

AGENDA

JEFFERSON COUNTY BOARD MEETING

Tuesday, March 12, 2013

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 FEBRUARY 12 2013 COUNTY BOARD MINUTES**
7. **SPECIAL ORDER OF BUSINESS**
 - a. Presentation by Dr. Gregg Silberg – WI College of Osteopathic Medicine
8. **COMMUNICATIONS**
 - a. Treasurer’s Monthly Report (Addendum to Agenda)
 - b. County Administrator retirement letter (Page 1)
 - c. Zoning Committee Notice of Public Hearing, March 21, 2013, 7:00 p.m. Rm 205 (Page 2-3)
9. **PUBLIC COMMENT**
10. **ANNUAL REPORTS**
 - a. Coroner – Patrick Theder
 - b. County Clerk – Barbara Frank
 - c. Register of Deeds – Stacie Hoffman
 - d. Treasurer – John Jensen

COMMITTEE REPORTS / RESOLUTIONS / ORDINANCES
11. **PLANNING & ZONING COMMITTEE**
 - a. Report – Approval of Petitions (Page 4)
 - b. Ordinance – Amend Zoning Ordinance (Page 5)
 - c. Resolution – Approval of Rock River Cemetery 2013 Addition (Page 6)
12. **ADMINISTRATION AND RULES COMMITTEE**
 - a. Resolution – Approval of Kathi Cauley as Interim County Administrator (Page 7-8)
13. **ECONOMIC DEVELOPMENT CONSORTIUM**
 - a. Resolution – Approve CDBG-Revolving Loan Fund Program loan to Rushing Waters Fisheries, LLC of Palmyra (Page 9-10)
 - b. Resolution – Supporting Wisconsin College of Osteopathic Medicine to establish facility in Jefferson County Wisconsin (Page 11)
14. **FINANCE COMMITTEE**
 - a. Resolution – Act on year-end departmental deficits (Page 12-14)
 - b. Resolution – Act on year-end requests to carry over funds (Page 15-21)
 - c. Resolution – Approve settlement of worker’s compensation claim (Page 22)

15. HIGHWAY COMMITTEE
 - a. Resolution – Authorize Highway Department Tractor-Dozer rental for 2013 (Page 23)
 - b. Resolution – Jurisdictional Transfer Agreement for County Trunk Y (City of Watertown) (Page 24-25)
 - c. Resolution - Jurisdictional Transfer Agreement for County Trunk Y (Town of Watertown) (Page 26-27)

16. HUMAN RESOURCES COMMITTEE
 - a. Resolution – Amending Attachment A of Classification & Compensation Pay Plan (Page 28-30)

17. HUMAN SERVICES BOARD
 - a. Resolution – Proclaiming the month of April 2013 as Child Abuse and Neglect Prevention Month (Page 31)

18. INFRASTRUCTURE COMMITTEE
 - a. Resolution – Contract for professional design services for the Highway Department – Lake Mills Shop (Page 32-33)
 - b. Convene in closed session per Wisconsin State Statutes §19.85(1)(e) and (g) to discuss negotiations concerning the purchase of public property and conferring with legal counsel
 - c. Reconvene in open session
 - d. Consider options concerning the purchase of the old Countryside Home Property

19. APPOINTMENTS BY COUNTY BOARD CHAIR
 - a. Marc Schultz – Jefferson County Environmental Health representative to the Local Emergency Planning Committee (LEPC) for an indeterminate term (Page 34)
 - b. Marytha Blanchard – American Red Cross representative to the Local Emergency Planning Committee (LEPC) for an indeterminate term (Page 34)

20. ANNOUNCEMENTS
 - a. Solid Waste Speakers
 - b. County Administrator Search Committee update

21. ADJOURN

NEXT COUNTY BOARD MEETING
APRIL 16, 2013 7:00 P.M. ROOM 205



JEFFERSON COUNTY
OFFICE OF THE COUNTY
ADMINISTRATOR

320 S. Main Street Room 111
Jefferson, WI 53549
Telephone (920) 674-7101
www.jeffersoncountywi.gov

GARY R. PETRE
County Administrator

TAMMIE J. JAEGER
Administrative
Assistant
Confidential

"Jefferson County: Responsible government advancing quality of life."

March 7, 2013

Jefferson County Board of Supervisors and Department Heads:

On March 12, 2013, I will be attending my last County Board meeting as your County Administrator. I wanted to leave all of you with a note of thanks for your help, support and friendship during my 7½ years of work for Jefferson County. Deciding to retire from the workforce is one of the hardest career decisions that a person must make. It is truly a life changing event. What makes it even more difficult is saying good-bye to the people that you have shared a part of your life with. I am very fortunate to have had the opportunity to share this time with all of you.

During the times of discussion and even debate of policy issues affecting the County, I was always impressed by Board members' efforts to keep focused on the issues at hand and avoid letting personalities and political differences affect their opinions. The members of this non-partisan Board and Boards before you should be proud of the work that you do in the representation of your constituency. The residents of Jefferson County are fortunate to have such hard working and caring representatives.

Likewise, residents are also fortunate to have County programs and services that are managed by experienced and highly qualified professionals and their staffs. I've always been impressed by the importance that County employees place on their customers and clients. I am proud to have worked with all of these dedicated and caring Jefferson County employees.

Again, thank all of you for the opportunity to have worked with you in trying to make Jefferson County a better place for its residents and for future generations. Be assured that you will be missed but never forgotten.

Sincerely,

A handwritten signature in cursive script that reads "Gary R. Petre".

Gary R. Petre
Retiring County Administrator

From: Walt Christensen [<mailto:wmchris@idcnet.com>]
Sent: Sunday, February 10, 2013 9:17 PM
To: Barb Frank
Subject: Constituent comment

Hi Barb,

I am pasting a comment I got today about Dorothy Carnes Park. Is this worthy of including in the next meeting correspondence?

On 2/10/2013 7:20 PM, Craig Ficenec wrote:

Thanks for the offer, Walt. I should have been planning ahead better as I ended up at Dorothy Carnes with Calvin on skis (first time... he liked it) and Miles in snowshoes (he liked it too but we didn't like how he likes to walk on your skis and poles!). Didn't coordinate in time to have Cynthia on snowshoes too.

Its really makes a difference in quality of life here, having a park of the quality of Dorothy Carnes park so close by. You can take that to the rest of your county board member too!

Thanks Barb,

Walt

--

Walt
Walter M. Christensen
Jefferson County Supervisor
Dist 30
W7057 Pond Road
Fort Atkinson WI 53538
920-723-1320
wmchris@idcnet.com

"It is not necessary to change. Survival is not mandatory."
W. Edwards Deming

**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: Map Amendment to the Jefferson County Zoning Ordinance and Request for a Conditional Use Permit

DATE: March 21, 2013

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**
6. **Explanation of Process by Committee Chair**

NOTICE IS HEREBY GIVEN that the Jefferson County Planning and Zoning Committee will conduct a public hearing at 7 p.m. on Thursday, March 21, 2013, 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 a petition to amend the zoning ordinance of Jefferson County and an application for a conditional use permit. 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 A-1 EXCLUSIVE AGRICULTURAL TO A-3, AGRICULTURAL/RURAL
RESIDENTIAL AND N, NATURAL RESOURCE**

R3629A-13 & R3630A-13 – William & Mary Powell: Rezone 4 acres on Frommader Road for a new residential building site, and rezone 6.3 adjacent acres for a Natural Resource zone. The site is near **N2508 Frommader Road** in the Town of Hebron, on PIN 010-0515-0112-000 (28.665 Acres)

CONDITIONAL USE PERMIT APPLICATION

CU1731-13 – Layne & Shola Fohr: Conditional use for a boarding and training kennel with up to 20 dogs at **W1901 Gopher Hill Road**. The site is part of PIN 012-0816-0843-001 (25.197 Acres) in an A-1 Agricultural zone in the Town of Ixonia.

7. 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 February 21, 2013, 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
R3625A-13, R3626A-13 AND R3627A-13**

**DATED THIS TWENTY-FIFTH DAY OF FEBRUARY 2013
Donald Reese, Secretary**

**THE PRIOR MONTH'S AMENDMENTS R3620A-12, R3621A-12, R3623A-13 and R3624A-13
ARE EFFECTIVE UPON PASSAGE BY COUNTY BOARD, SUBJECT TO WIS. STATS.
59.69(5).**

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 R3625A-13, R3626A-13 and R3627A-13 were referred to the Jefferson County Planning and Zoning Committee for public hearing on February 21, 2013, 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 RESIDENTIAL R-1 TO R/R, RESIDENTIAL RECREATIONAL

Rezone PIN 022-0613-0644-013 (0.707 Acre) at **W9374 Ripley Road** in the Town of Oakland. (R3625A-13 – Joseph & Barbara Jones)

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

Rezone to create a one acre lot from part of PIN 006-0716-0914-000 (40 Acres), around the residence at **W1356 Homeview Road** in the Town of Concord. This action is conditioned upon approval and recording of a final certified survey map for the lot. 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. (R3626A-13 – Ernest & Karen Bankert)

Create a vacant 1-acre building site and a 2-acre lot around the home at **N7073 CTH X** in the Town of Farmington from PIN 008-0715-0441-000 (45 Acres). The vacant prime ag land lot utilizes the last available A-3 zone for the property; this action requires recording of an affidavit acknowledging that fact. It is further conditioned upon road access approval, upon receipt of a soil test for the vacant lot showing sites for installation of both initial and replacement private sewage systems, and upon approval of 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. (R3627A-13 – Maria Cerroni Trust LE)

AYES _____
NOES _____
ABSTAIN _____
ABSENT _____

Ordinance requested by
Planning and Zoning Committee

03-12-13

Deb Magritz: 2-28-13

Item 11c

RESOLUTION NO. 2012-_____

Approval of Rock River Cemetery 2013 Addition

WHEREAS, cemetery plats are required to be approved by County Board per Section 157.07(1) of the Wisconsin State Statutes, and

WHEREAS, the County Surveyor's office has reviewed the Rock River Cemetery-2013 Addition for platting requirements as per § 157.07, and

WHEREAS, the Planning and Zoning Committee has recommended approval of this plat by the Jefferson County Board of Supervisors,

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors approves the Rock River Cemetery-2013 Addition.

AYES _____

NOES _____

ABSENT _____

ABSTAIN _____

Resolution requested by
Planning and Zoning Committee

03-12-13

Deb Magritz: 2-25-13

RESOLUTION NO. 2012-_____

Approval of Kathi Cauley as Interim County Administrator

WHEREAS, on November 28, 2012 County Administrator Gary Petre announced his retirement from County service effective March 31, 2013, and

WHEREAS, on December 11, 2012 the County Board (Resolution 2012-59) established the County Administrator Search Committee for the purpose of hiring professional consulting services for the search, hiring process and background reviews of potential candidates to fill the vacancy left by Mr. Petre's retirement and also authorized the Committee to manage the process of filling the upcoming vacancy, and

WHEREAS, County Board Rules [3.05(2)(a)] states that the Administration and Rules Committee shall supervise the office of the County Administrator and shall handle matters pertaining to said office, and

WHEREAS, on February 25, 2013, the Administration and Rules Committee discussed options for covering the duties and responsibilities of the County Administrator after Mr. Petre retires and prior to the hiring of a new County Administrator, and

WHEREAS, the Administration and Rules Committee determined that it would be in the County's best interest to appoint an Interim County Administrator to cover the duties and responsibilities during this vacancy, and

WHEREAS, the Administration and Rules Committee, has discussed the potential appointment of Ms. Kathi Cauley as the County's Interim County Administrator on a part-time basis while continuing in her position as Director of Human Services, and

WHEREAS, Ms. Cauley possesses the management experience of overseeing the largest County department; has proven herself to be capable of dealing with multiple issues at the same time and working with a variety of staff, managers and elected officials at both the County and State levels; and

WHEREAS, Ms. Cauley believes that she will be able to serve in this dual capacity, on a part-time basis, as long as it does not significantly interfere with carrying out her duties as the Director of Human Services,

WHEREAS, Ms. Cauley has offered to take on the additional responsibility during the period of the County Administrator position vacancy, and has assured the Administration and Rules Committee that she is not applying for the position of County Administrator on a full-time basis, and

WHEREAS, the Administration and Rules Committee recommends that Ms. Kathi Cauley be appointed as Interim County Administrator,

NOW, THEREFORE, BE IT RESOLVED that the County Board of Supervisors hereby approves the appointment of Ms. Kathi Cauley as the Interim County Administrator during the vacancy in the County Administrator position.

BE IT FURTHER RESOLVED that this appointment shall become effective on April 1, 2013 and remain in effect until the County Administrator position is filled or until Ms. Cauley determines that she is no longer able to continue serving in this capacity due to her other responsibilities, whichever occurs first.

Fiscal Note: It is estimated that adoption of this resolution will result in an increased cost to the County of \$2,366. This estimate is based on the additional cost of wages and benefits paid to Kathi Cauley as the Interim County Administrator at the first step in the County Administrator pay grade during a 90 day period. This estimate could be more or less, depending on the length of her interim appointment. Due to the County Administrator position vacancy, sufficient funds will be available in the Administration budget to cover the full cost of the interim position.

AYES _____

NOES _____

ABSTAIN _____

ABSENT _____

Requested by
Administration and Rules Committee

03-12-13

Gary Petre 03-06-13

RESOLUTION NO. 2013-_____

**Approve CDBG- Revolving Loan Fund Program loan to
Rushing Waters Fisheries, LLC of Palmyra**

WHEREAS, the Wisconsin Community Development Block Grant Program, now administered by the Wisconsin Department of Administration, provided funds used to capitalize the Jefferson County Revolving Fund Program (CDBG-RLF), and

WHEREAS, Jefferson County has funds available in its CDBG-RLF Program as a result of repayments received under various CDBG projects, and

WHEREAS, Rushing Water Fisheries, LLC located at N301 County Road H, Palmyra, has made application for assistance in purchasing approximately \$250,000.00 of equipment to be used in a new approximately \$1.2M addition to increase its fish processing output capacity through expanding the processing plant, cooler and freezer space, value added production space, retail store and a dining facility, and

WHEREAS, Rushing Waters Fisheries, LLC has represented it will create up to sixteen (16) jobs in the next three years, but not less than nine (9) jobs over the one year period following equipment installation, and

WHEREAS, the Revolving Loan Committee recommends approving the application of Rushing Waters Fisheries, LLC for a loan not to exceed \$100,000.00, which will be at a 2% annual interest rate, payable monthly over a period of seven (7) years, on condition that Rushing Waters Fisheries, LLC creates and maintains a minimum of five (5) full time jobs with benefits equal to those provided to its other full time employees, and

WHEREAS, approval of the use of the revolving loan funds for this business loan will enhance and assist the business in creating and retaining jobs, encourage and make available positions to low to moderate income persons, promote the leverage of new private investment into Jefferson County, perpetuate a positive and pro-active business climate for expanding existing businesses and will maintain and promote a diverse mix of employment opportunities, thereby minimizing seasonal or cyclical employment fluctuations,

NOW, THEREFORE, BE IT RESOLVED that Rushing Waters Fisheries, LLC is authorized to receive an RLF loan up to \$100,000.00 for assistance to purchase equipment on the terms described above.

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

Fiscal Note: This loan comes from the existing Jefferson County CDBG Revolving Loan Fund Program. No county tax levy funds are used for these loans.

AYES _____

NOES _____

ABSTAIN _____

ABSENT _____

Requested by
Economic Development Consortium

03-12-13

Dennis Heling: 02-26-13; Phil Ristow: 03-06-13

RESOLUTION NO. 2012-

Supporting Wisconsin College of Osteopathic Medicine to establish facility in Jefferson County Wisconsin

WHEREAS, the Wisconsin College of Osteopathic Medicine (WCOM) was created for the purpose of developing a new College of Osteopathic Medicine to train Doctors of Osteopathic Medicine needed to address an increasing critical shortage of physicians in the State of Wisconsin; and

WHEREAS, Osteopathic medicine is a system of medical practice, that in addition to conventional diagnostic and therapeutic measures, employs manipulative procedures to correct faulty physical structure and maintain normal body mechanics and functions. It is based on the concept that all body systems operate in unison and, when in correct alignment, are capable of acting against disease and other toxic conditions; and

WHEREAS, the Mission of the WCOM is to create an academic institution that will “educate excellent osteopathic physicians who are dedicated to serve first and foremost, the State of Wisconsin and the health care needs of its residents, emphasizing primary care in rural and underserved areas”; and

WHEREAS, the WCOM Board of Directors has selected the Sanctuary Ridge Development Project located in the City of Jefferson, Jefferson County, Wisconsin as the preferred location for the College of Osteopathic Medicine; and

WHEREAS, the project includes the combination of approximately 100,000 square feet of newly constructed facilities and the retrofit of existing building space located on approximately 20 acres of land; and

WHEREAS, the project, once fully developed and in operation, is anticipated to have substantial direct economic impact and residual economic development impact which could annually exceed \$65,000,000 for the City of Jefferson, Jefferson County and surrounding region, including the creation of significant new construction jobs, permanent administrative, faculty and support staff positions and additional demand for new housing and commercial and retail business activity; and

WHEREAS, the Jefferson County Human Services Board, the Board of Health and the Economic Development Consortium voted to support a resolution to the Jefferson County Board of Supervisors in support of the College of Osteopathic Medicine;

NOW, THEREFORE, BE IT RESOLVED, that the Jefferson County Board of Supervisors welcomes the Wisconsin College of Osteopathic Medicine to the community, enthusiastically endorses the development of a College of Osteopathic Medicine at Sanctuary Ridge and pledges its support toward the successful completion of the Project.

AYES _____

NOES _____

ABSTAIN _____

ABSENT _____

Requested by:
Board of Health
Economic Development Consortium
Highway Committee

Gary R. Petre: 03/07/13

03-12-2013

RESOLUTION NO. 2012-_____

Act on year-end departmental deficits

WHEREAS, due to circumstances arising after the 2012 budget was formulated, the following transfer of funds are necessary to be made from the contingency appropriation account and/or General Fund as indicated to close the accounting books for 2012:

Department	Bus Unit	Account Number	Deficit Amount	Original Levy	Percent of Levy
Sheriff	2001	599999	190,703	11,289,530	1.7%
County Clerk	1212	599999	15,028	232,964	6.5%
Land Conservation	7001	599999	6,283	204,835	3.1%
Fair Park	6901	599999	54,971	70,148	78.4%
Total			<u>266,985</u>		
Contingency Fund			177,645		
General Fund			<u>89,340</u>		
Total			<u>266,985</u>		

AND WHEREAS, the Finance Committee recommends that these departmental deficits be funded.

NOW, THEREFORE, BE IT RESOLVED that the aforementioned transfers of funds are hereby approved and the 2012 budget be amended to reflect the same.

Fiscal Note: As a budget amendment, this resolution requires twenty (20) affirmative votes for passage.

The contingency fund has \$177,645 available and \$89,340 of General Fund for a total of \$266,985 to cover the amount for 2012.

The Sheriff's Office experienced some large workers compensation claims during 2012, which resulted in expenditures exceeding the budget by approximately \$126,000 for the department. Overtime pay within the department was over budget by approximately \$193,000 in 2012.

The County Clerk's Office was required to have 2 additional recall elections in 2012, which resulted in additional expenditures that were not budgeted.

The Land Conservation Office anticipated receiving state aid of \$170,000, but with state aid cuts only received \$134,340 in 2012, which caused a departmental deficit.

For the Fair Park, some of the major expenses over budget included the Fair Week Special Acts by \$39,093 and Fair Week Advertising of \$15,970.

AYES _____

NOES _____

ABSTAIN _____

ABSENT _____

Requested by
Finance Committee

03-12-13

Brian Lamers: 2/26/13
Philip C. Ristow: 2/26/13

Jefferson County
 Departmental Surplus (Deficit) Recap
 For the Year Ended December 31, 2012

22-Feb-13 Updated

Dept	Department	General Ledger Surplus (Deficit)	Budgetary Only Accounts	Estimated Additional Activity	Actual Non-Lapsing Request	Actual Surplus (Deficit)	Deficit Transfer		Amended Surplus (Deficit)	Tax Levy 2012	Actual Surplus (Deficit)
							Contingency Fund	General Fund			
000	General Revenues	733,497.00				733,497.00	(177,645.00)	(89,340.00)	466,512.00	(7,053,407.00)	10.4%
001	County Board	351,057.00			(324,234.00)	26,823.00			26,823.00	391,586.00	6.8%
002	Economic Development	173,477.00			(173,477.00)	0.00			0.00	0.00	
004	Human Resources	34,730.00			(34,044.00)	686.00			686.00	321,237.00	0.2%
008	County Administrator	4,820.00			(4,150.00)	670.00			670.00	230,310.00	0.3%
010	Register of Deeds	207,903.00			(133,249.00)	74,654.00			74,654.00	(209,267.00)	35.7%
012	County Clerk	196,227.00			(211,255.00)	(15,028.00)	15,028.00		0.00	232,964.00	-6.5%
013	Land Information	135,336.00			(104,174.00)	31,162.00			31,162.00	363,613.00	8.6%
014	County Treasurer	551,004.00				551,004.00			551,004.00	(752,315.00)	73.2%
016	District Attorney	20,201.00				20,201.00			20,201.00	645,330.00	3.1%
017	Corporation Counsel	2,801.00				2,801.00			2,801.00	325,082.00	0.9%
018	Parks	249,748.00			(234,832.00)	14,916.00			14,916.00	783,013.00	1.9%
019	Central Services	122,687.00	8,457.00		(114,230.00)	8,457.00			8,457.00	986,846.00	0.9%
020	Sheriff	595,452.00			(786,155.00)	(190,703.00)	101,363.00	89,340.00	0.00	11,289,530.00	-1.7%
023	Child Support	40,688.00				40,688.00			40,688.00	169,125.00	24.1%
024	Clerk of Courts	5,202.00			(5,202.00)	0.00			0.00	1,452,505.00	0.0%
025	Coroner	1,227.00				1,227.00			1,227.00	89,375.00	1.4%
026	Finance	11,777.00				11,777.00			11,777.00	413,948.00	2.8%
027	Emergency Management	395,530.00			(363,189.00)	32,341.00			32,341.00	64,054.00	50.5%
053	Veterans Services	33,716.00			(22,100.00)	11,616.00			11,616.00	156,256.00	7.4%
068	UW Extension	46,218.00			(25,970.00)	20,248.00			20,248.00	304,055.00	6.7%
069	Fair Park	(10,318.00)			(44,653.00)	(54,971.00)	54,971.00		0.00	70,148.00	-78.4%
070	Land Conservation	(1,810.00)			(4,473.00)	(6,283.00)	6,283.00		0.00	204,835.00	-3.1%
071	Zoning	266,071.00			(235,208.00)	30,863.00			30,863.00	327,125.00	9.4%
099	Library System	827.00				827.00			827.00	1,002,518.00	0.1%
General Fund Totals		4,168,068.00	0.00	0.00	(2,820,595.00)	1,347,473.00	0.00	0.00	1,347,473.00	11,808,466.00	11.4%

Fund	Fund	Beginning Fund Balance 1-Jan-12	Current Activity	Estimated Additional Activity	Ending Fund Balance 31-Dec-12	Percentage Change
100	General Fund	31,487,867.56	88,497.93		31,576,365.49	0.3%
240	Health Department	556,217.66	233,969.57		790,187.23	29.6%
250	Human Services	389,444.17	209,703.37		599,147.54	35.0%
300	Debt Services	0.00	0.00		0.00	#DIV/0!
700	Highway Department	12,456,091.82	1,057,203.09		13,513,294.91	7.8%
750	MIS Fund	0.00	0.00		0.00	#DIV/0!
Subtotal		44,889,621.21	1,589,373.96	0.00	46,478,995.17	3.4%
900	Fixed Assets	28,782,337.32	633,579.72		29,415,917.04	2.2%
950	Gov't Type Conversion	51,269,507.19	(576,546.13)		50,692,961.06	-1.1%
Total		124,941,465.72	1,646,407.55	0.00	126,587,873.27	1.3%

Ending fund balance 12/31/12	46,478,995.17
Less beginning fund balance	(44,889,621.21)
Subtotal	1,589,373.96
	0.00
	0.00
	0.00
Increase due to operations	1,589,373.96

Spreadsheet values as of 22-Feb-13

Total increase in fund balances	1,589,373.96
Tax levy for 2012	26,707,843.00
Increase as a percent of tax levy	6.0%

RESOLUTION NO. 2012-_____

Act on year-end requests to carry over funds

WHEREAS, at the close of each fiscal year, it may be desirable to carry over funds in some accounts so that they can be used in the next budget year, and

WHEREAS the Finance Committee has reviewed the collective requests of all departments to carry over the total amounts as listed below in various accounts as indicated in the detail in the Finance Committee minutes of February 26, 2013,

Fund Type	Description	Requested Amount	Non-lapsing Request
Governmental funds	Non-spendable	175,670.34	
Governmental funds	Spendable, restricted	2,034,865.22	2,034,865.22
Governmental funds	Spendable, committed	<u>2,103,970.15</u>	2,103,970.15
Governmental funds	Total	4,314,505.71	
Proprietary funds	Capital net assets	9,225,204.26	
Proprietary funds	Restricted net assets	119,650.67	119,650.67
Proprietary funds	Non-restricted net assets	<u>4,168,439.98</u>	4,168,439.98
Proprietary funds	Total	13,513,294.91	
Grand Total		17,827,800.62	8,426,926.02

AND WHEREAS, the Finance Committee recommends various accounts be designated as non-lapsing for fiscal year 2013 in the same total amounts as listed above,

NOW, THEREFORE, BE IT RESOLVED that the funds in the accounts identified in the Finance Committee minutes of February 26, 2013, totaling \$8,427,928.02 are designated as non-lapsing in the 2012 budget and the 2013 departmental budgets are hereby amended in the respective amounts approved.

Fiscal Note: As a budget amendment, this resolution requires twenty (20) affirmative votes for passage.

Explanation of governmental funds: Non-spendable fund balance includes prepaid items, deposits, and inventory accounts. Spendable, restricted items are funds legally restricted by outside parties such as statutes, contracts, purchase orders, or funding source. Spendable, committed items are discretionary.

Explanation of proprietary funds (Highway): Capital net assets are items that are being depreciated along with land. Restricted net assets relate to municipal deposits for subsequent

year work by the County. Non-restricted net assets include both required items and discretionary items.

AYES _____

NOES _____

ABSTAIN _____

ABSENT _____

Requested by
Finance Committee

03-12-13

Brian Lamers: 2/26/13
Philip C. Ristow: 2/26/13

Jefferson County
Final Non-Lapsing Requests
For the Year Ended December 31, 2012

Department	Bus Unit	Acct #	Sub Acct	Explanation	Non-Spendable Fund Bal	Spendable Fund Balances		Total
						Restricted	Committed	
County Board	12	594950		Unexpended Brick Project donations		250.00		
County Board	12	521220		Consultant			20,000.00	
County Board	13	699700		Remaining farmland preservation funds as per 2013 budget			9,925.00	
County Board	13	699800		Remaining farmland preservation funds as per 2013 budget			82,886.00	
County Board	13	594960		Remaining farmland preservation capital reserve adjustment			206,937.00	
County Board	14	699700		Remaining Historical Commission funds as per 2013 budget			8,162.00	
County Board	14	594950		Remaining Historical Commission operating reserve adjustment			(3,926.00)	324,234.00
Economic Development	31	594955		Increase JCEDC vested benefit reserve to actual		3,020.00		
Economic Development	31	594950		Increase JCEDC fiduciary funds operating reserve		20,013.00		
Economic Development	31	699700		Remaining JCEDC fiduciary funds as per 2013 budget		150,444.00		173,477.00
Human Resources	41	521219		On-site Management training			4,411.00	
Human Resources	41	521219		HIPPA consultation			2,500.00	
Human Resources	41	521227		Position classifications, possible additional appeals required			2,000.00	
Human Resources	41	532325		Registration for 2013 NPELRA Conference-budgeted in 2012			1,127.00	
Human Resources	41	532336		Lodging			760.00	
Human Resources	41	532350		Training materials, additional training for Supervisors			2,552.00	
Human Resources	41	521218		Arbitrator, Negotiations with Law beginning in 2013			8,600.00	
Human Resources	41	532335		Meals			444.00	
Human Resources	41	594813		Copier/Printer-half the cost with Administration			4,150.00	
Human Resources	41	521229		Funds for Recruitment of Co. Admin (relocation/travel costs)			7,500.00	34,044.00
County Administrator	81	594813		Copier/Printer-half the cost with HR			4,150.00	4,150.00
Register of Deeds	1002	521295		Redaction Funds restricted by statue		53,340.33		
Register of Deeds	1002	699700		Redaction Funds restricted by statue as per 2013 budget		79,909.00		133,249.33
County Clerk	1202	699700		Replace Eagle Optech ballot machines as per 2013 budget			30.00	
County Clerk	1202	699800		Replace Eagle Optech ballot machines as per 2013 budget			211,225.00	211,255.00
Land Information	1303	594950		Remaining land records modernization funds as per Wisc Statutes		14,161.00		
Land Information	1303	699700		Remaining land records modernization funds as per 2013 budget		9,910.00		
Land Information	1308	594950		Remaining land records modernization funds as per Wisc Statutes		6,875.00		
Land Information	1308	699700		Remaining land records modernization funds as per 2013 budget		56,228.00		
Land Information	1308	699800		Remaining land records modernization funds as per 2013 budget		17,000.00		104,174.00
Parks Department	1801	521219		Signed contract regarding Open Space Plan			2,970.00	
Parks Department	1801	521219		Performance Bond for Tree Sale Contract			2,000.00	
Parks Department	1801	535245		Eng/Design Rock River Boat Launch & Lot-Grant Sought for Construction Cost			5,000.00	
Parks Department	1801	535245		Asphalt Maintenance for Elm Point & Upper Rock Lake			15,000.00	
Parks Department	1806	594960		Remaining Carol Liddle estate funds, restricted by estate		(5,999.00)		
Parks Department	1806	699800		Carol Liddle estate funds as per 2013 budget		87,358.00		
Parks Department	1809	535245		Remaining Carlin Weid CD interest, restricted by donor		(37.00)		

Jefferson County
Final Non-Lapsing Requests
For the Year Ended December 31, 2012

Department	Bus Unit	Acct #	Sub Acct	Explanation	Non-Spendable Fund Bal	Spendable Fund Balances		Total
						Restricted	Committed	
Parks Department	1809	699700		Carlin Weld certification of deposit remaining interest as per 2013 budget		120.00		
Parks Department	1812	535245		Remaining Carnes Park Development, non-lapsing request for capital items			(18,021.00)	
Parks Department	1812	699800		Carnes Park Development funds as per 2013 budget			63,010.00	
Parks Department	1812	699992		Remaining Mason Log Home, restricted by source		11,553.00		
Parks Department	1812	699992		Remaining Woodland Restoration Grant, restricted by source		5,000.00		
Parks Department	1814	699992		Remaining Garman Nature Preserve, restricted by source		12,894.00		
Parks Department	1816	699992		Remaining Glacial Heritage, restricted by source		10,000.00		
Parks Department	1816	699700		Glacial Heritage Development funds as per 2013 budget		14,553.00		
Parks Department	1824	699992		Remaining Bike Trail donations, restricted by source		2,100.00		
Parks Department	1826	699992		Remaining Dog Park funds			21,331.00	
Parks Department	1840	474150		Human Services Billed-Retaining Wall Project			(6,000.00)	
Parks Department	1840	594821		Capital-Human Services-Retaining Wall Project			6,000.00	
Parks Department	5200	529170		Charges to Human Services from Parks Department-Retaining Wall			6,000.00	234,832.00
Central Services	1901	611202		Bathroom remodeling project as per 2013 budget transfer to Capital Projects			37,230.00	
Central Services	1901	594822		Roofing project Courthouse F Section			35,000.00	
Central Services	1901	699800		HVAC Unit #4 South End Courthouse as per 2013 budget			42,000.00	114,230.00
Sheriff Department	2006	594820		Radio system upgrade project -- capital other equipment			130,894.81	
Sheriff Department	2009	611202		Annex Building Project as per 2013 budget-Transfer to Capital Projects			141,200.00	
Sheriff Department	2010	699992		Funds restricted by source -- Drug Education		5,112.00		
Sheriff Department	2011	699992		Funds restricted by source -- Drug Restitution		1,971.00		
Sheriff Department	2014	699992	011	Remaining restricted donations -- K-9 related		10,165.94		
Sheriff Department	2014	699992	012	Remaining restricted donations -- Community Program		399.17		
Sheriff Department	2014	699992	014	Remaining restricted donations -- Honor Guard		2,348.87		
Sheriff Department	2014	699992	016	Remaining restricted donations -- Tactical Air Wing		94.00		
Sheriff Department	2014	699992	018	Remaining restricted donations -- DTF		18.75		
Sheriff Department	2104	699992		Funds restricted by source -- Federal Forfeitures		196,300.00		
Sheriff Department	2105	699992		Funds restricted by source -- CEASE Marijuana		201.00		
Sheriff Department	2108	699992		Funds restricted by source -- State Forfeitures		547.00		
Sheriff Department	2203	594950		Jail assessment funds restricted by Wisconsin Statutes		(9,440.00)		
Sheriff Department	2203	699700		Jail assessment funds restricted by Wisconsin Statutes per 2013 budget		306,342.00		786,154.54
Clerk of Courts	2401	594822		Completion of CCAP wiring upgrade			5,202.00	5,202.00
Emergency Mgmt	2701	594811		Additional Charges for EM Vehicle			938.00	
Emergency Mgmt	2703	594960		Adjust capital reserve for flood mitigation program			38,626.00	
Emergency Mgmt	2703	699800		Remaining flood mitigation program funds (HMGP) as per 2013 budget			321,085.00	
Emergency Mgmt	2706	699992		Remaining donations for Hazmat truck / trailer (Level B)			2,540.00	363,189.00
Veterans Services	5301	699992		Remaining funds for vacant staffing-carry over for contacting for scanning services			16,400.00	
Veterans Services	5301	531314		Purchase a small scanner to be added to existing computer/work station			600.00	
Veterans Services	5301	531314		Purchase a portable marketing display/materials			2,500.00	
Veterans Services	5302	593719		Veterans Relief Services			2,600.00	22,100.00

Jefferson County
Final Non-Lapsing Requests
For the Year Ended December 31, 2012

Department	Bus Unit	Acct #	Sub Acct	Explanation	Non-Spendable Fund Bal	Spendable Fund Balances		Total
						Restricted	Committed	
UW Extension	6801	594950		Donation from Dec 2008 regarding 4-H fees adjustment			(975.00)	
UW Extension	6801	699700		Donation from Dec 2008 regarding 4-H fees, per 2013 budget			4,485.00	
UW Extension	6801	531303		Purchase in 2013 of a laptop or tablet			2,512.00	
UW Extension	6801	531348		Offsetting Temp Wages for Grabow and Johnson Projects and a tablet			2,780.91	
UW Extension	6809	531313		Remaining funds Parenting First Year Program			(87.96)	
UW Extension	6809	699700		Parenting First Year Program as per 2013 budget		1,441.00		
UW Extension	6811	531348		Remaining funds Agricultural program			3,491.56	
UW Extension	6813	531348		Remaining funds UW-Extension Activities			(668.92)	
UW Extension	6813	699700		UW-Extension Activities as per 2013 budget			1,013.00	
UW Extension	6814	531348		Remaining fund Family Impact seminar			106.04	
UW Extension	6814	699700		Family Impact Seminar as per 2013 budget			1,600.00	
UW Extension	6815	531348		Remaining funds Master Gardener Program			1,188.80	
UW Extension	6816	531348		Remaining funds Pesticide Program			(5,279.59)	
UW Extension	6816	699700		Pesticide Programs as per 2013 budget			10,019.00	
UW Extension	6817	531348		Remaining funds Safety Day Camp			400.74	
UW Extension	6817	699700		Safety Day Camp as per 2013 budget			1,057.00	
UW Extension	6819	531348		Remaining funds Tractor Safety Program			645.20	
UW Extension	6819	699700		Tractor Safety Program as per 2013 budget			2,241.00	25,969.78
Fair Park	6901	594820		Remaining Electrical project			15,000.00	
Fair Park	6901	594821		Remaining Blacktopping project			10,000.00	
Fair Park	6901	594829		Remaining Food Row Drain Hookup			10,000.00	
Fair Park	6906	485106		Remaining fair donations		500.00		
Fair Park	6906	699800		Fair donations as per 2013 budget		9,153.00		44,653.00
Land Conservation	7008	593701		County cost share program - remaining funds			4,473.00	4,473.00
Zoning	7109	594950		Solid Waste funds restricted by both grants and contracts			(5,831.57)	
Zoning	7109	699700		Solid Waste funds as per 2013 budget			241,040.00	235,208.43
General Fund Totals					0.00	1,308,966.53	1,511,628.55	2,820,595.08
Health Department	240	351300		Prepaid asset reserve	18,586.08			
Health Department	240	354900		Working capital		660,385.25		
Health Department	4501	699992		Restricted Donations-Car Seats Public Health		142.32		
Health Department	4631	699992		Restricted Public Health Preparedness (move to #4632)		14,139.80		
Health Department	4635	699992		Public Health Preparedness Program, restricted by source		18,875.30		
Health Department	4639	699992		Adult Immunization Grant Funds, restricted by source		3,398.10		715,526.85
Human Services	250	353100		Prepaid asset reserve	157,084.26			
Human Services	5001	594950		Donations unrestricted			13,390.82	

Jefferson County
Final Non-Lapsing Requests
For the Year Ended December 31, 2012

Department	Bus Unit	Acct #	Sub Acct	Explanation	Non-Spendable Fund Bal	Spendable Fund Balances		Total
						Restricted	Committed	
Human Services	5005	531303		Electronic monitoring bracelets for Juvenile Offenders			10,000.00	
Human Services	5005	529299		Contract for Juvenile Sexual Treatment Program			30,000.00	
Human Services	5001	529299		Contract for Children's AODA Program Prevention & Counseling			30,000.00	
Human Services	5001	529299		Safe Babies			25,000.00	
Human Services	5001	529299		Orion Slots			30,000.00	
Human Services	5159	594950		Donations Benefit Assessment (III-B)			2,100.00	
Human Services	5001	594950		Remaining child abuse donations, restricted by source		2,926.02		
Human Services	5001	594950		Remaining child / family donations, restricted by source		2,069.47		
Human Services	5001	594950		Contract for Functional Family Therapy Program Training			110,000.00	
Human Services	5001	594950		Contract for Peer Support Specialist Services			50,000.00	
Human Services	5021	594950		Remaining Safe & Stable Families donations, restricted by source		3,360.45		
Human Services	5195	594950		Vehicle escrow funds, restricted by source		7,389.98		
Human Services	5195	699700		Vehicle escrow funds as per 2013 budget		13,212.00		
Human Services	5200	531304		Vehicle replacements with propane tanks from the Sheriff Department			20,000.00	
Human Services	5200	531314		Green Initiative			9,014.00	
Human Services	5003	557320		Replacement of Furniture at Lueder Haus			7,100.00	
Human Services	5200	531303		Lap tops & scanner due to electronic medical records			20,000.00	
Human Services	5210	594820		Bulletproof glass and microphone speakers-reception area & other security equip			30,000.00	
Human Services	5210	594820		Remodel a work region at Human Services			26,500.00	599,147.00
Debt Service	8010	699600		Debt Service interest as per 2013 budget			16.00	16.00
MIS - PC Group	8501	521220		Disaster recovery project			15,500.00	
MIS - PC Group	8501	594818		Replacement SAN			58,025.05	
MIS-Power Group	8502	521220		Consultant related to IBM Power HA product for data duplication			19,100.00	
MIS-Power Group	8502	521296		Version control software for new web server			1,368.00	
MIS-Power Group	8502	531303		High Availability project-Comp Equip and Software			10,446.00	
MIS-Power Group	8502	535242		High Availability project-Maintenence			9,399.00	
MIS-Power Group	8502	593015		Future equipment reserve (all remaining funds)			3,075.62	
MIS-Power Group	8502	699800		Future iSeries purchase, as per 2013 budget			35,000.00	
MIS-Power Group	8502	699700		Future IBM maintenance contract, as per 2013 budget			15,413.00	
Central Duplicating	8525	699992		Amount applied against 2013 copier purchases			11,894.11	179,220.78
Total Governmental Funds					175,670.34	2,034,865.22	2,103,970.15	4,314,505.71

Proprietary Funds -- Net Assets			
Capital	Restricted	Non-Restricted	Total

Jefferson County
Final Non-Lapsing Requests
For the Year Ended December 31, 2012

Department	Bus Unit	Acct #	Sub Acct	Explanation	Non-Spendable Fund Bal	Spendable Fund Balances		Total
						Restricted	Committed	
Highway Department	700	361100		Capital net assets	9,079,300.26			
Highway Department	700	361200		Contributed capital -- state salt shed	145,904.00			
Highway Department	700	3625xx		Road equity, multiple municipalities		119,650.67		
Highway Department	700	363100		Maintain inventory balances at 2006 levels			387,132.26	
Highway Department	700	363200		Over-recovered fringe benefit pool to be allocated in 2013			247,968.52	
Highway Department	700	363350		Inventory net assets			1,084,982.70	
Highway Department	700	363400		Prepaid asset reserve			65,252.32	
Highway Department	53241	699992		Fixed Asset replacement (machinery operations)			969,662.55	
Highway Department	53284	699992		Maintain funds for facility study/design work of Highway facilities			481,806.04	
Highway Department	53311	699992		Maintain CTH Maintenance balance for additional/unfinished maintenance work			25,000.00	
Highway Department	53312	699992		Cty Hwy Construction to finish CTH C, J and E in 2013			730,800.24	
Highway Department	53313	699992		Winter maintenance balance for future Winter Maintenance expense			92,651.53	
Highway Department	53315	699992		Design and right-of-way on CTH "N" from CTH "B" to "A"			83,183.82	
Totals					9,225,204.26	119,650.67	4,168,439.98	13,513,294.91
					Total all Funds		<u><u>17,827,800.62</u></u>	

Item 14c

RESOLUTION NO. 2012-_____

Approve settlement of worker’s compensation claim

WHEREAS, Jefferson County has self-funded its worker’s compensation program since the early 1980’s, and

WHEREAS, that process involves using a third party administrator to process claims and defend disputed claims, and

WHEREAS, Claim No. 2011-031629 has been disputed and a hearing was scheduled, and

WHEREAS, the third party administrator and the attorney defending the claim have recommended settlement in the amount of \$16,500 (excluding medical bills paid by the health insurer in the amount of \$37,850) which forecloses any and all future claim for continuing problems arising from the injury involved, and

WHEREAS, the Finance Committee recommends settlement in the amount of \$16,500 given the possible exposure and the potential of additional future claims,

NOW, THEREFORE, BE IT RESOLVED that Worker’s Compensation Claim No. 2011-031629 shall be settled for a full and final amount of \$16,500 including all future claims (excluding paid medical bills which the County holds the claimant harmless for and will contest if any claim is made).

Fiscal Note: Sufficient funds are in Account #100.239003, Worker’s Compensation Retention, and will be used to pay the settlement and attorney’s fees accrued to date. Claimant’s name and the medical details have been excluded from this resolution for privacy purposes. The Finance Committee has reviewed the details and recommends this settlement in the County’s best interest. The settlement is contingent upon final approval by the Department of Workforce Development.

AYES _____

NOES _____

ABSTAIN _____

ABSENT _____

Requested by
Finance Committee

03-12-13

Philip C. Ristow: 03-06-13

Authorize Highway Department Tractor-Dozer rental for 2013

WHEREAS, the Jefferson County Highway Department is renting equipment needed for 2013 highway construction and maintenance projects, and

WHEREAS, quotes were solicited from equipment vendors in the areas with the following results:

Equipment Vendors

Company: Brooks Tractor
Make & Model: 2013 Deere 850K LGP 2012 47,000 lbs. 187hp
Monthly Rental: **\$8,900/mo.**

Company: Brooks Tractor
Make & Model: 850J LT 2010 46,000 lbs. 185hp
Monthly Rental: **\$7,900/mo.**

Company: Aring Equipment
Make & Model: Dressta TD25M 2010 80,000 lbs. 330hp
Monthly Rental: **\$11,000/mo.** (Annual agreement required)

Company: FABCO
Make & Model: Cat D8T 2013 84,000 lbs. 310hp
Monthly Rental: **\$8,975/mo.** (Annual agreement required)

Company: Roland Machinery
Make & Model: Komatsu D155AX-6 2012 87,000 lbs. 340hp
Monthly Rental: **\$10,904/mo.**

Company: Roland Machinery
Make & Model: Komatsu D65PX-17 2012/13 46,000 lbs. 205hp
Monthly Rental: **\$7,636/mo.**

WHEREAS, the Jefferson County Highway Committee has reviewed the monthly rental quotes and Highway Department staff recommends renting the Komatsu D65PX-17 from Roland Machinery of Deforest, Wisconsin,

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Highway Department is authorized to rent one (1) 2012/13 Model Komatsu D65PX-17 tractor-dozer from Roland Machinery for a rental price of \$7,636 per month during the 2013 construction season.

Fiscal Note: Money to come from the Highway Department construction account #53312.

AYES _____
NOES _____
ABSTAIN _____
ABSENT _____

Requested by Highway Committee

03-12-13

**Jurisdictional Transfer Agreement for a portion of County Trunk Y
(City of Watertown)**

WHEREAS, the functional/jurisdictional relationship of present County Trunk and Local Highway Systems have been reviewed by the City of Watertown and Jefferson County, and

WHEREAS, Jefferson County and the City of Watertown have cooperated in developing this jurisdictional change, and

WHEREAS, the Wisconsin Department of Transportation, under § 83.025, Stats., must approve jurisdictional transfer agreements between local units of government,

NOW, THEREFORE, BE IT RESOLVED, that the County Board of Jefferson County approves removing the following segment of highway from the County Highway System:

Existing CTH Y from the City of Watertown south limits northerly to Church Street. This section of roadway is 0.3 miles in length.

BE IT FURTHER RESOLVED that the County Board of Jefferson County authorizes the County Board Chair to execute a Jurisdictional Transfer Agreement with the City of Watertown containing the following terms:

- 1. The County shall:
 - a. Provide a set of as-built plans to the City.
 - b. Fully convey all access rights and permitting control along the segment to be transferred to the City.
- 2. The City shall:
 - a. Accept the jurisdictional and maintenance responsibility of the segment to be transferred upon completion of construction work associated with State Project ID 1390-04-77 and execution of the Agreement.

BE IT FURTHER RESOLVED that the effective date of the jurisdictional transfer will be upon execution of this Agreement by all parties.

BE IT FURTHER RESOLVED that the County Clerk shall provide a certified copy of this resolution to the Highway Commissioner for filing with the State of Wisconsin Department of Transportation.

Fiscal Note: Jefferson County will receive General Transportation Aids for the new segment of County Trunk Y and the City of Watertown will receive General Transportation Aids for the transferred segment.

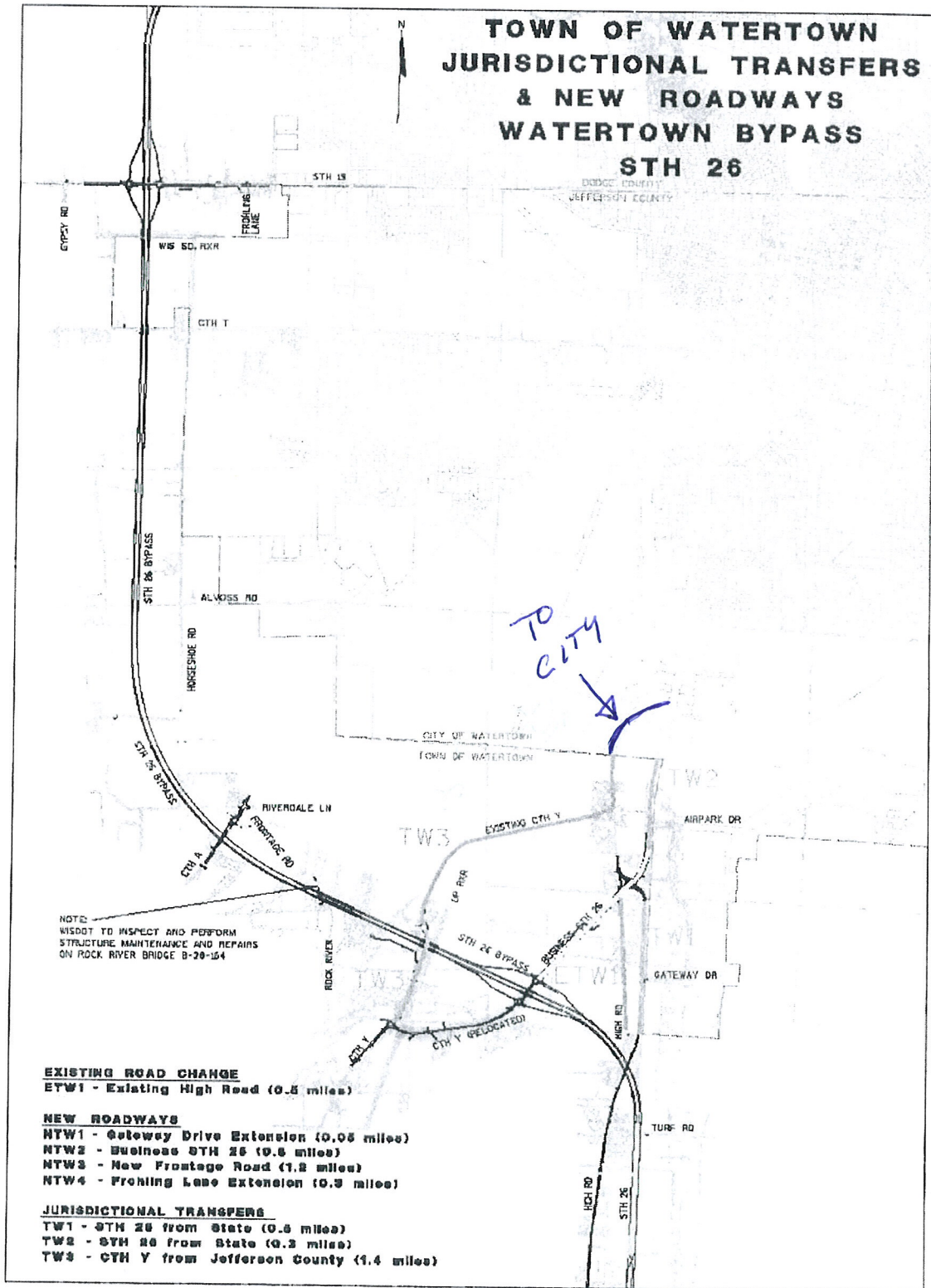
AYES _____
 NOES _____
 ABSTAIN _____
 ABSENT _____

Requested by: Highway Committee

03-12-13

Bill Kern: 03-05-13; Phil Ristow: 03-06-13

TRANSFER 0.3 MILES OF CTH Y
TO CITY OF WATERTOWN



RESOLUTION NO. 2012-_____

**Jurisdictional Transfer Agreement for a portion of County Trunk Y
(Town of Watertown)**

WHEREAS, the functional/jurisdictional relationship of the County Trunk and Local Highway Systems have been reviewed by the Town of Watertown and Jefferson County, and

WHEREAS, Jefferson County and the Town of Watertown have cooperated in developing this jurisdictional change, and

WHEREAS, the Wisconsin Department of Transportation, under § 83.025, Stats., must approve jurisdictional transfer agreements between local units of government,

NOW, THEREFORE, BE IT RESOLVED that the County Board of Jefferson County approves removing the following segment of highway from the County Highway system:

Existing CTH Y from New (relocated) CTH Y to the City of Watertown south limits. This section of roadway is 1.4 miles in length.

BE IT FURTHER RESOLVED that the County Board of Jefferson County authorizes the County Board Chair to execute a Jurisdictional Transfer Agreement with the Town of Watertown containing the following terms:

- 1. The County shall:
 - a. Provide a set of as-built plans to the Town.
 - b. Fully convey all access rights and permitting control along the segment to be transferred to the Town.
- 2. The Town shall:
 - a. Accept the jurisdictional and maintenance responsibility of the segment to be transferred upon completion of construction work associated with State Project ID 1390-04-77 and execution of the Agreement.

BE IT FURTHER RESOLVED that the effective date of the jurisdictional transfer will be upon the execution of this Agreement by all parties.

BE IT FURTHER RESOLVED that the County Clerk shall provide a certified copy of this resolution to the Highway Commissioner for filing with the State of Wisconsin Department of Transportation.

Fiscal Note: Jefferson County will receive General Transportation Aids for the new segment of County Trunk Y and the Town of Watertown will receive General Transportation Aids for the transferred segment.

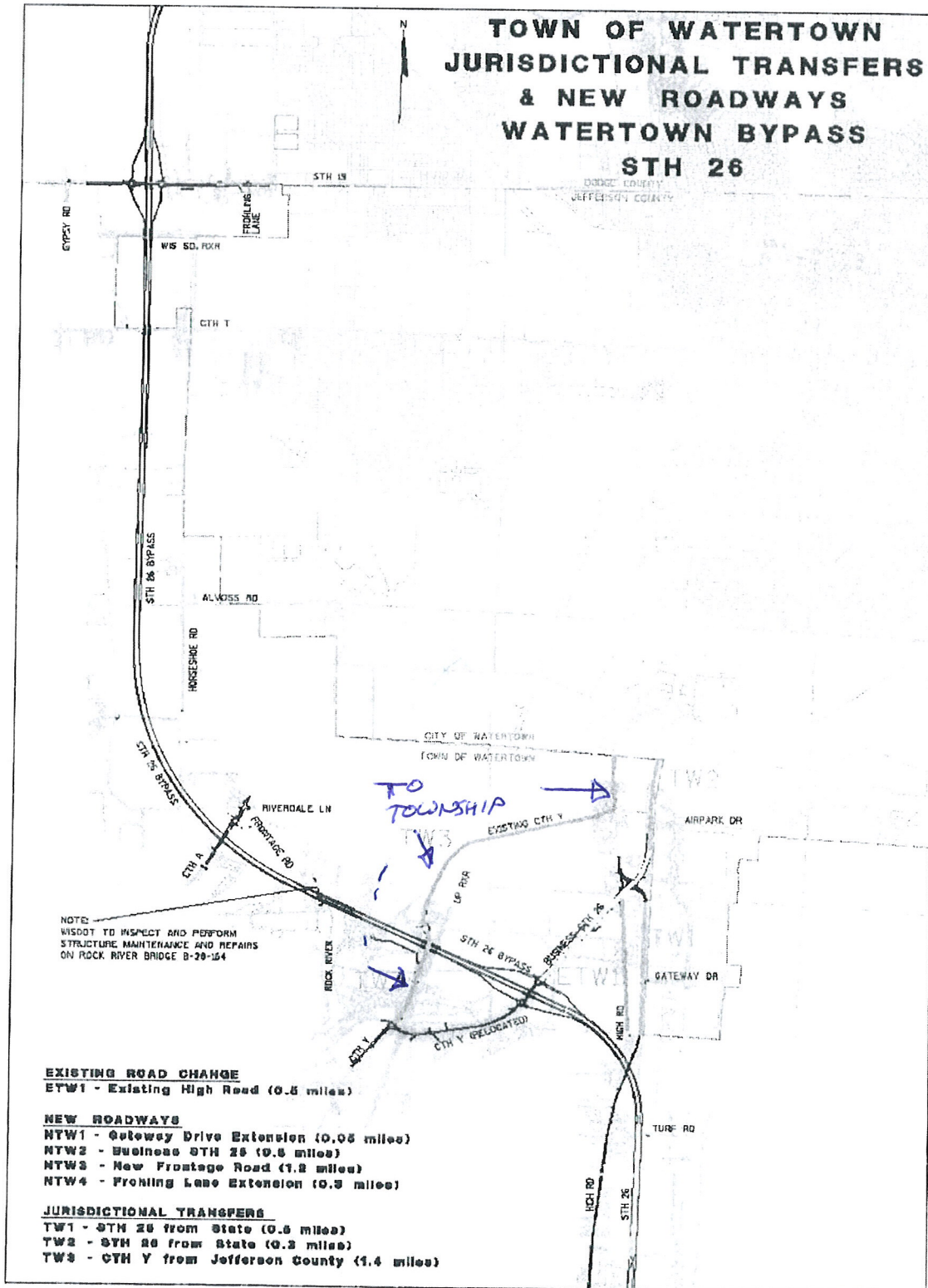
AYES _____
 NOES _____
 ABSTAIN _____
 ABSENT _____

Requested by: Highway Committee

03-12-13

Bill Kern: 03-05-13

TRANSFER 1.4 MILES OF CTH Y
TO TOWN OF WATERTOWN



RESOLUTION NO. 2012-____

Amending Attachment A of Classification & Compensation Pay Plan

WHEREAS, on December 11, 2012, the Board adopted Resolution 2012-66 making comprehensive changes to the County’s Classification and Compensation Pay Plan, and

WHEREAS, implementation of the plan was set forth in Attachment A adopted as part of Resolution 2012-66, and

WHEREAS, various situations have arisen in the implementation process that were not originally addressed in Attachment A, and

WHEREAS, amending Attachment A by including new paragraphs 6, 7 and 8 and renumbering original item 6 to 9 resolves the issues, and

WHEREAS, the Human Resources Committee recommends this amendment to the implementation procedure,

NOW, THEREFORE, BE IT RESOLVED that Attachment A as adopted by Resolution 2012-66 is amended to create paragraphs 6, 7 and 8 as shown and renumber original paragraph 6 as 9.

Fiscal Note: Paragraphs 6 thru 8 are anticipated to have a fiscal impact of less than \$500.

AYES _____

NOES _____

ABSTAIN _____

ABSENT _____

Requested by
Human Resources Committee

03-12-13

Terri Palm-Kostroski: 03-05-13; Phil Ristow: 03-06-13

ATTACHMENT A

Implementation of the 2012 Classification and Compensation pay plan

The Classification and Compensation Plan is to be implemented in the following manner:

1. Green-circled employees (employees whose current rate of pay is below the minimum of the recommended pay range) will go to the minimum step on December 30, 2012. If the minimum step is less than a step the employee would have received on their individual step-increase date (anniversary date), then the employee will move to the next step of the new pay plan effective the first day of the pay period following the employee's step-increase date. The employee's step-increase date does not change. This affects approximately 30 employees.
2. If the minimum step is greater than a step the employee would have received on their individual step-increase date, the employee receives no additional movement in steps in 2013, and December 30 becomes the employees' new step-increase date. This affects approximately 30 employees.
3. Red-circled employees (employees whose current rate of pay is above the maximum of the recommended pay range) will remain at the current rate of pay until the new pay plan is adjusted upward to the point the employee now is placed on the top step of the applicable range. This currently affects approximately 50 employees.
4. Employees who are currently in steps, and will continue to be in steps in the new pay plan, will, on their individual step-increase date, receive the next step in the current pay plan/range, and use this rate to be placed into the step that provides an increase in the new pay plan. This will be effective the first day of the pay period following the employee's step-increase date and the employee retains his/her current step-increase date. This affects approximately 170 employees.
5. Employees who are currently at the top step ("maxed out" in steps) will, on their **hire date**, be placed in the new pay plan at the step that provides an increase. This will be effective the first day of the pay period following the employee's step-increase date and the employee's hire date becomes the step-increase date for future step increases. This affects approximately 150 employees.
6. Employees in the old pay plan system who make a job change, including transferring to a position in the same classification with a different employment status (e.g. part-time to full-time), shall be placed into the new pay plan system at the step that provides an increase. The employee shall retain his/her current step-increase date. Where the employee was at the maximum step and is now eligible for step increases following the job change, effective the date of the job change, a new date shall be established for purposes of future step increases.
7. Part-time employees who will not have completed 2080 hours between his/her last step increase and December 29, 2013, and therefore are not eligible for a step-increase in 2013, shall be placed into the new pay plan at the step that provides an increase, effective December 29, 2013. The employee shall retain his/her accrued hours towards a step increase as of December 29, 2013.
8. Employees who entered the new pay plan in accordance with the aforementioned process, who requested and were successful in a review of their position, and whose

hourly rate is less because of the review shall have his/her rate decreased accordingly effective the first payroll following the Human Resources Committee's approval of the Review. However, the employee shall not be required to repay any overpayment made while in the lower pay grade.

- 9.6. If the implementation plan should conflict with provisions of the Personnel Ordinance, the implementation plan shall control.

Dated: December 11, 2012

Revised February 27, 2013

RESOLUTION NO. 2012-_____

**Resolution proclaiming the month of April 2013 as
Child Abuse and Neglect Prevention Month**

WHEREAS, child abuse and neglect is a complex and ongoing problem in our society, affecting many children in Jefferson County, and

WHEREAS, every child is entitled to be loved, cared for, nurtured, feel secure and be free from verbal, sexual, emotional and physical abuse, and neglect, and

WHEREAS, it is the responsibility of every adult who comes in contact with a child to protect that child’s inalienable right to a safe and nurturing childhood, and

WHEREAS, Jefferson County has many dedicated individuals and organizations who work daily to counter the problem of child maltreatment and to help parents obtain the assistance they need, and

WHEREAS, our communities are stronger when all citizens become aware of child maltreatment prevention and become involved in supporting parents to raise their children in a safe and nurturing environment, and

WHEREAS, effective child abuse prevention programs succeed because of partnerships among families, social service agencies, schools, religious and civic organizations, law enforcement agencies, and the business community, and

WHEREAS, the Human Services Board, at its February 12, 2013, meeting, unanimously approved a motion recommending the County Board of Supervisors adopt this resolution,

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors hereby proclaims the month of April 2013 to be Child Abuse and Neglect Prevention Month.

Fiscal Note: Adoption of this resolution will not have any fiscal impact to the County, other than the expenditure of staff time. Promotion materials will be funded by outside private donations.

AYES _____

NOES _____

ABSTAIN _____

ABSENT _____

Resolution requested by
Human Services Board

03-12-13

Supervisor Jim Mode: 02-8-13

RESOLUTION NO. 2013-

**Resolution to contract for professional design services for the Highway Department –
Lake Mills Satellite Shop**

WHEREAS, the Jefferson County Highway Department and the Wisconsin Department of Transportation (WisDOT) discussed the need for additional salt storage facilities in the Lake Mills area, and

WHEREAS, the potential for funding a salt storage shed in conjunction with a highway improvement project on 'Interstate 94' near Lake Mills was discussed, and

WHEREAS, the WisDOT 'Interstate 94' project was 'advanced' for construction leaving a very short timeframe to complete salt shed design plans for inclusion in the project, and

WHEREAS, Jefferson County had previous experience contracting with an architectural design firm (Barrientos Design) that was familiar with the site and potential plans for the area from previous facility study work, and

WHEREAS, the Highway Committee on December 6, 2011 authorized contracting with Barrientos Design to complete the salt shed design and a preliminary master plan for the WisDOT property and the adjacent property the Highway Department was recommending for purchase, and

WHEREAS, the Jefferson County Highway Department and Barrientos Design worked with WisDOT to develop a new salt shed design and preliminary site layout in Lake Mills at the Interstate 94 and State Highway 89 interchange, and

WHEREAS, the design and plans were accepted by WisDOT and incorporated into their 2012 construction project on Interstate 94, and

WHEREAS, the salt shed, site work, and the access road were funded and built by WisDOT in 2012, providing salt storage at the location for both county and state highways, and

WHEREAS, the Jefferson County Highway Department needed additional site design work, zoning reviews, and annexation approvals from the City of Lake Mills to construct a satellite facility on the adjacent county-owned parcel, and

WHEREAS, the additional planning and design needs were discussed at the May 30, 2012 Joint Highway Committee and Infrastructure Committee meeting, and

WHEREAS, the committees reviewed a proposal from Barrientos Design to utilize the site data completed to date, and to provide the additional design services needed by the City of Lake Mills for annexation and site approval on the county-owned parcel, and

WHEREAS, the Highway Committee and Infrastructure Committees both agreed to contract with Barrientos Design for the additional architectural work needed, and

WHEREAS, the site planning work has been completed by Barrientos Design and the Wisconsin Department of Administration has finalized and approved the annexation request for the parcel, and

WHEREAS, Barrientos Design provided a proposal to complete the final architectural and engineering design services, construction documents, project bidding, and construction administration for the sum listed below:

<u>Consultant</u>	<u>Proposal Cost</u>
Barrientos Design	\$77,215.00

WHEREAS, the Highway Department staff reviewed the proposal and recommended to the Infrastructure Committee to accept the proposal based on the firms existing work to-date on the site, the quality of work completed so far on the site work and salt shed design work, the experience on similar projects by the consultant on highway design facilities, and the consultants knowledge and work relationship with the City of Lake Mills, Jefferson County, and WisDOT staff, and

WHEREAS, the Highway Committee and Infrastructure Committee reviewed the recommendation and both the Highway Committee and Infrastructure Committee approved the recommendation to contract with Barrientos Design for the remaining design work, bid documents, and construction administration for the project,

NOW, THEREFORE, BE IT RESOLVED, the Highway Department is authorized to enter into a contract with Barrientos Design for \$77,215.00 for the remaining design work, bidding, and construction administration for the Lake Mills Satellite Shop.

Fiscal Note: Funds for the design work will come from the Highway Department facility design funds in account #53284.

AYES _____
NOES _____
ABSTAIN _____
ABSENT _____

Requested by
Infrastructure Committee
Highway Committee

Bill Kern: 03-05-13

03-12-2013

Item 19a-b

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 individuals as members of the designated Committee:

Local Emergency Planning Committee (LEPC)

- a. Marc Schultz, Jefferson County Environmental Health representative, for an indeterminate term.

AYES _____

NOES _____

ABSTAIN _____

ABSENT _____

- b. Marytha Blanchard, American Red Cross representative, for an indeterminate term.

AYES _____

NOES _____

ABSTAIN _____

ABSENT _____

03-12-2013