

AGENDA

JEFFERSON COUNTY BOARD MEETING

Monday, August 13, 2012 7:00 p.m.

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

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 THE JULY 10, 2012 COUNTY BOARD MINUTES**
 7. **COMMUNICATIONS**
 - a. Treasurer's Monthly Report (Addendum)
 - b. Appointment by County Board Chair – Dennis Heling to Tax Increment Districts No. 2 and No. 3, Village of Johnson Creek (Page 1)
 - c. Memo from Terri Palm-Kostroski, Human Resources Director, dated July 19, 2012 regarding the Classification and Compensation Study (Page 2-6)
 - d. Letter from Aaron N. Halstead, Hawks Quindel, S.C., dated July 30, 2012 regarding Claim and Notice of Injury (Page 7-10)
 - e. Zoning Committee Notice of Public Hearing, August 16, 2012 (Page 11-12)
 8. **PUBLIC COMMENT**
 9. **ANNUAL REPORTS**
 - a. Fair Park – David Diestler
 - b. Highway – Bill Kern
 - c. Parks – Joe Nehmer
- COMMITTEE REPORTS / RESOLUTIONS / ORDINANCES**
10. **PLANNING & ZONING COMMITTEE**
 - a. Report – Approval of Petitions (Page 13)
 - b. Ordinance – Amend Zoning Ordinance text (Page 14)
 - c. Amend Zoning Ordinance (Page 15-16)
 - d. Resolution – Authorize contract for Document Imaging System replacement (Page 17-18)
 11. **ECONOMIC DEVELOPMENT CONSORTIUM**
 - a. Resolution – Approve CDBG-Emergency Assistance Program Loan/Grant to Jefferson Area Business Center, LLC (Page 19-20)
 12. **HUMAN RESOURCES COMMITTEE**
 - a. Ordinance – Personnel Ordinance amendment allowing donor designation of the recipient of donated vacation hours (Page 21-23)
 - b. Resolution – Creating one full-time Human Services Professional I/AODA Assessor/Counselor position and eliminating one full-time, vacant AODA Therapist/OWI Assessor position (Page 24)
 - c. Resolution – Increasing the hours of a part-time Data Entry Clerk to a full-time Data Entry Clerk position in the Register of Deeds (Page 25)

13. INFRASTRUCTURE COMMITTEE
 - a. Resolution – Amending County Grounds Use and Weapons Policies (Page 26-27)
 - b. Resolution – Authorize contract for MIS Disaster Recovery Plan (Page 28)
14. LAW ENFORCEMENT AND EMERGENCY MANAGEMENT COMMITTEE
 - a. Resolution – Authorize contract to complete replacement of squad video systems (Page 29)
15. PARKS COMMITTEE
 - a. Ordinance – Amend the Parks Ordinance creating Adopt-A-Trail Program & regulating fires (Page 30)
 - b. Resolution – Approve Glacial Heritage Area Memorandum of Understanding with the State of Wisconsin (Page 31-32)
 - c. Resolution – Approve County Conservation Aid Grant application (Page 33)
16. APPOINTMENT BY COUNTY ADMINISTRATOR
 - a. Brian L. Lamers, CPA, to Finance Director for an indeterminate term (Page 34-35)
17. ANNOUNCEMENTS
18. ADJOURN

NEXT COUNTY BOARD MEETING, TUESDAY, September 11, 2012 7:00 P.M. ROOM 205



JEFFERSON COUNTY BOARD

Jefferson County Courthouse
320 S. Main Street Room 204 A
Jefferson, WI 53549
Telephone (920) 674-8607

JOHN M. MOLINARO
County Board Chairman

July 17, 2012

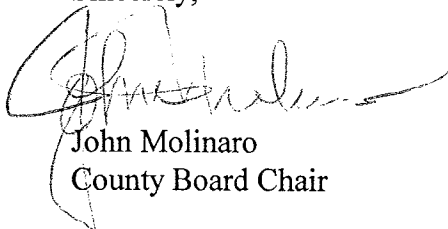
Dennis Heling
Economic Development Director
Jefferson County Economic Development Consortium
864 Collins Road
Jefferson, WI 53549

Re: Village of Johnson Creek
Amendment of Tax Increment Districts No. 2 and No. 3

Dear Mr. Heling:

Pursuant to Section 66.1105(4m)(ae)2, Stats., I hereby designate you to represent Jefferson County as a member of the TIF Joint Review Board for the Village of Johnson Creek Amendment of Tax Incremental District No. 2 and 3. The Board's first meeting is expected to be held in mid-September. Once the Joint Review Board has been comprised, a meeting date and time will be scheduled. The meeting is expected to be held at the Johnson Creek Village Hall, 125 Depot Street. A public hearing will also be scheduled. Attached is a letter dated July 13, 2012, from Ben Zellers of Vierbicher Associates, Inc.

Sincerely,



John Molinaro
County Board Chair

Enc.

- c: Ben Zellers, Vierbicher Associates, Inc. (w/o enc.)
- Mark Johnsrud, Village Administrator (w/o enc.)
- Barbara A. Frank, County Clerk (w/o enc.)



JEFFERSON COUNTY

HUMAN RESOURCES

Courthouse Room 111
JEFFERSON, WISCONSIN 53549
Telephone (920) 674-7102

TERRI PALM KOSTROSKI
Human Resources Director

ELLEN BRAATZ
Benefits Administrator

TONIA MINDEMANN
Human Resources Specialist

To: Jefferson County Employees
County Board Supervisors

From: Terri Palm, Human Resources Director

Date: July 19, 2012

RE: Update on Classification and Compensation Study

On July 17, 2012, Human Resources Committee met with Charlie Carlson and Katie McCloskey from Carlson Dettmann Consulting. The main objective of this meeting was to discuss and recommend the counties, other municipalities and private sector employers to use as comparables and to collect market data from. Carlson Dettmann prepared a recommendation of 14 counties, which were determined using a variety of factors, including but certainly not limited to geographically contiguous counties, county population, state trunk miles, urban populations, human services structure, form of government and income growth index. In addition 13 cities, 8 school districts and 22 private sector business were recommended. These organizations, both public and private, will be surveyed to collect salary data on benchmark positions...or positions that are easily and readily identifiable in other organizations for the purpose of comparisons. Finally, any supplemental salary information will be gathered by using a variety of published data, such as the Bureau of Labor Statistics.

In addition to the named organizations on the attached list, the HR Committee also recommended surveying the following business:

- Alden Estates
- Care Wisconsin
- City of Beaver Dam
- State of Wisconsin
- Watertown Regional Medical Center

The Committee also discussed the pros and cons of using the other contiguous counties of Dane and Waukesha. The committee recognizes that the total tax base of each of these counties is much larger than Jefferson County, and it may be not be feasible to include them as comparable Counties; on the other hand, they are contiguous counties and direct competitors with Jefferson, especially for certain positions. Therefore, data will be collected if possible, and may also be considered when setting the County's pay system.

The HR Committee did have a couple of questions for Carlson Dettmann Consulting:

1. *Why so many counties? Is that typical?* According to Carlson, the more data available broadens the base and gives a more ideal picture of where the County is positioned now and in the future. As more employees are/will be retiring, the County may need to expand its recruiting area.

2. *Are benefits considered (when establishing the pay plan)?* Carlson Dettmann will take a look at the value of benefits other organizations may have to help determine the pay grade, but they are not conducting a full benefits analysis nor have they been asked to recommend changes to any of the County's benefit plans.
3. *What would a Pay-for-Performance plan for the County look like?* As part of the study, the County has asked Carlson Dettmann to provide a scenario or recommendation of a pay-for-performance plan to consider as an alternative to the straight-forward step system we currently have. Carlson discussed that implementation of such a program will take a lot of training, and a lot of time and effort on the part of the manager and HR department. There are a variety of ways to implement a plan, but, regardless, if the County should decide to implement such a plan, it should be 1) simple, 2) controlled (or narrowly focused until it is proven to work, such as starting with one department or one group such as department heads), and 3) have the means to finance it. There are other variations of performance programs that are more competitive and are essentially merit awards where employees are nominated and the program has peer review. At minimum, Carlson Dettmann will take a look at our current annual evaluation procedure and recommend any changes, if needed, to ensure it is a sound performance evaluation system.

Carlson Dettmann will meet again with the HR Committee on August 7 to discuss where the County wants to be in the market (pay more than, less than, or approximate the market) and also how employees receive raises in the future (a pay for performance plan, a step plan like we have, some combination, etc). A Preliminary Pay Plan is anticipated to be presented to the HR Committee at an August 28 meeting.

Employees are currently documenting their job duties by completing a Job Description Questionnaire form (JDQ). This form asks for several pieces of information, including the reporting relationships for the position, the essential duties, the formal preparation and experience required, judgments and problem solving required of the position, supervisory or management duties required, work relationships, the work environment and any other unusual or unique requirements needed to be successful in the job. The information from these areas will be evaluated in a 5 areas. These 5 factors are: formal preparation and experience, decision-making impact, thinking challenges and problem-solving, interactions and communication and work environment. The results of each job will then be compared internally to develop a "ranking". Once the external data is collected, those results will be compared with Jefferson County jobs, and using regression analysis, Carlson Dettmann will develop a recommendation for a pay plan for each position.

Finally, Katie McCloskey was on-site and met with all department heads on July 16 and 17, to gather information about specific structures and issues (such as recruitment and retention) in each department. Department heads had the opportunity to let Carlson Dettmann know of any unique situations their department might have, which will help when making the comparisons to the market data.

REMINDER: Employees must submit the JDQs to his/her supervisor by **July 20**.

Supervisors should review, along with the department head, and turn in all JDQs to the Human Resources Department by **July 27**.

Human Resources will review all JDQs to ensure they are complete and turn into Carlson Dettmann Consulting by **August 3**.

As always, if you have any questions, please let me know by contacting me at X7103, terrip@jeffersoncountywi.gov, or by stopping by my office, Room 111 at the Courthouse.

Counties

Dodge
Sheboygan
Rock
Walworth
Manitowoc
Fond du Lac
Washington
Sauk
Chippewa
Calumet
Eau Claire
Portage
LaCrosse
Columbia

Additional Contiguous Counties For Discussion

Dane
Waukesha



Municipalities

City of Brookfield
City of Deerfield
City of Fort Atkinson
City of Janesville
City of Jefferson
City of Lake Mills
City of Oconomowoc
City of Pewaukee
City of Sun Prairie
City of Watertown
City of Waterloo
City of Waukesha
City of Whitewater

Schools

Cambridge Schools
Fort Atkinson Public Schools
Jefferson Schools
Johnson Creek School District
Lake Mills Public Schools
Palmyra-Eagle Area School District
Waterloo Public Schools
Watertown Unified School District

CARLSON
DETTMANN
CONSULTING

Private

Abilities, Inc
Bethesda Lutheran Communities
Crystal Farms Refrigerated Distribution
Cygnus Business Media
Dorskocil Food Service Co
Eaton Corp
Fisher-Barton Specialty Products
Fort HealthCare
Generac Power Systems
Jones Dairy Fame
Key Electronics LTD
Marquardt Memorial Manor
Mastermold LLC
McCain Foods USA
Nasco Div
Nestle Purina Petcare
Opportunities Inc of Jefferson
Redi-Serv Division
Space Save Corp
St. Coletta of WI
Standard Process
Trek Bicycle

Published Data

Bureau of Labor Statistics
Surveys from CarlsonDettmann Library

ATTORNEYS AT LAW
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Madison, Wisconsin 53701-2155

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David C. Zoeller
Danielle M. Schroder
Colin B. Good

Offices also in Milwaukee

July 30, 2012

VIA CERTIFIED MAIL
RETURN RECEIPT REQUESTED

Ms. Barbara A. Frank, Clerk
Jefferson County
320 S. Main Street, Room 109
Jefferson, WI 53549

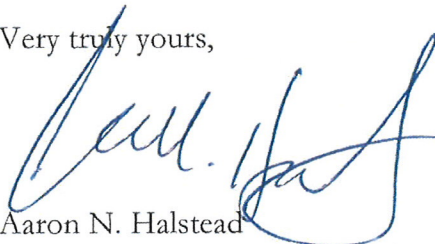
Re: Local 3798, AFSCME, AFL-CIO, and Terry Heinz Notice of Claim

Dear Ms. Frank:

Enclosed please find Local 3798's and Terry Heinz's Notice of Circumstances of Claim and Notice of Injury Pursuant to Wis. Stat. § 893.80.

Thank you for your kind attention to this matter.

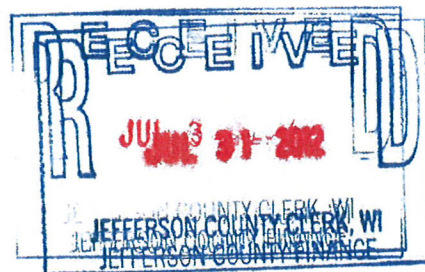
Very truly yours,



Aaron N. Halstead

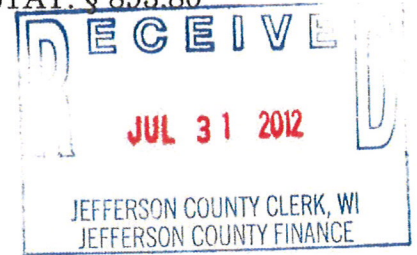
ANH/dmc
Enclosure

- cc: Mr. Rick Badger (w/ enc.) (via email)
- Mr. Joe Guzynski (w/ enc.) (via email)
- Mr. Edward Sadlowski (w/ enc.) (via email)
- Ms. Terry Heinz (w/ enc.) (via email)



NOTICE OF CIRCUMSTANCES OF CLAIM
AND NOTICE OF INJURY PURSUANT TO WIS. STAT. § 893.80

TO: Ms. Barbara A. Frank, Clerk
Jefferson County
320 S. Main Street, Room 109
Jefferson, WI 53549



NOTICE IS HEREBY GIVEN to the County of Jefferson of the claims of Local 3798, AFSCME, AFL-CIO (the "Union") and former County employee, Terry Heinz, arising from the County's failure to properly and completely process a grievance filed by the Union and Heinz following the County's termination of her employment. The events giving rise to this claim are described below.

On or about November 4, 2011, the County terminated or permanently laid off Heinz as an employee in the Office of the Jefferson County Clerk, where she served as a County Clerk-II. At that same time, the County revoked Heinz's deputy clerk status.

On or about November 17, 2011, Ms. Heinz filed a grievance under the procedures the County had established, purportedly in compliance with 2011 Wisconsin Act 10, Section 170, codified at Wis. Stats. § 66.0509(1m). In that grievance, Ms. Heinz specifically designated Union representative Edward Sadlowski as her representative for all matters related to that grievance, and provided Mr. Sadlowski's contact information. On November 21, 2011, the County sent a written denial of Ms. Heinz's grievance, but did not notify Mr. Sadlowski of that denial. Ms. Heinz, however, believed – and had no reason to doubt – that the County would honor her request that the County communicate with her designated

representative, Mr. Sadlowski, and that Mr. Sadlowski would respond on her behalf, including advancing her grievance to the next step in the grievance procedure mentioned above.

On or about December 15, 2011, Mr. Sadlowski learned of the County's denial of Ms. Heinz's grievance, in the course of a Union meeting, and thereafter immediately appealed the November 21 denial to the next step of the grievance process. On December 31, 2011, the County affirmed its denial of the grievance in response to Mr. Sadlowski's December 15 appeal letter. On February 6, 2012, Mr. Sadlowski requested that the grievance be scheduled for a hearing before the County Board's Human Resources Committee, which heard the grievance on April 17, 2012.

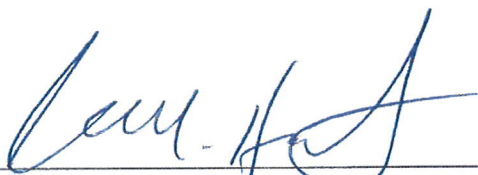
On April 24, 2012, the Human Resources Committee denied Ms. Heinz's grievance "based on an untimely filing of an appeal to proceed to Step 3" of the County's grievance procedure. Based on that denial, the County has also refused to allow Ms. Heinz's appeal to proceed to a hearing before an Independent Hearing Officer, as required by Wis. Stat. § 66.0509(1m).

The County's failure to notify Mr. Sadlowski of its November 21, 2011 denial of Ms. Heinz's grievance was the sole, or at least a substantial contributory, cause of the alleged "untimely filing of an appeal" by Ms. Heinz and the Union. Moreover, the County's refusal to allow Ms. Heinz access to a hearing before an Independent Hearing Officer is contrary to Wis. Stat. § 66.0509(1m), which requires a local government unit to afford a grievant such a hearing.

WHEREFORE, Ms. Heinz and the Union hereby gives notice of and make claim on Jefferson County for all losses they have suffered as a result of the County's failure to properly process Ms. Heinz's grievance, as described above. In Ms. Heinz's case, this means payment for all lost wages and other benefits attributable to the failure to process her grievance, at the pay and benefit rate in effect at the time of her termination, with any applicable increases. Ms. Heinz and the Union also hereby demand that the County process that grievance as required by Wis. Stat. § 66.0509(1m) and all other applicable laws.

Dated this 30th day of July 2012.

HAWKS QUINDEL, S.C.

By: 

Aaron N. Halstead, State Bar No. 1001507
222 West Washington Avenue, Suite 450
Post Office Box 2155
Madison, Wisconsin 53701-2155
Telephone: 608/257-0040
Facsimile: 608/256-0236

Attorneys for Local 3798, AFSCME,
AFL-CIO and Terry Heinz

**NOTICE OF PUBLIC HEARING
JEFFERSON COUNTY PLANNING AND ZONING COMMITTEE**

Steve Nass, Chair; Greg David, Vice-Chair; Don Reese, Secretary; Amy Rinard; George Jaeckel

SUBJECT: A Text Amendment and Map Amendments to the Jefferson County Zoning Ordinance, and Requests for Conditional Use Permits

DATE: Thursday, August 16, 2012

TIME: 7:00 p.m.

PLACE: Room 205, Jefferson County Courthouse, 320 S. Main St., Jefferson, WI

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, August 16, 2012, 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.

ZONING ORDINANCE TEXT AMENDMENT

R3602T-12 - Jefferson County: **Add** as a principal use in Sec. 11.04(f)5. A-T AGRICULTURAL TRANSITION **s. County parks – uses permitted under the County Parks Ordinance**

FROM AGRICULTURAL A-1 TO A-T, AGRICULTURAL TRANSITION

R3603A-12 – Jefferson County: Rezone PIN 028-0513-1141-019 (4 Acres) in **Altpeter Park**, Town of Sumner; PIN 016-0514-1211-002 (1.448 Acre) in **Burnt Village Park**, Town of Koshkonong; PINs 024-0516-1241-000 (39.5 Acres) and 024-0516-1242-000 (39 Acres) in **Carlin Weld Park**, Town of Palmyra; PIN 004-0515-1832-012 (0.787 Acre) in **Creamery Park**, Town of Cold Spring; PINs 014-0614-2024-001 (40.007

Acres), 014-0614-2031-000 (40 Acres), 014-0614-2032-000 (40 Acres), 014-0614-2033-000 (40 Acres), 014-0614-2822-000 (43.037 Acres), 014-0614-2911-000 (39.566 Acres), 014-0614-2912-000 (57.467 Acres), 014-0614-2913-000 (70.628 Acres), 014-0614-2914-000 (39.856 Acres), 014-0614-2922-000 (3 Acres), 014-0614-2933-000 (40.468 Acres), 014-0614-3011-000 (31.25 Acres), 014-0614-3014-000 (23.632 Acres) and 014-0614-3041-001 (20.166 Acres) in **Dorothy Carnes Park**, Town of Jefferson; PIN 016-0513-2521-003 (5.304 Acres) in **Indian Mounds Park**, Town of Koshkonong; 002-0714-2413-001 (14.5 Acres), 002-0714-2431-000 (29.1 Acres), 002-0714-2442-000 (32.7 Acres) and 002-0714-2443-000 (24.2 Acres) in **Jefferson County Dog Park**, Town of Aztalan; PIN 006-0716-1122-002 (0.812 Acres) in **Joy Park**, Town of Concord; PIN 012-0816-2342-000 (45 Acres) in **Kanow Park**, Town of Ixonia; PINs 018-0713-1523-000 (51.493 Acres) and 018-0713-1531-000 (37.564 Acres) in **Korth Park**, Town of Lake Mills; PIN 014-0615-0211-002 (9.2 Acres) in **Pohlmann Park**, Town of Jefferson; PIN 018-0713-0233-000 (18.626 Acres) and 018-0713-0233-027 (4.282 Acres) in **Rock Lake Park**, Town of Lake Mills; PIN 002-0714-1332-001 (4.24 Acres) in **Rock River Park**, Town of Aztalan; and PIN 004-0515-3422-001 (8 Acres) in **Welcome Travelers Park**, Town of Cold Spring. These sites are the current County parks, and are owned by Jefferson County.

FROM AGRICULTURAL A-1 TO A-2, AGRICULTURAL AND RURAL BUSINESS

R3601A-12 & CU1713-12 – Donald & Susan Ebbert: Increase the size of the existing A-2 zone to 2.34 acres with conditional use to allow for two additional buildings including a garden center and community kitchen/educational center. The site is at **N2795 Ebbert Lane** in the Town of Oakland, on PIN 022-0613-3513-000 (40 Acres).

CONDITIONAL USE PERMIT APPLICATIONS

CU1714-12 – Jennifer Raether: Conditional home occupation for an in-home salon at **N5973 Coffee Road** in the Town of Farmington, on PIN 008-0715-2114-000 (1.335 Acres), in an A-1 Agricultural zone.

CU1715-12 – Gregory Gitto: Conditional home occupation for a state-licensed kitchen in which to make tortillas and other food products at **N8142 CTH Q** in the Town of Milford. The site is on PIN 020-0814-2143-000 (40 Acres) in an A-1 Agricultural zone.

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 text of the zoning ordinance of Jefferson County and the official zoning maps, filed for public hearing held on May 17, 2012, and July 19, 2012, 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 R3584T-12, R3597A-12, R3598A-12, R3599A-12 AND PART OF R3600A-12

DATED THIS THIRTIETH DAY OF JULY 2012

Donald Reese, Secretary

THE PRIOR MONTH'S AMENDMENTS, R3576A-12, R3585A-12, R3586A-12, R3587A-12, R3589A-12, R3590A-12, R3591A-12, R3592A-12, R3593A-12, R3594A-12, R3595A-12 and R3596A-12, ARE EFFECTIVE UPON PASSAGE BY COUNTY BOARD, SUBJECT TO WIS. STATS. 59.69(5).

ORDINANCE NO. 2012-_____

Amend Zoning Ordinance text

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

WHEREAS, Petition R3584T-12 was referred to the Jefferson County Planning and Zoning Committee for public hearing on May 17, 2012, and

WHEREAS, the proposed amendment has 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 text of the zoning ordinance of Jefferson County as follows:

Add to Sec. 11.02 Definitions, in "Lot Lines and Area: The peripheral boundaries of a parcel of land and the total area lying within such boundaries" the words **"excluding right-of-way."** (R3584T-12 – Jefferson County)

AYES _____

NOES _____

ABSTAIN _____

ABSENT _____

Requested by
Planning and Zoning Committee

08-13-12

Deb Magritz: 08-03-12

ORDINANCE NO. 2012-_____**Amend Zoning Ordinance**

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

WHEREAS, Petitions R3597A-12, R3598A-12, R3599A-12 and R3600A-12 were referred to the Jefferson County Planning and Zoning Committee for public hearing on July 19, 2012, 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 A-T, AGRICULTURAL TRANSITION TO C, COMMUNITY

Rezone approximately 3 acres of PIN 012-0816-1932-000 (29.598 acres) for future residential development. The site is in the Town of Ixonia, near **CTH E and Pipersville Road**. (R3597A-12 – Herman Zastrow)

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

Create a 1-acre lot around the existing home at **W5695 Fox Hill Road** in the Town of Koshkonong from part of PIN 016-0514-1122-000 (2.51 acres). This action is conditioned upon receipt and recording of a final certified survey map with 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. (R3598A-12 – Louis Maffiola)

Rezone approximately 2.22 acres of PIN 020-0814-2912-00 (30 acres) on **West Road** in the Town of Milford. This action is conditioned upon road access approval by 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 for the property. 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. (R3599A-12– Ryan & Meliza Ritacca)

Rezone to create a 1-acre vacant lot near **N7379 STH 89** in the Town of Waterloo on PIN 030-0813-3634-000 (29.68 acres). This approval is conditioned upon road access approval by the

D.O.T., 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 the final certified survey map including extraterritorial plat review if necessary. (R3600A-12 – Marvin C Homann)

AYES _____

NOES _____

ABSTAIN _____

ABSENT _____

Requested by
Planning and Zoning Committee

08-13-12

Deb Magritz: 08-03-12

RESOLUTION NO. 2012-_____**Authorize contract for Document Imaging System replacement**

WHEREAS, the county document imaging system provides optical storage for over 4 million pages of information for 8 different county departments, and

WHEREAS, several thousand hours of labor per year are saved by instantaneous retrieval, viewing, emailing and printing of documents, and

WHEREAS, in 2006, the Oracle Corporation purchased the rights to the Stellent document imaging software then used by the County, and

WHEREAS, while still functioning, the current version of Oracle's Imaging and Business Process software has not kept up with advancements in technology that would increase productivity, and

WHEREAS, a request for proposal to replace the document imaging system with software that includes new features such as workflow processing, integration with Microsoft Office software, optical character recognition and records retention features was published on the County website and sent to companies who expressed interest in proposing a replacement for the document imaging system, and

WHEREAS, the five companies listed below submitted cost proposals for the necessary software and professional services:

<u>Company Name</u>	<u>Software Package</u>	<u>Bid</u>
Integrated Imaging	FileDirector	\$ 76,775
Security MicroImaging	OnBase	\$113,620
Document Logistix LLC	Document Logistix	\$118,107
Gordon Flesch	Laserfiche	\$149,400
Oracle Solutions	WebCenter Content	\$277,904

and

WHEREAS, the FileDirector proposal by Integrated Imaging Incorporated of Appleton, Wisconsin, is by far the lowest overall cost for software and professional services for installation, data migration and staff training, and

WHEREAS, the Land Information Council recommends selecting the Integrated Imaging proposal for FileDirector software and professional services,

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors does hereby authorize the Land Information Office to contract with Integrated Imaging Incorporated of Appleton, Wisconsin, in the amount of \$76,775 to purchase FileDirector software and professional services to set up the new system, migrate existing data and train county staff.

Fiscal Note: The contract total of \$76,775 is funded in the 2012 budget as follows: The non-tax levy Land Records Modernization account 1303.594810 will fund \$59,325. The tax levy funds are: Finance account 2601.594810, \$3,490; Child Support account 2301.594810, \$3,490; (66% federally reimbursed); Human Services account 5200.594810, \$3,490; and, Clerk of Courts account 2422.594810, \$6,980.

AYES _____

NOES _____

ABSTAIN _____

ABSENT _____

Requested by
Planning & Zoning Committee

08-13-12

Andy Erdman: 07-31-12; Phil Ristow: 08-06-12

RESOLUTION NO. 2012-__**Approve CDBG-Emergency Assistance Program Loan/Grant
to Jefferson Area Business Center, LLC**

WHEREAS, the Board adopted Resolution No. 2009-16 on April 21, 2009; Resolution No. 2009-65 on November 10, 2009; and Resolution No. 2010-91 on February 8, 2011, which authorized participation in the Community Development Block Grant – Emergency Assistance Program, and

WHEREAS, Jefferson County was notified on June 9, 2009, by the Department of Commerce that Jefferson County was awarded \$4 million to assist in flood recovery efforts, and

WHEREAS, \$2 million was designated to be used to assist Jefferson County businesses in business flood mitigation, which may be in the form of repairing structural damage to the place of business, flood proofing, reimbursing loss of equipment or inventory, and/or documentable loss of revenue that occurred during the disaster period, and

WHEREAS, on May 18, 2010, Jefferson County was notified by the Department of Commerce that Jefferson County was awarded an additional \$1,349,935 to assist in flood recovery efforts, and

WHEREAS, on March 10, 2011, Jefferson County was notified by the Department of Commerce that Jefferson County was awarded an additional \$1,631,000 to assist in flood recovery efforts, and

WHEREAS, public hearings were held on July 15, 2009; September 29, 2009; July 7, 2010; and January 27, 2011, at which time the public was invited to learn about the CDBG program and to comment on the activities included in the CDBG applications, and

WHEREAS, on July 9th, 2012 the Revolving Loan Fund Committee reviewed and recommended the application of Jefferson Area Business Center, LLC of Jefferson Wisconsin be approved for an additional amount not to exceed \$250,000, to assist the Jefferson Area Business Center for flood damage prevention and mitigation expenses attributed to the 2008 flooding, which will be in the form of a 0% interest forgivable loan, with 20% of the loan forgiven each year that the business owner continues to operate the business, and continuing as long as the business remains in operation, with 100% of the loan forgiven at the end of 5 years, and

WHEREAS, there remain flood recovery grant funds available for general business assistance, and

WHEREAS, approval of the use of the grant funds for this flood related project will enhance and assist the business in its flood recovery efforts,

NOW, THEREFORE, BE IT RESOLVED that Jefferson Area Business Center, LLC is authorized to receive an additional \$250,000 for its business flood mitigation recovery project which will be in the form of a 0% interest forgivable loan, with 20% of the loan forgiven each year that the business owner continues to operate the business, and continuing as long as the business remains in operation, with 100% of the loan forgiven at the end of 5 years, and

BE IT FURTHER RESOLVED that the Economic Development Director shall administer the loan.

Fiscal Note: These loans are funded by grants received from Wisconsin Department of Commerce in the total sum of \$6,980,935. No county tax levy funds are used for these loans.

AYES _____

NOES _____

ABSTAIN _____

ABSENT _____

Requested by
Economic Development Consortium

08-13-12

Dennis Heling, Philip Ristow: 08-06-12

ORDINANCE NO. 2012-____

Personnel Ordinance amendment allowing donor designation of the recipient of donated vacation hours

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

SECTION 1. Section ~~HR0530, Political Activity~~ HR0490, Voluntary Vacation Donation, of the Personnel Ordinance is ~~created~~ amended as follows:

HR0490 VOLUNTARY VACATION DONATION. Under the Voluntary Vacation Donation program, a Vacation Leave Bank is available to provide additional paid days for employees who have exhausted all accumulated sick, vacation, random, compensatory time and banked holidays and who are, or who have a member of their immediate family who is, experiencing a life-threatening or catastrophic illness or injury or the employee is experiencing some other catastrophic life event. Immediate family member is defined, for this purpose, according to FMLA regulations. Donation and Recipient requests can be made through the Human Resources Department.

A. Donation Procedure:

An employee may voluntarily transfer accrued vacation time to either a general pool, to be used by any qualifying County employee, or to a designated pool, to be used by a designated employee who has made known his or her request. Any hours donated for a designated employee, but not used, shall roll-over to the general pool. On an annual basis, the maximum amount of leave an employee may contribute is five (5) vacation days. ~~three (3) days, and donations must be in one-day increments (no partial days).~~

In order to establish participation in the pool the donating employee must have accrued enough leave days in order to retain a minimum balance of five (5) days for personal use. ~~Thus the donating employee must have accrued a minimum of eight (8) days of vacation.~~

~~Any unused days that would be forfeited at the end of the year will not be allowed for donation. Therefore, no donations will be accepted from December 20 through the end of the calendar year. (Am. Ord. 2006-35, 2/14/06)~~

Any employee who wishes to transfer vacation days must sign a statement indicating the number of days to be transferred and if the donated hours should be added to the general pool or donated to a designated employee. No transfer of funds will occur, but the contributing employee's leave balance will be reduced by the number of days contributed. The donation of vacation hours will be irrevocable.

Donations are not tax deductible, and donor identity will remain strictly confidential, unless otherwise authorized by the donor.

B. Recipient Eligibility Criteria:

To be eligible to receive leave from the pool, an employee must be experiencing a catastrophic illness or injury (either the employee or an immediate family member), or other catastrophic life event, which is expected to continue ~~for at~~

~~least two biweekly payroll periods~~ following exhaustion of all accrued sick, vacation, random, compensatory time and banked holidays. Employees will not be eligible if receiving workers compensation or any other disability payments, such as Wisconsin Retirement.

The employee or a designee may apply for pool leave at least five (5) days before exhausting all accrued balances. A request form must be completed, and submitted to the County Human Resources ~~Manager~~ Director, with justification (physician's statement) for the request and the estimated number of days needed from the pool. The physician's statement must include the beginning date of the condition, a description of the illness or injury, and a prognosis for recovery. The Genetic Information Nondiscrimination Act of 2008 (GINA) prohibits employers and other entities covered by GINA Title II from requesting or requiring genetic information of employees or their family members. Jefferson County will comply with this law by informing healthcare providers responding to requests for medical information to not provide genetic information. Genetic information, as defined by GINA includes an individual's family medical history, the results of an individual's or family member's genetic tests, the fact that an individual or an individual's family member sought or received genetic services, and genetic information of a fetus carried by an individual or an individual's family member or an embryo lawfully held by an individual or family member receiving assistive reproductive services. (Am. Ord 2010-25, 02-08-11)

The employee must have been employed at a status with benefits for a minimum of six months. An employee may apply for donated vacation leave ~~from the pool~~ only once per calendar year and only from either the general pool or from designated donations.

- The maximum number of hours an employee may receive from the general pool is ~~120 annually (three weeks)~~ or one-third of the balance in the pool, ~~whichever is less.~~
- Any hours not used from either the general or a designated pool will be returned back to the general pool only
- In any pay period, recipients may use donated hours only up to their ~~regular~~ normal scheduled hours of work.

~~Applicants may not solicit others for donated hours and applicant requests will be strictly confidential.~~

Employees who use leave from the pool are not required to pay it back. Any balance of days approved but not required for the illness will remain the property of the general vacation leave pool. The estate of a deceased employee is not entitled to payment for unused pool leave and any balance will also remain the property of the vacation leave pool.

~~Recipient employees are deemed to be in leave without pay status for attendance and leave purposes while charging donated leave credits.~~

C. Administrative Issues:

Participation in the program, for donors and recipients, is entirely voluntary and will remain strictly confidential. If an employee applies to be a designated recipient, the Human Resources Director will notify all County employees via the County email system of the employee's name, the amount of hours requested and any information the employee desires to publicly share.

A life-threatening or catastrophic injury or illness is a serious debilitating illness or injury which incapacitates the employee, or a member of the employee's immediate family, and which creates a financial hardship because the employee has exhausted all eligible leave. A catastrophic life-event is an occurrence that causes detrimental life-changing consequences to the employee's emotional, physical or mental state of health. Employees who need to work a reduced schedule because of a catastrophic injury, illness or life-event will be granted donations on an individual basis, taking into consideration a number of factors such as the prognosis of the condition, the expected duration of the condition, the ability of the employee to continue to accrue sick and vacation time, the ability to maintain health insurance benefits, and any other factor that may contribute to creating an undue hardship for the employee.

~~No donations may be made from December 20 through the end of the current pay plan year. (Am. Ord. 2005-30, 11/8/05)~~

All accepted requests are contingent on the approval of the leave itself by the employee's supervisor, unless leave is otherwise mandated by state and/or federal law.

On a case-by-case basis, the County Human Resources ~~Manager~~ Director is responsible for verifying medical and other documentation, reviewing eligibility requirements, approving and processing donations, confirming employee acceptance of donations and transferring credits within five (5) working days after written receipt of the application. The amount, if any, of general and designated pool leave granted for each catastrophic illness or injury will be determined by the County Human Resources ~~Manager~~ Director.

An employee may appeal the County Human Resources ~~Manager~~ Director's determination to the Human Resources Committee. The Human Resources Committee's decision is final. Application for leave is acceptance of the terms of this policy.

The Human Resources Committee is authorized to make administrative changes as necessary to successfully administer this policy. (Am. Ord. 2005-13, 8/09/05)

SECTION 2. This ordinance shall be effective after passage and publication as provided by law.

AYES _____
NOES _____
ABSTAIN _____
ABSENT _____

Requested by
Human Resources Committee

08-13-12

Terri Palm-Kostroski: 08-02-12
Philip Ristow: 08-07-12

RESOLUTION NO. 2012 - _____

Resolution creating one full-time Human Services Professional I/AODA Assessor/Counselor position and eliminating one full-time, vacant AODA Therapist/OWI Assessor position

WHEREAS, the full-time AODA Therapist/OWI Assessor position, which primarily performs Intoxicated Driver Assessments, is currently vacant, and

WHEREAS, the number of Intoxicated Driver Assessments has gradually been decreasing while the need for AODA treatment for adults, and particularly for adolescents, has steadily been increasing, and

WHEREAS, the need to provide treatment and other services to youth and their families, currently performed by a Human Services Professional I position, has also been steadily increasing, and

WHEREAS, a Human Services Professional I performing AODA counseling services generates greater revenue than a AODA Therapist/OWI Assessor, and

WHEREAS, the Human Services Director recommends eliminating the vacant full-time AODA Therapist/OWI Assessor position and creating a full-time Human Services Professional I/AODA Assessor/Counselor position, and

WHEREAS, after due consideration, the Human Resources Committee recommends the changes proposed by the Human Services Director.

NOW, THEREFORE, BE IT RESOLVED that the 2012 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 AODA Therapist/OWI Assessor and the proposed Human Services Professional I/AODA Assessor/Counselor are fully funded by Intoxicated Driver Assessment Fees, by revenue for treatment, and by Client Fees; therefore, no additional funds are required in 2012, as well as a zero tax levy in 2013. As a budget amendment, 20 affirmative votes are required for passage.

AYES _____

NOES _____

ABSTAIN _____

ABSENT _____

Requested by
Human Resources Committee

08-13-12

RESOLUTION NO. 2012 - _____

Resolution increasing the hours of a part-time Data Entry Clerk to a full-time Data Entry Clerk position in the Register of Deeds

WHEREAS, the current Data Entry Clerk in the Register of Deeds Office is typically scheduled 16 – 19 hours per week; and

WHEREAS, the Register of Deeds Office has experienced a significant increase in work load in the last year, processing almost 2000 more documents in the first six months of 2012 than in the first 6 months of 2011, and

WHEREAS, due to the increased record volume, the Register of Deeds Office has not been able to make adequate progress in the mandated social security number redaction project which is extremely time consuming, and

WHEREAS, an increase of the Data Entry Clerk’s hours to full-time will assist in completing the mandated redaction project, assist in processing the increased documents and assist in maintaining a high-level of customer service to the citizens of Jefferson County, and

WHEREAS, the Register of Deeds Office has a revenue surplus and will receive additional funds from redaction fees, and

WHEREAS, the Register of Deeds has requested the Data Entry Clerk’s hours be increased to full-time.

NOW, THEREFORE, BE IT RESOLVED that the 2012 County Budget setting forth position allocations in the Register of Deeds be and is hereby amended to reflect the above change, to become effective upon passage of this resolution.

Fiscal Note: Assuming an increase in hours to full-time effective September 1, 2012, the anticipated additional cost of \$9979.96 for wages and benefits will be funded 50% from the Register of Deeds revenue surplus (Business Unit 1001) and 50% from redaction fees which are part of recording fees set aside by law for the project (Business Unit 1002); therefore, no additional funds are required in 2012. The additional annual cost in wages and benefits for 2013 is anticipated to be \$36,236.14, split 50/50 between business units 1001 and 1002. As a budget amendment, 20 affirmative votes are required for passage.

AYES _____

NOES _____

ABSTAIN _____

ABSENT _____

Requested by
Human Resources Committee

08-13-12

RESOLUTION NO. 2012-____

Amending County Grounds Use and Weapon Policies

WHEREAS, Resolution Nos. 2012-03 and 2012-22 proposing various changes to the County Grounds Use and Weapon policies were referred back to the Infrastructure Committee, and

WHEREAS, the Infrastructure Committee has reviewed the concerns expressed and proposes the following changes to both policies to address the issues raised:

JEFFERSON COUNTY WEAPON POLICY

...
II. Definitions

G. "Weapon" includes, without limitation, any firearm (including a handgun), air guns, an electric weapon (as defined in Section 941.295(1c)(a) Wisconsin Statutes), a knife, including a box cutter or other sharp object, ~~(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, ammunition, explosives, batons or similar wood, metal or rigid objects like sign standards, or any device designed or ~~used~~ capable of use as a weapon and capable of producing great bodily harm or death.

...
III. Prohibitions

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, entitle 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.
4. A person using a knife or similar cutting implement in the normal course of business in a Fair Park structure outside of office areas.
5. A person using a knife or similar cutting implement in the normal course of employment as an employee or contractor for Jefferson County.

GROUNDS USE POLICY

...
(16) No signs, emblems, banners, pennants, etc. may be affixed to any building surfaces, steps, walls or light fixture, unless authorized by the County Administrator. Wood, metal or rigid objects used as sign standards will not be permitted inside the building, nor embedded in the ground.

NOW, THEREFORE, BE IT RESOLVED that the two previously adopted policies shall be and are hereby amended as set forth above.

Fiscal Note: No fiscal impact.

AYES _____

NOES _____

ABSTAIN _____

ABSENT _____

Requested by
Infrastructure Committee

08-13-12

Philip Ristow: 07-25-12

Item 13b

RESOLUTION NO. 2012-_____

Authorize contract for MIS Disaster Recovery Plan

WHEREAS, county government is extremely reliant on its computer and related telephone system, and

WHEREAS, it is desirable to create a complete disaster recovery and continuity plan to continue computer and phone operations in the case of a disaster affecting Jefferson County, and

WHEREAS, proposals were solicited for such work generating the following results:

Contingency Planning Solutions, Inc.
Appleton, WI
\$31,000

SunGuard
Chicago, IL
\$62,500

JSO Technology
Waukesha, WI
\$40,400

AND WHEREAS, the MIS staff recommends the Contingency Planning Solutions, Inc. proposal in the amount of \$31,000, and the Infrastructure Committee agrees,

NOW, THEREFORE, BE IT RESOLVED that the County Administrator is authorized to contract with Contingency Planning Solutions, Inc. for the MIS Disaster Recovery Plan/Continuity of Operations Update in the amount of \$31,000.

Fiscal Note: Funds for the project are contained in the 2012 MIS budget.

AYES _____

NOES _____

ABSTAIN _____

ABSENT _____

Requested by
Infrastructure Committee

08-13-12

Philip Ristow: 08-07-12

RESOLUTION NO. 2012-____

**Authorize contract to complete replacement of
squad video systems**

WHEREAS, Resolution No. 2011-85 authorized the Sheriff's Office to begin replacement of the squad video systems using equipment provided by Coban of Houston, Texas, in half of the cars in the initial amount of \$45,250, and

WHEREAS, some excess funds will remain from the Sheriff's Department budget which were originally allocated to the parking lot project which will come in under budget, and

WHEREAS, the Finance Committee has authorized the use of said excess parking lot funds in addition to a transfer from contingency in the amount of \$38,000 to allow the Sheriff's Office to complete equipping all of the squads with video systems yet this year,

NOW, THEREFORE, BE IT RESOLVED that the Sheriff's Office is authorized to contract with Coban for the remaining squad video systems, for backup hard drives and two backup lapel microphones for a total of \$67,810 to equip all the vehicles and create a parts inventory.

Fiscal Note: The Finance Committee has authorized the use of \$30,000 left over from the parking garage repair and has transferred \$38,000 from the Contingency Fund to the Capital Other Equipment Account to fund this purchase.

AYES _____

NOES _____

ABSTAIN _____

ABSENT _____

Requested by
Law Enforcement and Emergency Management Committee

08-13-12

Phil Ristow: 08-07-12

ORDINANCE NO. 2012-_____

**Amend the Parks Ordinance creating Adopt-A-Trail Program
& regulating fires**

WHEREAS, the Parks Committee has received requests from the Fort Atkinson and Jefferson Rotary Clubs to establish an Adopt-A-Trail Program for the bike trail between Fort Atkinson and Jefferson which the Rotary Clubs wish to provide care for, and

WHEREAS, recent dry weather has shown the need for additional fire regulation through the Parks Ordinance,

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

Section 1. Section 8.03 of the Jefferson County Parks Ordinance shall be amended as follows:

SECTION 8.03. COUNTY PARKS COMMITTEE. The County Parks Committee shall be as established by County Board Rules. Said Committee shall have charge and supervision of all county parks and recreation trails and all lands heretofore or hereafter designated by the Jefferson County Board for park and recreational purposes. The County Parks Committee shall establish rules for an Adopt-A-Trail Program for county recreation trails which program shall be administered by the Department Director.

Section 2. Section 8.06(2) of the Jefferson County Parks Ordinance is amended as follows:

SECTION 8.06. HUNTING, TRAPPING, FIREARMS, FIREWORKS, FIRES AND RUBBISH. ...

(2) No person shall make or maintain a fire for any purpose except in places provided or in portable metal grills. Notwithstanding the foregoing, no person shall make or maintain any fire of any kind, including fireworks, smoking, grilling, disposing of matches, ashes, charcoal or otherwise when the Parks Director has given notice of a burning ban within the parks.

Section 3. This ordinance shall be effective after passage and publication as provided by law.

AYES _____
NOES _____
ABSTAIN _____
ABSENT _____

Requested by
Parks Committee

08-13-12

Philip C. Ristow: 08-07-12

RESOLUTION NO. 2012-____**Approve Glacial Heritage Area Memorandum of Understanding with the State of Wisconsin**

WHEREAS, the Board adopted Resolution No. 2009-32 on July 14, 2009, expressing its endorsement of the creation of the Glacial Heritage Area (GHA) and its positive effect on economic growth, recreational opportunities and local land stewardship over the next thirty years and beyond, and

WHEREAS, the reasons set forth at the time in said resolution included the fact that the Wisconsin Department of Natural Resources proposed to allocate \$125 to \$175 million over the next thirty years toward the establishment of the Glacial Heritage Area; that the State would fund acquisition of undeveloped unique properties from willing sellers within Jefferson County to protect the environment and preserve the properties for recreational use generating tourism and economic benefits; that Jefferson County's Agricultural Preservation and Land Use Plan, the Parks Recreation and Open Space Plan, the Bicycle and Pedestrian Plan and the Economic Development Plan all supported the establishment of more outdoor recreational opportunities and the related expansion of tourism; that the Jefferson County Economic Development Consortium, local governments and businesses strongly supported the GHA concept, amongst other reasons, and

WHEREAS, since July 2009, the Jefferson County Economic Development Consortium (the Village of Johnson Creek, and the cities of Watertown, Jefferson, Lake Mills, Waterloo and Fort Atkinson) has renewed its unanimous support for the Glacial Heritage program, and the County Board has adopted the County's Comprehensive Plan which incorporates the Glacial Heritage Area plan, and

WHEREAS, large private sector employers have expressed their support, including Fort Health Care, with Trek Bicycle and McKay Nursery recently having committed \$250,000 and \$150,000 respectively to a GHA project near Waterloo, and

WHEREAS, the proposed Memorandum of Understanding provides for the State to purchase seven new conservation parks of which one has been obtained already near Waterloo; linking trails between state and county recreational areas; and two larger sites for accommodating river based camping and fishing, and

WHEREAS, the Memorandum of Understanding (MOU) will limit purchases to willing sellers; create a process for mutually agreeable decisions about property management including allowing hunting on some appropriate properties, with the county developing the sites as county funds become available, and

WHEREAS, either party may terminate the MOU in the future on the terms and conditions set forth in the MOU which generally provide that the terminating party is responsible for compliance with the state and federal grants received to date for development of the GHA, and

WHEREAS, the MOU offers the county a great opportunity to leverage state funds into land preservation, recreational opportunities, economic development and tourism,

NOW, THEREFORE, BE IT RESOLVED that the County Board Chair is authorized and directed to sign the Memorandum of Understanding between the State of Wisconsin and Jefferson County for the Glacial Heritage Area.

Fiscal Note: No immediate fiscal impact. Funds will be expended when budgeted.

AYES _____

NOES _____

ABSTAIN _____

ABSENT _____

Requested by
Parks Committee

08-13-12

Philip Ristow: 08-06-12

RESOLUTION NO. 2012-_____

Approve County Conservation Aid Grant application

WHEREAS, the State of Wisconsin enacted legislation providing for allocation of funds to the respective counties on an acreage basis for county fish and game projects on the condition that the counties match the state allocation, and

WHEREAS, Jefferson County desires to participate in county fish and game projects thru the Conservation Aid Grant Program pursuant to the provisions of s. 23.09(12) of the Wisconsin Statutes,

NOW, THEREFORE, BE IT RESOLVED by the Jefferson County Board of Supervisors, that the Board is hereby authorized to expend the funds appropriated and the funds to be received from the State of Wisconsin for the improvement of fish and wildlife habitat, and to operate and maintain or to cause to be operated and maintained the projects for their intended purpose, and

BE IT FURTHER RESOLVED that the Jefferson County Board authorizes the Parks Director to act on behalf of Jefferson County to submit a state grant application to the Wisconsin Department of Natural Resources (DNR) for financial aid for county fish and game projects; sign documents; and take necessary action to undertake, direct and complete the approved projects.

BE IT FURTHER RESOLVED that the Jefferson County Board does hereby appropriate a matching allocation for such project and such appropriations shall continue as long as state matching aids are available, or until this resolution is modified by this Board.

Fiscal Note: The County's normal state allocation for the 2012-2013 state fiscal year would be \$1,560. For this fiscal year the State has allocated \$3,120 so the County can participate in an oak savannah restoration with the Lake Ripley Management District. As other additional funds may become available, the County will make application for said funds under this resolution, which requires the matching allocation above.

AYES _____
NOES _____
ABSTAIN _____
ABSENT _____

Requested by
Parks Committee

08-13-12

Phil Ristow: 08-07-12

Item 16a

TO THE JEFFERSON COUNTY BOARD OF SUPERVISORS:
MEMBERS OF THE BOARD:

By virtue of the authority vested in me under Sections 59.18 of the Wisconsin Statutes, I do hereby request the County Board's confirmation of the following appointment:

- a. Brian L. Lamers, DePere, WI as Finance Director

AYES _____
NOES _____
ABSTAIN _____
ABSENT _____

08-13-2012

BRIAN L. LAMERS CPA BIOGRAPHY

Prior to being offered the position of Finance Director for Jefferson County, Wisconsin, Brian L. Lamers worked for Brown County. He was hired as the Business Administrator for the Brown County Highway Department in July 2003. Within 3 years of employment the Highway Commissioner retired and Brian became the Interim Highway Commissioner. In June 2006, following a department reorganization Brian was appointed the Highway Commissioner position and also continued the duties as Business Administrator, which he held until 12/31/11.

In January 2012, Brown County decided to combine the Highway Department and Facility Management Department to become a Public Works Department and hired a Public Works Director. Brian at that time became the Business Manager for the Public Works Department.

Before starting at Brown County, Brian worked for Schenck CPA firm, he worked in the Governmental Division as an Auditor for approximately 5 years. He started as a Staff Accountant and worked his way up to become a Supervisor. Some of the biggest clients Brian audited was County Governments and learned a variety of different department accounting functions.

Brian's first job in the accounting field was with the Outagamie County Nursing Home and worked there for 7 years as an Account Clerk II, performing a variety of accounting duties such as payroll, accounts payable, and assisting in budget and financial reports.

Brian's educational background started while he was working at a factory on an assembly line when he enrolled at the Northeastern Wisconsin Technical College to pursue an Associate Degree in Accounting. Once he obtained that and started at Outagamie County he took night and weekend classes to pursue a Bachelor's Degree in Accounting and continued to obtain a double major in Business Administration through Lakeland College, which he completed in 1996.

After starting at a CPA firm, Brian was required to obtain his CPA license, which he received in 2002 while working at the CPA firm.
