

**JEFFERSON COUNTY BOARD MINUTES
TUESDAY, DECEMBER 15, 2009, 7:00 P.M.**

This County Board meeting was originally scheduled for Tuesday, December 8, 2009; however, due to inclement weather, the Chair cancelled the meeting and rescheduled it for December 15, 2009, under Board Rule 3.01 (1)(b).

Ms. Sharon Schmeling presiding.

Mr. Braughler led the Pledge of Allegiance.

A moment of silence was observed.

County Clerk Barbara A. Frank called the roll, all members being present except Mr. Imrie, Mr. Seefeldt, Mr. Zastrow and Mr. Mode.

District 1	Richard C. Jones	District 2	Vic Imrie, Jr.
District 3	Greg David	District 4	Augie Tietz
District 5	Jim Braughler	District 6	Ron Buchanan
District 7	Dwayne C. Morris	District 8	Rick L. Kuhlman
District 9	Scott Seefeldt	District 10	Lloyd Zastrow
District 11	Donald Reese	District 12	Mike Burow
District 13	Vacant	District 14	Pamela Rogers
District 15	Steven J. Nass	District 16	John Molinaro
District 17	Carol Ward Knox	District 18	Sharon L. Schmeling
District 19	Amy Kramer	District 20	John C. Kannard
District 21	Robert G. Yachinich	District 22	Blane Poulson
District 23	George Jaeckel	District 24	Gregory M. Torres
District 25	Walt Christensen	District 26	Carlton Zentner
District 27	Glen D. Borland	District 28	Julie J. Nelson
District 29	Paul Babcock	District 30	Jim Mode

Also in attendance were the following department heads: Joan Daniel, Administrative Services Manager for Human Services Director Kathleen Cauley; Accounting Manager Dave Ehlinger; Land Information Director Andy Erdman; County Clerk Barbara Frank; Steve Grabow, Community Development Educator, University of Wisconsin Extension; Emergency Management Director Donna Haugom; Economic Development Consortium Director Dennis Heling; Register of Deeds Staci Hoffman; Highway Commissioner Bill Kern; Interim Director of Planning & Zoning Rob Klotz; Sheriff Paul Milbrath; Parks Director Joseph Nehmer; Fair Park Director Paul Novitzke; Human Resources Director Terri Palm-Kostroski; County Administrator Gary Petre; Corporation Counsel Philip Ristow; Clerk of Court Carla Robinson; Countryside Home Administrator Earlene Ronk; Director/Health Officer Gail Scott; and Land & Water Conservation Director Mark Watkins.

County Administrator Gary Petre informed the Board that it was in compliance with the Open Meetings Law.

The revised agenda dated December 14, 2009, was approved which (1) added a communication from the County Administrator and Corporation Counsel regarding the status of the sale of Countryside Home and (2) corrected the term under "Appointments by County Administrator" for the Sheriff's Civil Service Commission from three years to five years with the term ending January 1, 2015.

Mr. Nass moved that the minutes of the October 27, 2009, and November

10, 2009, meetings be approved as corrected. Seconded and carried.

**GENERAL FINANCIAL CONDITION
JEFFERSON COUNTY, WISCONSIN
December 1, 2009**

Available Cash on Hand	
November 1, 2009	\$ (16,265.14)
November Receipts	<u>5,839,568.93</u>
Total Cash	\$ 5,823,303.79
Disbursements	
General – November 2009	\$3,814,612.91
Payroll – November 2009	<u>1,521,781.87</u>
Total Disbursements	<u>5,336,394.78</u>
Total Available Cash	\$ 486,909.01
Cash on Hand (in banks) December 1, 2009	\$1,054,986.61
Less Outstanding Checks	<u>568,077.60</u>
Total Available Cash	\$ 486,909.01
AIM Government & Agency Portfolio	\$ 3,988,855.94
Local Government Investment Pool – General	12,716,978.97
Institutional Capital Management	12,018,276.86
Local Government Investment Pool – Clerk of Courts	160,339.38
Local Government Investment Pool – Farmland Preservation	261,117.06
Local Government Investment Pool – Parks/Liddle	<u>203,805.62</u>
	\$29,349,373.83
2009 Interest – Super N.O.W. Account	\$ 2,862.45
2009 Interest – L.G.I.P. - General Funds	96,100.77
2009 Interest – ICM	320,462.50
2009 Interest – AIM	10,003.71
2009 Interest – L.G.I.P. - Parks/Carol Liddle Fund	856.21
2009 Interest – L.G.I.P. – Farmland Preservation	1,117.06
2009 Interest – L.G.I.P. - Clerk of Courts	<u>739.98</u>
Total 2009 Interest	\$ 432,142.68

JOHN E. JENSEN
JEFFERSON COUNTY TREASURER

County Clerk Barbara Frank presented the following communications:

1. A reminder of the filing deadlines for the 2010 election of County Board Supervisors.
2. Letter dated December 1, 2009, from Governor Jim Doyle awarding Jefferson County a Homeland Security grant for \$38,141 to improve public safety agency access to shared mutual aid radio frequencies during emergencies when agencies from multiple jurisdictions are involved.
3. Letter dated November 11, 2009, from Maryann Gleisner, President of the City of Jefferson Historical Society Museum, requesting that the County Administrator intervene to prevent the destroying of records from Countryside Home.
4. Memo dated December 14, 2009, from County Administrator Petre and Corporation Counsel Ristow regarding the status of the sale of Countryside Home. Said memo is printed below:

TO: County Board Members
FROM: County Administrator and Corporation Counsel
DATE: December 14, 2009
SUBJECT: Memo – Status of Countryside Home Sale

On December 11, 2009, the Finance Committee received a briefing from the County’s real estate broker, Ray Giannini of Marcus and Millichap, on the status of negotiations for the sale of Countryside Home. The following is a summary of the information provided by Mr. Giannini:

Current Status

1. There are numerous potential buyers who are actively looking at the facility.
2. Two of the potential buyers do not currently own skilled nursing facilities in Wisconsin.
3. The broker has conducted a significant number of facility tours as of December 11, 2009, with average tour time spent at CSH being 1.5 hours.
4. County provided nonfinancial due diligence materials are complete and include an ALTA land survey, Phase 1 environmental report, and a preliminary title insurance commitment.
5. All due diligence materials are available on-line at Marcus & Millichap’s secure website; many buyers have utilized this tool. Additionally, CDs and regular mail versions are available to buyers.
6. Letters of Intent from interested buyers are due by December 31, 2009. This is considered to be “Round One” of the Purchase and Sale Agreement (PSA) process.

Timeline

1. December 14th through the 31st – Buyer tours and information gathering about Countryside Home continues.
2. December 31st – Buyer Letters of Intent due to Marcus and Millichap.
3. January 4th through January 11th – Broker further negotiates with interested buyers to generate “Final and Best” offers and works with county representatives to perform background checks on interested buyers. This is considered to be “Round Two” of the Purchase and Sale Agreement (PSA) process.
4. January 12th – Special Finance Committee meeting in closed session to review buyer offers and authorize the County Administrator and Corporation Counsel to proceed with negotiating PSA terms and conditions with the selected buyer. Board members are welcome and invited to attend.
5. January 13th to February 3rd – Period during which buyers perform any remaining due diligence of Countryside Home financial and business sale documents. Also during this time, the County Administrator and Corporation Counsel work with the broker on negotiating PSA terms and conditions with the selected buyer.
6. February 4th - Special meeting of the Finance Committee to review the PSA and make a recommendation to the County Board if all steps are completed.
7. February 9th – County Board meeting to consider approval of the PSA (if available).
8. March 9th – County Board meeting to consider PSA if not decided at February meeting

At this time, we are not able to predict when the County will close on the sale of Countryside Home. A closing date will be dependent upon the length of time to complete PSA negotiations; completion of necessary closing documents; and the date (either February 9th or March 9th) that the County Board approves the final sales agreement. Closing would normally occur within 60 days of this final approval. At this time it does not appear that employee generated alternatives to sale will provide meaningful alternatives.

County Board members are welcome and invited to attend and participate in the Finance Committee meetings concerning the sale. If you have any questions relative to this memo, feel free to contact Gary, Phil or any of the members of the Finance Committee.

Gary R. Petre
County Administrator

Philip C. Ristow
Corporation Counsel

5. A Notice of Public Hearing from the Planning & Zoning Committee for a hearing to be held on December 17, 2009, at 7:00 p.m. in Room 205 of the Jefferson County Courthouse.

The communications and notice were received and placed on file.

The floor was opened for public comment. Greg David, Town of Watertown, spoke on Countryside Home, the unsuccessful efforts to form a cooperative and loss of the Home as a county asset.

Sheriff Milbrath recognized Emergency Management Director Donna Haugom for the “Local Award of Excellence” awarded to her on November 12, 2009, from the Wisconsin Association for Floodplain, Stormwater and Coastal Management for her extraordinary leadership as management director, administering disaster declarations, including the massive floods in 2007 and 2008, addressing record flood levels and long-term recovery via disaster relief and buyout programs, while serving as a mentor to peers.

Mr. Nass presented the following report of the Planning & Zoning Committee:

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

The Jefferson County Planning and Zoning Committee, having considered petitions to amend the zoning ordinance of Jefferson County, filed for public hearing held on June 19, 2008, and November 19, 2009, as required by law pursuant to Wisconsin Statutes, notice thereof having been given, and being duly advised of the wishes of the town boards and persons in the areas affected, hereby makes the following recommendations:

APPROVAL OF PETITIONS 3337A-08, 3338A-08, 3430A-09,
3431A-09, 3434A-09, 3435A-09, 3436A-09, 3437A-09, 3438A-09,
3439A-09 and 3440A-09

DATED THIS THIRTIETH DAY OF NOVEMBER 2009
Donald Reese, Secretary

THE EFFECTIVE DATE OF THE PRIOR MONTH'S AMENDMENTS,
PETITIONS 3426T-09 AND 3427A-09, IS NOVEMBER 17, 2009.

Mr. Nass moved that the report be adopted. Seconded and carried.

Mr. Nass presented Ordinance No. 2009-20.

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

WHEREAS, Petitions 3337A-08 and 3338A-08 were referred to the Jefferson County Planning and Zoning Committee for public hearing on June 19, 2008, and Petitions 3430A-09, 3431A-09, 3440A-09, 3434A-09, 3435A-09, 3436A-09, 3437A-09, 3438A-09 and 3439A-09 were referred for public hearing on November 19, 2009, and

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

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

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

Create three, 2-acre lots from part of PIN 026-0616-3442-000 (28.017 acres) on Schuyler Road in the Township of Sullivan. These non-prime ag land lots utilize the last available A-3 zones for the property; therefore, rezoning is conditioned upon recording of an affidavit acknowledging that fact. It is further conditioned upon road access approval, upon receipt by Zoning of a soil test for each lot showing sites for installation of both initial and replacement private sewage systems, and upon approval and recording of a final certified survey map for the lots. (3430A-09 – John Kannard)

Rezone to create a 2-acre building site in non-prime ag soils on Reichart Lane in the Township of Milford from part of PIN 020-0814-2423-000 (39.25 acres). This action is conditioned upon road access approval, upon receipt by Zoning of a soil test showing sites for installation of both initial and replacement private sewage systems, upon verification of the Town's approval and upon approval and recording of the final certified survey map for the lot. (3431A-09 – Mike and Sarah Walter/Walter Trust property)

Rezone to create a new 1.2-acre building site near W5125 Bark River Road from part of PIN 016-0514-0131-000 (25.894 acres) in the Township of Koshkonong. This prime ag land lot utilizes the last available A-3 zone for the property; therefore, rezoning is conditioned upon recording of an affidavit acknowledging that fact. It is further conditioned upon road access approval, upon receipt by Zoning of a soil test showing sites for installation of both initial and replacement private sewage systems, and upon approval and recording of a final certified survey map for the lot, including extraterritorial plat review if necessary. (3440A-09 – Clarence Draeger Trust)

**FROM AGRICULTURAL A-1 TO A-3, RURAL RESIDENTIAL
AND N, NATURAL RESOURCES**

Rezone approximately 1.136 acres for an A-3 zoned lot and approximately 6.137 acres for a Natural Resource zone from PIN 006-0716-1333-000 (37.718 acres) along Concord Center Drive in the Township of Concord. The prime ag land lot utilizes the last available A-3 zone for the property; therefore, rezoning is conditioned upon recording of an affidavit acknowledging that fact. It is fur-

ther conditioned upon road access approval, receipt by Zoning of a soil test showing sites for installation of both initial and replacement private sewage systems on the A-3 zone, and upon approval and recording of a final certified survey map for lots. (3337A-08 & 3338A-08 – Concord Wisconsin Properties, LLC)

Rezone to create two, 3-acre building sites as lot combinations in non-prime soils on Krenz Road and an adjoining 6.3-acre Natural Resource zone. The sites are in the Township of Farmington, part of PIN 008-0715-2144-000 (40 acres). This uses all the available A-3 zones for the property; therefore, rezoning is conditioned upon recording of an affidavit acknowledging that fact. It is further conditioned upon road access approval, upon receipt by Zoning of a soil test for each lot showing sites for installation of both initial and replacement private sewage systems, and upon approval and recording of a final certified survey map for the property. (3435A-09 & 3436A-09 – Heath Schluter)

FROM AGRICULTURAL A-1 TO N, NATURAL RESOURCES

Create a 20-acre Natural Resource zone from PIN 014-0615-0424-000 (20 acres). The site is near STH 18 in the Township of Jefferson. (3434A-09 – Dale Weis Trust)

Rezone approximately 22-acres of PIN 020-0814-2412-000 (39.88 acres) on Navan Road in the Township of Milford. This action is conditioned upon road access approval on the proposed frontage, and upon approval and recording of a final certified survey map for the lot. (3437A-09 – Mike & Sarah Walter/Walter Trust)

Rezone approximately 29.5 acres of PINs 014-0614-2531-000 (15 acres), 014-0614-2512-000 (40 acres), 014-0614-2513-000 (43.9 acres) and 014-0614-2542-000 (27.6 acres). The site is near N3054 Jaeckel Road in the Township of Jefferson. Rezoning is conditioned upon recording of either a certified survey map with extraterritorial plat review if necessary, or deed transfer document to an adjoining owner. (3438A-09 – Dennis & Sally Kutz)

Rezone to create a 5.4-acre Natural Resource zone near N2565 CTH N in the Township of Koshkonong from part of PIN 016-0614-3643-007 (14.571 acres). Rezoning is conditioned upon recording of either a certified survey map with extraterritorial plat review if necessary, or deed transfer document to an adjoining owner. (3439A-09 – Dennis, Sally & John Kutz)

Mr. Nass moved that Ordinance No. 2009-20 be adopted. Seconded and carried with Mr. Kannard abstaining for conflict of interest.

Mr. Nass presented Resolution No. 2009-70.

WHEREAS, orthophotography is used by Land Information, Zoning, Land and Water Conservation, Highway, Parks, Emergency Management and other county departments on a regular basis to carryout the business of county government, and

WHEREAS, up to date orthophotography used in conjunction with the county geographic information system saves countless hours of staff time and economically provides the Zoning Committee, other county board committees and the general public with invaluable information, and

WHEREAS, a Wisconsin Regional Orthophotography Consortium group led

by seven regional planning commissions was formed to build and sustain a multi-participant program to acquire digital orthoimagery and elevation data throughout Wisconsin, and

WHEREAS, the Wisconsin Regional Orthophotography Consortium went through a quality-based selection process in May 2008 to select the Ayres Associates/Aero-Metric team for the statewide 2010 program, and

WHEREAS, approximately two thirds of Wisconsin counties have indicated that they will be participating with the Wisconsin Regional Orthophotography Consortium by contracting with the Ayres Associates/Aero-Metric team to acquire digital orthoimagery in 2010, and

WHEREAS, the Land Record Modernization 2010 budget contains \$43,725 to acquire 12 inch ground resolution orthoimagery in the spring of 2010 after the snow and ice have melted but before leaf foliage appears, and

WHEREAS, the County Economic Development Consortium has recently amended its Community Development Block Grant application to request \$144,000 to upgrade the orthoimagery acquisition in spring of 2010 to a 6 inch ground resolution product in order to support the restudy of the Rock River Floodplain by Department of Natural Resources and Federal Emergency Management Agency.

NOW, THEREFORE, BE IT RESOLVED that the purchasing ordinance requirement to solicit competitive bids be waived in light of the quality-based selection process done by the Wisconsin Regional Orthophotography Consortium.

BE IT FURTHER RESOLVED that the Jefferson County Board of Supervisors does hereby authorize the Land Information Department to contract with Ayres Associates Incorporated of Madison, Wisconsin, to acquire 12 inch ground resolution orthoimagery county-wide in the spring of 2010.

BE IT FURTHER RESOLVED that should the Community Development Block Grant funding become available in time to upgrade the orthoimagery acquisition to a 6 inch ground resolution product, the Land Information Office under the direction of the Planning & Zoning Committee is authorized to amend the existing contract with Ayres Associates Incorporated or solicit new proposals to acquire 6 inch ground resolution orthoimagery.

Fiscal Note: The contract total of \$43,725 is funded in the 2010 budget by non-tax levy Land Records Modernization Account 1303.594820. The Wisconsin Regional Orthophotography Consortium and Wisconsin Emergency Management have been awarded a Homeland Security Grant that is projected to offset 10% or \$4,372 of Jefferson County's cost for this project. Additional funding is being sought by the consortium to further reduce county participants' costs.

Mr. Nass moved that Resolution No. 2009-70 be adopted. Seconded and carried: Ayes 25, Noes 0, Absent 4 (Imrie, Seefeldt, Zastrow, Mode), Vacant 1.

Mr. Nass read Resolution No. 2009-71.

WHEREAS, the Jefferson County Farmland Preservation and Land Use Plan and related zoning ordinance provisions have made Jefferson County farmers eligible for state farmland preservation tax credits since 1978, and

WHEREAS, in 2008, approximately 850 Jefferson County farmers received a total of about \$480,000 in property tax credits, and

WHEREAS, in July, the state laws setting the criteria for farmland preservation plans and related zoning ordinances were amended in ways that will require changes to the County's Farmland Preservation Plan and its zoning ordinance, and

WHEREAS, the County has received an extension from the Department of Agriculture, Trade and Consumer Protection (DATCP) until December 31, 2011, to update its Farmland Preservation Plan in conjunction with its Comprehensive Plan and the related zoning ordinance provisions so that Jefferson County's farmers may remain eligible for the state farmland preservation tax credit, and

WHEREAS, significant efforts will be required to accomplish the plan updates and ordinance revisions in the time allowed, and

WHEREAS, it will be necessary to contract for professional assistance to do the required planning and ordinance updates, and

WHEREAS, DATCP has grant funds available to assist counties in updating Farmland Preservation Plans and the Planning & Zoning Committee wishes to apply for such grant funds to assist with the plan and ordinance updates,

NOW, THEREFORE, BE IT RESOLVED that the Zoning Department is authorized to apply for a DATCP Farmland Preservation Planning Grant in the maximum available amount of \$30,000.

Fiscal Note: The Farmland Preservation Planning Grants will pay 50% of the costs of a new Farmland Preservation Plan up to the maximum grant amount of \$30,000. The Zoning Department is currently obtaining estimates of the cost of planning, but it very well may be in excess of \$60,000, which would be the maximum aidable amount to earn the maximum grant of \$30,000. No funds are budgeted in 2010 for the county portion of this project. The Planning & Zoning Committee will approach the Finance Committee with regard to seeking a budget amendment for funds to complete the required plan.

Mr. Nass moved that Resolution No. 2009-71 be adopted. Seconded and carried: Ayes 25, Noes 0, Absent 4 (Imrie, Seefeldt, Zastrow, Mode), Vacant 1.

Mr. Nass presented the following report:

**County Board Chairman's Report
Sharon L. Schmeling
December 2009**

The following report provides updates on the activities of the Jefferson County Board, its chairman, its committees, and key issues confronting the County. If you have any questions about the following information, or would like an update about a project or issue not mentioned here, do not hesitate to contact me by phone (920) 674-8607 or e-mail (sharons@co.jefferson.wi.us) with your questions or suggestions.

Supporting county businesses – On November 13, Trek Bicycle hosted a meeting for local government officials at its Waterloo headquarters to learn about the company and its plans for the future. I attended along with County Board Supervisors Babcock, Borland, David, Jones, Kramer, Mode, Molinaro, Nass, Tietz and Ward Knox. They represented the Administration and Rules

Committee, the Parks Committee, the Economic Development Consortium and the Glacial Heritage Advisory team.

Trek officials thanked the Jefferson County Board for its support of the Glacial Heritage Area, which Trek sees as key to the future of bicycling in Wisconsin. In addition to helping support healthy living, the planned bike paths in the GHA will be a wonderful way for the company to show off its home county to visiting vendors and other potential business partners from around the globe.

Trek officials also identified future issues that could benefit from county government's support. On behalf of the Board, I pledged our best efforts at continued collaboration so that our partnership can be strengthened and grown for mutual benefit in the future. Those issues will likely emerge over time and work their way through various county board committees as we determine how to continue support of this leading county employer.

Saving money – Over the past few years, with the support of the Human Resources and Finance committees, Presiding Circuit Court Judge Randy Koschnick has been able to institute organizational changes that have improved service to the public, saved money, and increased public safety.

An example of this is the video conferencing initiative that the County Board and Judge Koschnick initiated four years ago. This has nearly paid for itself through savings in time and mileage previously required for deputy transports. Most recently, video conferencing has been an excellent tool for the courts. For example, in a recent criminal jury trial, Judge Weston allowed an expert witness from the State of Oregon to appear via the video conferencing system, thereby saving the County significant costs related to travel and other expert witness related fees.

The partnership on the video conferencing created a strong base from which to launch other initiatives. The partnership with the County Board is critical because while the Circuit Court system is controlled by the State which employs the Judges and District Attorney, the County employs the support staff, the Clerk of Courts and the Sheriff. Other counties have expressed admiration at Jefferson County's ability to work across these jurisdictional lines to get things done.

Recently, Judge Koschnick reports that the County's four judges adopted a local rule authorized by state statute that will make it much easier for Clerk of Court Carla Robinson to collect witness fees and related expenses from convicted criminal defendants. The annual amount expended by the Clerk's office is about \$8,500 and they hope to recover most of that. The courts will also be changing the scheduling practice concerning jury trials so that fewer trial dates are set, thus reducing the amount that the District Attorney, Clerk of Courts and Sheriff spend on subpoena fees. While they are unable to identify the dollar savings from this initiative, they are certain that some money will be saved because significantly fewer subpoenas will be issued by the DA and served by the Sheriff.

We are fortunate to have such a good group of elected officials, who are willing to initiate cost savings for the County Board to serve the common good. It's important for County Board Supervisors to keep these relationships in mind as we deliberate on policy issues affecting these offices. In the future, we might disagree over whether specific requests or ideas are worth supporting, but such

efforts show we are all focused on minimizing costs and maximizing service to the public.

Outreach – On October 6, I represented the County Board at the 10 year celebration of the Jefferson County Workforce Development Center. This is a partnership between Jefferson County Human Services, the Wisconsin Department of Workforce Development and the Jefferson County Economic Development Consortium. The center receives an average of 20,000 visits a year by people looking for employment and needing job search assistance. They are served by excellent staff, which is handling more cases and more desperate job seekers than ever before. This “one stop” center has been a lifeline for many county residents. It’s a good example of how the general public is served through the work of county government.

On October 7, I met with UW Extension Dean Richard Klemme in Madison. He apologized for the UW Extension’s conduct during the 2009 budget talks and acknowledged that their position of refusing to discuss program changes was not ultimately beneficial to the public nor the UW’s mission and goals. He pledged a much more collaborative relationship with the County Board. It was a candid meeting that cleared the air and has presented us with a new beginning.

Already, fruits of this fresh start are found in the excellent work done by the UW Extension staff and the UW Extension policy committee, which developed a single Agricultural Agent position that merges the former Crops and Soils Agent and the Dairy Agent positions. In addition, the Committee and staff are also reviewing other ways to improve services to the public and bring additional funds into the County. Please join me in applauding the staff (Steve Grabow, Kathleen Eisenmann, Gail Roberts, and Heidi Johnson) and committee members (Supervisors Buchanan, Burow, Kannard, Torres, and Yachinich) for these renewed efforts.

County Board organization – Every two years, the Administration and Rules Committee reviews the County Board’s committee structure and board rules to make any needed updates or revisions based on the experience of the past two years. The Committee will bring its proposed changes to the February County Board where they will be set aside for one month, as our rules require, and then will be voted on in March.

Currently, the A&R Committee is reviewing input from various committees about possible committee mergers or changes in meeting frequency. It’s important to note that changing committee oversight does not mean a change in department structure. It alters the public’s oversight of their government through their elected county supervisors; it does not necessarily change the way a department is organized or managed.

County board committees are not charged with running departments or micro-managing department leaders. Our duty is to set the policy that directs county government. Yet, to do that, Supervisors have to dig into the details of operations so they are well enough informed to make a responsible policy decision. This requires committee meetings. It requires preparation by committee chairmen and information from department staff. Our goal should be to structure county board activities in a way that maximizes good decision making while minimizing inefficiency and waste from unnecessary or unproductive meetings.

Committee changes that are being discussed include: merging Parks and Fair

Park; merging Zoning and Solid Waste; merging Health and Human Services; merging Infrastructure and Highway; and creating a Glacial Heritage Area advisory committee or subcommittee. Other changes being discussed include eliminating county board representation from optional committees or committees that no longer need to meet such as: the Highway 26 bypass; Land Information; Lower Spring Lake Protection & Rehab; Rock River-Koshkonong and the Traffic Safety Commission.

If you have not already shared your ideas about possible committee changes, please do so in the coming month. You can do this at a meeting of a committee that might be affected by a proposed change or you can contact members of the A&R Committee (Supervisors Babcock, Braughler, Nass, Mode, and Schmeling).

Mr. Nass moved that the report be received, placed on file and printed in the minutes. Seconded and carried.

Mr. Nass read Resolution No. 2009-72.

WHEREAS, the United States Senate is considering Senate Bill 149 establishing weekend voting, in addition to Tuesday voting, in federal elections, and

WHEREAS, S. 149 will, among other things, result in increased expense to Jefferson County and all other counties in the State of Wisconsin, and

WHEREAS, the current practices in Jefferson County for absentee voting meet the objectives of existing federal and state election requirements, and

WHEREAS, the Wisconsin County Clerks Association has expressed opposition to the weekend voting provisions of S. 149 as being costly and difficult for compliance.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors hereby expresses its opposition to the provisions of S. 149.

BE IT FURTHER RESOLVED that the County Clerk forward copies of this resolution to Senators Herb Kohl and Russ Feingold.

Mr. Nass moved that Resolution No. 2009-72 be adopted. Seconded and carried: Ayes 23, Noes 2 (David, Christensen), Absent 4 (Imrie, Seefeldt, Zastrow, Mode), Vacant 1.

Ms. Knox read Resolution No. 2009-73.

WHEREAS, the Board adopted Resolution No. 2009-16 on April 21, 2009, which authorized participation in the Community Development Block Grant – Emergency Assistance Program, and

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

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

WHEREAS, public hearings were held on July 15, 2009, and September 29,

2009, at which time the public was invited to learn about the CDBG program and to comment on the activities included in the CDBG application, and

WHEREAS, the Revolving Loan Fund Committee recommends the application of Alsam Inc. (Burger Corner, Jefferson) be approved as amended from \$36,100, (previously approved by County Resolution 2009-62) to an amount not to exceed \$59,219 for additional equipment purchases, and the application of Jefferson Area Business Center be approved in an amount not to exceed \$750,000, both of which will be in the form of a 0% interest forgivable loan, with 20% of the loan forgiven each year that the business owner continues to operate the business, and continuing as long as the business remains in operation, with 100% of the loan forgiven at the end of 5 years, and

WHEREAS, approval of the use of the grant funds for these forgivable business loans will enhance and assist the businesses in their flood recovery efforts,

NOW, THEREFORE, BE IT RESOLVED that Alsam Inc. (Burger Corner, Jefferson) is authorized to receive up to \$59,219 for equipment purchase, and Jefferson Area Business Center is authorized to receive up to \$750,000 for flood damage prevention and mitigation, and

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

Fiscal Note: These loans are funded by a grant received from Wisconsin Department of Commerce in the amount of \$4 million. No county tax levy funds are used for these loans.

Ms. Knox moved for the adoption of Resolution No. 2009-73. Seconded and carried: Ayes 25, Noes 0, Absent 4 (Imrie, Seefeldt, Zastrow, Mode), Vacant 1.

Mr. Buchanan read Resolution No. 2009-74.

WHEREAS, the Jefferson County Highway Committee was authorized by the Jefferson County Board of Supervisors to receive bids on various equipment, and

WHEREAS, bids were solicited for two (2) new self-propelled sweepers, one (1) new wheeled excavator, one (1) new tractor dozer, and one (1) new motor grader, which bids were received and opened on November 18, 2009, and

WHEREAS, the bids were reviewed by the Highway Department staff and the Highway Committee, and after review of factors including the bid prices, quality of equipment, service of equipment, warranty values, optional buyback prices, and potential trade values, the Highway Committee makes the following recommendations for purchase:

Self-Propelled Sweeper

Dealer:
Models:
Net Bid (Trade, 2 yr. warranty):

Aring Equipment
Broce KR-350
\$28,520

Dealer:
Models:
Net Bid (No trade, 3 yr. warranty):

Roland Equipment
Rosco SweepPro
\$46,897

Wheeled Excavator

Dealer:

FABCO

Model: *Cat M318D*
Net Bid (Includes 5 yr. warranty): **\$194,800**

Track Type Dozer

Dealer: **FABCO**
Model: *Cat D5K LGP*
Net Bid (Includes 5 yr. warranty): **\$106,630**

Motor Grader, All Wheel Drive

Dealer: **FABCO**
Model: *Cat 140M*
Net Bid (Includes 5 yr. warranty): **\$211,600**

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Highway Department is authorized to purchase one (1) sweeper from Aring Equipment, one (1) sweeper from Roland Equipment, one (1) wheeled excavator from FABCO Equipment, one (1) tractor dozer from FABCO Equipment, and one (1) motor grader from FABCO Equipment for the above listed prices.

Fiscal Note: Bid tabulation sheets show the bid detail and warranty cost, etc. Funding for these purchases comes from the Highway Department Equipment Operations Cost Center 53241.

Mr. Buchanan moved that Resolution No. 2009-74 be adopted. Seconded and carried: Ayes 22, Noes 3 (Nass, Zentner, Nelson), Absent 4 (Imrie, Seefeldt, Zastrow, Mode), Vacant 1.

Ms. Nelson presented Ordinance No. 2009-21.

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

Section 1. Section HR0430, Family Medical Leave and Military Family Acts, of the Personnel Ordinance is amended to comply with new State of Wisconsin regulations:

HR0430 FAMILY MEDICAL LEAVE ACT AND MILITARY FAMILY LEAVE ACT

C. Type of Leave Covered

In order to be eligible for leave under this policy, the employee must be taking the leave for one of the following reasons:

...

6. A qualifying exigency arising out of the fact that the employee's spouse; son/daughter; parent is on active duty or called to active duty in a foreign country, status in support of a contingency operation as a member of the National Guard or Reserves (Exigency: Non-Medical; Non-Routine)
7. The employee is the spouse, son/daughter, parent or next of kin of a covered service member with a serious injury or illness, or a covered veteran receiving treatment, recuperation or therapy for a serious injury or illness. The veteran must have been other than dishonorably discharged and must have served in the military at some point within the five preceding years. (Military Caregiver Leave)

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

Ms. Nelson moved to adopt Ordinance No. 2009-21. Seconded and carried: Ayes 25, Noes 0, Absent 4 (Imrie, Seefeldt, Zastrow, Mode), Vacant 1.

Ms. Nelson presented Resolution No. 2009-75.

WHEREAS, the federal fiscal year (FY) 2010 Agriculture Appropriations Bill significantly increases the total amount of peer counseling funds available for Wisconsin WIC, a federally-funded health and nutrition program for Women, Infants and Children, and

WHEREAS, this funding will allow WIC projects to expand the availability of peer counseling and help achieve the WIC goal to institutionalize peer counseling as a core service to increase the breastfeeding rate, and

WHEREAS, the Health Department Director/Health Officer recommends the creation of a pool of WIC Peer (Breastfeeding) Counselor positions that meet the qualifications as established by the program, including at least one counselor who is proficient in both the English and Spanish languages, and

WHEREAS, after due consideration, the Human Resources Committee recommends the changes proposed by the Health Department Director/Health Officer.

NOW, THEREFORE, BE IT RESOLVED that the 2010 County Budget setting forth position allocations at the Health Department be and is hereby amended to reflect the above changes, to become effective upon passage of this resolution and receipt of the grant funding.

BE IT FURTHER RESOLVED that the use of the Peer Counselor positions is limited to and contingent on 100% funding through the WIC Breastfeeding Peer Counseling Program grant.

Fiscal Note: No tax-levy funds are required as this program is 100% funded through the federal WIC Breastfeeding Peer Counseling Program grant. It is anticipated that there will be a need of a total of 10 – 15 hours per week at \$13/hour plus FICA, or approximately \$9,100 for wages and benefits. As a budget amendment, 20 affirmative votes are required for passage.

Ms. Nelson moved that Resolution No. 2009-75 be adopted. Seconded and carried: Ayes 25, Noes 0, Absent 4 (Imrie, Seefeldt, Zastrow, Mode), Vacant 1.

Ms. Nelson read Resolution No. 2009-76.

WHEREAS, in prior years the Human Resources Committee has proposed wage adjustments for nonrepresented employees in consideration of settlements with the various bargaining units, and

WHEREAS, the County Board approved three-year contracts through 2010 for all seven bargaining units in early 2008, and

WHEREAS, in May 2008 the County Board approved 2008 and 2009 wage adjustments for nonrepresented employees in the same amounts as contained in the labor contracts, without addressing wage adjustments for nonrepresented employees for 2010, and

WHEREAS, the County Administrator's proposed 2010 budget contained

funds for a wage adjustment for nonrepresented employees in the same amount as the adjustment previously approved by the Board for the bargaining units for 2010, and

WHEREAS, the 2010 budget as proposed by the County Administrator and recommended by the Finance Committee containing funds for a 2010 nonrepresented employee wage adjustment was adopted by the Board in November 2009, and

WHEREAS, the Human Resources Committee has reviewed its prior policy of trying to maintain parity between represented and nonrepresented employees with regard to wage adjustments and fringe benefits to avoid problems with regard to equity and salary compression between represented employees and nonrepresented employees, and

WHEREAS, the Human Resources Committee is acutely aware of the current economic difficulties facing the economy and although the Committee is recommending that wages for nonrepresented employees be adjusted on the same basis as previously approved for represented employees for 2010, the Committee will look at all options available to it to aggressively pursue a negotiation strategy for the contracts and wage adjustments coming due for 2011 that reflects the current economic problems,

NOW, THEREFORE, BE IT RESOLVED that the Board adopts the recommendation of the Human Resources Committee to adjust the nonrepresented employee pay scale in the same amounts as established for all employees represented by bargaining units for 2010 which is 2% effective January 3, 2010, and 1.5% effective July 4, 2010.

Fiscal Note: The total cost across all county departments for the above adjustment for wages, social security and related retirement payments is \$280,696.80 which is about a 2.78% increase.

Ms. Nelson moved that Resolution No. 2009-76 be adopted. Seconded and carried: Ayes 21, Noes 4 (Knox, Kramer, Poulson, Jaeckel), Absent 4 (Imrie, Seefeldt, Zastrow, Mode), Vacant 1. Mr. Zentner wishes to be recorded as “no” after voting in error on Resolution No. 2009-76.

Ms. Nelson read Resolution No. 2009-77.

WHEREAS, the potential sale of Countryside Home creates the obligation for the County to negotiate the impact of sale with the representatives of the employees’ bargaining units, and

WHEREAS, the potential of sale can lead to some loss of current employees pending sale, and possible excessive use of sick leave or other paid time off benefits that otherwise might be lost to employees, and

WHEREAS, the nursing home administrator believes the severance benefits proposed herein will be helpful in maintaining staffing levels and expertise during the period prior to sale, without need for excessive use of expensive agency staff, and

WHEREAS, the Human Resources Committee has reviewed the following adjustments to the contracts for AFSCME Local 2418 and 723 at Countryside Home:

- (1) For all employees still actively employed as of the date of sale
 - a. Increase sick leave payout for employees 55 or over from 65% to 70% of unused sick leave;
 - b. Increase sick leave payout for employees under age 55 with five or more years of seniority from 25% to 50%;
 - c. Increase sick leave payout for employees with under five years seniority from 0% to 50%.
- (2) Severance Pay. Pay each employee \$100 per year for each year of service as determined in December 2009, which amount will be reduced dollar for dollar by any sick leave used between the date hereof and the closing of the sale of Countryside unless such sick leave is the result of leave pursuant to the Family Medical Leave Act or excused by a doctor, and

WHEREAS, the nursing home administrator and the Human Resources Committee believe the foregoing will lead to a smooth transition and, in some way, express their appreciation on behalf of the County Board for the dedicated service the Countryside employees have provided to the residents of Jefferson County,

NOW, THEREFORE, BE IT RESOLVED that the County Administrator and the County Board Chair are authorized to execute such documents as may be necessary to effectuate this payment of accrued sick leave benefits and severance pay to the qualifying members of AFSCME 2418 and 723 employed at Countryside Home.

BE IT FURTHER RESOLVED that nonrepresented employees at Countryside Home shall be treated in the same fashion as set forth above for members of the bargaining units.

Fiscal Note: It is estimated that the increase in sick leave payouts as set forth above will cost about \$144,000. The severance pay component as described above is about \$235,000 for a total of \$379,000. It is anticipated that the foregoing payments will be paid from the proceeds from sale.

Ms. Nelson moved that Resolution No. 2009-77 be adopted. Seconded.

Mr. Torres moved to eliminate the language in section (2) on severance pay. Seconded and failed: Ayes 3, Noes 22 (Jones, David, Tietz, Braughler, Buchanan, Morris, Kuhlman, Reese, Burow, Rogers, Nass, Molinaro, Knox, Schmeling, Kramer, Yachinich, Poulson, Jaeckel, Christensen, Borland, Nelson, Babcock), Absent 4 (Imrie, Seefeldt, Zastrow, Mode), Vacant 1.

Resolution No. 2009-77 was adopted: Ayes 24, Noes 1 (Torres), Absent 4 (Imrie, Seefeldt, Zastrow, Mode), Vacant 1.

Mr. Borland absent.

Ms. Rogers presented Resolution No. 2009-78.

WHEREAS, the Jefferson County Human Services Department contracts with seven different state agencies in fulfillment of its statutory duties, and

WHEREAS, the Social Services & Community Programs contracts with the Department of Health Services and the Department of Children and Families, and the Youth Aids Program contract with the Department of Corrections must be authorized by the County Board, and

WHEREAS, the Human Services Board recommends approval of the Social

Services & Community Programs contracts with the Department of Health Services in the anticipated amount of \$4,005,284, the Department of Children and Families in the anticipated amount of \$1,059,490 and the Youth Aids contract with the Department of Corrections in the anticipated amount of \$797,233.

NOW, THEREFORE, BE IT RESOLVED that the Human Services Director is authorized to enter into the three contracts set forth above.

BE IT FURTHER RESOLVED that the Human Services Director and Administrative Services Manager are authorized to sign addendums or revisions to said contracts during the course of the year as necessary.

BE IT FURTHER RESOLVED that the Director or Administrative Services Manager are authorized to sign all other contracts with state agencies as approved by the Human Services Board.

Fiscal Note: The various contracts are in the amounts as set forth in the material provided with the agenda. State law requires County Board approval of the three set forth above. The contracts have not been reproduced because they total in excess of 100 pages. The contracts are standard state forms which are not subject to negotiation.

Ms. Rogers moved that Resolution No. 2009-78 be adopted. Seconded and carried: Ayes 24, Noes 0, Absent 5 (Imrie, Seefeldt, Zastrow, Borland, Mode), Vacant 1.

Ms. Rogers read Resolution No. 2009-79.

WHEREAS, the Human Services Board has reviewed the fees for the Intoxicated Driver Program, which are currently \$280 for an assessment, and a \$25 no show fee, and

WHEREAS, the Human Services Board, in light of additional state charges of \$5 per assessment and county costs, recommends increasing the IDP assessment fee from \$280 to \$295, and

WHEREAS, the no show fee should be increased to one-half of the actual assessment fee to discourage the loss of time resulting from peoples' failure to keep their appointments for assessment,

NOW, THEREFORE, BE IT RESOLVED that the IDP assessment fee shall be increased to \$295, with a no call/no show fee of \$145 effective January 1, 2010.

Fiscal Note: There are between 400 to 500 assessments per year. The IDP increase would generate between \$4,000 and \$5,000 per year to the County, and \$2,000 to \$2,500 to the State. The no show fee would generate about \$2,175 based on an estimate of about 15 per year.

Ms. Rogers moved for the adoption of Resolution No. 2009-79. Seconded and carried: Ayes 22, Noes 2 (Zentner, Nelson), Absent 5 (Imrie, Seefeldt, Zastrow, Borland, Mode), Vacant 1.

County Administrator Gary Petre presented the following letter and status report from the Strategic Plan Coordinating Workgroup on the strategic planning process:

TO: County Board Members

FROM: Strategic Plan Coordinating Workgroup
DATE: December 3, 2009
SUBJECT: Strategic Planning Process – Status Report

Attached for your review is a copy of a status report on the Jefferson County Strategic Planning Process. This report will be presented to the County Board at its December 8, 2009, meeting.

As noted in the attached report, the Strategic Plan Steering Committee has met four times since our last status report to the County Board. The Committee has been working on the development of “core values” in Jefferson County government; a Mission Statement for county government; the County’s Strengths, Weaknesses and Opportunities and Challenges (SWOC); and a Vision Statement for county government.

Future Steering Committee meetings will address public involvement in identification of program and service priorities for county government; establishment of the County’s Mission Statement; and determination of the primary Strategic Issues that the County needs to address. These meetings are open to any county board members, county department heads and general public who wish to attend.

If you have any questions relative to the attached report, feel free to contact me or any of the other Strategic Plan Coordinating Workgroup members:

Supervisor Carol Ward Knox
Supervisor Jim Braughler
Supervisor Steve Nass
Steve Grabow, Community Development Educator

Gary R. Petre
County Administrator

Summary of Status
Jefferson County Government Strategic Planning Process
Presented to the Jefferson County Board
December 15, 2009

August 19th: At the third workshop, the Steering Committee generated a list of 37 “core values”; they responded to these questions:

- ❖ What do we really care about in relating to key stakeholders?
- ❖ What is our philosophy as to how we would like to be viewed?
- ❖ What are the values that we should have that help indicate how Jefferson County wants to operate?

The Steering Committee also was asked to respond to these questions:

- ❖ What is our fundamental purpose as a county government organization?
- ❖ What are we here to do?
- ❖ What are the basic social and community needs that we address?

This resulted in 17 potential Mission Statements.

September 24th: At the fourth workshop, the Steering Committee reviewed the Values Statement identified three broad value categories and seven individual values that they would like to emphasize. These values are:

Service:

Respect: We respect others and people we come in contact with (including

future generations); the “Golden Rule” extended over time.

Transparency: We need to abide by open meetings laws, welcome public input and be as open as possible.

Honesty: We will assess cost and value accurately, holistically and honestly.

Responsibility: We have equal and binding responsibility for our many rights. We are responsible for ourselves, our nation, our world and future generations.

Stewardship:

Trust and Stewardship: We need to be wise stewards of what has been entrusted to us. (financial, timeliness, people resources, natural resources, etc.). We are stewards of things that are entrusted to us (such as buildings, facilities, equipment, land, vehicles, etc.)

Accountability: We have to be accountable for what we are striving to do; we should have explanations but not excuses.

Skills:

Competence: Exercise responsibility in doing my job and having the necessary skill-set.

Professionalism and Efficiency: When we deal with the public we handle it in both a professional and quick manner. We will get the answer right away or get them to the right place.

Innovation: We are willing to approach things differently than they have been done before; get beyond “that’s the way we have always done it.”

The Steering Committee also did further refinement of the Mission Statement, and short-listed five alternatives to consider.

October 22nd: At the fifth workshop, the Steering Committee affirmed its values statements, refined the potential Mission Statements to three alternatives, developed a set of 16 possible issues to address, and agreed to a draft set of Consensus Vision Statements. (There was not consensus on some suggested vision statements.) In between meetings, the Coordinating Work Group reviewed a grouping of the issues which were organized into 7 preliminary issue areas.

November 17th: At the sixth workshop, the Steering Committee looked at its three alternative Mission Statements and agreed that Alternate 6 is very close to being a consensus Mission Statement. In break-out pairs, the Steering Committee came up with three variations on this preferred alternative.

Alternative Mission Statements:

Alternative 6: To fulfill county government’s responsibilities and promote the quality of life in Jefferson County.

Alternative 6a: To serve county residents by fulfilling county government’s responsibility and by promoting the quality of life in Jefferson County.

Alternative 6b: To fulfill county government’s responsibilities to its citizens and contribute toward the quality of life in Jefferson County.

Alternative 6c: To fulfill county government’s responsibilities to its citizens and advance the quality of life in Jefferson County.

The workshop involved sharing perspectives about the seven preliminary issue

areas. There appeared to be consensus on the following issues facing Jefferson County government.

Reframed Issues:

Issue A. Trust/Reputation: How can county government educate both the public and its own internal stakeholders about its mission and services?

Issue B. Financial/Internal: What are the appropriate levels of spending and sources of revenue in county government?

Issue C. Partnerships/Cooperation: How can we foster cooperation with other governmental bodies and groups, and promote public and private philanthropy?

Issue D. Environmental/Economic/Cultural: How do we protect and preserve our environmental and cultural heritage, and become energy secure while encouraging and supporting sustainable economic activity?

Issue E. Public Services/Quality: How do we decide what services we should provide and at what level while responding to quality, quantity and return on investment?

Issue F. Decision Making/Techniques: How can we make educated decisions about programs and services based on best practice models, methods and techniques?

Issue G. Organizational Structure: How can we restructure county government to meet the service needs/priorities of county residents within public funding levels?

After a short list of strategic issues has been agreed upon, the Steering Committee will be in a position to develop possible strategies to address choice one.

Preview of Upcoming Steps and Workshops

The next steps of the agreed-upon process that will be addressed include:

- Public Involvement Processes

The Coordinating Work Group will be meeting with the UW River Falls Survey Research Center on December 16th to explore public opinion survey and other public input mechanisms. It is expected that this process will take the winter months. A Steering Committee meeting has been scheduled for January 19th to consider the public input methods.

- Step 6: Strategy Formulation (Will start after the public input phase)
- Steps 7-10 (Plan Management Steps)

Draft Proceedings Reports

The "Proceedings Reports" and other strategic planning resource materials have been posted on the UW Extension website. They may be viewed at: <http://www.uwex.edu/ces/cty/jefferson/>

Hard copies of any of these materials can be printed from the website or will be made available to County Supervisors upon request of the County Administrator.

County Administrator Petre read Resolution No. 2009-80.

WHEREAS, on September 29, 2009, Jefferson County received a claim from AT&T in the amount of \$1,158.92 for damage done to AT&T facilities located

along Highway 12, Fort Atkinson, said damages allegedly the result, in part, of negligence of Jefferson County, its agents, officials, officers or employees, and

WHEREAS, the County's insurer recommends disallowance of the claim, on the basis that the County has no liability for this claim,

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors hereby disallows said claim and directs the Corporation Counsel to give the claimants notice of said disallowance.

Fiscal Note: This matter has been referred to Wisconsin Municipal Mutual Insurance Company (WMMIC) and will be resolved in accordance with the terms of the County's policy.

Mr. Buchanan moved that Resolution No. 2009-80 be approved. Seconded and carried: Ayes 24, Noes 0, Absent 5 (Imrie, Seefeldt, Zastrow, Borland, Mode), Vacant 1.

County Administrator Petre presented the following appointments:

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

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

Veteran's Service Commission

- a. Michael Clish, Fort Atkinson, Wisconsin, to the Veteran's Service Commission for a three-year term ending December 10, 2012.

Countryside Board of Trustees

- a. Richard Meier, Fort Atkinson, Wisconsin, for a three-year term ending January 7, 2013.
- b. Barbara Van Lieshout, Jefferson, Wisconsin, for a three-year term ending January 7, 2013.

Mid-Wisconsin Federated Library Systems Board

- a. Jane Colwin, Fort Atkinson, Wisconsin, for a three-year term ending January 1, 2013.
- b. Dwayne Morris, Watertown, Wisconsin, for a three-year term ending January 1, 2013.
- c. Alice Ventura, Palmyra, Wisconsin, for a three-year term ending January 1, 2013.

Sheriff's Civil Service Commission

- a. John Short, Fort Atkinson, Wisconsin, for a five-year term ending January 1, 2015.
- b. William Gaugert, Sullivan, Wisconsin, for a five-year term ending January 1, 2015.

Jefferson County Library Board

- a. Janet Sayre Hoeft, Johnson Creek, Wisconsin, for a three-year term ending December 31, 2012.
- b. Leigh Froelich, Sullivan, Wisconsin, for a three-year term ending December 31, 2012.

Mr. Buchanan moved for confirmation of the above appointments.

Seconded and carried.

There being no further business, Mr. Buchanan moved that the Board adjourn. Seconded and carried at 8:45 p.m.