

AGENDA

JEFFERSON COUNTY BOARD MEETING

Tuesday, March 11, 2014 7:00 p.m.

Jefferson County Courthouse
311 S. Center Avenue, 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 11, 2014 COUNTY BOARD MINUTES**
 7. **SPECIAL ORDER OF BUSINESS**
 - a. Presentation to County – Government Finance Officers Association (GFOA) Award for Achievement for Excellence in Financial Reporting
 8. **COMMUNICATIONS**
 - a. Treasurer's Monthly Report (Addendum to Agenda)
 - b. Zoning Committee Notice of Public Hearing, March 20, 2014, 7:00 p.m. Rm 205 (Page 1-2)
 9. **PUBLIC COMMENT**
 10. **ANNUAL REPORTS**
 - a. Coroner – Patrick Theder
 - b. County Clerk – Barbara Frank
 - c. Treasurer – John Jensen
- COMMITTEE REPORTS / RESOLUTIONS / ORDINANCES**
11. **ADMINISTRATION AND RULES COMMITTEE**
 - a. Ordinance – Organizational Meeting time change (Page 3)
 - b. Ordinance 2013-24 – Update Board Rules in anticipation of new term (Page 4-6)
 - c. Resolution – Award case management services contract (Page 7-8)
 - d. Resolution – Designate official county newspaper (Page 9)
 12. **FINANCE COMMITTEE**
 - a. Resolution – Act on year-end departmental deficits (Page 10-12)
 - b. Resolution – Act on year-end requests to carry over funds (Page 13-18)
 - c. Resolution – Authorize County Administrator to contract to purchase 211 East Washington Street, Jefferson (Page 19-20)
 - d. Resolution – Authorize County Administrator to settle litigation (Page 21)
 13. **HIGHWAY COMMITTEE**
 - a. Resolution – Resolution – Authorization for the Highway Department to enter into contract for lime rock crushing (Page 22)
 - b. Resolution – Approving 2014 Local Road Improvement program asphalt bids (Page 23)
 - c. Resolution – Approving 2014 pre-mixed asphaltic concrete vendor prices (Page 24)
 - d. Resolution – Approving 2014 asphalt pulverizing and milling bids (Page 25)
 - e. Resolution – Approving 2014 seal coat oil vendor prices (Page 26)

14. **HUMAN RESOURCES COMMITTEE**
 - a. Resolution – Ratify Jefferson County LAW Local 102 Contract (Page 27)
 - b. Resolution – Adjust compensation for law enforcement management (Page 28)
 - c. Resolution – Eliminating one part-time, 19 hour/week Administrative Assistant II position in the Sheriff's Department and one vacant .4 Program Assistant position in Emergency Management and creating one full-time Program Assistant position (Page 29)
15. **HUMAN SERVICES BOARD**
 - a. Resolution – Proclaiming the month of April 2014 as Child Abuse and Neglect Prevention Month (Page 30)
16. **INFRASTRUCTURE COMMITTEE**
 - a. Resolution – Rescind Resolution 2013-60 (Page 31)
 - b. Resolution – Award precast concrete bid for New Highway Shop (Page 32)
17. **LAW ENFORCEMENT AND EMERGENCY MANAGEMENT COMMITTEE**
 - a. Ordinance – Establish penalties for hazardous material discharges and reimbursement process for emergency responses (Page 33-35)
18. **PARKS COMMITTEE**
 - a. Resolution – Authorize application for Outdoor Recreation Aids Grant (Page 36)
19. **PLANNING & ZONING COMMITTEE**
 - a. Report – Approval of Petitions (Page 37-38)
 - b. Ordinance – Amend Zoning Ordinance (Page 39)
 - c. Ordinance – Amend Zoning Ordinance Text (Page 40-43)
 - d. Ordinance – Creation of Jefferson County Mobile Tower Siting Permit section of the Zoning Ordinance (Page 44-52)
20. **APPOINTMENT BY COUNTY ADMINISTRATOR**
 - a. Robert Birmingham to the Historic Sites Preservation Commission for a three-year term ending April 2017 (Page 53)
21. **ANNOUNCEMENTS**
 - a. County Board Supervisor Orientation – April 8, 2014, 6:00 p.m.
 - b. Recognition of Outgoing Supervisors
22. **ADJOURN**

NEXT COUNTY BOARD MEETING
April 15, 2014 4:00 P.M. ROOM 205
(Time change pending County Board approval)

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 Amendments to the Jefferson County Zoning Ordinance and Requests for Conditional Use Permits

DATE: March 20, 2014

TIME: 7:00 p.m. (*Courthouse doors will open at 6:30*)

PLACE: Room 205, Jefferson County Courthouse, 311 S. Center Ave., Jefferson, WI

1. **Call to Order**
2. **Roll Call**
3. **Certification of Compliance with Open Meetings Law Requirements**
4. **Review of Agenda**
5. **Explanation of Process by Committee Chair**
6. **Public Hearing**

NOTICE IS HEREBY GIVEN that the Jefferson County Planning and Zoning Committee will conduct a public hearing at 7 p.m. on Thursday, March 20, 2014, 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. Individual files are available for viewing between the hours of 8 a.m. and 4:30 p.m., Monday through Friday, excepting holidays. If you have questions regarding these matters, please contact Zoning at 920-674-7131.

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

R3708A-14 – Brad Hering/Gordon & Alta Kottwitz Trust Property: Rezone 3.1 acres of PIN 020-0814-3342-000 (38 Acres) to allow for a Christmas tree farm at the intersection of **CTH Q and Vandre Road** in the Town of Milford.

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

R3709A-14 – Ronald Pitzner: Create a 3-acre farm consolidation from part of PIN 014-0614-0321-000 (48.001 Acres) at **N4750 Popp Road**, Town of Jefferson.

R3710A-14 – Dempsey Farms Partnership: Create a 1.4-acre farm consolidation lot at **N2531 CTH Z** in the Town of Sullivan from PIN 026-0616-3644-000 (40 Acres).

R3711A-14 – Phyllis Schmoller/Kehl Family Partnership Property: Rezone 1.82 acres of PIN 032-0815-1224-000 (25.84 Acres) for a new building site on **Ash Road** in the Town of Watertown.

CONDITIONAL USE PERMIT APPLICATIONS

CU1774-14 – Craig Lange/Rhorex LLC Property: Conditional use to allow business services in a Community zone for motorcycle, snowmobile, ATV and UTV repairs, sales and service at **W8528 USH 12**. The property is on PIN 022-0613-2111-005 (0.879 Acre) in the Town of Oakland and is zoned Community.

CU1775-14 – Donald S Zimmerman: Conditional use for an extensive on-site storage structure at **W9046 USH 12** in the Town of Oakland. The site is in a Residential R-2 zone, on PIN 022-0613-1713-007 (1.247 Acre).

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.

A recording of the meeting will be available from the Zoning Department upon request.

ORDINANCE NO. 2013-_____

Organizational Meeting time change

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

Section 1. Section 3.01(2) of the Board of Supervisors' Rules of Order shall be amended as follows:

(2) Board meetings shall commence at 7:00 p.m., except for April organizational meetings which shall commence at 4 p.m., unless by majority vote the Board prescribes a different time for convening. [Am. 02/10/04, Ord. 2003-34; 02/14/06, Ord. 2005-47]

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

Ayes _____ Noes _____ Abstain _____ Absent _____ Vacant _____

NOTE: Board Rule "3.09 AMENDMENTS TO RULES. . . . Notwithstanding the foregoing, s. 3.01(1) & (2) may be amended upon majority vote at any regular meeting without necessity of laying such amendment over until the next regular session or suspension of the rules. . . ."

Requested by
Administration & Rules Committee

03-11-14

Phil Ristow: 02-27-14; 03-03-14

Item 11b

ORDINANCE NO. 2013-24

Update Board Rules in anticipation of new term

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

Section 1. Section 3.01(1)(a) of the Board of Supervisors' Rules of Order for 2014-2016 shall be as follows:

Tuesday, April 15, 2014

Tuesday, May 13, 2014

Tuesday, June 10, 2014

Tuesday, July 8, 2014

~~Tuesday, August 12, 2014~~ [Election Day so rescheduled to Monday, August 11, 2014 pursuant to Board Rule 3.01(1)(a)]

Tuesday, September 9, 2014

Tuesday, October 14, 2014

Tuesday, October 28, 2014

~~Tuesday, November 11, 2014~~ [Veteran's Day so rescheduled to Wednesday November 12, 2014 pursuant to § 59.11(1)(a), Wis. Stats.]

Tuesday, December 9, 2014

Tuesday, February 10, 2015

Tuesday, March 10, 2015

Tuesday, April 21, 2015

Tuesday, May 12, 2015

Tuesday, June 9, 2015

Tuesday, July 14, 2015

Tuesday, August 11, 2015

Tuesday, September 8, 2015

Tuesday, October 13, 2015

Tuesday, October 27, 2015

Tuesday, November 10, 2015

Tuesday, December 8, 2015

Tuesday, February 9, 2016

Tuesday, March 8, 2016

Tuesday, April 19, 2016

Section 2. Section 3.01(4) and (5) of the Board of Supervisors' Rules of Order shall be amended as follows:

(4) For the April organizational meeting held in even-numbered years the order of business shall be:

- (a) Call to order ~~and pledge of allegiance.~~
- (b) Administration of oath of office and roll call by County Clerk.
- (c) Pledge of allegiance.
- ~~(e)~~(d) Certification of compliance with Open Meeting Law.
- ~~(d)~~(e) Approval of the agenda.
- ~~(e)~~(f) Election of Chairperson and Vice Chairpersons.
- ~~(f)~~(g) Adoption of rules of order.
- ~~(g)~~(h) Committee elections, if called for by the rules.
- ~~(h)~~(i) Follow order of business as established for other meetings, except that no annual reports of department heads will be presented at the organizational meeting. [Am. 3/12/02, Ord. 2001-29; 02/14/06, Ord. 2005-47]

(5) The order of business for all other board meetings shall be as follows:

- (a) Call to order ~~and pledge of allegiance.~~
- (b) Roll call by County Clerk.
- (c) Pledge of allegiance.
- ~~(e)~~(d) Certification of compliance with Open Meeting Law.
- ~~(d)~~(e) Approval of the agenda.
- ~~(e)~~(f) Approval of minutes of last meeting.
- ~~(f)~~(g) Written communications provided to Board. [am. 03/09/10, Ord. 2009-24]
- ~~(g)~~(h) Public comment.
- ~~(h)~~(i) Annual reports of department heads.
- ~~(i)~~(j) Committee reports, resolutions and ordinances.
- ~~(j)~~(k) Committee and Board appointments.
- ~~(k)~~(l) Announcements.
[Am. 02/14/06, Ord. 2005-47; am. & re-lettered 3/13/12, Ord. 2011-24]

Section 3. Section 3.05(2)(h) of the Board of Supervisors' Rules of Order shall be amended as follows:

(h) LAW ENFORCEMENT AND EMERGENCY MANAGEMENT COMMITTEE -
Five members. This Committee shall consist of five members and shall have jurisdiction over issues affecting the Jefferson County Sheriff's Office. This Committee shall handle grievances arising under the Sheriff's Office labor contract other than those involving suspension, demotion or discharge mentioned in Wisconsin Statute 59.26(8)(b). This Committee is also responsible for all matters pertaining to Emergency Management and in accordance with s. 323.14(1)(3), Wis. Stats., the County Board Chairperson shall designate a member of the Committee to act as chairperson when this Committee is convened as an Emergency Management Committee. [Am. 02/08/05, Ord. 2004-31; 03/14/06, Ord. 2005-48g; 12/14/10, Ord. 2010-20]

This Committee shall work with the District Attorney and Coroner (Medical Examiner effective 1/1/2015) in handling business matters and in solving problems related to those offices and shall present matters to the County Board on behalf of said offices whenever necessary. [am. 03/11/08, Ord. 2007-37]

Section 4. Section 3.06(o) of the Board of Supervisors' Rules of Order shall be amended as follows:

(o) TRAFFIC SAFETY COMMISSION – In accordance with s. 83.013, Stats., the Traffic Safety Commission shall consist of the statutorily named persons, with the balance of the 12 members appointed to twelve members appointed indeterminate terms by the County Administrator. [Cr. 03/14/06, Ord. 2005-54; re-lettered 0/15/08, Ord. 2008-01 and Ord. 2008-02; am. 03/09/10, Ord. 2009-24; re-lettered 07/13/10, Ord. 2010-09; re-lettered 12/14/10, Ord. 2010-20; re-lettered 3/13/12, Ord. 2011-24]

Section 5. Section 3.06(q) of the Board of Supervisors' Rules of Order shall be renumbered 3.06(r).

Section 6. Section 3.06(q) of the Board of Supervisors' Rules of Order shall be created as follows:

(r) WISCONSIN RIVER RAIL TRANSIT COMMISSION (WRRTC) – Three members to staggered three-year terms ending on April 30 in respective years and one alternate, appointed by the Chair and confirmed by the Board. The Commission was created in 1980 for the purpose of retaining rail service in the member counties which are now Crawford, Dane, Grant, Iowa, Jefferson, Rock, Sauk, Walworth and Waukesha. The Commission's mission is to further support maintaining rail accessibility for businesses in the County and possibly expanding such service south from Watertown to Jefferson and Fort Atkinson. [See Res. 2013-98, 01-14-2014]

Section 7. This ordinance shall be effective after passage and publication as provided by law.

Ayes _____ Noes _____ Abstain _____ Absent _____ Vacant _____

NOTE: Section 3.09 of the County Board Rules provides that amendments to the rules shall be made by 2/3 vote. Proposed amendments shall be introduced at one session of the Board and laid over until the next session before action is taken, unless the Board waives laying it over by unanimous vote. **(First Reading: February 11, 2014)**

Requested by
Administration & Rules Committee

03-11-14

Philip C. Ristow: 01-31-14; 02-03-14

RESOLUTION NO. 2013-____

Award case management services contract

WHEREAS, the Wisconsin Department of Justice has a total of \$2,538,900 available to support existing and newly developed treatment alternative and diversion projects, and

WHEREAS, the County’s Circuit Judges, the District Attorney, the Human Services Director, the Sheriff, the Public Defender, the County Administrator and Board Chair all agree that a TAD program for third offense and higher OWI defendants will reduce the need for incarceration and provide greater opportunity for persons convicted of these offenses to obtain treatment, and

WHEREAS, a collaborative effort by the parties named above completed a grant application on Jefferson County’s behalf for funding of an OWI Court in Jefferson County with support of the County Board by approving Resolution No. 2013-71 on October 8, 2013, and

WHEREAS, the County Administrator was notified January 9, 2014 that the state had awarded \$112,714 to establish the Jefferson County Alcohol Treatment Court (JCATC) in 2014, with the majority of the funds awarded earmarked to provide case management services in support of the JCATC, and

WHEREAS, Jefferson County issued an RFP to solicit proposals to provide case management services for the JCATC, and in response, the County received proposals from Lutheran Social Services, Wisconsin Community Services and ACS Clinical Services, and

WHEREAS, a sub-committee comprised of the JCATC Judge, County Administrator, District Attorney, Sheriff, Public Defender and the Human Services Director reviewed proposals and conducted interviews of the selected agencies reviewing past experiences, experience of staff, responsiveness to proposal, cost (as shown below) and

LSS	93,078
WCS	111,526
ACS	111,938
* numbers based on an estimated full year; amount prorated based on hours worked	

WHEREAS, the JCATC sub-committee recommended to the Administration and Rules Committee to contract with Wisconsin Community Services (WCS) for purposes of providing case management services to the JCATC, and

WHEREAS, the Administration and Rules Committee concurred unanimously with the recommendation to contract with WCS.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board authorizes the County Administrator to enter into an agreement with Wisconsin Community Services to provide case management services for the JCATC with a price not to exceed \$112,714.

Fiscal Note: There is no tax levy impact for case management services as this is paid for by the state DOJ grant on a reimbursement basis. As this is a new program, this is a budget amendment requiring 20 affirmative votes. A new business unit will be created within the Administration Department to manage the grant if approved by the County Board.

Ayes _____ Noes _____ Abstain _____ Absent _____ Vacant _____

Requested by
Administration & Rules Committee

03-11-14

Ben Wehmeier: 03-06-14

RESOLUTION NO. 2013-____

Designate official county newspaper

WHEREAS, the Administration & Rules Committee has solicited proposals from the *Daily Jefferson County Union* and the *Watertown Daily Times* to be the County's official newspaper for the next two years commencing April 15, 2014, and

WHEREAS, both newspapers use the same size print and column width, the *Watertown Daily Times* bidding 68 cents per line and the *Daily Jefferson County Union* bidding the current rate of 72 cents per line, and

WHEREAS, the cost of all publications (excluding election notices which are published in both papers) for 2013 in the *Daily Jefferson County Union* was \$32,917, and

WHEREAS, the cost differential for an equal amount of publications in 2014 would be about \$1,850 per year less in the *Watertown Daily Times*, and

WHEREAS, paid circulation in Jefferson County for the *Watertown Daily Times* is 3,719 papers and for the *Daily Jefferson County Union* is 7,096 papers, and

WHEREAS, the *Daily Jefferson County Union's* cost is approximately 5.9% more than the *Watertown Daily Times* but reaches 91% more people, and

WHEREAS, the Administration & Rules Committee recommends selecting the *Daily Jefferson County Union* as the official county newspaper for the 2014-2016 term of the Jefferson County Board based on its greater circulation, and

WHEREAS, the Committee recommends continuing to print the minute book in house,

NOW, THEREFORE, BE IT RESOLVED that the *Daily Jefferson County Union* be designated the County's official newspaper for April 2014 – April 2016, and the bid of the *Daily Jefferson County Union* to publish the County Board proceedings and other necessary legal publications be accepted in the amount of 72 cents per line.

Fiscal Note: As set forth above, based on 2013 publication, the bid of the Watertown Daily Times would be about \$1,850 per year less than the Daily Jefferson County Union based on non-election printing in 2013 of \$32,917, (of which \$12,171 was for County Board minutes). As the annual minute book bid is not being accepted, the minute books will continue to be prepared through Central Duplicating.

Ayes _____ Noes _____ Abstain _____ Absent _____ Vacant _____

Requested by
Administration & Rules Committee

03-11-14

Philip Ristow: 03-04-14; 03-06-14

RESOLUTION 2013-_____

Act on year-end departmental deficits

WHEREAS, due to circumstances arising after the 2013 budget was formulated, the following transfers of funds are necessary to be made from the contingency appropriation account and/or General Fund as indicated to close the accounting books for 2013:

Department	Bus Unit	Account Number	Deficit Amount	Original Levy	Percent of Levy
Sheriff	2001	599999	112,000	11,461,413	1.0%
Land Information	1301	599999	6,600	359,915	1.8%
Treasurer	1401	599999	125,000	(796,360)	15.7%
Coroner	2501	599999	2,600	89,195	2.9%
Land Conservation	7001	599999	20,000	204,414	9.8%
District Attorney	1601	599999	11,500	658,362	1.7%
Total			<u>277,700</u>		
Contingency Fund			213,150		
General Fund			64,550		
Total			<u>277,700</u>		

AND WHEREAS, the Finance Committee recommends that these departmental deficits be funded by the transfers set forth above,

NOW, THEREFORE, BE IT RESOLVED that the aforementioned transfers of funds are hereby approved and the 2013 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 \$213,150 available and a balance of \$64,550 of General Fund is needed for a total of \$277,700 to cover the amount for 2013.

The main reasons for the Sheriff Department's budget deficit were due to overtime and worker's compensation in 2013.

The Land Information's office was budgeted to bill surveying to the Highway Department at \$39,000, but the actual amount was only about \$28,000 due to the poor weather conditions in the beginning of 2013.

The Treasurer's office experienced a loss in fair market value of investments of approximately \$256,000, which was the main reason for the deficit amount.

The cost of autopsies for the Coroner was approximately \$10,000 more than budgeted, and is generally an uncontrollable cost.

The Land Conservation Office had health insurance changes for new and existing staff which were the cause of most of the departmental deficit.

For the District Attorney, there was a payout of accrued benefits upon retirement of a long-term employee causing the departmental deficit which was not anticipated at the formation of the 2013 budget.

Ayes _____ Noes _____ Abstain _____ Absent _____ Vacant _____

Requested by
Finance Committee

03-11-14

Brian Lamers: 2-25-14
Philip C. Ristow: 2-25-14

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

26-Feb-14 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 2013	Actual Surplus (Deficit)
							Contingency Fund	General Fund			
000	General Revenues	696,823.00				696,823.00	(213,150.00)	(64,550.00)	419,123.00	(7,778,866.00)	9.0%
001	County Board	258,058.00			(217,595.80)	40,462.20			40,462.20	410,333.00	9.9%
002	Economic Development	534,219.00			(223,660.00)	310,559.00			310,559.00	0.00	
004	Human Resources	41,746.00			(20,500.00)	21,246.00			21,246.00	349,197.00	6.1%
008	County Administrator	825.00				825.00			825.00	229,374.00	0.4%
010	Register of Deeds	214,573.00			(200,558.52)	14,014.48			14,014.48	(221,026.00)	6.3%
012	County Clerk	14,370.00			(280.18)	14,089.82			14,089.82		6.9%
013	Land Information	112,101.00			(118,609.00)	(6,508.00)	6,600.00		92.00	359,915.00	-1.8%
014	County Treasurer	(124,187.00)				(124,187.00)	125,000.00		813.00	(796,360.00)	-15.6%
016	District Attorney	(11,242.00)				(11,242.00)	11,500.00		258.00	658,362.00	-1.7%
017	Corporation Counsel	16,483.00				16,483.00			16,483.00	351,187.00	4.7%
018	Parks	344,983.00			(306,115.81)	38,867.19			38,867.19	959,395.00	4.1%
019	Central Services	158,868.00			(147,250.00)	11,618.00			11,618.00	761,351.00	1.5%
020	Sheriff	520,312.00			(631,545.12)	(111,233.12)	47,450.00	64,550.00	766.88	11,461,413.00	-1.0%
023	Child Support	107,816.00				107,816.00			107,816.00	174,685.00	61.7%
024	Clerk of Courts	79,228.00			(52,400.00)	26,828.00			26,828.00	1,494,824.00	1.8%
025	Coroner	(2,551.00)				(2,551.00)	2,600.00		49.00	89,195.00	-2.9%
026	Finance	13,020.00				13,020.00			13,020.00	423,765.00	3.1%
027	Emergency Management	316,567.00			(299,680.00)	16,887.00			16,887.00	71,063.00	23.8%
053	Veterans Services	20,529.00			(13,290.00)	7,239.00			7,239.00	144,272.00	5.0%
068	UW Extension	46,218.00			(26,734.09)	19,483.91			19,483.91	315,080.00	6.2%
069	Fair Park	136,286.00			(95,639.79)	40,646.21			40,646.21	187,956.00	21.6%
070	Land Conservation	(19,893.00)				(19,893.00)	20,000.00		107.00	204,414.00	-9.7%
071	Zoning	285,715.00			(259,499.97)	26,215.03			26,215.03	333,533.00	7.9%
099	Library System	1,159.00				1,159.00			1,159.00	1,075,614.00	0.1%
General Fund Totals		3,762,026.00	0.00	0.00	(2,613,358.28)	1,148,667.72	0.00	0.00	1,148,667.72	11,461,779.00	10.0%

Fund	Fund	Beginning Fund Balance 1-Jan-13	Current Activity	Estimated Additional Activity	Ending Fund Balance 31-Dec-13	Percentage Change
100	General Fund	31,334,350.67	(1,932,795.26)		29,401,555.41	-6.6%
240	Health Department	790,187.23	67,941.24		858,128.47	7.9%
250	Human Services	599,147.54	65,288.35		664,435.89	9.8%
300	Debt Services	0.00	85,101.53		85,101.53	100.0%
400	Capital Projects	0.00	4,406,384.54		4,406,384.54	100.0%
700	Highway Department	13,513,294.91	1,947,966.93		15,461,261.84	12.6%
750	MIS Fund	0.00	0.00		0.00	
Subtotal		46,236,980.35	4,639,887.33	0.00	50,876,867.68	9.1%
900	Fixed Assets	29,415,917.04	4,354,780.40		33,770,697.44	12.9%
950	Gov't Type Conversion	53,729,530.88	(3,962,485.53)		49,767,045.35	-8.0%
Total		129,382,428.27	5,032,182.20	0.00	134,414,610.47	3.7%

Ending fund balance 12/31/13	50,876,867.68
Less beginning fund balance	(46,236,980.35)
Subtotal	4,639,887.33
	0.00
	0.00
	0.00
Increase due to operations	4,639,887.33

Spreadsheet values as of 26-Feb-14

Total increase in fund balances	4,639,887.33
Tax levy for 2013	26,906,209.00
Increase as a percent of tax levy	17.2%

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 25, 2014,

Fund Type	Description	Requested Amount	Non-lapsing Request
Governmental funds	Non-spendable	201,908.77	
Governmental funds	Spendable, restricted	2,209,643.62	2,209,643.62
Governmental funds	Spendable, committed	6,279,168.29	6,279,168.29
Governmental funds	Total	<u>8,690,720.68</u>	
Proprietary funds	Capital net assets	9,783,238.99	
Proprietary funds	Restricted net assets	119,804.64	119,804.64
Proprietary funds	Non-restricted net assets	5,558,218.19	5,558,218.19
Proprietary funds	Total	<u>15,461,261.82</u>	
Grand Total		24,151,982.50	14,166,834.74

AND WHEREAS, the Finance Committee recommends various accounts be designated as non-lapsing for fiscal year 2014 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 25, 2014, totaling \$14,166,834.74 are designated as non-lapsing in the 2013 budget and the 2014 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 _____ Vacant _____

Requested by Finance Committee

03-11-14

Brian Lamers & Philip C. Ristow: 02-25-14

Jefferson County
Final Non-Lapsing Requests
For the Year Ended December 31, 2013

Note: When it states "as for 2014 budget" this is what is in the 2014 budget that was estimated as carryover, there may be another line item to adjust that amount to actual.

Department	Bus Unit	Acct #	Sub Acct	Explanation	Non-Spendable Fund Bal	Spendable Fund Balances		Total
						Restricted	Committed	
County Board	11	594819		Cell Phone Antenna Booster Project			2,500.00	
County Board	13	699700		Remaining farmland preservation funds as per 2014 budget			3,000.00	
County Board	13	699800		Remaining farmland preservation funds as per 2014 budget			224,748.00	
County Board	13	594960		Remaining farmland preservation capital reserve adjustment			(198.32)	
County Board	14	699700		Remaining Historical Commission funds as per 2014 budget			3,641.00	
County Board	14	594950		Remaining Historical Commission operating reserve adjustment			(16,094.88)	217,595.80
Economic Development	31	594950		Increase JCEDC fiduciary funds operating reserve		33,220.00		
Economic Development	31	699700		Remaining JCEDC fiduciary funds as per 2014 budget		190,440.00		223,660.00
Human Resources	41	521220		Completion of HIPAA Privacy audit			13,500.00	
Human Resources	41	531303		Kronos proximity clocks (4)			3,500.00	
Human Resources	41	532350		Safety training resources			3,500.00	20,500.00
Register of Deeds	1002	521295		Redaction Funds restricted by statute		30,452.52		
Register of Deeds	1002	699700		Redaction Funds restricted by statute as per 2014 budget		170,106.00		200,558.52
County Clerk	1213	594950		Remaining ICC funds		60.18		
County Clerk	1213	699700		Remaining ICC funds as per 2014 budget		220.00		280.18
Land Information	1303	594950		Remaining land records modernization funds as per Wisc Statutes		41,952.00		
Land Information	1303	699700		Remaining land records modernization funds as per 2014 budget		76,657.00		118,609.00
Parks Department	1801	594829		Korth Playground; signed contract with company. Includes donated funds			26,542.00	
Parks Department	1801	594829		Boat Launch; matched with \$25,000 donation to write stewardship grant			5,000.00	
Parks Department	1801	594829		Blacktop Maintenance			15,000.00	
Parks Department	1801	594829		WI DOT bill for Hwy 26 Bike Trail, working to resolve			10,397.26	
Parks Department	1801	529299		Emerald Ash Borer Management- 5 year plan			4,000.00	
Parks Department	1806	594960		Remaining Carol Liddle estate funds, restricted by estate		(173.45)		
Parks Department	1806	699800		Carol Liddle estate funds as per 2014 budget		81,619.00		
Parks Department	1809	535245		Remaining Carlin Weld CD interest, restricted by donor		(24.00)		
Parks Department	1809	699700		Carlin Weld certification of deposit remaining interest as per 2014 budget		133.00		
Parks Department	1812	535245		Remaining Carnes Park Development, non-lapsing request for capital items			(63,992.00)	
Parks Department	1812	699800		Carnes Park Development funds as per 2014 budget			126,366.00	
Parks Department	1812	699992		Remaining Mason Log Home, restricted by source		55,820.00		
Parks Department	1812	699992		Remaining Bock Foundation grant, restricted by source		3,500.00		
Parks Department	1814	699992		Remaining Garman Nature Preserve, restricted by source		500.00		
Parks Department	1816	699992		Remaining Glacial Heritage, restricted by source		6,500.00		
Parks Department	1816	699700		Glacial Heritage Development funds as per 2014 budget		18,053.00		
Parks Department	1824	699992		Remaining Bike Trail donations, restricted by source		992.00		
Parks Department	1826	699992		Remaining Dog Park funds			(163.00)	
Parks Department	1826	699800		Remaining Dog Park funds as per 2014 budget		16,046.00		306,115.81

Jefferson County
Final Non-Lapsing Requests
For the Year Ended December 31, 2013

Department	Bus Unit	Acct #	Sub Acct	Explanation	Non-Spendable Fund Bal	Spendable Fund Balances		Total
						Restricted	Committed	
Central Services	1901	594809		Re-Roof F Section Sheriff Department			23,000.00	
Central Services	1901	594819		Additional cost for cameras in courtrooms			13,000.00	
Central Services	1901	594822		Lettering on the Courthouse Entrance			1,250.00	
Central Services	1901	594810		HVAC-Courthouse			50,000.00	
Central Services	1901	594822		Re-Roof Sections at Courthouse			50,000.00	
Central Services	1901	594829		Re-Roof MIS Building			10,000.00	147,250.00
Sheriff Department	2001	594810		CIS Server Replacement Project-Additional Wiring			1,500.00	
Sheriff Department	2001	594810		CIS Server Replacement Project-(Patrol 25%)			41,250.00	
Sheriff Department	2004	594810		CIS Server Replacement Project-(Support Services 5%)			8,250.00	
Sheriff Department	2006	594810		CIS Server Replacement Project-(Dispatch 25%)			41,250.00	
Sheriff Department	2010	699992		Funds restricted by source -- Drug Education		(3,578.81)		
Sheriff Department	2010	699700		Funds restricted by source -- Drug Education as per 2014 budget		5,165.00		
Sheriff Department	2011	699992		Funds restricted by source -- Drug Restitution		913.50		
Sheriff Department	2011	699700		Funds restricted by source -- Drug Restitution as per 2014 budget		1,971.00		
Sheriff Department	2012	699992		Funds restricted by source -- Vehicle Forfeiture		51.38		
Sheriff Department	2014	699992	011	Remaining restricted donations -- K-9 related		(3,770.87)		
Sheriff Department	2014	699700	011	Remaining restricted donations -- K-9 related as per 2014 budget		5,966.00		
Sheriff Department	2014	699992	012	Remaining restricted donations -- Community Program		185.71		
Sheriff Department	2014	699700	012	Remaining restricted donations -- Community Program as per 2014 budget		649.00		
Sheriff Department	2014	699992	014	Remaining restricted donations -- Honor Guard		650.78		
Sheriff Department	2014	699700	014	Remaining restricted donations -- Honor Guard as per 2014 budget		3,319.00		
Sheriff Department	2014	699700	016	Remaining restricted donations -- Tactical Air Wing as per 2014 budget		94.00		
Sheriff Department	2014	699992	017	Remaining restricted donations -- Dive Team		12.18		
Sheriff Department	2014	699992	018	Remaining restricted donations -- DTF		918.75		
Sheriff Department	2014	699700	018	Remaining restricted donations -- DTF as per 2014 budget		19.00		
Sheriff Department	2104	699992		Funds restricted by source -- Federal Forfeitures		109.79		
Sheriff Department	2104	699700		Funds restricted by source -- Federal Forfeitures as per 2014 budget		196,300.00		
Sheriff Department	2105	699700		Funds restricted by source -- CEASE Marijuana as per 2014 budget		201.00		
Sheriff Department	2108	699992		Funds restricted by source -- State Forfeitures		(339.81)		
Sheriff Department	2108	699800		Funds restricted by source -- State Forfeitures as per 2014 budget		547.00		
Sheriff Department	2201	594810		CIS Server Replacement Project-(Jail 45%)			74,250.00	
Sheriff Department	2203	594950		Jail assessment funds restricted by Wisconsin Statutes		(73,040.48)		
Sheriff Department	2203	699700		Jail assessment funds restricted by Wisconsin Statutes per 2014 budget		328,702.00		631,545.12
Clerk of Courts	2401	536533		Funds for equipment rent/lease			5,500.00	
Clerk of Courts	2401	531243		Re-key all court related offices			2,800.00	
Clerk of Courts	2402	531243		New chairs for branch 1 (6 chairs)			3,500.00	
Clerk of Courts	2402	535242		MIS adjusted the annual amount needed			4,600.00	
Clerk of Courts	2402	594813		New sound system-Branch 1			36,000.00	52,400.00
Emergency Mgmt	2701	594819		Cell Phone Antenna Booster Project			1,250.00	
Emergency Mgmt	2702	594819		Cell Phone Antenna Booster Project			1,250.00	

Jefferson County
Final Non-Lapsing Requests
For the Year Ended December 31, 2013

Department	Bus Unit	Acct #	Sub Acct	Explanation	Non-Spendable Fund Bal	Spendable Fund Balances		Total
						Restricted	Committed	
Emergency Mgmt	2703	594960		Remaining flood mitigation program fund (HMGP)			295,726.00	
Emergency Mgmt	2706	699700		Remaining donations for Hazmat truck / trailer (Level B) as per 2014 budget			1,945.00	
Emergency Mgmt	2706	699992		Remaining donations for Hazmat truck / trailer (Level B)			(491.00)	299,680.00
Veterans Services	5301	591240		Temp wages to complete scanning project			8,410.00	
Veterans Services	5302	593719		Veterans Relief Services			4,880.00	13,290.00
UW Extension	6801	594950		Donation from Dec 2008 regarding 4-H fees adjustment			455.00	
UW Extension	6801	699700		Donation from Dec 2008 regarding 4-H fees, per 2014 budget			2,500.00	
UW Extension	6801	594819		Cell Phone Antenna Booster Project			2,500.00	
UW Extension	6809	531313		Remaining funds Parenting First Year Program		3,085.94		
UW Extension	6809	699700		Parenting First Year Program as per 2014 budget		1,353.00		
UW Extension	6811	531348		Remaining funds Agricultural program			(717.24)	
UW Extension	6811	699700		Remaining funds Agricultural program as per 2014 budget			4,323.00	
UW Extension	6814	531348		Remaining fund Family Impact seminar			(52.49)	
UW Extension	6814	699700		Family Impact Seminar as per 2014 budget			1,706.00	
UW Extension	6815	531348		Remaining funds Master Gardener Program			1,298.80	
UW Extension	6816	531348		Remaining funds Pesticide Program			0.13	
UW Extension	6816	699700		Pesticide Programs as per 2014 budget			6,277.00	
UW Extension	6817	531348		Remaining funds Safety Day Camp			260.75	
UW Extension	6817	699700		Safety Day Camp as per 2014 budget			858.00	
UW Extension	6819	531348		Remaining funds Tractor Safety Program			0.20	
UW Extension	6819	699700		Tractor Safety Program as per 2014 budget			2,886.00	26,734.09
Fair Park	6901	594822		Weatherization			5,000.00	
Fair Park	6901	594810		Security Cameras			7,500.00	
Fair Park	6901	594821		Fiber Optic			40,000.00	
Fair Park	6901	594822		Furnaces			27,226.00	
Fair Park	6906	485106		Remaining fair donations		260.79		
Fair Park	6906	699800		Fair donations as per 2014 budget		15,653.00		95,639.79
Zoning	7109	594950		Solid Waste funds restricted by both grants and contracts		32,279.97		
Zoning	7109	699700		Solid Waste funds as per 2014 budget		4,000.00		
Zoning	7109	699800		Solid Waste funds as per 2014 budget		223,220.00		259,499.97
General Fund Totals					0.00	1,454,925.07	1,158,433.21	2,613,358.28
Health Department	240	351300		Prepaid asset reserve (Prepaid Health Ins paid by Employer)	21,660.43			
Health Department	240	354900		Working capital (3 Month Operating Expense)		603,693.00		
Health Department	4700	699800		Vehicle as per 2014 budget		30,000.00		
Health Department	4700	699700		Operating to reduce levy as per 2014 budget		44,660.00		
Health Department	4406	699992	646	WIC Fit Family, restricted by source		3,749.00		

Jefferson County
Final Non-Lapsing Requests
For the Year Ended December 31, 2013

Department	Bus Unit	Acct #	Sub Acct	Explanation	Non-Spendable Fund Bal	Spendable Fund Balances		Total
						Restricted	Committed	
Health Department	4501	699992		Restricted Donations-Car Seats Public Health		284.00		
Health Department	4632	699992		Public Health Preparedness Program, restricted by source		13,665.00		
Health Department	4635	699992		Public Health Preparedness Program, restricted by source		6,195.30		723,906.73
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Human Services	250	353100		Prepaid asset reserve (Prepaid Health Ins paid by Employer)	180,248.34			
Human Services	5001	594950		Donations unrestricted			11,734.01	
Human Services	5001	594950		Remaining child abuse donations, restricted by source		3,637.27		
Human Services	5001	594950		Remaining child / family donations, restricted by source		2,189.47		
Human Services	5001	599700		Remaining children and family as per 2014 budget			75,000.00	
Human Services	5001	592299		Contract for Children's AODA Program Prevention & Counseling			25,000.00	
Human Services	5001	592299		Orion Slots			25,000.00	
Human Services	5005	529299		Contract for Juvenile sexual treatment program			25,000.00	
Human Services	5021	594950		Remaining Safe & Stable Families donations, restricted by source		3,779.93		
Human Services	5151	594950		Nutrition donation, restricted by source		12,272.00		
Human Services	5195	594950		Vehicle escrow funds, restricted by source		5,014.58		
Human Services	5195	699700		Vehicle escrow funds as per 2014 budget		25,579.00		
Human Services	5200	531314		Motivational interviewing equipment			3,000.00	
Human Services	5200	594819		Cell Phone Antenna Booster Project			2,500.00	
Human Services	5210	594801		Programming for Protective Payee System			5,000.00	
Human Services	5210	594820		Billing study & upgrade			140,481.00	
Human Services	5210	594820		Remote access to network via internet			90,000.00	
Human Services	5210	594820		Hillside underground drain replacement			12,000.00	
Human Services	5210	594820		Hillside air conditioning replacement			17,000.00	664,435.60
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Debt Service	8013	594950		Capitalized interest on debt for payments in 2014-part of 2013 bond issuance			85,101.53	85,101.53
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Capital Projects	8151	594950		Demolition and New Highway Shop-remaining funds			4,406,384.54	4,406,384.54
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MIS-PC Group	8501	521220		Cont of Operations project not complete			26,066.00	
MIS-PC Group	8501	594810		Courthouse cell phone signal booster			10,000.00	
MIS-PC Group	8501	594950		Training			17,016.00	
MIS-PC Group	8501	594950		On-going security review			10,000.00	
MIS-PC Group	8501	594950		Implementation of Telecom audit findings			9,000.00	
MIS-PC Group	8501	594950		Complete security audit			4,060.00	
MIS-Power Group	8502	699800		Future iSeries purchase, as per 2014 budget			45,000.00	
MIS-Power Group	8502	594950		Future iSeries purchase			(13,254.00)	
MIS-Power Group	8502	594950		High Availability project			57,196.00	
MIS-Power Group	8502	594950		Future equipment reserve			3,075.00	
MIS-Power Group	8502	594950		Capital Computer			11,375.00	
MIS-Overhead	8510	594810		MIS Boiler			13,000.00	
MIS-Overhead	8510	594813		MIS Remodeling			5,000.00	197,534.00
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Total Governmental Funds					201,908.77	2,209,643.62	6,279,168.29	8,690,720.68

Jefferson County
Final Non-Lapsing Requests
For the Year Ended December 31, 2013

Department	Bus Unit	Acct #	Sub Acct	Explanation	Non-Spendable Fund Bal	Spendable Fund Balances		Total	
						Restricted	Committed		
					Proprietary Funds -- Net Assets				
					Capital	Restricted	Non-Restricted	Total	
Highway Department	700	361100		Capital net assets	9,656,161.99				
Highway Department	700	361200		Contributed capital -- state salt shed	127,077.00				
Highway Department	700	3625xx		Road equity, multiple municipalities		119,804.64			
Highway Department	700	363100		Maintain inventory balances at 2006 levels			504,803.25		
Highway Department	700	363200		Over-recovered fringe benefit pool to be allocated in 2014			280,436.96		
Highway Department	700	363250		Over-recovered small tools pool to be allocated in 2014			1,007.24		
Highway Department	700	363350		Inventory net assets			925,948.74		
Highway Department	700	363400		Prepaid asset reserve (Prepaid Health Ins paid by Employer)			72,437.10		
Highway Department	53241	699992		Fixed Asset replacement (machinery operations)			1,935,922.73		
Highway Department	53312	699992		Cty Hwy Construction to finish CTH J, A, P and N in 2014			1,807,662.17		
Highway Department	53313	699992		Winter maintenance balance for future Winter Maintenance expense			30,000.00		
Totals					9,783,238.99	119,804.64	5,558,218.19	15,461,261.82	
					Total all Funds			<u><u>24,151,982.50</u></u>	

RESOLUTION NO. 2013-____

**Authorize County Administrator to contract to purchase
211 East Washington Street, Jefferson**

WHEREAS, the property located at 211 East Washington Street, Jefferson, is bordered on two sides by a County parking lot immediately across Center Avenue from the Sheriff's Office, and

WHEREAS, the owner of said property has offered to sell it to Jefferson County for the sum of the mortgage balance due, accrued 2014 real estate taxes and closing costs, and

WHEREAS, the Finance Committee recommends purchasing the property while it is for sale, with a transfer from the General Fund sufficient to provide for demolition of the house thereon in anticipation of paving it for parking in the immediate future,

NOW, THEREFORE, BE IT RESOLVED that the County Administrator is authorized to contract for the purchase of 211 East Washington Street, Jefferson, on the terms set forth above.

BE IT FURTHER RESOLVED that the 2014 budget be amended to utilize the sum of up to \$135,000 from the General Fund to fund acquisition and demolition.

Fiscal Note: The balance due on the mortgage is less than \$111,000. Prorated taxes accrued for 2014 are approximately \$500. Other closing costs including title insurance are estimated to be about \$500 making the purchase price about \$112,000. Demolition is estimated to range between \$15,000 and \$20,000. At the end of the year, the full tax bill for the year would be about \$2,000. Approximately 12 parking spaces can be created on the property. Closing the 2013 books generated unbudgeted General Fund money which could be used to acquire this property.

Ayes _____ Noes _____ Abstain _____ Absent _____ Vacant _____

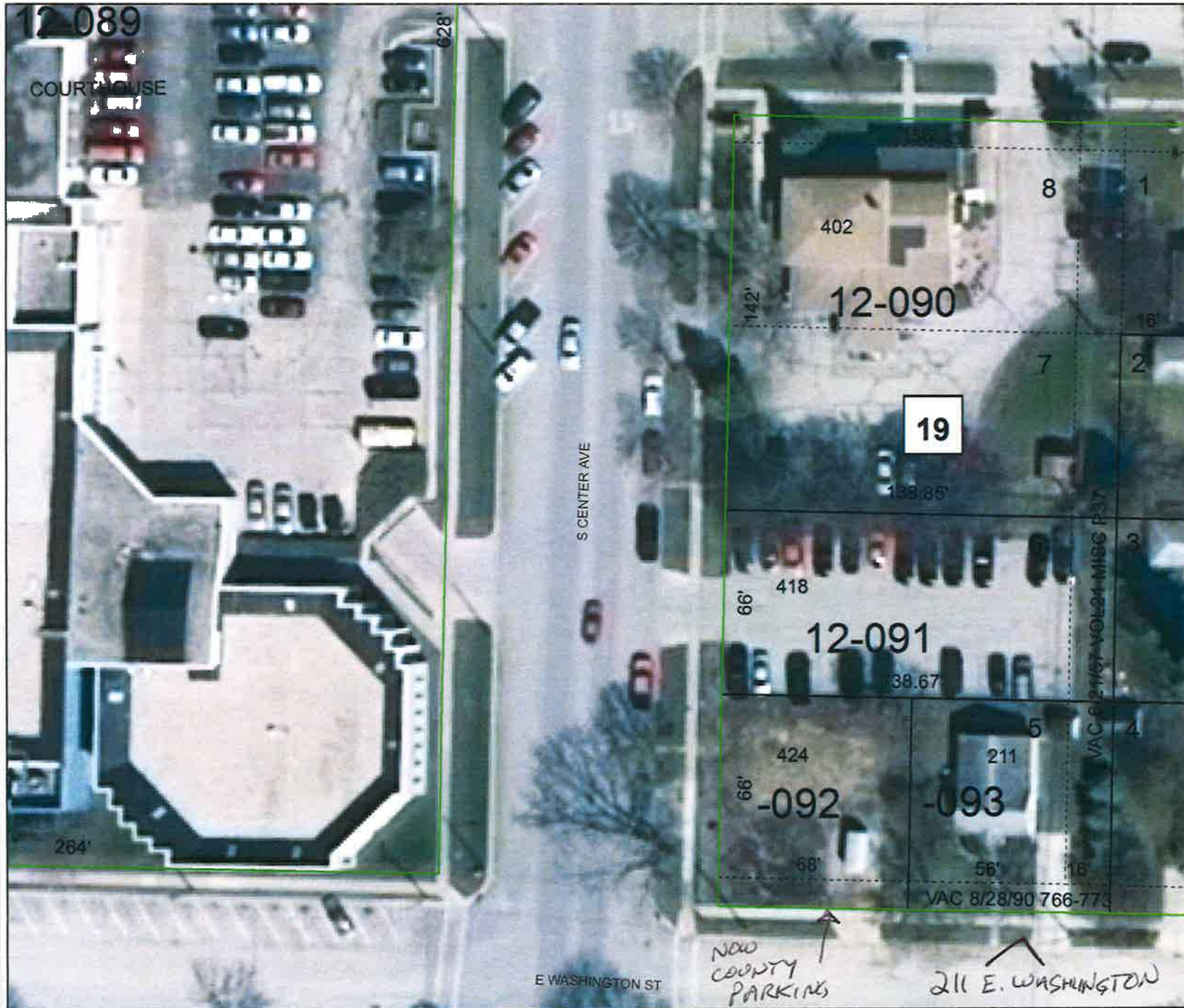
Requested by
Finance Committee

03-11-14


Philip Ristow: 03-05-14; 03-06-14

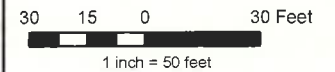


2010 Aerial Photos



Legend

-  Municipality Boundary
-  Streams and Ditches
-  Surface Water
-  Section Lines



DISCLAIMER: This map is not a substitute for an actual field survey or onsite investigation. The accuracy of this map is limited to the quality of the records from which it was assembled. Other inherent inaccuracies occur during the compilation process. Jefferson County makes no warranty whatsoever concerning this information.

RESOLUTION NO. 2013-____

Authorize County Administrator to settle litigation

WHEREAS, prior to January 1, 2009, Jefferson County self-funded its employee health insurance benefits, and

WHEREAS, negligent acts by third parties can give rise to litigation which allows Jefferson County to recover health insurance expenses for the injuries caused by the negligent acts, and

WHEREAS, Jefferson County is currently engaged in litigation (Jefferson County Case #11CV332) set for trial in May in which the amount of health insurance benefits paid total approximately \$345,000 and which may have resulted from the negligent act of others, and

WHEREAS, frequently, settlement negotiations increase in intensity as the trial date nears, and

WHEREAS, offers to settle such litigation may be made prior to trial at a time when it is not possible to convene a County Board meeting for the purpose of entertaining such offer, and

WHEREAS, the Finance Committee recommends authorizing the County Administrator, after consultation with the Corporation Counsel, to act upon settlement offers,

NOW, THEREFORE, BE IT RESOLVED that the County Administrator be delegated the authority to accept an offer to settle said litigation, if such settlement is, in the judgment of the Administrator and the Corporation Counsel, in the best interests of the County at the time.

Fiscal Note: Any funds recovered through this litigation will be returned to the County general fund.

Ayes _____ Noes _____ Abstain _____ Absent _____ Vacant _____

Requested by
Finance Committee

03-11-14

Philip Ristow: 03-05-14; 03-06-14

RESOLUTION NO. 2013-____

Authorization for the Highway Department to enter into contract for lime rock crushing

WHEREAS, in an ongoing effort to reduce overall costs, the Highway Department has solicited bids for crushing approximately ninety-four thousand tons of lime rock, and

WHEREAS, the Highway Department opened bids on February 20, 2014, with the following results:

<u>Company</u>	<u>Total Bid Amount</u>
Bjoin Limestone, Inc.	\$188,540.00 (\$2.01/ton average)
Frank Brothers, Inc.	\$209,500.00 (\$2.25/ton average)
Michels Corporation	\$247,070.00 (\$2.53/ton average)

AND WHEREAS, the Highway Committee approved the low bid from Bjoin Limestone, Incorporated of \$188,540.00 at the March 3, 2014 Highway Committee meeting,

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Highway Department is authorized to enter into a contract with Bjoin Limestone for crushing approximately 94,000 tons of lime rock on the terms contained in their bid.

Fiscal Note: Adequate funds are available in the Highway Department budget for this contract.

Ayes _____ Noes _____ Abstain _____ Absent _____ Vacant _____

Requested by
Highway Committee

03-11-14

Bill Kern: 03-03-14; Phil Ristow: 03-04-14

RESOLUTION NO. 2013-_____

Resolution approving 2014 Local Road Improvement Program asphalt bids

WHEREAS, the Jefferson County Highway Committee was authorized to receive bids on pre-mixed asphalt (E-1) products needed in 2014, and

WHEREAS, such bids were received and opened on February 20, 2014, with the following results:

<u>Company</u>	<u>Bid Prices (E1, PG64-22 Asphalt)</u>
Wolf Paving	\$43.90 per ton, \$40.20 per ton [Surface, Binder]
<i>**Low asphalt bid and shortest haul length.</i>	
Rock Road Co., Inc.	\$47.00 per ton, \$46.00 per ton [Surface, Binder]
Payne & Dolan, Inc.	\$45.05 per ton, \$41.95 per ton [Surface, Binder]

NOW, THEREFORE, BE IT RESOLVED the asphalt bids for the Local Road Improvement Program (LRIP) projects for the Town of Farmington (Sunshine Road), the Village of Sullivan (Main Street) and the Village of Johnson Creek (North Watertown Street) be awarded to Wolf Paving from Oconomowoc, Wisconsin.

Fiscal Note: The Wisconsin Department of Transportation requires asphalt purchase projects through the Local Road Improvement Program (LRIP) be awarded to a paving contractor. The funds for asphalt purchases will come from the Town of Farmington, the Village of Sullivan, and the Village of Johnson Creek.

Ayes _____ Noes _____ Abstain _____ Absent _____ Vacant _____

Requested by
Highway Committee

03-11-14

Bill Kern: 3-3-14

RESOLUTION NO. 2013-_____

Resolution approving 2014 pre-mixed asphaltic concrete vendor prices

WHEREAS, the Jefferson County Highway Committee is authorized to receive bids on pre-mixed asphaltic concrete products needed in 2014, and

WHEREAS, such bids were received and opened on February 20, 2014, with the following results:

<u>Company</u>	<u>Bid Price (per ton)</u>	<u>Location</u>
Wolf Paving	\$44.25, \$43.90, \$40.20 PG64-22 \$45.25, \$44.40, \$40.70 PG58-28	Delafield Delafield
Wolf Paving	\$46.05, \$44.90, \$41.70 PG64-22 \$46.65, \$45.50, \$42.25 PG58-28	Sun Prairie Sun Prairie
Payne & Dolan, Inc.	\$49.15, \$45.80, \$42.70 PG64-22 \$50.15, \$46.80, \$43.70 PG58-28	Waukesha Waukesha
Payne & Dolan, Inc.	\$56.00, \$51.25, \$47.25 PG64-22 \$57.00, \$52.25, \$48.25 PG58-28	Hustisford Hustisford
Payne & Dolan, Inc.	\$48.40, \$45.05, \$41.95 PG64-22 \$49.40, \$46.05, \$42.95 PG58-28	LaGrange LaGrange
Rock Road Company	\$48.00, \$47.00, \$46.00 PG64-22 \$49.00, \$48.00, \$47.00 PG58-28	Milton Milton

NOW, THEREFORE, BE IT RESOLVED, that the Jefferson County Highway Department is authorized to purchase pre-mixed asphaltic concrete products at the listed prices from any of the asphalt vendors in 2014.

Fiscal Note: The Highway Department will determine the best price for each project (Asphalt price plus trucking) when selecting a plant location. The department will also consider plant schedule and availability. The funds will come from the Highway Maintenance Account 53311 and the Highway Construction Account 53312.

Ayes_____ Noes_____ Abstain_____ Absent_____ Vacant_____

Requested by
Highway Committee

03-11-14

Bill Kern: 3-3-14

RESOLUTION NO. 2013-_____

Resolution approving 2014 asphalt pulverizing and milling bids

WHEREAS, the Jefferson County Highway Committee is authorized to receive bids on full depth pulverizing and milling needed in 2014, and

WHEREAS, such bids were received and opened on February 20, 2014, with the following results:

<u>Company</u>	<u>Full Depth Pulverizing</u>
Payne & Dolan	\$0.3400 per sq. yd.
The Kraemer Company	\$0.4520 per sq. yd.
WK Construction	\$0.4400 per sq. yd.
Tri-County Paving	\$0.6000 per sq. yd.
<u>Company</u>	<u>Milling</u>
Payne & Dolan	\$1.08 per sq. yd. @ 1 inch depth
	\$1.14 per sq. yd. @ 2 inch depth
	\$1.18 per sq. yd. @ 3 inch depth
	\$1.23 per sq. yd. @ 4 inch depth
The Kraemer Company	\$1.51 per sq. yd. @ 1 inch depth
	\$1.55 per sq. yd. @ 2 inch depth
	\$1.61 per sq. yd. @ 3 inch depth
	\$1.66 per sq. yd. @ 4 inch depth
WK Construction	\$2.03 per sq. yd. @ 1 inch depth
	\$2.08 per sq. yd. @ 2 inch depth
	\$2.14 per sq. yd. @ 3 inch depth
	\$2.19 per sq. yd. @ 4 inch depth
Tri-County Paving	\$2.85 per sq. yd. @ 1 inch depth
	\$2.90 per sq. yd. @ 2 inch depth
	\$2.95 per sq. yd. @ 3 inch depth
	\$3.00 per sq. yd. @ 4 inch depth

NOW, THEREFORE, BE IT RESOLVED that the Highway Department accepts the seasonal bids for 2014 from all vendors. The Highway Department will utilize the lowest priced vendor, unless the vendor cannot meet the project schedule of the department.

Fiscal Note: The money to come from the Highway Maintenance Account 53311 and the Highway Construction Account 53312.

Ayes_____ Noes_____ Abstain_____ Absent_____ Vacant_____

Requested by
Highway Committee

03-11-14

Bill Kern: 3-3-14

Item 13e

RESOLUTION NO. 2013-_____

Resolution approving 2014 seal coat oil vendor prices

WHEREAS, the Jefferson County Highway Committee is authorized to receive bids on bituminous asphalt products needed in 2014, and

WHEREAS, such bids were received and opened on February 20, 2014, with the following results:

<u>Company</u>	<u>Type of Asphalt (emulsion)</u>	<u>Bid Price</u>
Henry G. Meigs, Inc., Portage WI	CRS-2 (Applied)	\$2.4795 per gallon
	CRS-2 (Product)	\$2.3595 per gallon
	HFRS-2 (Applied)	\$2.4795 per gallon
	HFRS-2 (Product)	\$2.3595 per gallon
	HFRS-2P (Applied)	\$2.8795 per gallon
	HFRS-2P (Product)	\$2.7595 per gallon
	CSS-1 (FOB Ship Pt.)	\$2.4000 per gallon
	CRS-2PD (Applied)	\$2.1805 per gallon
	CRS-2PD (Product)	\$2.0605 per gallon
	Flint Hills Resources-Pearson Bros.	CRS-2 (Applied)
HFRS-2 (Applied)		\$2.4200 per gallon
HFRS-2P (Applied)		\$2.8200 per gallon
CRS-2P (Applied)		\$2.8200 per gallon

AND WHEREAS, the Highway Committee recommended the utilization of Flint Hills-Pearson Brothers for the primary seal coating work and also authorized the Highway Department to utilize H.G. Meigs, Incorporated if the primary vendor could not meet project schedule requirements.

NOW, THEREFORE, BE IT RESOLVED that the Highway Department is authorized to accept the seasonal bids from Flint Hills Resources/Pearson Brothers (Primary Vendor) and Henry G. Meigs, Incorporated for asphalt emulsion products to be used in all seal coat operations in 2014.

Fiscal Note: The funds to come from the Highway Maintenance Account 53311 and the Highway Construction Account 53312.

Ayes _____ Noes _____ Abstain _____ Absent _____ Vacant _____

Requested by
Highway Committee

03-11-14

Bill Kern: 3-3-14

RESOLUTION NO. 2013-_____

Ratify Jefferson County LAW Local 102 Contract

WHEREAS, County representatives have met with the Jefferson County Law Enforcement Officer’s Association, LAW Local 102, for the purpose of negotiating proposed contract changes for 2014 and beyond, and

WHEREAS, after several negotiating sessions and mediation, the following three-year tentative agreement has been reached with and ratified by Local 102:

1. The contract shall be for a three-year term - January 1, 2014 thru December 31, 2016.
2. Wage Increases: Wage increases of 2.5% shall commence December 29, 2013, and December 28, 2014; and 3% effective December 27, 2015.
3. Wisconsin Retirement: Effective June 29, 2014, employees shall pay 2% of gross pay toward the current employee share; effective June 28, 2015, employees shall pay 4%; and effective June 26, 2016, employees shall pay all of the employee share of Wisconsin Retirement.
4. Health Insurance: Effective December 2015, the employer will pay 93% of the premium for the health plan the County selects.
5. Section 19.01 regarding sick leave will be changed to conform to the language applicable to other county employees.
6. Section 24.02 will be changed to increase the probationary period from 12 months to 18 months.
7. Section 33.01 will be amended to require county residency for volunteers participating in the SWAT, MAIT, CERT or hostage negotiator roles. These employees must reside in the county or in the corporate limits of any municipality divided by Jefferson County boundaries.
8. Miscellaneous minor language changes effecting use of vacation and holiday time, eliminating obsolete language and adding Section 9.07 concerning part-time employment.

Fiscal Note: It is estimated with an 8% annual increase in health insurance costs, the cost of this package in 2014 will be \$175,495; in 2015 \$315,824; and in 2016 \$454,022 more than the base 2013 costs, for a total of \$945,341 over the three years. The health insurance impact may be reduced by an estimated \$250,000 by changing to a deductible plan in years two and three. Other alternatives may be available for greater savings in the future. The health insurance increase is in the 2014 departmental budget. The salary portion of the increase was set aside in the contingent fund which may be transferred by the Finance Committee at the end of the year if necessary at that time.

Ayes _____ Noes _____ Abstain _____ Absent _____ Vacant _____

Requested by
Human Resources Committee

03-11-14

Philip Ristow: 03-05-14; 03-06-14

RESOLUTION NO. 2013-____

Adjust compensation for law enforcement management

WHEREAS, unionized law enforcement officers were exempted from the provisions of Act 10 applicable to other governmental employees, and

WHEREAS, under current state law, non-unionized law enforcement management are treated the same as those in the applicable bargaining unit as it relates to contribution for retirement and health insurance, and

WHEREAS, ratification of the bargaining unit contract for LAW Local 102 for the years 2014 through 2016 increases the employee's payment for retirement contribution and health insurance, but also includes a pay increase, and

WHEREAS, the Human Resources Committee recommends that the law enforcement management be treated in the same fashion as the deputies in the bargaining unit including pay increases,

NOW, THEREFORE, BE IT RESOLVED that the pay rates for law enforcement management be adjusted in the same amounts as approved for the bargaining unit members.

Fiscal Note: The union contract provides for pay increases of 2.5% in 2014, 2.5% in 2015, and 3% in 2016 with increases in Wisconsin Retirement contribution mid-year in 2014 at 2%, in mid-year in 2015 at 2%, and in mid-year in 2016 for the balance of the employee contribution, and a reduction in the County payment towards health insurance from 94% to 93% for coverage in 2016. Estimated cost of these adjustments is \$46,071 in 2014, a cumulative total of \$126,320 in 2015, and a three year total of \$239,726 through 2016. Adequate funds are in the 2014 budget for insurance increases during 2014. The salary portion of the increase was set aside in the contingent fund which may be transferred by the Finance Committee at the end of the year if necessary at that time.

Ayes _____ Noes _____ Abstain _____ Absent _____ Vacant _____

Requested by
Human Resources Committee

03-11-14

Philip Ristow: 03-05-14; 03-06-14

RESOLUTION NO. 2013-_____

Resolution eliminating one part-time, 19 hour/week Administrative Assistant II position in the Sheriff's Department and one vacant .4 Program Assistant position in Emergency Management and creating one full-time Program Assistant position

WHEREAS, there is currently a full-time Program Assistant vacancy, shared .4 FTE in Emergency Management and .6 FTE in Parks Department, and

WHEREAS, the Emergency Management function is currently located in the Sheriff's Office, and

WHEREAS, the Sheriff's Office continues to seek opportunities to cross-train staff within the Sheriff's department and to utilize staff more efficiently, and

WHEREAS, the Emergency Management department would benefit from the ability to increase the Program Assistant hours to assist in preparing the County of Jefferson and towns, cities and villages within Jefferson County to cope with emergencies or disasters, and

WHEREAS, the Chief Deputy and Emergency Management Director recommend eliminating a 19 hour/week Administrative Assistant II position in the Sheriff's Office and the .4 FTE Program Assistant allocation in Emergency Management and creating one full-time Program Assistant position to be shared 40/60 between the Sheriff's Office and Emergency Management.

NOW, THEREFORE, BE IT RESOLVED that the 2014 County Budget setting forth position allocations at the Sheriff's Office and the Emergency Management Department be and is hereby amended to reflect the above change, to become effective May 1, 2014.

Fiscal Note: Due to vacancies in the Sheriff's Office and Emergency management, no additional funds are anticipated to be needed in 2014 for wages and benefits. There is a possible \$10,088 exposure to unemployment claims and an estimated additional annual cost of \$11,848. The Sheriff's Office will make adjustments to cover 50% of this cost. However, an additional \$5925 tax-levy will probably be required in future years.

Ayes _____ Noes _____ Abstain _____ Absent _____ Vacant _____

Requested by
Human Resources Committee

03-11-14

Terri M. Palm-Kostroski , Phil Ristow & Donna Haugom: 03-06-14

RESOLUTION NO. 2013-_____

**Resolution proclaiming the month of April 2014 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 11, 2014, 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 2014 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 _____ Vacant _____

Requested by
Human Services Board

03-11-14

Phil Ristow: 03-03-14

RESOLUTION NO. 2013-____**Rescind Resolution 2013-60**

WHEREAS, Resolution No. 2013-60 adopted September 10, 2013, directed that utilization of a geothermal system for the 22,897 sq. feet of area both heated and cooled in the new Highway Facility be included as part of the design process and as an alternate bid package for consideration by the Board at the time of opening the construction bids, and

WHEREAS, it is necessary to drill a well at the approximate cost of \$10,000 to continue with the design process, which is expected to cost an additional \$25,000 in order to generate specifications to get the alternate bid sought by Resolution No. 2013-60, and

WHEREAS, current estimates of utility savings for a geothermal system based on the relatively small area of 22,897 sq. feet are in the range of \$5,000 per year, whereas construction costs in the best case scenario is estimated to be \$15 per square foot or approximately \$345,000, yielding a 69 year payback, and

WHEREAS, the Infrastructure Committee has reviewed the new data with regard to utilizing geothermal and the anticipated front end costs of \$35,000 simply to get the bid, and recommends that the Board rescind Resolution No. 2013-60,

NOW, THEREFORE, BE IT RESOLVED that Resolution No. 2013-60 is hereby rescinded and that no further funds be expended for design or obtaining an alternate bid package for geothermal to heat and cool the 22,897 sq. feet of area for which geothermal would be usable.

Fiscal Note: The relatively small area to be heated and cooled by geothermal has a very long estimated pay back period. The upfront cost to get a formal bid is approximately \$35,000.

Ayes _____ Noes _____ Abstain _____ Absent _____ Vacant _____

Requested by
Infrastructure Committee

03-11-14

Philip Ristow: 03-05-14; 03-06-14

RESOLUTION NO. 2013-_____

Award precast concrete bid for New Highway Shop

WHEREAS, bids were sought for the precast concrete component of the main Highway Shop Facility so that an early award can get Jefferson County's material scheduled for production for delivery in June, and

WHEREAS, three bids were received with the following results:

<u>Contractor</u>	<u>Base Bid</u>	<u>Bid Performance</u>		<u>Alt. #0A</u>	<u>Alt. #0B</u>	<u>Alt. #1</u>	<u>Alt. #1A</u>
		<u>Bond</u>	<u>Bond</u>				
Miron Construction	\$1,193,482	Yes	\$8,497	-\$56,000	\$15,352	\$27,208	-\$ 400
Spancrete	\$1,194,715	No	\$8,700	-\$69,530	\$14,761	\$27,552	\$ 27,154
Stonecast Products	\$1,267,363	Yes	None	\$16,333	\$53,521	\$18,316	-\$ 3,428

AND WHEREAS, the alternate bids include reduction for deleting the exposed aggregate surface (Alt. #0A), increase for coloring the concrete (Alt. #0B), increase for adding back walls for the second welding bay (Alt. #1), deduct for broom finish on welding bay (Alt. # 1A), and

WHEREAS, the target price for this component was established at \$1,398,500, which is \$205,018 more than Miron's base bid, and

WHEREAS, the Infrastructure Committee recommends approving the base bid at this time so that production of the material may be scheduled, and

WHEREAS, the Infrastructure Committee recommends awarding said contract to Miron Construction and rejecting Spancrete's bid in that Spancrete failed to provide the bid bond required by the specifications; the bid also had an increase in Alternate #1A which should be a decrease; and, it failed to provide other required information requested,

NOW, THEREFORE, BE IT RESOLVED that Miron Construction's base bid of \$1,193,482 shall be accepted.

BE IT FURTHER RESOLVED that the Infrastructure Committee will recommend alternates as appropriate for Board approval in April if funds are available after the next group of the bids are received.

Fiscal Note: Adequate funds have been budgeted for this component of the Highway Facility.

Ayes _____ Noes _____ Abstain _____ Absent _____ Vacant _____

Requested by
Infrastructure Committee

03-11-14

Philip Ristow: 03-05-14; 03-06-14

ORDINANCE NO. 2013-_____**Establish penalties for hazardous material discharges
and reimbursement process for emergency responses**

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

SECTION I. PURPOSE. The purpose of this ordinance is to prohibit dangerous material discharges and to enable Jefferson County to require reimbursement from those responsible who possess or control a hazardous substance that is released or who causes the release of a hazardous substance thereby resulting in the response to and incurring of costs by the responding agency(ies).

SECTION II. PROHIBITED DISCHARGES.

- (1) No person, firm, or corporation shall discharge or cause to be discharged, leaked, leached, or spilled upon any public street, alley, or public property, or onto the ground, surface waters, sub-surface waters, or aquifers, or on any private property within Jefferson County, except those areas specifically licensed for waste disposal or landfill activities and to receive such materials, any explosive, flammable, toxic, or combustible solid, liquid, or gas, any radioactive material at or above Nuclear Regulatory Commission Restriction levels, etiologic agents, or any solid, liquid, or gas creating a hazard, potential hazard, or public nuisance or any solid, liquid, or gas having a deleterious effect on the environment.
- (2) Containment, Clean-Up and Restoration. Any person, firm, or corporation in violation of the above section shall, upon direction of the appropriate federal or state agency and the Emergency Management Director and/or the Jefferson County Hazardous Materials Response Team, begin immediate actions to contain, clean up, and remove to an approved repository the offending material(s) and restore the site to its original condition, with the offending person, firm, or corporation being responsible for all expenses incurred. Should any person, firm, or corporation fail to engage the necessary staff and equipment to comply or to complete the requirements of this section, the Emergency Management Director may order the required actions to be taken by public or private resources and allow the recovery of any and all costs incurred by Jefferson County and its cooperating agencies.
- (3) Site Access. Access to any site, public or private, where a prohibited discharge is indicated or suspected will be provided to Emergency Management officers and staff and to County Sheriff's Department personnel for the purpose of evaluating the threat to the public and monitoring containment, clean up, and restoration activities.

- (4) Public Protection. Should any prohibited discharge occur that threatens the life, safety, or health of the public at, near, or around the site of a prohibited discharge, where the situation is so critical that immediate steps must be taken to protect life or property, the incident commander or unified command on the scene of the emergency may order an evacuation of the area or take other appropriate protective steps for a period of time until the County Board, Wisconsin Department of Natural Resources, or other appropriate federal or state agency can take appropriate action.
- (5) Enforcement. The Director of Emergency Management and his or her designees, as well as the Sheriff's Department officers, shall have authority to issue citations or complaints under this section.
- (6) Civil Liability. Any person, firm, or corporation in violation of this section shall be liable to Jefferson County for any expenses incurred by the County including costs and expenses incurred by County Level B Team member agencies or loss or damage sustained by the County by reason of such violations.
- (7) Penalties. Any person, firm, or corporation in violation of this section shall forfeit to Jefferson County, upon conviction thereof, not less than \$200 or more than \$2,000, plus the costs of prosecution, and in default of payment thereof, such alternate as the Court may order. Each day of violation shall constitute a separate offense. If a spill is voluntarily reported to the Jefferson County Emergency Management Director, the forfeiture shall be not less than \$25 nor more than \$200.

SECTION III. DEFINITIONS.

- (1) Hazardous Substance. For purposes of this ordinance, a hazardous substance is any substance set forth in Section II (1) the release of which creates a hazard, potential hazard, public nuisance or has a deleterious effect on the environment.
- (2) "Responsible Party" Defined. For purposes of this ordinance, responsible party shall include any person or entity who was, at the time of the release responsible for, or in possession of, or in a position of control of a dangerous or hazardous substance, or any vehicle, container, or property used for the transport, conveyance, holding or storage of same and furthermore, including any person or entity in control of property onto which or from which the dangerous or hazardous substance matter was or may be released. For purposes of this ordinance the term "entity" shall mean any firm, corporation, partnership, commercial entity, consortium, joint venture, government entity or any other legal entity.

SECTION IV. FINANCIAL RESPONSIBILITY.

- (1) The cost of hazardous material responses shall be the responsibility of the party, agency, entity, or person which created the condition requiring the hazardous materials response. The actual cost of the response shall be charged to the party, agency, entity, or person according to the following schedule:

- (a) Staff time, including the hourly rate for fringe benefits, of the staff involved in the response.
- (b) A charge for response by the HazMat vehicle and or the Jefferson County Mobile Command Post, in an amount to be determined annually by the Local Emergency Planning Committee based on the cost to operate the vehicle, depreciation and other factors bearing on the cost of activating the equipment.
- (c) The replacement cost of all consumable supplies used in the response and the actual cost of any charges incurred by the Team.
- (d) A use charge for reusable equipment, in an amount determined annually by the Local Emergency Planning Committee based on the operating cost of the equipment, its depreciation and other factors bearing on its cost.

SECTION V. ENFORCEMENT. The Jefferson County Corporation Counsel shall be empowered to pursue any and all legal action to effect payment as herein provided for under Sections II (2), (5), (6) and (7), including representation of non-county agency members of the Level B Team. In the event of a conflict of interest, a non-county agency shall be represented by its municipal attorney.

SECTION VI. The Citation Ordinance shall be amended to include a base bond of \$300 for violation of this ordinance, together with all other applicable surcharges and costs.

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

Ayes _____ Noes _____ Abstain _____ Absent _____ Vacant _____

Requested by
Law Enforcement & Emergency Management Committee

03-11-14

Philip C. Ristow: 08-22-13; 02-24-14; 02-26-14; 03-03-14

RESOLUTION NO. 2013-_____

Authorize application for Outdoor Recreation Aids Grant

WHEREAS, Jefferson County is interested in developing lands for public outdoor recreation purposes as described in the application, and

WHEREAS, financial aid is required to carry out the annual snowmobile trail maintenance project, and

WHEREAS, Jefferson County has budgeted a sum sufficient to complete the project,

NOW, THEREFORE, BE IT RESOLVED that the Board authorizes Joseph W. Nehmer, Jefferson County Parks Department Director, to act on behalf of Jefferson County to:

- submit an application to the State of Wisconsin Department of Natural Resources for any financial aid that may be available for the snowmobile trail maintenance project;
- submit reimbursement claims along with necessary supporting documentation within 6 months of project completion date;
- submit signed documents; and
- take necessary action to undertake, direct and complete the approved project.

BE IT FURTHER RESOLVED that Jefferson County will comply with state or federal rules for the programs to be open to the general public during reasonable hours consistent with the type of facility and will obtain from the State of Wisconsin Department of Natural Resources approval in writing before any change is made in the use of the project sites.

Fiscal Note: The snowmobile trail maintenance program is expected to cost \$45,675 for winter 2014-2015. One hundred percent (100%) of this cost is funded by the grant.

Ayes _____ Noes _____ Abstain _____ Absent _____ Vacant _____

Requested by
Parks Committee

03-11-14

Kim Buchholz & Phil Ristow: 02-26-14

REPORT

TO THE HONORABLE MEMBERS OF THE JEFFERSON COUNTY

BOARD OF SUPERVISORS

The Jefferson County Planning and Zoning Committee, having considered petitions to amend both the maps and the text of the zoning ordinance of Jefferson County, filed for public hearing held on February 20, 2014, 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:

REVOCATION OF CONDITIONAL USE PERMITS – Add to 11.05(a)7
This amendment adds language to the ordinance to clarify the process by which the County may revoke a conditional use permit (CUP). This process would be taken up after all other avenues or attempts at compliance have failed.

NON-CONFORMING USES, STRUCTURES AND LOTS – 11.09 Modify
Due to Act 170 having been passed by the Legislature, it is necessary to change our non-conforming section of the ordinance. Act 170 now prohibits a county from regulating non-conforming structures by assessed value. What the County is proposing is to regulate non-conforming structures by limiting reconstruction of structural members, which includes foundation walls, walls, floor and roofs, to 50% of those members. It is also proposed to limit expansions of non-conforming structures to 50% of the footprint. We have also updated language from 59.69(10m)(b) which permits reconstruction of non-conforming structures when damage was caused by violent wind, vandalism, fire, ice, flood, snow, mold or infestation.

ADAPTIVE REUSE OF BARNs – 11.02 AND 11.04(f)5, 7 Add/modify
This amendment comes forward after a year-long process which included multiple meetings involving Town representatives. The idea here is to allow historic preservation of pre-1970 barns and to continue to preserve farmland and agriculture, while promoting economic activities and uses in these structures. This will add principal and conditional uses to the A-2 and A-T zoning districts which can be regulated to utilize old barns.

MOBILE TOWER SITING – Repeal 11.05(h) and create 11.055; change setback information in 11.04(f)3 and 11.04(f)4

The legislature passed new statutory changes to Wis. Stat. 66.0404, which invalidated our current Wireless Telecommunication Facilities Ordinance, Sec. 11.05(h). The changes are quite specific as to what we can and cannot regulate when it comes to new tower and/or colocation of new/replacement antennas and equipment. A new model ordinance that meets the new law was put together by the Wisconsin Towns' Association attorney and presented to County Zoning Administrators at our last conference. Rather than reinvent the wheel, we are proposing adoption of this model ordinance. Right now, until we get our ordinance passed, there is no regulation for new towers or colocation.

**APPROVAL OF PETITIONS R3701A-14, R3702A-14, R3703A-14,
R3704T-14, R3705T-14, R3706T-14 and R3707T-14**

DATED THIS TWENTY-FIFTH DAY OF FEBRUARY 2014

Donald Reese, Secretary

**THE PRIOR MONTH'S AMENDMENTS R3695A-14, R3696A-14, R3697A-14, R3698A-
14, R3699A-14 AND R3700A-14 ARE EFFECTIVE UPON PASSAGE BY COUNTY
BOARD, SUBJECT TO WIS. STATS. 59.69(5).**

ORDINANCE NO. 2013-_____

Amend Zoning Ordinance

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

WHEREAS, Petitions R3701A-14, R3702A-14 and R3703A-14 were referred to the Jefferson County Planning and Zoning Committee for public hearing on February 20, 2014, 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-1, EXCLUSIVE AGRICULTURAL TO A-3, AGRICULTURAL/RURAL RESIDENTIAL

Rezone 4.7 acres around the buildings at **N5775 Ziebell Road** in the Town of Aztalan from PINs 002-0714-2231-000 (39 Acres) and 002-0714-2234-000 (28.75 Acres). This action is conditioned upon removal of all salvage material by February 2016 as per the petitioner’s comments in the February 20, 2014 public hearing, and upon receipt and recording of a final certified survey map for the lot. 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. R3701A-14 – Russell Bienfang/Donald Bienfang property

FROM A-1, EXCLUSIVE AGRICULTURAL TO N, NATURAL RESOURCE

Create a 16.3-acre Natural Resource zone on **Zimmerman Lane** in the Town of Aztalan from part of PINs 002-0714-2224-001 (15 Acres) and 002-0714-2231-000 (39 Acres). Rezoning is conditioned upon approval and recording of a final certified survey map for the lot; 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. R3702A-14 – Russell Bienfang/Donald Bienfang property

FROM A-2, AGRICULTURAL AND RURAL BUSINESS TO A-3, AGRICULTURAL/RURAL RESIDENTIAL

Rezone one acre with the home at **W2340 Hanson Road** in the Town of Sullivan from PIN 026-0616-3024-000 (37.83 Acres). Rezoning is conditioned upon approval and recording of the final certified survey map for the lot; 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. R3703A-14 – Bark River Campground and Resort, Inc.

Ayes _____ Noes _____ Abstain _____ Absent _____ Vacant _____

Requested by
Planning & Zoning Committee

03-11-14

Deb Magritz: 03-03-14; 03-06-14

ORDINANCE NO. 2013-_____

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, Petitions R3704T-14, R3706T-14 and R3707T-14 were referred to the Jefferson County Planning and Zoning Committee for public hearing on February 20, 2014, 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 text of the zoning ordinance of Jefferson County as follows:

REVOCATION OF CONDITIONAL USE PERMITS – Add to 11.05(a)7

Any Conditional Use Permit granted by the Planning and Zoning Committee may be revoked if it is found that the Conditional Use is not being conducted in compliance with the plans and specifications submitted with the application and subsequently approved, or is being operated in violation of the conditions of the Conditional Use Permit.

Revocation Process: The Planning and Zoning Committee will hold a public hearing following procedures set forth in paragraph 1. of this section, after providing written notice to the permittee of the Conditional Use Permit citing the violation or compliance issues with the permit.

The public hearing notice shall be sent out a minimum of ten (10) days prior to the public hearing and shall provide the date, time and location of the hearing. Notice shall also be provided to the Town Clerk and County Board Supervisor for the area, as well as all property owners within 500 feet for a residential-type conditional use and ¼ mile for a non-residential type. The notice shall include the reasons for the revocation.

Once notified in writing by the County, the permittee shall be allowed to present evidence on his/her behalf in writing and shall attend the public hearing.

After public hearing, the Planning and Zoning Committee may revoke or modify the Conditional Use Permit. (R3704T-14 – Jefferson County)

11.09 NONCONFORMING USES, STRUCTURES, AND LOTS - Modify

(a) Existing Nonconforming Uses. The lawful nonconforming uses of a structure, land or water existing at the time of the adoption or amendment of this Ordinance may be continued, some for specific periods of time, although the use does not conform with the provisions of this Ordinance; however:

1. Only that portion of the land or water in actual use may be so continued and the structure may not be extended, enlarged, reconstructed, substituted, moved or structurally altered except when required to do so by law or order so as to comply with the provisions of this Ordinance.

2. Total lifetime structural repairs or alterations shall not exceed fifty (50) percent of the County's fair market value of the structural members of the existing the structure with additions not exceeding 50% of existing foundation footprint whether vertical or horizontal, and the addition shall meet all setbacks; at the time of its becoming a nonconforming use unless it is permanently changed to conform to the use provisions of this Ordinance. [~~Amended 11/13/84, Ord. No. 84-15~~] Any alteration, structural member replacement or repair or addition to a structure with an existing nonconforming use shall also meet all the requirements of Section 11.10 of the Jefferson County Zoning Ordinance, Jefferson County Floodplain Ordinance #14 and Wisconsin State Statute Chapter 87.30.

3. Substitution of new equipment may be permitted by the Board of Adjustment if such equipment will reduce the incompatibility of the nonconforming use with the neighboring uses.

(b) Abolishment or Replacement. If such nonconforming use is discontinued or terminated for a period of twelve (12) months, any future use of the structure, land, or water shall conform to the provisions of this Ordinance. ~~When a nonconforming use or structure is damaged by fire, explosion, flood, the public enemy, or other calamity~~ Replacement or reconstruction of a nonconforming structure or use shall meet Wisconsin Statutes Chapter 59.69(10m) which states. "Restrictions that are applicable to damaged or destroyed nonconforming structures and that are contained in an ordinance enacted under this section may not prohibit the restoration of a nonconforming structure if the structure will be restored to the size, subject to par. (b), location, and use that it had immediately before the damage or destruction occurred, or impose any limits on the costs of the repair, reconstruction, or improvement if all of the following apply:

59.69(10m)(a)1.

1. The nonconforming structure was damaged or destroyed on or after March 2, 2006.

59.69(10m)(a)2.

2. The damage or destruction was caused by violent wind, vandalism, fire, flood, ice, snow, mold, or infestation.

59.69(10m)(b)

(b) An ordinance enacted under this section to which par. (a) applies shall allow for the size of a structure to be larger than the size it was immediately before the damage or destruction if necessary for the structure to comply with applicable state or federal requirements." This section does not apply to floodplain structures or uses. See Jefferson County Ordinance #14 and Wisconsin Statutes Chapter 87.30 for applicable floodplain restrictions regarding damaged by flood."

~~or is dismantled for the purpose of reconstruction to the extent that restoration to its original dimensions and function would exceed fifty (50) percent of its current fair market value, it shall not be restored except to comply with all applicable provisions of this Ordinance and Ordinances No. 12 and 14. [Amended 4/16/85, Ord. No. 85-4]~~

A current file of all nonconforming uses shall be maintained by the Zoning Administrator listing the following: owner's name and address; use of the structure, land or water; and assessed value at the time of its becoming a nonconforming use.

(c) Existing Nonconforming Structures. The lawful nonconforming structure existing at the time of the adoption or amendment of this Ordinance may be continued although its size or location does not conform with the lot width, lot area, yard, height, parking and loading, and access provisions of this Ordinance; however, it shall not be extended, enlarged, reconstructed, moved, or structurally altered in excess of fifty (50) percent of its current fair market value the structural members of the existing structure with additions not exceeding 50% of existing foundation footprint whether vertical or horizontal and the addition shall meet all setbacks or go no closer to any side, rear or road setback. For an existing nonconforming structure located within any road right-of-way or existing over a lot line, no additions or alteration of structural members, not including ordinary maintenance, shall be permitted. Any alteration, structural member replacement or repair or addition or repair to any nonconforming structure shall also within the floodplain shall be protected by floodproofing measures meet all the requirements of pursuant to Section 11.10 of the Jefferson County Zoning Ordinance, Jefferson County Floodplain Ordinance #14 and Wisconsin State Statutes Chapter 87.30. Section 11.10(g)2. [Amended 4/16/85, Ord. No. 85-4]

Note: For this section, a structural member includes the number of existing walls, foundation walls, floor and roof. Any alteration to a structural member qualifies for inclusion in the calculation of the 50% provisions. (R3706T-14 – Jefferson County)

Add in 11.02 DEFINITIONS

Adaptive Reuse of Barns: To be utilized under this definition in the ordinance the barn must be existing, and constructed prior to 1970.

Add in 11.04(f)7. A-2 Zone - Conditional Use.

(qq) Winery, tasting room, store

(rr) Farm store

(ss) Garden center with retail store

(tt) Recreational facility directly related to open space uses and the necessity for a rural location

(uu) Recycling operation (stand alone or add to salvage yard)

(vv) Landscaping business

Conditional Uses – These conditional uses are associated with adaptive reuse of barns as defined in the ordinance. Existing pre-1970 barns with a limitation for additions of no more than 25 percent of the existing footprint and no more than 25 percent replacement, modification or repair of existing structural members. However, as part of the conditional use process the Planning and Zoning Committee may consider replacement, modification or repair of the existing barn that exceeds this limitation if it meets the purpose and intent of this section. In addition, the limitations of Section 11.09 still apply. As a condition of approval the barn conversion shall meet all applicable Federal, State and Local Codes for the conversion to a public building and place of employment. Notice of approval from the State of Wisconsin shall be submitted to the Zoning Department prior to issuance of the Zoning and Land Use permit which is required for conversion of use.

(ww) Winery, tasting room, store

(xx) Antiques store

(yy) Farm store

(zz) Repair shop, machinery repair, auto repair, equipment repair, small engine repair

- (aaa) Garden center with store
- (bbb) Recreation facility
- (ccc) Office space
- (ddd) Recycling facility
- (eee) Conference center, banquet hall, event facility
- (fff) Storage- mini storage, personal storage
- (ggg) Classroom, educational facility, art studio
- (hhh) Tourist rooming house- would count as a residence under the A-3 regulations
- (iii) Butcher shop, food processor

Add in 11.04(f)5. AT Zone

Conditional Uses – These conditional uses are associated with adaptive reuse of barns as defined in the ordinance. Existing pre-1970 barns with a limitation for additions of no more than 25 percent of the existing footprint and no more than 25 percent replacement, modification or repair of existing structural members. However, as part of the conditional use process the Planning and Zoning Committee may consider replacement, modification or repair of the existing barn that exceeds this limitation if it meets the purpose and intent of this section. In addition, the limitations of Section 11.09 still apply. As a condition of approval, the barn conversion shall meet all applicable Federal, State and Local Codes for the conversion to a public building and place of employment. Notice of approval from the State of Wisconsin shall be submitted to the Zoning Department prior to issuance of the Zoning and Land Use permit which is required for conversion of use.

- (i) Winery, tasting room, store
- (j) Antiques store
- (k) Farm store
- (l) Repair shop, machinery repair, auto repair, equipment repair, small engine repair
- (m) Garden center with store
- (n) Recreation facility
- (o) Office space
- (p) Recycling facility
- (q) Conference center, banquet hall, event facility
- (r) Storage- mini storage, personal storage
- (s) Classroom, educational facility, art studio
- (t) Tourist rooming house- would count as a residence under the A-3 regulations
- (u) Butcher shop, food processor
- (v) Eating and drinking place

(R3707T-14 – Jefferson County)

Ayes _____ Noes _____ Abstain _____ Absent _____ Vacant _____

Requested by
Planning & Zoning Committee

03-11-14

Deb Magritz 3-3-14; 03-03-06

ORDINANCE NO. 2013-_____

**Creation of Jefferson County Mobile Tower Siting Permit
section of the Zoning Ordinance**

WHEREAS, the Jefferson County Board of Supervisors has heretofore been petitioned to amend the text of the Jefferson County Zoning Ordinance in Section 11.05(h), and

WHEREAS, Petition R3705T-14 was referred to the Jefferson County Planning and Zoning Committee for public hearing on February 20, 2014, and

WHEREAS, as a result of that public hearing, and after discussion with the Planning and Zoning Committee, Corporation Counsel and the Towns of Jefferson County, it was determined that there is a need to change side and rear setback requirements in 11.04(f) and 11.04(f)4, the Business and Industrial Zoning Controls, with this amendment to comply with a state-mandated change, 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 by repealing § 11.05(h) and creating § 11.055 to read as follows:

(1) TITLE

This section of the zoning ordinance is entitled Mobile Tower Siting Permit, Section 11.055.

(2) PURPOSE

The purpose of this ordinance is to regulate by zoning permit (1) the siting and construction of any new mobile service support structure and facilities; (2) with regard to a class 1 collocation, the substantial modification of an existing support structure and mobile service facilities; and (3) with regard to a class 2 collocation, collocation on an existing support structure which does not require the substantial modification of an existing support structure and mobile service facilities. It is the intent of Jefferson County to regulate Mobile Service Support Structures and Facilities as permitted by Wisconsin State Statutes Chapter 66.0404.

(3) AUTHORITY

The Jefferson County board has the specific authority under ss. 59.69 and 66.0404, Wis. Stats., to adopt and enforce this section.

(4) ADOPTION OF ORDINANCE SECTION

This section provides for the regulation by zoning permit (1) the siting and construction of any new mobile service support structure and facilities; (2) with regard to a class 1 collocation, the substantial modification of an existing support structure and mobile service facilities; and (3) with regard to a class 2 collocation, collocation on an existing support structure which does not require the substantial modification of an existing support structure and mobile service facilities.

(5) DEFINITIONS

a. All definitions contained in s. 66.0404(1) are hereby incorporated by reference.

(6) EXEMPT FROM PERMITTING. The following shall be exempt from the requirement to obtain a land use permit, unless otherwise noted.

a. The use of all receive-only television antenna and satellite dishes.

b. Amateur Radio and/or Receive-Only Antennas. This ordinance shall not govern the installation of any antenna that is owned and/or operated by a federally licensed amateur radio operator and is used for amateur radio purposes or is used exclusively for receive-only purposes.

c. Mobile services providing public information coverage of news events of a temporary or emergency nature.

(7) SITING AND CONSTRUCTION OF ANY NEW MOBILE SERVICE SUPPORT STRUCTURE AND FACILITIES AND CLASS I COLLOCATION

a. Application Process

1. A County zoning permit is required for the siting and construction of any new mobile service support structure and facilities.

2. A written permit application must be completed by any applicant and submitted to the County Planning and Zoning Department. The application must contain the following information:

A. The name and business address of, and the contact individual for, the applicant.

B. The location of the proposed or affected support structure.

C. The location of the proposed mobile service facility.

D. If the application is to substantially modify an existing support structure, a construction plan which describes the proposed modifications to the support structure and the equipment and network components, including antennas, transmitters, receivers, base stations, power supplies, cabling, and related equipment associated with the proposed modifications.

E. If the application is to construct a new mobile service support structure, a construction plan which describes the proposed mobile service support structure and the equipment and network components, including antennas, transmitters, receivers, base stations, power supplies, cabling, and related equipment to be placed on or around the new mobile service support structure.

- F. If an application is to construct a new mobile service support structure, an explanation as to why the applicant chose the proposed location and why the applicant did not choose collocation, including a sworn statement from an individual who has responsibility over the placement of the mobile service support structure attesting that collocation within the applicant's search ring would not result in the same mobile service functionality, coverage, and capacity; is technically infeasible; or is economically burdensome to the mobile service provider.
3. A permit application will be provided by the County upon request to any applicant.
4. If an applicant submits to the County an application for a permit to engage in an activity described in this ordinance, which contains all of the information required under this ordinance, the County shall consider the application complete. If the County does not believe that the application is complete, the County shall notify the applicant in writing, within 10 days of receiving the application, that the application is not complete. The written notification shall specify in detail the required information that was incomplete. An applicant may resubmit an application as often as necessary until it is complete.
5. Within 90 days of its receipt of a complete application, the County shall complete all of the following or the applicant may consider the application approved, except that the applicant and the County may agree in writing to an extension of the 90 day period:
- A. Review the application to determine whether it complies with all applicable aspects of the political subdivision's building code and, subject to the limitations in this section, zoning ordinances.
- B. Make a final decision whether to approve or disapprove the application.
- C. Notify the applicant, in writing, of its final decision.
- D. If the decision is to disapprove the application, include with the written notification substantial evidence which supports the decision.
6. The County may disapprove an application if an applicant refuses to evaluate the feasibility of collocation within the applicant's search ring and provide the sworn statement described under paragraph 2.f.
7. If an applicant provides the County with an engineering certification showing that a mobile service support structure, or an existing structure, is designed to collapse within a smaller area than the set back or fall zone area required in a zoning ordinance, that zoning

ordinance does not apply to such a structure unless the county provides the applicant with substantial evidence that the engineering certification is flawed.

8. The fee for the permit is \$3,000 per s. 66.0404(4)(d).

9. Limitations. Land Use Permits for Siting and Construction of any new mobile service support structure and facilities and land use permits for Class 1 Colocations shall only be granted provided the following conditions exist:

- A. If the location of the proposed mobile service support structure or mobile service facility is on leased land, the lease agreement does not preclude the lessee from entering into leases on the site with other provider(s) and there is no other lease provision operating as a bar to colocation of other providers.
- B. The applicant has obtained Federal Communications Commission (FCC) license numbers and registration numbers if applicable.
- C. The applicant and/or agent have copies of Findings of No Significant Impacts (FONI) statement from the Federal Communications Commission (FCC) or Environmental Assessment or Environmental Impact Study (EIS), if applicable.
- D. The applicant and/or agent have copies of the determination of no hazard from the Federal Aviation Administration (FAA) including any aeronautical study determination or other findings, if applicable.
- E. The applicant and/or agent have plans indicating security measures (i.e. access, fencing, lighting, etc.).
- F. For new mobile service support structures, the applicant has obtained a report prepared by an engineer licensed by the State of Wisconsin certifying the structural design of the tower and its ability to accommodate additional antennas.
- G. The applicant and/or agent have proof of liability coverage.
- H. The applicant and/or agent have copies of an Affidavit of Notification indicating that all operators and owners of airports located within five (5) miles of the proposed site have been notified via certified mail.
- I. The facility or colocation is designed to promote site sharing, such that space is reasonably available to colocators and such that telecommunication towers and necessary appurtenances, including but not limited to parking areas, access road, and utilities, are shared by site users whenever possible.

(8) CLASS 2 COLLOCATION

a. Application Process

1. A county zoning permit is required for a class 2 collocation. A class 2 collocation is a permitted use in the county but still requires the issuance of the county permit.

2. A written permit application must be completed by any applicant and submitted to the _____ Jefferson County Planning and Zoning Department. The application must contain the following information:

A. The name and business address of, and the contact individual for, the applicant.

B. The location of the proposed or affected support structure.

C. The location of the proposed mobile service facility.

3. A permit application will be provided by the County upon request to any applicant.

4. A class 2 collocation is subject to the same requirements for the issuance of a zoning permit to which any other type of commercial development or land use development is subject, except that the maximum fee for a zoning permit shall be \$500.

5. If an applicant submits to the County an application for a zoning permit to engage in an activity described in this ordinance, which contains all of the information required under this ordinance, the County shall consider the application complete. If any of the required information is not in the application, the county shall notify the applicant in writing, within 5 days of receiving the application, that the application is not complete. The written notification shall specify in detail the required information that was incomplete. An applicant may resubmit an application as often as necessary until it is complete.

6. Within 45 days of its receipt of a complete application, the County shall complete all of the following or the applicant may consider the application approved, except that the applicant and the County may agree in writing to an extension of the 45 day period:

A. Make a final decision whether to approve or disapprove the application.

B. Notify the applicant, in writing, of its final decision.

C. If the application is approved, issue the applicant the relevant permit.

D. If the decision is to disapprove the application, include with the written notification substantial evidence which supports the decision.

7. The fee for the permit is \$500 per s. 66.0404(4) (d).

(9) Information Report. The purpose of the report under this subsection is to provide the County with accurate and current information concerning the telecommunications facility owners and providers who offer or provide telecommunications services within the county, or that own or operate telecommunications facilities within the county, to assist the County in enforcement of this subsection, and to assist the County in monitoring compliance with local, state and federal laws.

a. Information Report. All telecommunications tower owners of any new telecommunications tower shall submit to the Planning and Zoning Department a Telecommunications Facility Information Report (the "Report") within 45 days:

1. Following conditional use approval;
2. Of receipt of a written request from the Jefferson County Department of Planning and Zoning; and
3. Of any change in occupancy of the tower.

The Report shall include the tower owner name(s), address(es), phone number(s), contact person(s), and proof of bond as security for removal. The tower owner shall supply the tower height or current occupancy, if applicable, the number of collocation positions designated, occupied or vacant. This information shall be submitted on the County form provided and designated for such use, and shall become evidence of compliance.

(10) Removal/Security for Removal.

a. It is the express policy of Jefferson County and this ordinance that telecommunications towers be removed once they are no longer in use and not a functional part of providing telecommunications service, and that it is the telecommunications provider's responsibility to remove such telecommunications tower and restore the site to its original condition or a condition approved by the Jefferson County Planning and Zoning Department. This restoration shall include removal of any subsurface structure or foundation, including concrete, used to support the telecommunications tower down to 5 feet below the surface. After a telecommunications tower is no longer in operation, the provider shall have 180 days to effect removal and restoration unless weather prohibits such efforts. Permittee shall record a document with the Jefferson County Register of Deeds showing the existence of any subsurface structure remaining below grade. Such recording shall accurately set forth the location and describe the remaining structure.

b. Security for Removal. The owner of any telecommunications tower shall provide to Jefferson County, prior to the issuance of the conditional use permit or the issuance of a zoning permit, a performance bond in an amount based on a written estimate of a qualified remover of said types of structures, or Twenty Thousand Dollars (\$20,000), whichever is less, to guarantee that the telecommunications tower will be removed when no longer in operation. Jefferson County will be named as obligee in the bond and must approve the bonding company. The County may require an increase in the bond amount after five (5) year intervals to reflect increases in the Consumer Price Index. The provider shall supply any increased bond within a reasonable time, not exceeding sixty (60) days, after the

County's request. A permittee may submit a letter of credit in the amount set forth above, or, in the alternative, a permittee with several sites in the county may submit a master bond to cover all of said sites. A master bond or a letter of credit may, in the Committee's discretion, be in an amount sufficient to secure removal from one site if the master bond or letter of credit provides for replenishing any amount used as the master bond or letter of credit covers any other site in the county.

(11) Structural, Design and Environmental Standards.

- a. Mobile Service Support Structure, Antenna and Facilities Requirements. All mobile service facilities and mobile service support structures, except exempt facilities as defined in subsection (c), shall be designed to reduce the negative impact on the surrounding environment by implementing the measures set forth below:
 1. Mobile service support structures shall be constructed of metal or other nonflammable material, unless specifically permitted by the County to be otherwise.
 2. Satellite dish and parabolic antennas shall be situated as close to the ground as possible to reduce visual impact without compromising their functions.
 3. Equipment compounds shall be constructed of nonreflective materials (visible exterior surfaces only). Equipment compounds shall be designed to blend with existing architecture in the area or shall be screened from sight by mature landscaping, and shall be located or designed to minimize their visibility.
 4. Mobile service facilities, support structures and antennas shall be designed and constructed in accordance with the State of Wisconsin Uniform Building Code, National Electrical Code, Uniform Plumbing Code, Uniform Mechanical Code, and Uniform Fire Code, Jefferson County Subdivision Ordinance, Jefferson County Sanitation Ordinance, Electronic Industries Association (EIA), American National Steel Institute Standards (ANSI), and American National Standards Institute (ANSI) in effect at the time of manufacture.
 5. Mobile service facilities and support structures shall not interfere with or obstruct existing or proposed public safety, fire protection or Supervisory Controlled Automated Data Acquisition (SCADA) operation telecommunication facilities. Any actual interference and/or obstruction shall be corrected by the applicant at no cost to the County.
- b. Site Development. A leased parcel intended for the location of new mobile service facilities, mobile service support structures, and equipment compounds shall be located so as to permit expansion for mobile service facilities to serve all potential collocators.
- c. Vegetation protection and facility screening.

1. Except exempt facilities as defined in subsection (c), all mobile service facilities shall be installed in a manner as to minimize disturbance to existing native vegetation and shall include suitable mature landscaping to screen the facility, where necessary. For purposes of this section, "mature landscaping" shall mean trees, shrubs or other vegetation of a minimum initial height of five (5) feet that will provide the appropriate level of visual screening immediately upon installation.
 2. Upon project completion, the owner(s)/operator(s) of the facility shall be responsible for maintenance and replacement of all required landscaping as long as a telecommunication facility is maintained on the site.
- d. Fire prevention. All mobile service facilities shall be designed and operated in accordance with all applicable codes regarding fire prevention.
- e. Noise and Traffic. All mobile service facilities shall be constructed and operated in such a manner as to minimize the amount of disruption caused to nearby properties. To that end the following measures shall be implemented for all mobile service facilities, except exempt facilities as defined in subsection (c):
1. Noise producing construction activities shall take place only on weekdays (Monday through Saturday, non-holiday) between the hours of 6:00 a.m. and 6:00 p.m., except in times of emergency repair, and
 2. Backup generators, if present, shall be operated only during power outages and for testing and maintenance purposes.
- f. Separation Requirements. Mobile service support structures shall be separated by a minimum of 2640 feet, except that:
1. Two (2) mobile service support structures may be permitted to be located within 100 feet of each other subject to approval of the Jefferson County Planning and Zoning Committee.
 2. Camouflaged mobile service support structures are exempt from the separation between mobile service support structures requirement listed above.

(12) ABANDONMENT

- a. Abandonment. Any antenna, mobile service facility, or mobile service support structure that is not operated for a continuous period of twelve (12) months shall be considered abandoned. Upon application, the Committee may extend the time limit to abandon once for an additional twelve-month period. Such extension shall be based on the finding that the owner or permit holder is actively seeking tenants for the site. After the expiration of the time periods established above, the following shall apply:

1. The owner of such antenna, mobile service facility or mobile service support structure shall remove said antenna, mobile service facility or mobile service support structure, including all supporting equipment, building(s) and foundations to the depth as otherwise herein required within ninety (90) days of receipt of notice from the Planning and Zoning Department notifying the owner of such abandonment. If removal to the satisfaction of the Planning and Zoning Department does not occur within said ninety (90) days, the Jefferson County Zoning Director may order removal utilizing the established bond as provided under subsection (g) and salvage said antenna, mobile service facility or mobile service support structure, including all supporting equipment and building(s). If there are two or more users of a single mobile service support structure, then this provision shall not become effective until all operations of the mobile service support structure cease.

2. The recipient of a Zoning permit allowing a mobile service support structure and facility under this section, or the current owner or operator, shall notify the Jefferson County Planning and Zoning Department within 45 days of the date when the mobile service facility is no longer in operation.

(13) SEVERABILITY

If any provision of this ordinance or its application to any person or circumstance is held invalid according to Wisconsin State Statutes 66.0404, the invalidity does not affect other provisions or applications of this ordinance that can be given effect without the invalid provision or application, and to this end the provisions of this ordinance are severable.

MODIFICATION OF SEC. 11.04(f) 3 and 11.04(f)4

Modify 11.04(f)3. Business

Minimum Yards. Rear—40 feet. Side—10 feet each. One half (1/2) the height of the structure for side and rear.

Modify 11.04(f)4. Industrial

Minimum Yards. Rear—40 feet if adjacent to an R zone, 10 feet otherwise; Side—40 feet if adjacent to an R zone, 10 feet otherwise. One half (1/2) the height of the structure for side and rear. (R3705T-14 – Jefferson County)

Ayes _____ Noes _____ Abstain _____ Absent _____ Vacant _____

Requested by
Planning & Zoning Committee

0-3-11-14

Deb Magritz: 3-3-14; Phil Ristow: 03-06-14

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

By virtue of the authority vested in me in Ordinance 2007-48, I do hereby request confirmation of this appointment to the following Commission:

Historic Sites Preservation Commission

- a. Robert Birmingham, Madison, WI appointed for a three-year term ending April 1, 2017.

AYES _____ NOES _____ ABSTAIN _____ ABSENT _____ VACANT _____

03-11-2013