intake Worker Position and Eliminating a Full-time Intake After Hours Worker Position and Creating a Full-time, Exempt Crisis Supervisor Position in the Human Services**

14. **PLANNING AND ZONING COMMITTEE**

- a. Report – Approval of Petitions
- b. Ordinance – Amending Official Zoning Map

15. **APPOINTMENTS BY COUNTY BOARD CHAIR**

- a. Dwayne Morris to the Community Justice Collaborating Council (CJCC) for a term ending April 21, 2026
- b. Michael Wineke to the Community Action Coalition (CAC) for an indeterminate term

16. **APPOINTMENTS BY HUMAN SERVICES BOARD**

- a. Mary Dixon to the Aging & Disability Resource Center Advisory Committee (ADRC) for a three-year term ending July 1, 2027
- b. Frankie Fuller to the Aging & Disability Resource Center Advisory Committee (ADRC) for a three-year term ending July 1, 2027
- c. Carol O’Neil to the Aging & Disability Resource Center Advisory Committee (ADRC) for a three-year term ending July 1, 2027
- d. Michael Wineke to the Aging & Disability Resource Center Advisory Committee (ADRC) for a three-year term ending July 1, 2027
- e. Frankie Fuller to the Nutrition Project Council for a three-year term ending July 13, 2027

17. **PUBLIC COMMENT** (General)

18. **ANNOUNCEMENTS**

19. **ADJOURN**

**NEXT COUNTY BOARD MEETING
JULY 9, 2024 – 7:00 P.M.**

Historic Sites Preservation Council Agenda

Date: Wednesday, June 12, 2024

Time: 8:30 AM

Council Members: Anthony Gulig, Peter Killoran, Roger Lindl, Matthew Tracy, Robin Untz

Videoconference OR
Jefferson County Courthouse
Room C1021
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. Election of new Council Officers
6. Public comment (Members of the public who wish to address the Council must register their request at this time)
7. Approval of minutes from the April 10, 2024 meeting
8. Communications
9. New Member Orientation
10. Discussion Historic Sites Preservation Council Ordinance
11. Discussion and Possible Action on State Historical Society Subscription Discussion
12. Discussion and Possible Action on Story Maps/GIS web Mapping
13. Discussion and Possible Action on Potential Historic Property Applications & Target Date to Launch Application Process.
14. Discussion and Possible Action on Jefferson County Potter's Field Study with University of Wisconsin-Whitewater
15. Discussion on 2024 Historic Sites Preservation Council Budget
16. Next Scheduled Meetings per the 2024 Proposed Meeting Schedule
17. Potential agenda items for Council's next meeting
18. 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.



JEFFERSON COUNTY

OFFICE OF THE COUNTY ADMINISTRATOR

311 S. Center Avenue, Room 2032
Jefferson, WI 53549
www.jeffersoncountywi.gov

Phone: (920) 674-7101
Fax: (920) 675-0068

Groundbreaking for Kikkoman Foods, Inc.

Location: 1555 Industrial Avenue
Jefferson, WI 53549

Date: June 12, 2024
10:45 a.m.

Details

Jefferson County Board members have been invited to celebrate the groundbreaking of the latest production facility for Kikkoman Foods, Inc. Doors open at 10:15 and the ceremony will begin at 10:45. Following speeches from guests and community members, there will be a networking lunch. This entire event is by invitation only.

A quorum of the Jefferson County Board of Supervisors may be present at the ceremony. No business will be conducted.

Fair Park Committee Agenda
Jefferson County Fair Park
Activity Center
503 N. Jackson Avenue
Jefferson, WI 53549

Date: Thursday, June 13, 2024
Time: 8:30 a.m.

Committee members: Backlund, Curt; Goose, Mark; Hafften, Libby; Poulson, Blane; White, Brandon; *Public Member Vacant; Public Member Vacant*

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 May 9, 2024 committee meeting minutes
7. Communications
8. Review of Community Feedback & Suggestions on Fair Operations
9. Report from Fair Advisory Board
10. Update on Fair Park staffing
11. Discussion on Fair Park operations
12. Discussion on 2024 Jefferson County Fair
13. Discussion and possible action on Fairest of the Fair
14. Discussion and possible action on filling vacancy on Fair Advisory Board
15. Discussion and possible action on tentative future meeting schedule and agenda items
16. Adjourn

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

- July 10-14, 2024
- August 8, 2024

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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

Jefferson County Child Death Review Team (CDRT)
Thursday, June 13th, 2024 at 10:35 AM
Jefferson County Health Department
1541 Annex Road, Jefferson WI, 53549
Watertown Conference Room (Downstairs)

Virtual Option: [Click here to join the meeting](#)
Meeting ID: 221 688 180 60
Passcode: J79BEA

MEETING AGENDA

- I. Call to Order
- II. Open Session
 - A. Roll Call
 - B. Introduction of any new members/ student observers
 - C. Certification of Compliance with the open meetings laws
 - D. Approval of meeting minutes from March 14th, 2024 meeting
 - E. Public Comment (Members of the public who wish to address the Committee must register their request at this time)
 - F. Discussion of confidentiality and signing of Confidentiality Agreement
 - G. Motion to convene into closed session for the purpose of discussing confidential information relating to the unexpected deaths of specific children, pursuant to: Wis. Stat 19.85 (1)(d)(considering strategy for crime detection or prevention);
Wis. Stat 48.981(7)(limiting public disclosure of child-specific information disclosed to child death review team);
Wis. Stat 146.82(2)(b)(restricting re-disclosure of medical information contained in records obtained pursuant to law);
Wis. Stat 48.78(2)(a)(restricting re-disclosure of information in records of child protective agency); and
Wis. Stat 48.396 (limiting disclosure of law enforcement records of children).
- III. Closed session
 - A. Discussion relating to 2 accidental deaths of a child or young adult up to 25 years of age
 - B. Motion to return to open session
- IV. Reconvene open session
 - A. Next meeting date – December 12th, 2024
 - B. 2024 meeting dates: December 12th
 - C. 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.

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: June 14, 2024
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 June 20, 2024:

CU2128-24 – Steve & Dawn Sleaver: Conditional use to allow for an extensive onsite storage structure 2860 sq. ft. with height of 22 ft. 10 inches in R-2 at **N3555 County Road N**, Town of Jefferson, on parcel 014-0614-2313-001.

CU2129-24 – Jason & Kathy Forest: Conditional use to allow an extensive residential on-site storage addition of 588 sq. ft on to an existing 560 sq. ft. garage for a total of 1148 sq. ft. with a height of 19 ft. at **N6286 Korth Highlands** on parcel 018-0713-1542-002 Town of Lake Mills.

R4543A-24 – Jacqueline Christensen: Rezone to create a 1.136-acre residential lot along **Hustisford Road**, Town of Ixonia, from parcel 012-0816-1942-000.

CU2127-24 – Amy Bavuso: Conditional use to allow up to 5 dogs as household pets in an R-1 at **W1301 Marietta Avenue**, Town of Ixonia, on parcel 012-0816-2242-007.

R4542A-24 – Richard & Kimberly Heine: Reapplication of an expired approval to create a 2-acre residential building site on the corner of **Bakertown Road and N Helenville Road** in the Town of Farmington, parcel 008-0715-3522-000.

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.

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 Planning & Development Department upon request.

 <p data-bbox="389 168 673 262">Lake Ripley Management District</p>	<p data-bbox="860 94 1388 189">Lake Ripley Management District Meeting of the Board of Directors</p> <p data-bbox="925 210 1323 252">June 15th, 2024, 9:00 AM</p> <p data-bbox="893 273 1356 357">N4450 County Road A Cambridge, Wisconsin, 53523</p>
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Agenda

- I. Call to Order and Roll Call
- II. Public Comment
- III. Approve Minutes of May 18th, 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. Lake Management Plan Amendment discussion and possible action
 - b. Cost-share rubric discussion and possible action
 - c. Lake Manager Evaluation discussion and possible action

[Meeting may enter Closed Session [as per §Wis. Statute 19.85 (1)(c) to consider staff-related employment and compensation]

- IX. Old Business
 - a. Cost-share at N4222 Sleepy Hollow Lane discussion and possible action
 - b. 2025 Board budget requests discussion and possible action
 - c. Critical Habitat Designation 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 May 13, 2024. Posted to the Jefferson County website (www.jeffersoncountywi.gov). Scheduled to be published in Cambridge News newspaper on the day of May 16, 2024.