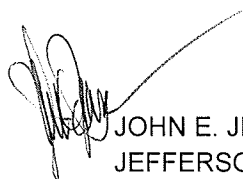


**GENERAL FINANCIAL CONDITION
JEFFERSON COUNTY WISCONSIN
December 1, 2011**

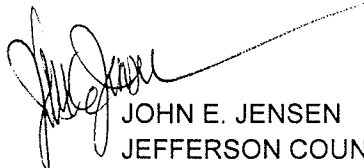
Available Cash on Hand		
November 1, 2011	\$	(58,451.86)
November Receipts	\$	<u>5,212,933.91</u>
 Total Cash	 \$	 5,154,482.05
 Disbursements		
General - November 2011	\$	3,273,448.03
Payroll - November 2011	\$	<u>1,181,344.22</u>
 Total Disbursements	 \$	 <u>4,454,792.25</u>
 Total Available Cash	 \$	 699,689.80
 Cash on Hand (in banks) Dec 1, 2011	\$	1,125,507.92
Less Outstanding Checks	\$	<u>425,818.12</u>
 Total Available Cash	 \$	 699,689.80
 AIM Government & Agency Portfolio	 \$	 3,991,064.51
 Local Government Investment Pool - General	 \$	 10,226,417.94
 Institutional Capital Management	 \$	 15,760,364.32
 Local Government Investment Pool -Clerk of Courts	 \$	 25,855.17
 Local Government Investment Pool -Farmland Preservation	 \$	 252,016.21
 Local Government Investment Pool -Parks/Liddle	 \$	 <u>112,180.83</u>
	\$	30,367,898.98
 2011 Interest - Super N.O.W. Account	\$	2,742.49
2011 Interest - L.G.I.P. - General Funds	\$	21,149.43
2011 Interest - ICM	\$	188,545.53
2011 Interest - AIM	\$	401.77
2011 Interest - L.G.I.P. - Parks /Carol Liddle Fund	\$	168.01
2011 Interest - L.G.I.P. - Farmland Preservation	\$	318.72
2011 Interest - L.G.I.P. - Clerk of Courts	\$	<u>147.73</u>
Total 2011 Interest	\$	213,473.68



JOHN E. JENSEN
JEFFERSON COUNTY TREASURER

**GENERAL FINANCIAL CONDITION
JEFFERSON COUNTY WISCONSIN
February 1, 2012**

Available Cash on Hand		
January 1, 2012	\$	145,028.84
January Receipts	\$	<u>13,570,878.58</u>
 Total Cash	 \$	 13,715,907.42
 Disbursements		
General - January 2012	\$	11,788,446.59
Payroll - January 2012	\$	<u>1,163,442.15</u>
 Total Disbursements	 \$	 <u>12,951,888.74</u>
 Total Available Cash	 \$	 764,018.68
 Cash on Hand (in bank) Feb. 1, 2012	\$	1,082,612.40
Less Outstanding Checks	\$	<u>318,593.72</u>
 Total Available Cash	 \$	 764,018.68
 AIM Government & Agency Portfolio	 \$	 3,991,212.47
 Local Government Investment Pool - General	 \$	 17,655,470.91
 Institutional Capital Management	 \$	 15,878,577.40
 Local Government Investment Pool -Clerk of Courts	 \$	 25,861.15
 Local Government Investment Pool -Farmland Preservation	 \$	 252,074.51
 Local Government Investment Pool -Parks/Liddle	 \$	 <u>112,206.78</u>
	\$	37,915,403.22
 2012 Interest - Super N.O.W. Account	\$	321.55
2012 Interest - L.G.I.P. - General Funds	\$	1,363.49
2012 Interest - ICM	\$	25,591.25
2012 Interest - AIM	\$	68.24
2012 Interest - L.G.I.P. - Parks /Carol Liddle Fund	\$	12.66
2012 Interest - L.G.I.P. - Farmland Preservation	\$	28.44
2012 Interest - L.G.I.P. - Clerk of Courts	\$	<u>2.92</u>
Total 2012 Interest	\$	27,388.55


 JOHN E. JENSEN
 JEFFERSON COUNTY TREASURER

Jefferson County Highway Department

January 25, 2012

Facility Condition Report

Summary of Recent Highway Department Studies (12 year period 2000-2012)

2000 Building Evaluation & Feasibility Study

Consultant: Omni Associates

Recommendation: Replace current facilities with a new facility, the study noted numerous deficiencies and conditional problems in the facility (See building condition review on the following pages).

2004 Highway Department Operations Study

Consultant: Eclipse

Recommendation: Replace fleet maintenance facility with a new, modern facility and upgrade and modernize fuel and fleet management systems (Study was based more on operations than facilities).

2008 Highway Facility Study

Consultant: Short Elliott Hendrickson

Recommendation: Replace current facilities with a new off-site facility. The new location was not part of this study.

2011 Highway Facility Site Study

Consultant: Barrientos Design

Recommendation: Replace current facilities with new off-site facilities on county property (Site C) located on the south side of the City of Jefferson.

2011 Highway Facility Site Study (Addendum)

Consultant: Barrientos Design

Recommendation: After review of multiple additional sites around the City of Jefferson, recommendation remains to build new off-site facilities on (Site C) on the south side of Jefferson.

2012 Highway Facility Study

Consultant: Bray Architects

Recommendation: After review of multiples sites around the City of Jefferson, including re-use/remodel of existing or commercial properties, the recommendation was to build a new facility on either of the vacant sites in the study (Site A or Site C).

Highway Commissioner Recommendation (January, 2012): Based on the conditions of the highway department buildings outlined in all the previous studies that include numerous building deficiencies, health and safety concerns of employees, code violations, and operational inefficiencies, I would recommend the County Board approve the construction of a new highway facility on vacant land near the STH 26 Jefferson Bypass. If the County Board does not approve a new facility, I would recommend an architect be retained to design plans for the repair of all current health, safety, and security concerns at the existing facility. Several health and safety concerns are still unaddressed from previous studies dating back 12 years.

Facility Summary

The Vehicle Maintenance Facility and Office was built in 1938. Additions to the main shop and other buildings were added in the 1950's and 1960's. Another addition was added in the 1970's.

Facility Condition Review (January 24, 2012)

Roof Conditions (Major failures, Leaking) – Repairs, Replacement needed on multiple buildings

Repairs Completed: County forces annually, \$53,000 contract work in 2005

Repairs Completed: County forces 2006, 2007, 2008, 2009, 2010, 2011

Condition: Major Repairs Needed, Major water leaks in office areas and shop welding areas

Condition reported by: 2000 Omni Study, 2008 SEH

Interior Water/Moisture Damage – Repairs needed in multiple areas

Repairs: County forces annually

Condition: Repairs Needed

Condition reported by: 2000 Omni Study, Staff observations

Ventilation/Air Quality Systems (Fleet Maintenance and Administration Building)

▫ Mechanical System undersized (Not in compliance with state building codes)

▫ Shop and Office Areas - Ventilation (Not in compliance with state building codes)

Condition: Repairs and Installation Needed

Condition reported by: 2000 Omni Study, 2008 SEH Study

Shop Office and Mezzanine Areas – Repairs needed

▫ Including complete new HVAC upgrades to shop office and mezzanine

▫ Multiple life safety and building code violations

Condition: Repairs/Upgrades Needed

Condition reported by: 2000 Omni Study, Staff observations

Exhaust/Ventilation system in truck storage area (Improve system - Reduce fumes)

Storage combined with mechanic work area

Condition: Repair/Install Needed, Immediate attention needed

Condition reported by: 2000 Omni Study, 2008 SEH Study

Storage Building (Metal, yellow building) - Ventilation System (None)

▫ Does not meet building code requirements, install new systems

Condition: Installation Needed

Condition reported by: 2000 Omni Study

Storm Water Discharge/Separation (Not in compliance with state building codes)

Condition: Repairs/Installation needed immediately

Condition reported by: 2000 Omni Study

Vehicle Wash Bay (None, hazardous condition)

Condition: Repairs/Installation needed immediately, Improve equipment life

Condition reported by: 2000 Omni Study, Staff observations

No sanitary break or lunch areas for employees (Sanitation code violation)

Condition: Repairs/Upgrades Needed (Sanitary code violation)

Condition reported by: 2000 Omni Study, Staff observations

Facility Condition Review (Continued, page 2)

Accessibility of Buildings (ADA compliance, not properly accessible – all buildings)

Condition: Repairs/Upgrades Needed, very poor access for all public

Condition reported by: 2000 Omni Study

Lighting Quality (Very poor, upgrades needed)

Condition: Repairs, Upgrades Needed

Condition reported by: 2000 Omni Study, Staff Observations

Oil Storage Room (Expansion needed)

Condition: Undersized, does not likely meet environmental/safety standards

Condition reported by: 2000 Omni Study

Concrete Floor (Failures and spalling of concrete)

Conditions: Spalling concrete in multiple buildings, drainage grates tenting, trip hazards

Condition reported by: Staff observations

Automated Fire Alarm System (Multiple malfunctions)

Condition: Repairs Needed, multiple failures and false alarms, major concerns

Condition reported by: Staff observations

Electrical Systems (Undersized for fleet maintenance facility)

Condition: Repairs Needed, major concerns

Condition reported by: 2000 Omni Study, Staff Observations

Electrical System - Needs replacement (Heated Storage Building)

Condition: Repairs/Upgrades Needed

Condition reported by: 2000 Omni Study

Shop Storage Mezzanine

(Load bearing concerns, poor lighting, poor ventilation)

Condition: Repairs/Upgrades Needed

Condition reported by: 2000 Omni Study

Tractor Area (Storage Mezzanine)

(Does not meet building code requirements for clearance and stairway)

Condition: Upgrades Needed

Condition reported by: 2000 Omni Study

Heating Units Failures (Heated Storage) – Failed units in heated storage building

Condition: Repairs, Replacement Needed (Units continue to fail, numerous problems)

Condition reported by: Staff observations

Door Conditions (Damage, failures, key system problems)

Condition: Repairs Needed, Possible replacement needed

Condition reported by: 2000 Omni Study, Staff observations

Overhead Door Conditions (Damage, multiple failures)

Condition: Repairs Needed, Replacement needed for most doors and mechanics

Condition reported by: Staff observations, multiple failures in the last few years

Inventory Control

Condition: Upgrade needed, poor facility and grounds layout, poor physical security control

Condition reported by: Staff observations

Facility Condition Review (Continued, page 3)

Exterior/Interior Building Materials (In disrepair – multiple buildings)

Condition: Repairs Needed

Condition reported by: 2000 Omni Study, Staff observations

Steel Framing on 1938 Vehicle Maintenance Building

- Needs cleaning and painting to prevent further corrosion

Condition: Repairs Needed

Condition reported by: 2000 Omni Study

Vehicle Maintenance Bays

- Cumbersome, dangerous, inefficient

- Lack of overhead cranes in several work areas

Condition: Installation, Updates, hazardous working conditions

Condition reported by: 2000 Omni Study, Staff observations

Scale (System Failed, needs replacement)

Condition: Replacement Needed

* Repaired annually, recently failed

Condition reported by: Staff observations

Fuel System (Poor condition, no control-security)

Condition: Replacement/Upgrades Needed (Numerous system problems), major security concern

Condition reported by: 2004 Operations Study, Staff observations

Masonry Walls (Deterioration, need repairs on several walls)

Condition: Repairs Needed

Condition reported by: 2000 Omni Study, Staff observations

Storage Buildings (In need of structural repairs)

Condition: Repairs Needed

Condition reported by: 2000 Omni Study, current observations

Salt Shed Doors (Failing, replace)

Condition: Repairs/Replacement Needed

Condition reported by: Staff observations

Toilet Room Facilities (Poor Condition, Repair and upgrade)

Condition: Repairs/Upgrades Needed

Condition reported by: 2000 Omni Study, Staff observations

Security (Multiple security issues at buildings, almost no grounds or building controls)

- Parking and Fencing improvements, major circulation issues

Condition: Repairs/Upgrades Needed, liability concerns, drive-thru issues

Condition reported by: 2000 Omni Study, Staff observations

Site Paving (Fair to Poor Condition)

Condition: Repairs Needed

Condition reported by: 2000 Omni Study, Staff observations

No adequate meeting or training facilities for employees

Condition: Repairs/Upgrades Needed

Condition reported by: Staff observations

Facility Condition Review (Continued, page 4)

Summary

The facilities were reviewed in a 2000 Facility Study by Omni Associates and the recommendation was to replace the current facility with a new facility, a new facility was not approved at that time by the County Board. Another study of Highway Department operations was completed in 2004, and even though it was not specifically targeted for reviewing department facilities, recommendations of the study included building a new fleet maintenance facility and installing new fuel and vehicle management systems into the department. A third study was completed in 2008 by Short Elliott Hendrickson, the facility study after reviewing several options regarding the repair or replacement of the existing structure, recommended replacing the existing facility with a new off-site complex.

A fourth study was completed by Barrientos Design in 2011. The recommendation of the study is to build a new off-site facilities on county property (Site C) on the south side of the City of Jefferson. At the conclusion of the study, an additional contract was agreed to with Barrientos Design to look at other potential sites to build the new highway facilities. Barrientos Design contract was extended multiple times by board members requesting additional information and additional sites to study, in all, nine sites were studied in detail by Barrientos Design. The final recommendation was for the county to build a new facility on Site C2 on the south side of the City of Jefferson.

A fifth study of the Highway Department was authorized of the County Board in August 2011. After another request for proposals was issued, the county contracted with Bray Architects to complete a new study regarding Highway Department facilities and sites. Bray Architects reviewing the current highway shop along with the Briggs & Stratton facility and Schweiger facility, and also reviewed the vacant property on the north and south side of the City of Jefferson. After a three month review of all sites and buildings, Bray Architects recommended the county build a new facility on one of the two vacant sites. The recommendation including pursuing further information and costs at both the County Farm site (Site C) and the Junction Road site (Site A).

September 7, 2011

Request for Proposals (RFP)
Architectural/Engineering Consulting Services for
Highway Facility Study/Site Analysis

Owner: Jefferson County

Project: Facility Study/Site Analysis for a Jefferson County Highway Department

Introduction

The Jefferson County Highway Department still operates most of its primary functions in a highway facility built in 1938. Three facility studies have been completed in the last 12 years, the first study was a Building Evaluation study completed in June, 2000 by Omni Associates. The final study recommendation was to construct a new, more energy efficient and code compliant vehicle maintenance and office facility. A second study was completed by Short Elliott Hendrickson in August, 2008. The final study recommendation was to construct a new, off-site precast highway facility. The Short Elliott Hendrickson study included a review of the original Omni study, along with more detailed analysis of facility construction costs and schematic drawings of potential facilities. In both cases, based on budgetary concerns, a facility design/construction project was not approved. The most recent site study was completed by Barrientos Design in May, 2011 and additional study information was provided from May thru August. The final site recommendation from Barrientos Design was to build a new facility on county land located on the south side of the City of Jefferson. The County Board has not approved building on the recommended site.

Scope of the Project

The Jefferson County Highway Department is accepting proposals from qualified architectural/engineering firms to complete additional planning and facility analysis at specific sites in the City of Jefferson. The analysis at the specified sites will include conceptual design drawings at each site, preliminary cost estimates, life-cycle cost analysis (75 years), and site suitability rankings. The conceptual design drawings will include a drawing of all facility and yard functions.

The Facility/Site Selection Analysis will be considered Phase I, in a four Phase process. The four phases are described below:

- Phase I* Facility/Site Analysis, Conceptual Design, Cost Estimates
- Phase II* Design, Construction Documents, and Final Cost Estimates
- Phase III* Bid and Bid Award
- Phase IV* Facility Construction

This RFP requires the selected firm to complete only Phase I of the project.

Key content that will be expected in the Phase I – Facility/Site Analysis are listed below, this list is not all-inclusive and it is expected the firm selected for the analysis will use additional data to make recommendations to the county regarding the facility and sites:

Study Sites

Site B – Highway Facility Current Location

This is the current location of the Jefferson County Highway Department. The facility/site study will include analysis of the suitability of the site for a new or remodeled modern highway facility.

Site E – Briggs & Stratton Property

This is the current location of the Briggs & Stratton facility that is for sale. The facility/site study will include analysis of the suitability of the site for a new or remodeled modern highway facility.

Site F – Schweiger Property

This is the current location of the Schweiger facility that is for sale. The facility/site study will include analysis of the suitability of the site for a new or remodeled modern highway facility.

Site A - Vacant Land at Junction Road (Benchmark Site #1)

Site is located on the north side of the city of Jefferson off Junction Road. The site is privately owned and was included in the previous study. All information from the previous study will be brought forward for this site additional data will be provided to use as a benchmark to the analysis of the existing building sites.

Site C – Vacant Land at County Farm (Benchmark Site #2)

Site is located on the south side of the City of Jefferson near the new STH 26 interchange. The site is county-owned and was included in the previous study. All information from the previous study will be brought forward for this site and additional data will be provided to use as a benchmark to the analysis of the existing building sites.

Key Components of the Study

- **Site B, Site E, Site F:** Develop conceptual drawings for the re-use and remodel of current facilities for modern highway facility needs, prepare preliminary cost estimates, prepare life-cycle cost estimates, and prepare a site suitability analysis and ranking for each
- **Site B, Site E, Site F:** Develop conceptual drawings for the construction of a new highway facility, prepare preliminary cost estimates (including the demolition of existing buildings), prepare life-cycle cost estimates, and prepare a site suitability analysis and ranking for each
- **Site A, Site C:** Analyze data provided from the previous study, make any needed adjustments to provide similar conceptual drawings of a new facility, prepare preliminary cost estimates, life cycle cost estimates, and site suitability analysis and ranking for each

Key Site Selection Criteria

All site locations will be reviewed and ranked for suitability of use for a modern highway facility operation, some of the key site criteria are listed below:

- Parcel size and configuration
- Building expansion opportunities on the parcel
- Location to heavy service roads
- Drive times for trucks
- Road network centrality
- Layout efficiency of the building
- Level topography and grading
- Access to utilities
- Environmental sensitivity (Adjacent lakes, rivers, streams, wetlands)
- Storm water drainage requirements of the site
- Neighbors/buffering/setbacks
- Internal circulation routes on parcel
- Excavation and foundation needs
- Appropriate roadways and developments that match heavy truck traffic
- Zoning ordinances that are compatible with an industrial type facility
- Public access and entrances
- Site and building security
- Construction cost efficiency
- Scheduling and sequencing efficiency

Site Analysis Services and Tasks

In order to assess the candidate sites, firms will be expected to evaluate all the factors above through the following:

1. Site visits to all candidate sites
2. Site information research
3. Interviews with key staff
4. Input of plan data information and into CAD files
5. Review of zoning and architectural approvals required
6. Scaled building plan diagrams
7. Site plan options
8. Green or LEED opportunities, including funding
9. Preliminary cost estimates
10. Life Cycle cost analysis (75 years)
11. Development schedules
12. Technical analysis of facilities/candidate sites
13. Final recommendations to the County

Conceptual Drawings and Preliminary Facility Cost Estimate

The selected firm will be asked to make preliminary conceptual drawings of the facility on all included sites. The three sites with existing buildings will include two options: a building plan using re-use/rehabilitation of existing buildings and a demolition and construction of a new facility. All drawings should include facility (by function) and parking layouts, outlying buildings and salt sheds, material stockpile sites, scale and fuel system, and parking and traffic circulation. Drawings will be to scale on selected sites. Preliminary cost estimates should be included with each site. A detailed life-cycle cost analysis and a site suitability ranking will also be provided for each site.

Special Note: The selected firm will be given all data from the previous facility study which included conceptual drawings and cost estimates.

Qualification Content Requirements

The RFP will include the following items:

1. Letter of Interest
2. Identification and resumes of personnel to be directly involved in this project
3. Experience of the architectural project team members with public works analysis.
4. A description of the firms design and project management philosophy and approach to the project.
5. Examples of similar life-cycle cost estimates completed by project team.
6. A list of similar projects completed by the project team.
7. Current firm workload and projected workload over the anticipated project schedule.
8. Detailed work plan and schedule for complete project
9. Cost estimate to complete the analysis

Anticipated Schedule

RFP submittal	September 22, 2011
RFP review (Interviews, if needed)	September 29, 2011
Firm Selection	October 4, 2011
County Board (If needed)	October 11, 2011
Phase I Completion	December 16, 2011

Twenty (20) copies of the proposal should be submitted along with an electronic copy. The twenty copies should be marked 'Facility Study' on the envelope, and submitted to the Jefferson County Highway Department office at the following address:

Jefferson County Highway Department
Attn: William Kern, Highway Commissioner
141 West Woolcock Street
Jefferson, WI 53549

Submittals must be received by 3:00pm on September 22, 2011.

Criteria for Selection

Proposals will be evaluated by the Joint Highway/Infrastructure Committees, Jefferson County Highway Department staff, and the County Administrator using the following criteria:

- Experience with County Highway/Public Works facility new building design
- Experience with County Highway/Public Works facility remodel and adaptive re-use design
- Experience with highway facility planning and site selection analysis
- History of effective schedule and budget management for projects of similar scale
- Qualifications of assigned staff and experience with similar projects
- Qualified staff with experience to complete detailed cost estimates
- Qualified staff with experience to complete detailed life cycle cost analysis
- Availability of staff to meet the project schedule
- Quality of work plan and schedule
- Evidence of competent and efficient design work of public facilities
- Estimate for completion of the project

RESOLUTION NO. 2011-40

**Obtain proposals to develop creative plans for
reuse of the current Highway Department facility
or other industrial site**

WHEREAS, several committees have been involved with the assistance of a consultant in looking at location of a new Highway Department facility, and

WHEREAS, multiple sites including the current location have been considered, and

WHEREAS, previous studies have recommended a new location for the Highway Department at a different site, although the first study was completed before the department downsized and the second study provided two different cost estimates for remodeling, and

WHEREAS, a new site would have numerous advantages over reuse of the existing site, but it is recognized that the advantages come at potentially significant cost, and

WHEREAS, the current economic climate affecting architects, engineers, builders and the taxpayers may offer the opportunity to economically meet the essential needs of the Highway Department at its current location or another existing industrial site at a significant lesser cost than building new, recognizing that an optimal design is probably not possible at the current site, and

WHEREAS, the Land & Water Conservation Committee believes revisiting the possibility of reuse of the existing site or other available local industrial sites will serve to assist the Board members in making the best decision possible given potential tradeoffs between costs and functionality, and

WHEREAS, \$220,000 remains in the Highway Department budget for location studies, which could be used to fund this work,

NOW, THEREFORE, BE IT RESOLVED that a request for proposals be prepared seeking individuals or companies to develop creative plans and cost estimates to use the Puerner Street site or other industrial sites in a fashion that would meet the essential needs of the County Highway Department.

Fiscal Note: Approximately \$220,000 remains in the Highway Department budget for location studies.

AYES 16

NOES 10 (Jones, Buchanan, Reese,

Rogers, Molinaro, Delany, Hanneman, Schroeder, Borland, Schultz)

ABSTAIN

ABSENT 4 (Morris, Kuhlman, Peterson, Poulson)

Requested by
Land & Water Conservation Committee

08-09-11

Phil Ristow & Gary Petre: 08-04-11

**Jefferson County Fair Park Calendar
February and March 2012**

<u>DATE</u>	<u>Paid Events</u>	<u>DATE</u>	<u>Non-Paid/Inter-Departmental</u>
<u>February</u>		<u>February</u>	
1st	KMRR	2nd	Fair Board Meeting
4th	KMRR	7th	Land Conservation Meeting
5th	Flea Market	8th	Emergency Management Symcom Tour
7th	Antique Auction	13th	4-H Dog Lessons
10th - 12th	Gun Show	15th	Emergency Management Symcom
12th	KMRR	16th	4-H Rabbit Meeting
15th	KMRR	16th	4-H Cat Meeting
18th	Trivia Contest	20th	4-H Dog Lessons
19th	Flea Market	21st	4-H H & P Meeting
20th	Dairy Breakfast Meeting	26th	4-H H & P Clinic
22nd	KMRR	27th	4-H Dog Lessons
25th	Pet Swap		
26th	Motorcycle Swap		
29th	KMRR		
<u>March</u>		<u>March</u>	
3rd	Winter Wine Festival	1st	Fair Board Meeting
4th	Flea Market	5th	4-H Dog Lessons
6th	Antique Auction	12th	4-H Dog Lessons
10th - 11th	Badger Rabbit Show	12th	Emergency Management Tornado Spotter Training
17th	Rabies Clinic	15th	4-H Rabbit Meeting
18th	Tri-County Ham Radio Show	15th	4-H Cat Meeting
19th	Private Banquet	19th	4-H Dog Lessons
24th	Schopen Benefit	20th	4-H H & P Meeting
25th	Flea Market	24th	4-H MAP Livestock Camp
30th-April 1	Home Show	25th	4-H H & P Clinic

February 10, 2012

Dear County Board Supervisor:

I am writing to you as President of the Jefferson County Highway Department, Local 655 AFSCME, a Jefferson County employee, and resident.

On Tuesday, February 14, 2012, the Jefferson County Board will take up for consideration the elimination of the “Just Cause” employment standard for County employees.

What does this mean? Well, it means that in the absence of an individual employment contract or a collective bargaining agreement, employment in Wisconsin is “At-Will”, and a Wisconsin worker may resign or *be terminated at any time for any reason or no reason*, provided the termination does not violate the law. Since 1985, Jefferson County employees have been afforded a “Just Cause” employment standard given County Ordinance HR0510.

While the County may elect to follow its progressive discipline procedure under most situations, the County is in no way obligated to do so. Using progressive discipline is at the sole discretion of the County. Take a closer look at the ordinance you will be voting on. Page 49, of the agenda packet, HR0110, Paragraph B: “At Will Employment”. Wisconsin is considered an at-will state for purposes of employment which means that employment with the County is voluntarily entered into, and the employee is free to terminate their own employment at-will at anytime, with or without cause. Similarly, *the County may terminate the employment relationship at-will at any time, for any cause*. Page 53, HR0260, Paragraph B: An employee may be terminated at any time upon written notice stating the last date of employment. HR0540, Progressive Discipline and Employment At Will, beginning on page 55, may look and sound good at the start; however, if you look closely you will find that it reads “will generally be followed, while maintaining the County’s right to skip, combine or repeat steps”. Paragraph B states that “the County will normally adhere to the progressive disciplinary process”. Step 6 of Paragraph B states “employees may be terminated without prior notice or disciplinary action”. Paragraph E states that the County Board will not normally be involved in the process.

I ask, what message is the County Administration and County Board trying to send to their most valuable resource – its employees?

On Tuesday, June 11, 1985, the County Board voted 25 to 1 to extend the “Just Cause” employment protection to all Jefferson County employees. For 27 years employees have felt the security of knowing that if they did their job and they were a productive employee, their position was secure. With this ordinance change, employees will be

working in fear of their positions, looking over their shoulders daily wondering if they are up to par. After 27 years, why is there a need for such a change? The County has had the ability to terminate unacceptable work behavior all along. I ask, why change?

Your greatest assets shouldn't have to walk on eggshells and work in fear, wondering each day if they are going to have a job tomorrow. Today's life presents enough stress, without this ordinance change.

Maybe you have never worked under an At-Will or Just Cause situation, maybe you have only been an At-Will employee. I ask, if you had been given a choice to work under one or the other, which would you choose? I ask, if your employer was about to choose which policy to adopt, which policy would you rather work under?

Overturing the County Board's actions from 1985, the rights granted to us, the Citizens of Jefferson County, will add insult to injury, going beyond the harm imposed on our families by the Governor's Budget Repair Bill. Enough rights have been stripped away by the State. Hard working families of Jefferson County have provided our fair share of sacrifice already. Please have a heart ~ keep the "Just Cause" employment standard for Jefferson County employees, and vote "No" on the passage of this ordinance.

Sincerely,

Ann M. Jenswold
President, Local 655, AFSCME, AFL-CIO