

AGENDA

JEFFERSON COUNTY BOARD MEETING

Tuesday, October 11, 2011 7:00 p.m.

**Jefferson County Courthouse
320 South Main Street, Room 205
Jefferson, WI 53549**

***REVISED 10-10-2011**

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**
4. **CERTIFICATION OF COMPLIANCE WITH OPEN MEETING LAW**
5. **REVIEW OF THE AGENDA**
6. **APPROVAL OF September 13, 2011 COUNTY BOARD MINUTES**
7. **COMMUNICATIONS**
 - a. Treasurer's Monthly Report (Addendum to Agenda)
 - b. Retirement Recognitions
 - c. Memo from Donna Haugom dated September 13, 2011 regarding "We Volunteer" (Page 1)
 - d. Report - Apportionment of County Levy (Page 2-3)
 - e. Zoning Committee Notice of Public Hearing, October 20, 2011, 7:00 p.m. Rm 205 (Page 4-5)
8. **PUBLIC COMMENT**
- 8.a ***SPECIAL ORDER OF BUSINESS**

Presentation – 2012 Recommended Budget
- COMMITTEE REPORTS / RESOLUTIONS / ORDINANCES**
9. **PLANNING & ZONING COMMITTEE**
 - a. Report – Approval of Petitions (Page 6)
 - b. Ordinance – Amend Zoning Ordinance (Page 7-8)
10. **ECONOMIC DEVELOPMENT REVOLVING LOAN COMMITTEE**
 - a. Resolution – Authorizing Intergovernmental Agreement with the Town of Sullivan for CDBG-EAP grant project (Page 9)
11. **FINANCE COMMITTEE**
 - a. Resolution – Extend administrative services contract for dental insurance program (Page 10)
 - b. Resolution – Extend Clifton Gunderson audit contract thru fiscal year 2013 (Page 11)
12. **HIGHWAY COMMITTEE**
 - a. Resolution – Authorize Highway Department boom truck purchase (Page 12)
13. **HUMAN RESOURCES COMMITTEE**
 - a. Resolution – Creating one full-time Child Protective Services Ongoing Professional I (CPSOPI) position and eliminating one vacant full-time Family Development Worker (FDW) position (Page 13)

14. INFRASTRUCTURE COMMITTEE
 - a. Ordinance – Repealing Courthouse weapons prohibition (Page 14)
 - b. Resolution – Adopting County Weapon Policy (Page 15-18)
 - c. Resolution – Adopting a County Grounds Use Policy (Page 19-22)
15. LAW ENFORCEMENT/EMERGENCY MANAGEMENT COMMITTEE
 - a. Ordinance – Update Emergency Management Ordinance (Page 23-24)
16. PARKS COMMITTEE
 - a. Resolution –Supporting the Rock River Trail Initiative to create a recreation water trail and scenic road route along the entire length of the Rock River (Page 25)
17. APPOINTMENTS BY COUNTY ADMINISTRATOR
 - a. Pam Rogers, Lake Mills, WI, to the Human Services Board for a three-year term ending November 1, 2014. (Page 26)
 - b. Augie Tietz, Watertown, WI to the Human Services Board for a three-year term ending November 1, 2014. (Page 26)
 - c. Rodney Laudenslager, Watertown, WI to fill a vacancy on the Sheriff’s Civil Service Commission, term expiring on January 1st, 2014. (Page 26)
18. APPOINTMENTS BY THE COUNTY BOARD CHAIR
 - a. Erin O’Brien to the Local Emergency Planning Committee (LEPC) for an indeterminate term. (Page 27-28)
19. ANNOUNCEMENTS
20. ADJOURN

NEXT COUNTY BOARD MEETINGS

**OCTOBER 25, 2011 7:00 P.M. ROOM 205
(2012 Budget Public Hearing)**

**NOVEMBER 15, 2011 7:00 P.M. ROOM 205
(Adoption of the 2012 Budget)**



JEFFERSON COUNTY OFFICE OF EMERGENCY MANAGEMENT

DONNA HAUGOM, DIRECTOR

KIM BUCHHOLZ, PROGRAM ASSISTANT

DATE: September 13, 2011

TO: Mr. John Molinaro, Chairperson
Jefferson County Board of Supervisors

FROM: Donna Haugom

SUBJECT: We Volunteer

The Jefferson County Office of Emergency Management has partnered with We Volunteer, Wisconsin's Emergency Volunteer Initiative.

This project helps provide education, planning and resources in emergency volunteer management for county use.

There are 3 elements to this project:

1. Working with local municipalities to identify existing resources, shelters, and volunteer bases in place to determine gaps that the county may need to assist with during a disaster.
2. Assist in creating a training curriculum to provide municipalities with information to strengthen their planning and response efforts.
3. Work with a registry for volunteers to register their interests, skills, and geographical availability for emergency response activation. Identify a volunteer manager and work together to utilize volunteers effectively in an emergency response.

The Jefferson County Office of Emergency Management would appreciate the support of the Jefferson County Board of Supervisors as we continue to work with municipalities to improve the planning and response to protect life and property for the citizens of Jefferson County.



Item 7d

TID303WI

Report Used for Apportionment of County Levy

Date: 08/11/2011

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JEFFERSON County

2011 County Apportionment

District	Equalized Value Reduced by TID Value Increment	% to Total
Aztalan	129,265,300	.020587287
Cold Spring	74,285,200	.011830946
Concord	175,285,700	.027916672
Farmington	133,403,100	.021246289
Hebron	96,013,700	.015291510
Ixonia	413,247,900	.065815444
Jefferson	185,426,700	.029531767
Koshkonong	350,237,200	.055780118
Lake Mills	283,925,500	.045219063
Milford	102,313,200	.016294792
Oakland	328,034,800	.052244079
Palmyra	184,418,400	.029371181
Sullivan	182,853,400	.029121933
Sumner	115,164,300	.018341508
Waterloo	82,462,600	.013133310
Watertown	187,010,600	.029784025
Town Total	3,023,347,600	.481509923
Cambridge	5,371,400	.000855470
Johnson Creek	207,468,200	.033042180
Lac La Belle	573,600	.000091354
Palmyra	116,502,500	.018554635
Sullivan	46,434,200	.007395289
Village Total	376,349,900	.059938927
Fort Atkinson	846,392,700	.134799744
Jefferson	487,949,600	.077712723
Lake Mills	458,301,400	.072990837
Waterloo	191,948,500	.030570454
Watertown	843,268,400	.134302156
Whitewater	51,331,400	.008175235
City Total	2,879,192,000	.458551150
County Total	6,278,889,500	1.000000000

District	TID Value Increments			Current Value	Increment
	TID #	YEAR	Base Value		
V . Johnson Creek	002	1994	11,378,800	72,200,600	60,821,800
V . Johnson Creek	003	1995	701,400	54,374,400	53,673,000
V . Palmyra	002	1995	166,300	4,199,000	4,032,700
V . Palmyra	003	2006	430,300	6,414,900	5,984,600
C . Fort Atkinson	006	2000	1,135,400	8,132,500	6,997,100
C . Fort Atkinson	007	2000	11,587,900	25,752,700	14,164,800
C . Fort Atkinson	008	2009	28,584,200	29,312,200	728,000
C . Jefferson	002	1997	9,125,900	12,748,900	3,623,000
C . Jefferson	004	2000	0	1,146,000	1,146,000
C . Jefferson	005	2001	19,442,200 ³	28,469,500	9,027,300
C . Jefferson	006	2009	0	1,500,000	1,500,000
C . Lake Mills	002	1998	11,445,700	26,940,700	15,495,000
C . Lake Mills	003	2006	6,993,800	7,812,300	818,500
C . Lake Mills	004	2006	7,446,000	15,855,400	8,409,400
C . Waterloo	001	2005	5,961,500	11,610,100	5,648,600
C . Watertown	003	1991	2,081,800	63,236,900	61,155,100
C . Watertown	004	2005	1,047,600	6,769,500	5,721,900
C . Watertown	005	2005	28,998,600	45,922,300	16,923,700
C . Watertown	006	2005	225,800	4,423,500	4,197,700
C . Whitewater	004	1990	968,200	25,897,000	24,928,800
C . Whitewater	005	2007	14,500	13,700	*
C . Whitewater	008	2007	503,700	512,700	9,000

COMUN CODE	NAME OF MUNICIPALITY		2010 TOTAL EQUALIZED VALUE	AMOUNT OF NET NEW CONSTRUCTION	PERCENT CHANGE
28002	Town of	Aztalan	\$131,089,700	\$610,300	0.47%
28004	Town of	Cold Spring	\$75,109,600	\$146,400	0.19%
28006	Town of	Concord	\$178,091,600	\$1,200,000	0.67%
28008	Town of	Farmington	\$127,445,000	\$1,157,500	0.91%
28010	Town of	Hebron	\$100,647,900	\$551,200	0.55%
28012	Town of	Ixonia	\$413,519,100	\$4,929,800	1.19%
28014	Town of	Jefferson	\$190,147,800	\$1,754,700	0.92%
28016	Town of	Koshkonong	\$369,051,200	\$2,069,500	0.56%
28018	Town of	Lake Mills	\$275,074,000	\$2,312,900	0.84%
28020	Town of	Milford	\$104,248,300	\$1,746,700	1.68%
28022	Town of	Oakland	\$343,284,500	\$3,011,400	0.88%
28024	Town of	Palmyra	\$202,372,200	-\$520,400	-0.26%
28026	Town of	Sullivan	\$192,727,300	\$878,200	0.46%
28028	Town of	Sumner	\$120,251,700	\$1,013,700	0.84%
28030	Town of	Waterloo	\$86,952,200	\$80,900	0.09%
28032	Town of	Watertown	\$194,026,800	\$2,717,700	1.40%
28111	Village of	Cambridge*	\$5,753,000	\$0	0.00%
28141	Village of	Johnson Creek	\$328,251,700	\$6,270,200	1.91%
28146	Village of	Lac La Belle*	\$559,400	\$0	0.00%
28171	Village of	Palmyra	\$127,080,200	\$1,624,000	1.28%
28181	Village of	Sullivan	\$48,324,100	\$58,700	0.12%
28226	City of	Fort Atkinson	\$862,971,300	\$1,099,700	0.13%
28241	City of	Jefferson	\$504,511,400	\$323,200	0.06%
28246	City of	Lake Mills	\$475,764,000	\$7,913,100	1.66%
28290	City of	Waterloo	\$202,107,600	\$639,500	0.32%
28291	City of	Watertown*	\$926,497,400	\$9,808,300	1.06%
28292	City of	Whitewater*	\$77,880,200	-\$7,500	-0.01%
28999	County of	Jefferson	\$6,663,739,200	\$51,389,700	0.77%

* Split districts are summed at the end of the report

NOTICE OF PUBLIC HEARING

JEFFERSON COUNTY PLANNING AND ZONING COMMITTEE

Steve Nass, Chair; Greg David, Vice-Chair; Don Reese, Secretary; Amy Rinard; Jan Roou

1. **Call to Order**
2. **Roll Call**
3. **Certification of Compliance With Open Meetings Law Requirements**
4. **Review of Agenda**
5. **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, October 20, 2011, in Room 205 of the Jefferson County Courthouse, Jefferson, Wisconsin. A hearing will be given to anyone interested in the proposals. **PETITIONERS, OR THEIR REPRESENTATIVES, SHALL BE PRESENT.** Matters to be heard are petitions to amend the zoning ordinance of Jefferson County and applications for conditional use permits. A map of the properties affected may be obtained from the Zoning Department. If you have questions regarding these matters, please contact Zoning at 920-674-7131.

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

3544A-11 – Kevin Hildebrandt: Rezone to create a 1-acre lot on **Allen Drive** in the Town of Concord from part of PIN 006-0716-1112-000 (40 Acres).

3545A-11 – Carol Lucht: Create a two-acre vacant lot and a 2-acre lot around the home at **W2169 Hanson Road** from part of PIN 026-0616-3041-000 (37.698 Acres) in the Town of Sullivan.

3546A-11 – Sam Meyers/Mark Skau Property: Create a 1.5-acre lot around the home at **W9241 STH 106** in the Town of Sumner from part of PIN 028-0513-1732-000 (38.378 Acres).

A-2 MODIFICATION

3547A-11 – Timberlane Excavating/Bryce Knox: Modify the existing A-2 zone to allow 0.9 acre of it to be transferred to the adjoining property owner. The site is at **N3540 CTH G** in the Town of Jefferson, on PIN 014-0614-1923-000 (29.1 Acre).

CONDITIONAL USE PERMIT APPLICATIONS

CU1674-11 – Scott Schneider/Dean’s Eggs, Inc: Conditional use to allow an intensive agricultural operation for up to 290,000 laying hens at **N5358 STH 89** in the Town of Aztalan, with buildings on PINs 002-0714-3043-000 (15 Acres) and 002-0714-3043-001 (6 Acres), zoned A-1 Agricultural.

CU1675-11 – Dennis & Christine Sukow/Gladys Vogel Property: Conditional use to allow a go-kart track in an A-2 zone at **W5003 Hwy 18**, Town of Jefferson, on PIN 014-0614-1212-000 (37.826 Acres).

6. Adjourn

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator at 920-674-7101 24 hours prior to the meeting so that appropriate arrangements can be made.

**REPORT
TO THE HONORABLE MEMBERS OF THE JEFFERSON COUNTY
BOARD OF SUPERVISORS**

The Jefferson County Planning and Zoning Committee, having considered petitions to amend the zoning ordinance of Jefferson County, filed for public hearing held on July 21, August 18 and September 15, 2011, as required by law pursuant to Wisconsin Statutes, notice thereof having been given, and being duly advised of the wishes of the town boards and persons in the areas affected, hereby makes the following recommendations:

**APPROVAL OF PETITIONS
3531A-11, 3536A-11, 3541A-11 and 3542A-11**

DATED THIS TWENTY-SIXTH DAY OF SEPTEMBER 2011

Donald Reese, Secretary

**THE EFFECTIVE DATE OF THE PRIOR MONTH'S AMENDMENTS 3533A-11, 3534A-11, 3535A-11,
3537A-11, 3538A-11, 3539A-11 and 3540A-11 IS SEPTEMBER 20, 2011.**

ORDINANCE NO. 2011-_____

Amend Zoning Ordinance

WHEREAS, the Jefferson County Board of Supervisors has heretofore been petitioned to amend the Jefferson County Zoning Ordinance, and

WHEREAS, Petition 3531A-11 was referred to the Jefferson County Planning and Zoning Committee for public hearing on July 21, 2011, Petition 3536A-11 was referred for public hearing on August 18, 2011, and Petitions 3541A-11 and 3542A-11 were referred for public hearing on September 15, 2011, and

WHEREAS, the proposed amendments have been given due consideration by the Board of Supervisors in open session,

NOW, THEREFORE, BE IT ORDAINED that the Jefferson County Board of Supervisors does amend the zoning ordinance of Jefferson County (and official zoning maps) as follows:

FROM AGRICULTURAL A-1 TO A-2, AGRIBUSINESS

Rezone approximately 1.6 acre of PIN 018-0713-0431-000 (35.2 acres) near N6974 Kuhl Road in the Town of Lake Mills. Rezoning is conditioned upon road access approval by the Town, and upon receipt and recording of a final certified survey map for the lot. (3531A-11 – Matthew Thomas)

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

Create a 1.74-acre A-3 zone on Hustisford Road in the Town of Ixonia from part of PIN 012-0816-1821-000 (35.609 acres). This utilizes the last available A-3 zone for the property; therefore, rezoning is conditioned upon recording of an affidavit acknowledging that fact. It is further conditioned upon road access approval from the Town, upon receipt by Zoning of a soil test showing sites for installation of both initial and replacement private sewage systems, and upon approval and recording of a final certified survey map including extraterritorial plat review, if necessary. The rezoning shall be null and void and of no effect one year from the date of County Board approval unless all applicable conditions have been completed by that date. (3536A-11 – Richard Patrick)

Rezone approximately 2 acres of PIN 006-0716-2712-000 (49.01 acres) to create a new building site near N5614 CTH F in the Town of Concord. Rezoning is conditioned upon road access approval by the County Highway Department, upon receipt by Zoning of a soil test showing sites for installation of both initial and replacement private sewage systems, and upon

approval and recording of a final certified survey map including extraterritorial plat review, if necessary. The rezoning shall be null and void and of no effect one year from the date of County Board approval unless all applicable conditions have been completed by that date. (3541A-11 – Mark Schellinger)

**FROM AGRICULTURAL A-1 AND A-2, AGRIBUSINESS TO A-3, RURAL
RESIDENTIAL**

Rezone all of PIN 016-0514-0531-000 (3 acres) to allow for home replacement meeting all necessary setbacks at N2223 Falk Road in the Town of Koshkonong. Rezoning shall be null and void and of no effect one year from the date of County Board approval unless all applicable conditions have been completed by that date. (3542A-11 – Scott & Cynthia Behrens)

AYES _____

NOES _____

ABSTAIN _____

ABSENT _____

Ordinance Requested by the
Planning and Zoning Committee

10-11-11

Deb Magritz 10-3-11

RESOLUTION NO. 2011-_____

**Resolution authorizing Intergovernmental Agreement with the
Town of Sullivan for CDBG-EAP grant project**

WHEREAS, Jefferson County has an identified a need in the Town of Sullivan to provide disaster recovery from the 2008 flooding event, and

WHEREAS, Jefferson County contemplates submitting a request to Wisconsin Department of Administration (formerly Wisconsin Department of Commerce) to redirect a portion of grant funds received under the Community Development Block Grant-Emergency Assistance Program (CDBG-EAP) to be allocated to the Town of Sullivan for the Rome Mill Pond Project for the purpose of meeting those needs, and

WHEREAS, Jefferson County and the Town of Sullivan desire to and are required to, enter into a written cooperative agreement between the County and the Town of Sullivan to participate in such CDBG-EAP program, and

WHEREAS, Jefferson County and the Town of Sullivan understand that Jefferson County will act as the applicant and will have the ultimate responsibility to assume all obligations under the terms of the grants including assuring compliance with all applicable laws and program regulations and performance of all work in accordance with the contract, and

WHEREAS, it is understood that Jefferson County and the Town of Sullivan will have access to their respective grant records and authority to monitor all activities,

NOW, THEREFORE, pursuant to Wisconsin Statute sec. 66.0301, Jefferson County and the Town of Sullivan agree to cooperate in the submission of an application for such funds, and agree to cooperate in the implementation of the submitted CDBG-EAP program, as approved by the Department of Administration and the Bureau of Community Finance.

BE IT FURTHER RESOLVED that the County Administrator is authorized to execute a Cooperative Agreement with the Town of Sullivan setting forth the program details.

Fiscal Note: This program is funded by the CDBG-EAP grant program through the State of Wisconsin. The town project will cost up to \$100,000 including administrative costs. The Jefferson County Economic Development Director will provide the grant administration.

AYES _____

NOES _____

ABSTAIN _____

ABSENT _____

Requested by
Economic Development Revolving Loan Committee

10-11-11

Philip C. Ristow & Dennis Heling: 10-03-11

Item 11a

RESOLUTION NO. 2011-____

Extend administrative services contract for dental insurance program

WHEREAS, Jefferson County has self-funded employee dental benefits since the 1980's using a third party administrator, and

WHEREAS, Resolution No. 2008-30 adopted June 10, 2008, awarded the dental insurance administrative contract to Delta Dental, after the program was reviewed and proposals had been received from five different administrators, and

WHEREAS, the County may extend the contract through December 31, 2013, at the 2008 rate of \$3.86 per employee per month, and

WHEREAS, the Finance Committee recommends approval of the extension of the Delta Dental administrative contract through December 31, 2013,

NOW, THEREFORE, BE IT RESOLVED that the County Clerk is authorized to execute a contract for Delta Dental's administrative services at the rate of \$3.86 per employee per month through December 31, 2013.

Fiscal Note: The County has 454 employees currently enrolled in dental coverage which generates an annual administrative cost of about \$21,000 for the dental insurance program.

AYES _____

NOES _____

ABSTAIN _____

ABSENT _____

Requested by
Finance Committee

10-11-11

Philip C. Ristow: 09-27-11; 09-30-11

RESOLUTION NO. 2011-____

Extend Clifton Gunderson audit contract thru fiscal year 2013

WHEREAS, Jefferson County has utilized the services of Clifton Gunderson LLP for the past four years, and

WHEREAS, the Finance Committee and staff have been satisfied with the services received from Clifton Gunderson, and

WHEREAS, Clifton Gunderson has proposed a three year extension covering the 2011, 2012 and 2013 audit at a cost of \$46,200, \$47,600 and \$48,900 respectively, and

WHEREAS, the cost increase is about 3% per year which is reasonable, and

WHEREAS, the Finance Committee recommends extension at this time rather than seeking proposals, as the increase is minimal and the staff time necessary to deal with a new auditor would outweigh any expected savings,

NOW, THEREFORE, BE IT RESOLVED that the County Administrator is authorized to execute a three year contract extension with Clifton Gunderson LLP for auditing services through the 2013 audit.

Fiscal Note: As noted above, the increase in cost is about 3% per year. The increased sums are budgeted for 2011's audit which occurs in 2012.

AYES _____

NOES _____

ABSTAIN _____

ABSENT _____

Requested by
Finance Committee

10-11-11

Philip C. Ristow: 09-28-11; 09-30-11

Item 12a

RESOLUTION NO. 2011-_____

Authorize Highway Department boom truck purchase

WHEREAS, the Jefferson County Highway Department has reviewed the need for a replacement boom truck for highway department operations, and

WHEREAS, the current boom truck is a 1980 model in poor condition, and

WHEREAS, the Highway Department has recommended the purchase of a used truck instead of bidding for a new truck based on the average annual hours of operation of the truck, and

WHEREAS, the Highway Department has reviewed multiple used units and located a preferred unit with the following information,

Highway Boom Truck

Dealer:	Utility Sales and Service (Appleton, WI)
Truck Model:	2000 Ford F-750, Cat Engine (29,685 miles)
Boom Model:	1999 Versalift Aerial Model VO355MHI

Used Price: \$44,500.00

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Highway Department is authorized to purchase the used Ford F-750 truck with the Versalift boom from Utility Sales and Service (Appleton, WI) for the price of \$44,500.

Fiscal Note: The used price of \$44,500 includes a full OSHA/ANSI inspection of the aerial lift with any repairs (if needed) to be included in the price. Cab and chassis will also be fully painted before delivery to Jefferson County. Funds for the purchase will come from the Highway Department Equipment Operations Cost Center 53241.

AYES _____
NOES _____
ABSTAIN _____
ABSENT _____

Requested by Highway Committee

10-11-11

Bill Kern: 10-05-11

RESOLUTION NO. 2011-_____

Resolution creating one full-time Child Protective Services Ongoing Professional I (CPSOP I) position and eliminating one vacant full-time Family Development Worker (FDW) position

WHEREAS, ongoing child protective services case loads continue to increase and remain above a level that current staff can manage, and

WHEREAS, a CPSOP I position provides supervision and services that re-unite families while protecting children from further harm, and

WHEREAS, the County is held accountable for these children under its custody, and

WHEREAS, research supports that children are returned or paced in a permanent home more quickly when CPSOP I staff complete the required supervised visits, and

WHEREAS, the Human Services Director and Human Services Board recommend the creation of one full-time Child Protective Services Ongoing Professional I position and the elimination of one vacant full-time Family Development Worker position.

NOW, THEREFORE, BE IT RESOLVED that the 2011 County Budget setting forth position allocations at the Human Services Department be and is hereby amended to reflect the above change, to become effective upon passage of this resolution.

Fiscal Note: Both the vacant FDW and the CPSOP I position are funded approximately 49% with state funding. There is an estimated additional cost of \$1916 in 2011, and an additional annual cost of \$9825.11, commencing in 2012. Due to the savings from wages and benefits from the vacant FDW position, no additional funds are required in 2011. As a budget amendment, 20 affirmative votes are required for passage.

AYES _____

NOES _____

ABSENT _____

ABSTAIN _____

Requested by
Human Resources Committee

10-11-11

Terri M Palm-Kostroski: 10-04-11; 10-05-11

ORDINANCE NO. 2011-_____

Ordinance repealing Courthouse weapons prohibition

WHEREAS, prior to enactment of Wisconsin Act 35, the Concealed Carry Law, Jefferson County had adopted Ordinance Section 9.075 regulating the carrying of weapons in the County Courthouse, which ordinance is now inconsistent with state law, and

WHEREAS, the Infrastructure Committee recommends repealing said section,

THE COUNTY BOARD OF SUPERVISORS OF JEFFERSON COUNTY DOES HEREBY ORDAIN,

Section 1. That Section **9.075 Carry a Weapon in the County Courthouse** is repealed.

~~**9.075 CARRY A WEAPON IN THE COUNTY COURTHOUSE.** No person, except a peace officer or other person authorized by the Jefferson County Sheriff, shall possess any knife or other dangerous weapon while in the Jefferson County Courthouse. In this section, "dangerous weapon" means any device designed as a weapon and capable of producing bodily harm or any other device, substance or instrumentality which, in the manner it is used or intended to be used, is calculated or likely to produce bodily harm, but does not include firearms, possession of which are regulated by State criminal law. Any person violating this section may be penalized as provided in 9.19. Property possessed in violation of this section is subject to immediate seizure and shall be returned or disposed of in accordance with the procedures set forth in Section 968.20, Wis. Stats., using the definition of "dangerous weapon" contained herein. [created 02/10/04, Ordinance No. 2003-33]~~

Section 2. That this ordinance shall be in effect on November 1, 2011.

AYES _____

NOES _____

ABSTAIN _____

ABSENT _____

Requested by
Infrastructure Committee

10-11-11

Philip C. Ristow: 10-06-11

RESOLUTION NO. 2011-____

Resolution adopting County Weapon Policy

WHEREAS, Wisconsin Act 35 known as the Concealed Carry Law, becomes effective November 1, 2011, and

WHEREAS, persons with licenses issued by the Department of Justice and those with out of state concealed carry licenses will be able to carry weapons throughout the State with a number of exceptions such as the Sheriff's Office, the Courthouse, the Jail, schools, and

WHEREAS, local governments including the County have the option to prevent the carrying of concealed weapons in other buildings owned or occupied by the governmental unit, and

WHEREAS, the Infrastructure Committee has reviewed the new law and the County's options and recommends that the Board establish the policy to prohibit the carrying of concealed weapons in county buildings, and further prohibit non law enforcement employees from carrying weapons in county owned vehicles, and

WHEREAS, the Infrastructure Committee recommends adoption of the attached policy effective November 1, 2011,

NOW, THEREFORE, BE IT RESOLVED that the County Board adopts the Weapon Policy recommended by the Infrastructure Committee, which shall be effective November 1, 2011.

Fiscal Note: The estimated cost of a sufficient number of signs to post at all building entrances is between \$1,000 and \$1,500.

AYES _____

NOES _____

ABSTAIN _____

ABSENT _____

Requested by
Infrastructure Committee

10-11-11

Philip C. Ristow: 10-05-11

JEFFERSON COUNTY WEAPON POLICY

I. Preamble

This policy was prompted, in significant part, by 2011 Wisconsin Act 35. It is intended to preserve and promote public protection and safety, public peace and good, and workplace safety and health.

II. Definitions

- A. "Law Enforcement Officer" means a Wisconsin law enforcement officer, as defined in Section 175.46(1)(g) Wisconsin Statutes or a federal law enforcement officer, as defined in Section 175.40(7)(a)1. Wisconsin Statutes.
- B. "Licensee" means an individual holding a valid license to carry a concealed weapon under Section 175.60 Wisconsin Statutes or an out-of-state licensee per Section 175.60(1)(f) 1.-2. Wisconsin Statutes.
- C. "Motor Vehicle" means a vehicle which is self-propelled, including but not limited to a passenger car, truck, and van, bus, taxi, commercial motor vehicle, motorcycle, moped, motor bicycle, snowmobile, and all-terrain vehicle.
- D. "Placard" means a small card or plaque.
- E. "Sign" means a sign that states a restriction imposed hereunder and that is at least 5 inches by 7 inches.
- F. "Special Event" means an event that is open to the public, is for a duration of not more than three (3) weeks, and either has designated entrances to and from the event that is locked when the event is closed or requires an admission.
- G. "Weapon" includes, without limitation, any firearm (including a handgun), an electric weapon (as defined in Section 941.295(1c)(a) Wisconsin Statutes), a knife (except a pocket knife with a blade less than 2.5 inches), a switchblade (as defined in Section 941.24(1) Wisconsin Statutes), a billy club, oleoresin capsicum (OC) spray devices (also known as pepper spray or pepper mace), Metallic knuckles, nunchaku, shuriken, cestus, manrikigusari, or any device designed or used as a weapon and capable of producing great bodily harm or death.

III. Prohibitions

- A. County employees are prohibited from carrying or possessing a concealed weapon (or a weapon that is not concealed) in the course (or during any part) of their employment.

This prohibition does not apply to:

- 1. Certified law enforcement officers, entitled to carry a weapon, while acting in their official capacity and with lawful authority.

2. An employee, who is a Licensee, properly storing a weapon or ammunition in the employee's own motor vehicle, regardless of whether the motor vehicle is used in the course of employment or whether the motor vehicle is driven or parked on property used by the County.
- B. Persons are prohibited from carrying or possession of a concealed weapon (or a weapon that is not concealed) while operating or being a passenger in any County owned or leased motor vehicle.

This prohibition does not apply to certified law enforcement officers, entitled to carry a weapon, while acting in their official capacity and with lawful authority.

- C. No person may, while carrying or possessing a weapon, enter or remain in any part of a building that is owned, occupied, or controlled by the County

This prohibition does not apply to:

1. Certified law enforcement officers, entitled to carry a weapon, while acting in their official capacity and with lawful authority.
 2. A person who leases residential or business premises in the building.
 3. A person *if* a firearm is in a vehicle driven or parked in the parking facility, or to any part of the building used as a parking facility.
- D. Organizers of any "special event" may prohibit any persons carrying or possessing a weapon from entering or remaining at the "special event".

This prohibition does not apply to:

1. Certified law enforcement officers, entitled to carry a weapon, while acting in their official capacity and with lawful authority.
2. If the firearm is in a vehicle driven or parked in the parking facility, or to any part of the special event grounds or building used as a parking facility.

IV. Notice

- A. For purposes of *III. Prohibitions A.* above:

County employees will be notified, either orally or in writing, of the restriction.

- B. For purposes of *III. Prohibitions B.* above:

1. A placard may be posted, that is located in a prominent place within or on the motor vehicle, such that any person who is an operator or occupant of the vehicle can be reasonably expected to see the placard.

Suggested language for the placard:

ENTRY TO THIS VEHICLE WHILE CARRYING OR POSSESSING A CONCEALED FIREARM OR OTHER WEAPON (OR A FIREARM OR OTHER WEAPON THAT IS NOT CONCEALED) IS FORBIDDEN.

or

2. Any motor vehicle operator or occupant will be notified, either orally or in

writing, of the restriction.

C. For purposes of *III. Prohibitions C.* above:

1. A sign will be posted that is located in a prominent place near all of the entrances to any building to which the restrictions apply, where any individual entering the building can be reasonably expected to see the sign.
2. Suggested language for a sign:

“NO PERSON MAY ENTER OR REMAIN IN THIS BUILDING WHILE CARRYING OR POSSESSING A FIREARM OR OTHER WEAPON”

D. For purposes of *III. Prohibitions D.* above:

1. A sign will be posted that is located in a prominent place near all of the entrances to the special event, such that any individual attending the special event can be reasonably expected to see the sign.
2. Suggested language for a sign:

“NO PERSON MAY ATTEND THIS INSERT NAME OF SPECIAL EVENT WHILE CARRYING OR POSSESSING A FIREARM OR OTHER WEAPON”

V. Miscellaneous Provisions

- A. This policy is intended to be consistent with, and cannot supersede, state law/ or federal law.
- B. If any provision or clause of this policy or its application to any person or circumstance is held invalid, the invalidity shall not affect other provisions or applications of this policy that can be given effect without the invalid provision or application, and to this end the provisions of this policy are severable.
- C. Reference to the Wisconsin Statutes herein include as such statutes now exist or are hereafter amended.

VI. Penalties for Violation

- A. If applicable, referral to law enforcement or the district attorney for prosecution as applicable under Wisconsin Statutes, including Section 943.13 Wisconsin Statutes; and/or
- B. For County employees, discipline up to and including discharge from employment.

VII. Effective Date

This Weapon Policy becomes effective November 1, 2011.

RESOLUTION NO. 2011-_____

Resolution adopting a County Grounds Use Policy

WHEREAS, the County receives various requests from time to time for use of portions of county grounds or buildings, and

WHEREAS, development of a uniform procedure and terms applicable to authorizing use of county grounds or buildings is desirable, and

WHEREAS, the Infrastructure Committee has reviewed a number of the issues involved and recommends the adoption of the attached Grounds Use Policy,

NOW, THEREFORE, BE IT RESOLVED that the Grounds Use Policy as recommended by the Infrastructure Committee is hereby adopted.

BE IT FURTHER RESOLVED that any prior policies adopted in conflict herewith are hereby repealed.

Fiscal Note: The use of county grounds has tended to decrease over the years as security concerns have increased. As a result, no significant revenue is expected to be generated from this process.

AYES _____

NOES _____

ABSTAIN _____

ABSENT _____

Requested by
Infrastructure Committee

10-11-11

Philip C. Ristow: 10-05-11

GROUNDS USE POLICY

The Jefferson County Board of Supervisors has adopted the following policies and procedures for non-governmental use of courthouse grounds and other county facilities in order to protect the interest of Jefferson County government, the courthouse, citizens of Jefferson County and the public.

Use. Primary use of courthouse and other county facilities is for the conduct of county government business. Consequently, groups that are part of Jefferson County government will have the sole use of most facility space, and priority to use meeting rooms and other public facility space. Such priority shall be determined by the County Administrator on a case by case basis. Any disputes between various branches of county government shall be resolved by the Infrastructure Committee, time permitting. Otherwise, the determination of the Administrator shall be final.

Non-governmental Use. Nonprofit Jefferson County citizen groups may be allowed to use public areas as long as their use does not interfere with county government functions, operations or business.

Permits. Any person who wishes to use public space must apply for a permit at least four weeks prior to the proposed use. Scheduling is on a "first come, first serve" basis. The applicants are encouraged to apply as far in advance as possible. Applications shall be in a form approved by the Infrastructure Committee and must explain the nature of the proposed activity, display or event. An application fee of \$50 shall be submitted with the application.

All permits shall be subject to the following terms of use:

(1) The use of any county facility by profit-making groups or for profit-making purposes is generally prohibited. No business, non-profit, or personal organization shall be allowed to solicit business or sell items for profit without the prior permission of the Jefferson County Infrastructure Committee.

(2) No admission or use fee can be collected by a non-Jefferson County entity for any event conducted on county property.

(3) No alcoholic beverages shall be served, or consumed in county facilities listed in this policy. No person(s) impaired by alcohol shall be permitted in county facilities.

(4) Smoking of tobacco products is prohibited in any enclosed building as provided in Wisconsin Statutes §101.123. In addition, the smoking of tobacco products and the use of smokeless tobacco products is prohibited by the Jefferson County Smoke Free Air Act.

(5) Weapons and firearms are prohibited in all county facilities except as otherwise permitted by the County Weapon Policy.

(6) Functions occurring in county facilities shall not violate any applicable City of Jefferson, Jefferson County, State of Wisconsin or federal laws, ordinances or regulations.

(7) The permit holder is responsible for paying all costs in connection with a proposed activity, display, or event, including any costs incurred by the County for services that are in excess of the costs that would be incurred by the County in the absence of the activity, display or event.

(8) The permit holder assumes responsibility for all activities conducted in connection with the permitted use, including supervision and control to prevent injury or damage; maintenance of the premises in connection with the permitted use; and coordination with the County Administrator.

(9) The permit holder agrees that any unattended display will be accompanied at all times by a sign clearly stating the name of the permit holder and that the display is a private display that is not sponsored, maintained, or funded by Jefferson County.

(10) The permit holder agrees that it will not in any way, directly or indirectly discriminate against any person because of ancestry, age, color, creed, disability, family status, handicap, income, marital status, national origin, race, religion, sex, sexual orientation or any other status protected by federal, state, county, and city ordinances, policies, procedures, regulations, rules and statutes.

(11) The permit holder agrees to indemnify, hold harmless, and defend Jefferson County and its agents, employees, officers, and officials against any and all damages or claims that arise because of the issuance of a permit, the permitted use, or the placement of any display, equipment, or other item in connection with the permitted use.

(12) The permit holder must meet with the County Administrator prior to the commencement of the permitted use to determine the specific placement of any display, equipment, or other item.

(13) The permit holder is responsible for any damage to the courthouse, courthouse grounds, or county property that arises in connection with the permitted use. The County Administrator will notify the permit holder of any such damage and the cost of repairs.

(14) The permit holder shall supply a Certificate of Insurance to the County at least three weeks in advance of the permitted use showing coverage of at least \$1,000,000 per occurrence for bodily injury and \$250,000 per occurrence for property damage.

(15) The permit holder shall pay any extra personnel costs incurred by the County in connection with the permitted use including cleanup after the permitted use ends, or security

during the period of use. A \$50 deposit will be required in addition to the application fee to guarantee payment for cleanup costs.

(16) No signs, emblems, banners, pennants, etc. may be affixed to any building surfaces, steps, walls or light fixtures.

(17) The County Administrator or Committee may establish other permit conditions as may be, in their discretion, necessary to protect the County's interest.

ADDITIONAL RULES

(1) Parks shall be rented/used in accordance with the Parks Ordinance.

(2) Rooms at the Workforce Development Center may be rented at the rate of \$41 per day to local non-profit citizen groups.

(3) Large gatherings outside at the courthouse will be assigned a particular area within which to congregate. No electric power will be supplied. No amplified sound systems will be permitted.

(4) Notwithstanding the issuance of a permit, the County reserves the right to cancel, move or preempt scheduled use of a county facility and further reserves the right to access and enter the reserved space at any time.

(5) The Fair Park Committee may establish additional rules for use of its buildings or grounds.

ORDINANCE NO. 2011-_____

Update Emergency Management Ordinance

WHEREAS, changes in state statutes need to be incorporated into the Emergency Management Ordinance,

THE COUNTY BOARD OF SUPERVISORS OF JEFFERSON COUNTY DOES HEREBY ORDAIN AS FOLLOWS:

Section 1. References to Chapter 166 shall be amended to refer to Chapter 323 in Section 2 and Section 4(2) of the Emergency Management Ordinance.

Section 2. The following sections of the Emergency Management Ordinance shall be amended to "his/her" where appropriate: Sections 5(2) and (4), Section 6(2), Sections 9(1) and (2), Section 10, and Section 11(1).

Section 3. Section 8 of the Emergency Management Ordinance shall be amended as follows:

SECTION 8. DECLARATION OF EMERGENCY. Emergency Conditions Defined.
An emergency shall be defined as a natural or man-made disaster that exceeds the capacity of the county to respond in such a way as to save lives; to preserve property; and to maintain the social, ecological, economic, and political stability of the County.

The County Board may declare, by resolution, a state of emergency for the County or any portion thereof in accordance with Chapter 323 of the Wisconsin Statutes ~~if the County Board determines that an emergency resulting from enemy action, natural or man-made disaster exists.~~ In the event an emergency occurs within Jefferson County at a time when the County Board is unable to meet for the purpose of making such a declaration in order to access state emergency resources, fix liability for emergency response costs or authorize emergency repairs to county facilities, the following persons may declare a state of emergency:

(a) County Board Chair.

(b) In the event the County Board Chair is unavailable, the First Vice-Chair of the County Board.

(c) In the event the County Board Chair and the First Vice-Chair are unavailable, the Second Vice-Chair of the County Board.

(d) In the event the County Board Chair or Vice-Chairs are unavailable, the County Administrator.

Such declaration shall be confirmed ~~or rescinded~~ by resolution of the County Board at its next regularly scheduled or special meeting. The duration of a declared state of emergency may not exceed the length of time beyond which emergency conditions exist or 60 days unless extended by County Board resolution. ~~A declaration of a state of emergency may be rescinded by written order at the discretion of the County Board Chairperson, or in his/her absence, the First Vice Chair of the County Board, or in his/her absence, the Second Vice Chair of the County Board, or in his/her absence, the County Administrator.~~ [Amended 02/14/06, Ord. No. 2005-45]

General Powers. The emergency powers conferred herewith include the general authority to order, by ordinance, resolution, or proclamation, whatever is necessary and expedient for the health, safety, welfare and good order of the County during such emergency.

Section 4. This ordinance shall be effective after passage and publication as provided by law.

AYES _____

NOES _____

ABSTAIN _____

ABSENT _____

Requested by
Law Enforcement/Emergency Management Committee

10-11-11

Donna Haugom: 09-23-11; Phil Ristow: 09-30-11

RESOLUTION NO. 2011-_____**Resolution supporting the Rock River Trail Initiative to create a recreation water trail and a scenic road route along the entire length of the Rock River**

WHEREAS, the Rock River is a Legacy Place named in the Wisconsin Land Legacy Report and recognized as a major natural resource corridor with potential for recreation, scenic and historic trails, and

WHEREAS, the 2010 federal America's Great Outdoors Initiative is designed to reconnect Americans, especially children, to America's rivers and waterways and parks and landscapes, and

WHEREAS, the Wisconsin State Trails Network Plan for the South Central Region includes trail number 34, Rock River-Watertown to Beloit, with potential within rail, roadway and natural resource corridors, and with potential connection at the state line in Beloit to an Illinois trail and route, and

WHEREAS, the Glacial Heritage Area Plan calls for development of river-based conservation areas including small access sites located along major rivers that provide canoe, kayak or motorboat access, parking, picnic tables, toilets and/or drinking water, and larger parks that provide shore fishing, primitive or lightly-developed trails, picnic areas and camping facilities accessible only from the water for paddlers, and

WHEREAS, the Jefferson County Parks, Recreation & Open Space Plan calls for areas on and adjacent to rivers to provide access to water, preserve habitat and improve water quality, and marked canoe and kayak trails on suitable rivers and launches, rest stop areas and educational kiosks, universally accessible fishing piers, boardwalks and/or observation platforms, and

WHEREAS, the mission of the Rock River Trail Initiative is to establish and interpret a Rock River Water Trail along the 300-mile river course from the headwaters in Fond du Lac County, Wisconsin, to the Mississippi River at Rock Island, Illinois, with a separate Rock River Route on roads within the river corridor to provide access for all to the natural resources, recreational opportunities, scenic beauty and historic and cultural assets of the Rock River Valley, and

WHEREAS, many governmental and community organizations in Fond du Lac, Dane, Dodge and Rock counties have expressed support for this initiative, including the Jefferson County communities of Fort Atkinson, Jefferson and Johnson Creek.

Item 17a-c

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board supports the Rock River Trail Initiative.

BE IT FURTHER RESOLVED that the Jefferson County Parks Committee is authorized to designate a staff member of the Jefferson County Parks Department as its representative to the Rock River Trail Initiative Council to provide advice and assist with the planning process of the Rock River Water Trail and Route, and to consult with other county departments and committees in these matters.

Fiscal Note: No fiscal impact.

AYES _____

NOES _____

ABSTAIN _____

ABSENT _____

Requested by
Parks Committee

10-11-11

Philip C. Ristow: 10-05-11

APPOINTMENTS BY COUNTY ADMINISTRATOR:
TO THE JEFFERSON COUNTY BOARD OF SUPERVISORS:
MEMBERS OF THE BOARD:

By virtue of the authority vested in me under Section 59.18 of the Wisconsin Statutes, I do hereby appoint and request your confirmation of the following individuals as members of the designated Board and Commission:

a. Human Services Board

Pam Rogers, Lake Mills, WI, for a three-year term ending November 1, 2014. I respectfully request confirmation of this appointment.

AYES _____
NOES _____
ABSTAIN _____
ABSENT _____

b. Human Services Board

Augie Tietz, Watertown, WI, for a three-year term ending November 1, 2014. I respectfully request confirmation of this appointment.

AYES _____
NOES _____
ABSTAIN _____
ABSENT _____

c. Sheriff's Civil Service Commission

Rodney Laudenslager, Watertown, WI, to fill a vacancy for the balance of a five-year term ending January 1, 2014. I respectfully request confirmation of this appointment.

AYES _____
NOES _____
ABSTAIN _____
ABSENT _____

**APPOINTMENTS BY COUNTY BOARD CHAIR:
TO THE JEFFERSON COUNTY BOARD OF SUPERVISORS:
MEMBERS OF THE BOARD:**

By virtue of the authority vested in me I do hereby appoint and request the County Board's confirmation of the following individual as a member of the designated Committee:

a. Local Emergency Planning Committee (LEPC)

Erin O'Brien to fill a vacancy for an indeterminate term. I respectfully request confirmation of this appointment.

AYES _____
NOES _____
ABSTAIN _____
ABSENT _____

JEFFERSON COUNTY

Donna Haugom, Director
Kim Buchholz, Program Assistant



Office of Emergency Management
411 S Center Avenue
Jefferson WI 53549

DATE: September 21, 2011

To: John Molinaro, Chairperson
Jefferson County Board of Supervisors

FROM: Donna Haugom *DH*

SUBJECT: Local Emergency Planning Committee (LEPC) Membership Request

Due to changes in personnel, the LEPC would appreciate you making a provision for the October, 2011 meeting of the Jefferson County Board of Supervisors to act on the following membership change:

Remove as members:

Tim Anderson – Environmental Health Specialist

Add as LEPC members:

Erin O'Brien – Environmental Health Specialist

Tim Anderson has accepted another position with the State Department of Agriculture.

Erin will be a great resource to the LEPC in completing the responsibilities we have been charged with by the state. Upon approval by the Jefferson County Board of Supervisors, I will submit the necessary information to the State.

Thank you for your kind assistance in this matter.