

**GENERAL FINANCIAL CONDITION  
JEFFERSON COUNTY WISCONSIN  
November 1, 2013**

Available Cash on Hand		
October 1, 2013	\$	269,503.90
October Receipts	\$	<u>5,680,216.24</u>
 Total Cash	 \$	 5,949,720.14
Disbursements		
General - October 2013	\$	4,188,123.69
Payroll - October 2013	\$	<u>1,795,271.73</u>
 Total Disbursements	 \$	 <u>5,983,395.42</u>
 Total Available Cash	 \$	 <b>(33,675.28)</b>
Cash on Hand (in bank) Nov. 1, 2013	\$	580,348.90
Less Outstanding Checks	\$	<u>614,024.18</u>
 Total Available Cash	 \$	 <b>(33,675.28)</b>
 Local Government Investment Pool - General	 \$	 17,945,797.61
Institutional Capital Management	\$	16,001,388.71
Local Government Investment Pool -Clerk of Courts	\$	25,921.28
Local Government Investment Pool -Farmland Preservation	\$	252,660.60
Local Government Investment Pool -Parks/Liddle	\$	<u>87,432.53</u>
	\$	34,313,200.73
2013 Interest - Super N.O.W. Account	\$	1,247.69
2013 Interest - L.G.I.P. - General Funds	\$	19,251.66
2013 Interest - ICM	\$	144,125.32
2013 Interest - AIM	\$	288.51
2013 Interest - L.G.I.P. - Parks /Carol Liddle Fund	\$	73.67
2013 Interest - L.G.I.P. - Farmland Preservation	\$	212.89
2013 Interest - L.G.I.P. - Clerk of Courts	\$	<u>21.84</u>
Total 2013 Interest	\$	165,221.58

JOHN E. JENSEN  
JEFFERSON COUNTY TREASURER

# JEFFERSON COUNTY FAIR PARK RENTAL CHARGES

2014

Activity Center	CHARGES		LOCATION	CHARGES	
	2013	Proposed 2014		2013	Proposed 2014
Basic Rental Weekend (per day)	\$ 450.00		Risers per section (4' x 6')	\$ 15.00	
Weekday (per day)	\$ 385.00	\$ 395.00	<b>FOOD FACILITIES</b>		
Set-Up Charge - Day prior to event	\$ 225.00	\$ 250.00	Activity Center Kitchen	\$ 200.00	\$ 250.00
Conference Room - all day	\$ 75.00		Food Building - Food Row	\$ 200.00	
Conference Room w/Activity Center	\$ 50.00		Food Building - Track	\$ 200.00	\$ 250.00
Multiple Day Event - Per Quote	TBD		<b>OR Food Service Fees 15% of Gross Sales</b>	TBD	
<b>Bos Stalling/Storage - Unheated</b>	\$ 385.00		<b>Beer 15% Gross Sales</b>	TBD	
<b>West Exhibit Barn - Heated</b>	\$ 350.00	\$ 360.00	Non-food vendor Per Day	25.00	
<b>West Exhibit Barn - Unheated</b>	\$ 250.00	\$ 275.00	<b>Camping</b>		
<b>East Exhibit Barn - Unheated</b>	\$ 250.00	\$ 260.00	Individual per unit per night w/electric & sewer	\$ 30.00	\$ 40.00
Set-Up Charge - Day prior to event Unheated	\$ 125.00	\$ 150.00	Individual per unit per night w/electric	\$ 20.00	
<b>Dairy &amp; Horse Barns</b>	TBD		Individual per unit per night non-electric	Contact FP	
Rental per day as Exhibit bldg	\$ 450.00		Groups/Rallies		
*Manure Dumpster fee \$85.00 + Removal	TBD		Picnic Pavilion per day	\$ 75.00	\$ 90.00
Milk House per day	\$ 120.00	\$ 130.00	Dump Station Fees	\$ 8.00	
Tie stall set-up	\$ 250.00	\$ 300.00			
<b>Other Barns</b>			<b>Grandstand Complex</b>		
MAP Sale Arena*	\$ 250.00	\$ 275.00	As Is & Returned to original condition	Base + %	\$ 3,000.00
Poultry/Rabbit Barn*	\$ 250.00	\$ 275.00	Fence Set-Up - Divide Grounds - Minimum	\$ 400.00	\$ 425.00
Draft Horse, Beef*	\$ 150.00	\$ 160.00			
Hog Barn & Arena*	\$ 295.00	\$ 300.00	<b>Outside Space per foot</b>	\$ .01/sq ft	
Sheep Barn*	\$ 250.00		Horse Complex (60 Stall Minimum)		
Warm-Up/Show Arena*	\$ 170.00	\$ 185.00	One Day Show	\$ 625.00	\$ 650.00
<i>SETTING UP STALLS (Sheep/hog/goat) Each</i>	\$ 10.00		Two Day Show	\$ 875.00	\$ 900.00
<b>*Renter pays for manure disposal</b>			Three Day Show	\$ 1,100.00	\$ 1,150.00
<b>Accessories</b>			Four Day Show	\$ 1,300.00	\$ 1,350.00
Tables each (2) chair included	\$ 5.00		<b>Stalling (94 ea available two Barn)</b>		
Tables each with (8) chairs	\$ 7.00		Additional Stalls - 3rd barn	TBD	
Chair Each	\$ 0.50	\$ 0.60	One Day (Saturday or Sunday Only)	\$ 19.00	\$ 20.00
Bleachers Each	\$ 40.00	\$ 45.00	Two Days (Fri/Sat or Sat/Sun)	\$ 29.00	\$ 30.00
Sound systems each additional Per Day	\$ 100.00		Three Days (Friday - Sunday)	\$ 39.00	\$ 40.00
Telephone charge/event	\$ 50.00	\$ 75.00	Four Days - Add Thursday or Monday	\$ 49.00	\$ 50.00
6 yard garbage dumpster	\$ 150.00		Extra Days each - 5 and/or 6 days	\$ 10.00	
Electrical Outlets - Trade Show/vendor/day (15/30/50)	\$ 7/10/12	\$ 7/10/15	Non-stalled animals - per day	\$ 10.00	
Coops - Each (per hole)	\$ 1.50	\$ 1.00	Bagged Shaving	\$ 6.50	
<b>ADDITIONAL - LABOR Per hour/person</b>	\$ 50.00	\$ 65.00	Outdoor Arena North Only - per day	\$ 80.00	
Labor with Bobcat	\$ 100.00	\$ 115.00	Outdoor Arena West Only - per day	\$ 80.00	
<b>Stages</b>			Outdoor Arena Draft Horse per day	\$ 80.00	\$ 80.00
Aluminum 1st & 2nd Days Inclusive for Delivery	\$ 450.00		Indoor Arena Only - per day	\$ 275.00	\$ 300.00
Additional Days each	\$ 225.00		Indoor Arena - Winter Usage 4 hours	\$ 75.00	
Delivery per Hour/Person	\$ 50.00		Warm-Up/Show Arena	\$ 180.00	\$ 185.00
Mileage - per mile	\$ 2.00		<b>Winter Storage - Oct 29 - Apr 1</b>		
Aluminum Stage Set-Up at Fair Park	\$ 200.00	\$ 210.00	Inside (boats, motor homes, vehicles)	\$ 11.00/ft + Tax	
Set Up Stage Right Stage	\$ 150.00	\$ 160.00	Inside (Trailer, Camper, Popup)	\$ 11.00/ft	
Set-Up Gray Stage	\$ 100.00	\$ 110.00	Outside Storage	\$ 120/season	

**If amendment is approved, the following sections of the Personnel Ordinance will read as follows:**

- HR0628**      **DENTAL INSURANCE.** [cr. 12/09/08, ord. 2008-30; am. 12/13/11, ord. 2011-21; am. 12/13/11, ord. 2011-21]
- A.      Employees working half time (20 hours per week) or more are eligible for dental insurance and may elect dental insurance under the County's group policies. [am. ord. 85-7, 6-11-85; am. ord. 2007-15, 7-10-07; am. 12/13/11, ord. 2011-21]
  - B.      For eligible employees, the County will make contributions for family and single dental insurance for coverage effective the first of the month following completion of a 30-day waiting period. Any premium amount not paid by the County will be the responsibility of the employee. The county contribution shall be determined at least annually by the County Board. Employee contributions will be deducted from paychecks in the month prior to the month of coverage. [cr. 12/13/11, ord. 2011-21]
  - C.      If upon termination of coverage the employee is eligible for and elects COBRA coverage, the employee may continue COBRA 18 – 29 months, depending on the cause of the qualifying event, or until the employee is eligible for Medicare, whichever time period is shorter. The employee will be required to pay 102% of the full premium for the first 18 months of dental coverage and not exceeding 150% of the full premium for months 19 through 29 of COBRA continuation of coverage, if applicable.
  - D.      If an employee terminates employment and is eligible for retirement under WRS at the time of termination, the retiree may elect to continue dental coverage until the retiree is eligible for Medicare. The retiree will be required to pay 102% of the full premium.

**SECTION 2. HR0630      DISABILITY INSURANCE, of the Personnel Ordinance is amended as follows:**

- HR0630**      **DISABILITY INSURANCE.** An employee who is regularly assigned 600 or more hours annually is eligible for disability insurance. The County will offer eligible employees the opportunity to participate in a voluntary long term disability insurance plan. The full cost of participating in the long-term disability ~~or long-term care~~ plan will be paid for by the employee. The Human Resources Committee may approve vendor or plan changes when desirable.

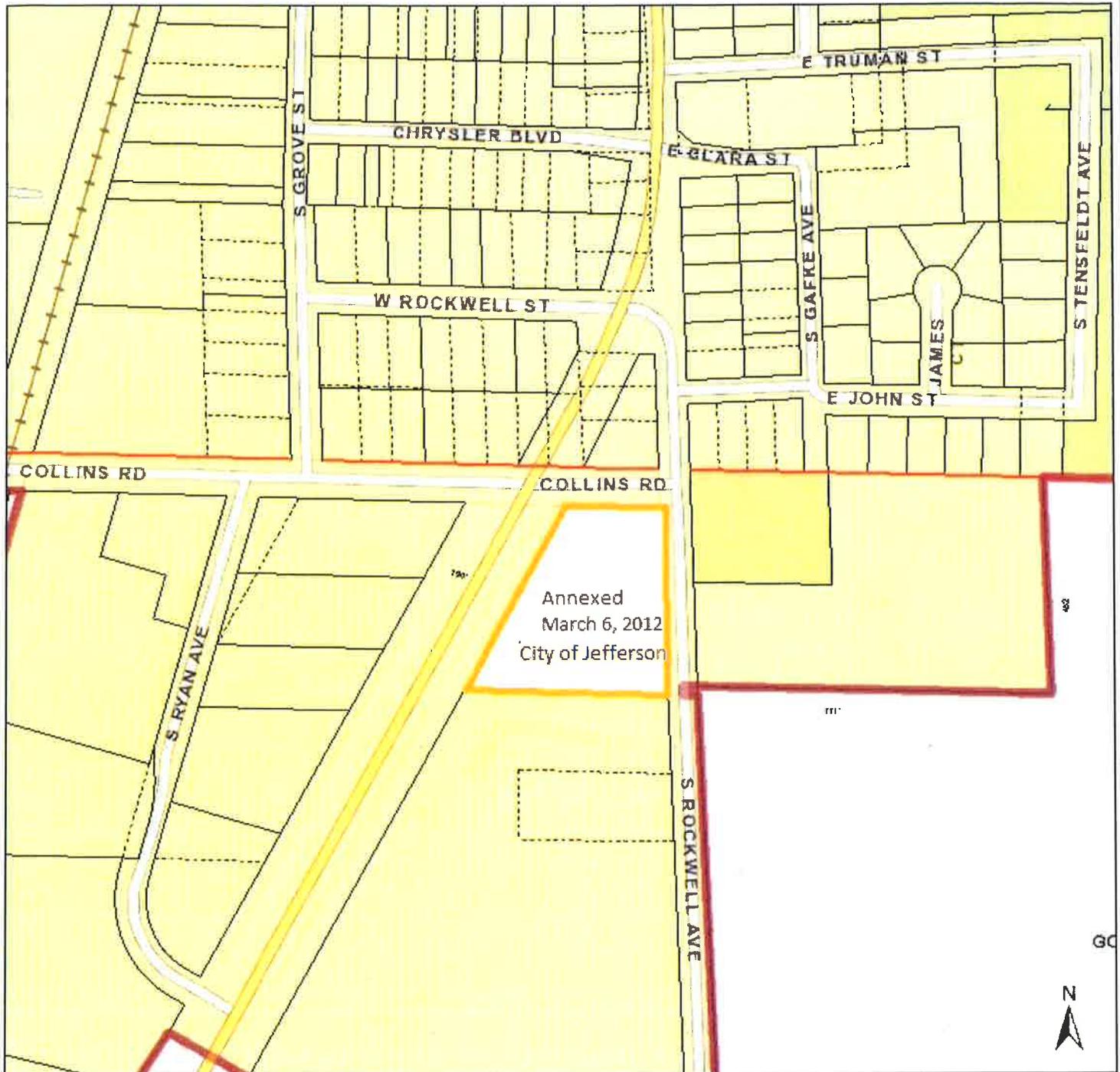
**SECTION 3. HR0640      HEALTH INSURANCE, of the Personnel Ordinance is amended as follows:**

- HR0640**      **HEALTH INSURANCE.** [am. 12/09/08, ord. 2008-30; am. 12/13/11, ord. 2011-21]
- A.      Employees who actively participate in the Wisconsin Retirement System are eligible for the County's group health insurance plan.
  - B.      For eligible employees, the County will begin making contributions for family and single health insurance for coverage effective the first of the month following completion of a 30-day waiting period.
  - C.      For employees who are half-time or more status and participate in Wisconsin Retirement, the County Board will at least annually establish the employer and employee-share of the health insurance premiums, within the parameters established by law. For employees who are a less-than-half-time status and participate in Wisconsin Retirement, the County agrees to pay twenty-five percent (25%) of the selected Wisconsin Public Employers Group Health

Insurance Plan (the State Plan) that is the lowest cost qualified plan available in Jefferson County for either single or family coverage. If a regular part-time employee refuses to work when called in to work, except for a reason covered by law, and has not worked 1040 hours per year (1200 hours for employees hired after July 1, 2011), the Employer will pay only 25% of the lowest cost qualified plan for a period of time not to exceed three (3) months. Employee contributions will be deducted from paychecks in the month prior to the month of coverage. [am. ord. 2008-09, 5/13/08; am. ord. 2008-30, 12/09/2008; 12/13/11, ord. 2011-21]

- D. Employees who decline coverage may elect coverage during the open-enrollment period, with coverage effective January 1 of the succeeding year. The only exception is the occurrence of qualifying events creating special enrollment opportunities. [renumbered & am. 12/13/11, ord. 2011-21]
- E. When both spouses are employed by the County and both are eligible for coverage, both employees may either elect single coverage OR one employee may elect family coverage. [renumbered 12/13/11, ord. 2011-21]
- F. When an employee terminates employment, health insurance coverage will be cancelled effective the last day of the month in which the employee terminates. [cr. 12/13/11, ord. 2011-21]
- G. If an employee elects to make a change in family/single coverage in the middle of the month, employee contributions will be required as follows:
  - 1. If a change in family/single coverage occurs on day 1 – 15 of the month due to marriage or birth/adoption of a child, employee contribution for the month will be charged at 100% according to the applicable change. [am. ord. 2008-30, 12/09/2008]
  - 2. If change in family/single coverage occurs on day 16 or later in the month due to marriage or birth/adoption of a child, no change in employee contribution will be charged until the following month. [am. ord. 2007-15, 07/10/07; am. ord. 2008-30, 12-09-2008]
  - 3. If a change is due to divorce and the divorced spouse was the sole dependent, the employee's single coverage is effective on the first of the month following divorce decree or notification. [am. ord. 2008-30, 12/09/2008; renumbered 12/13/11, ord. 2011-21]
- H. An employee can voluntarily cancel coverage at any time by submitting an application to the County. The cancellation will be effective the last day of the month in which the employer receives the application or a later date as specified on the cancellation notice. Voluntary cancellation of coverage does not provide the employee and dependents an opportunity for continuation or conversion of the group coverage, and under no circumstances is a partial month's premium refunded. [am. ord. 2008-30, 12/09/2008; renumbered 12/13/11, ord. 2011-21]
- I. Elected officials shall be provided the option of taking health insurance effective at the beginning of the term on the same terms as available to non-represented employees, as such terms and required co-pays may change from time to time. [renumbered 12/13/11, ord. 2011-21]
- J. In order to maintain active health coverage, an employee on a non-FMLA related leave of absence shall use accrued time according to current employment status. If the employee is receiving workers' compensation payments, the employee will only be required to substitute 20 hours of accrued time per week to maintain health coverage as an active participant. [am. ord. 2007-15, 07/10/07; 12/13/11, ord. 2011-21]
- K. If upon termination of coverage the employee is eligible for COBRA coverage, the employee will be required to pay 102% of the full health insurance premium.

# Annexation form District 20 to 17



- |   |   |
|---|---|
|  Municipal Boundaries  |  Section Lines       |
|  Property Boundary     |  Surface Water       |
|  Old Lot/Meander Lines |  Map Hooks           |
|  Rail Right of Ways    |  Tax Parcels         |
|  Road Right of Ways    |  Streams and Ditches |



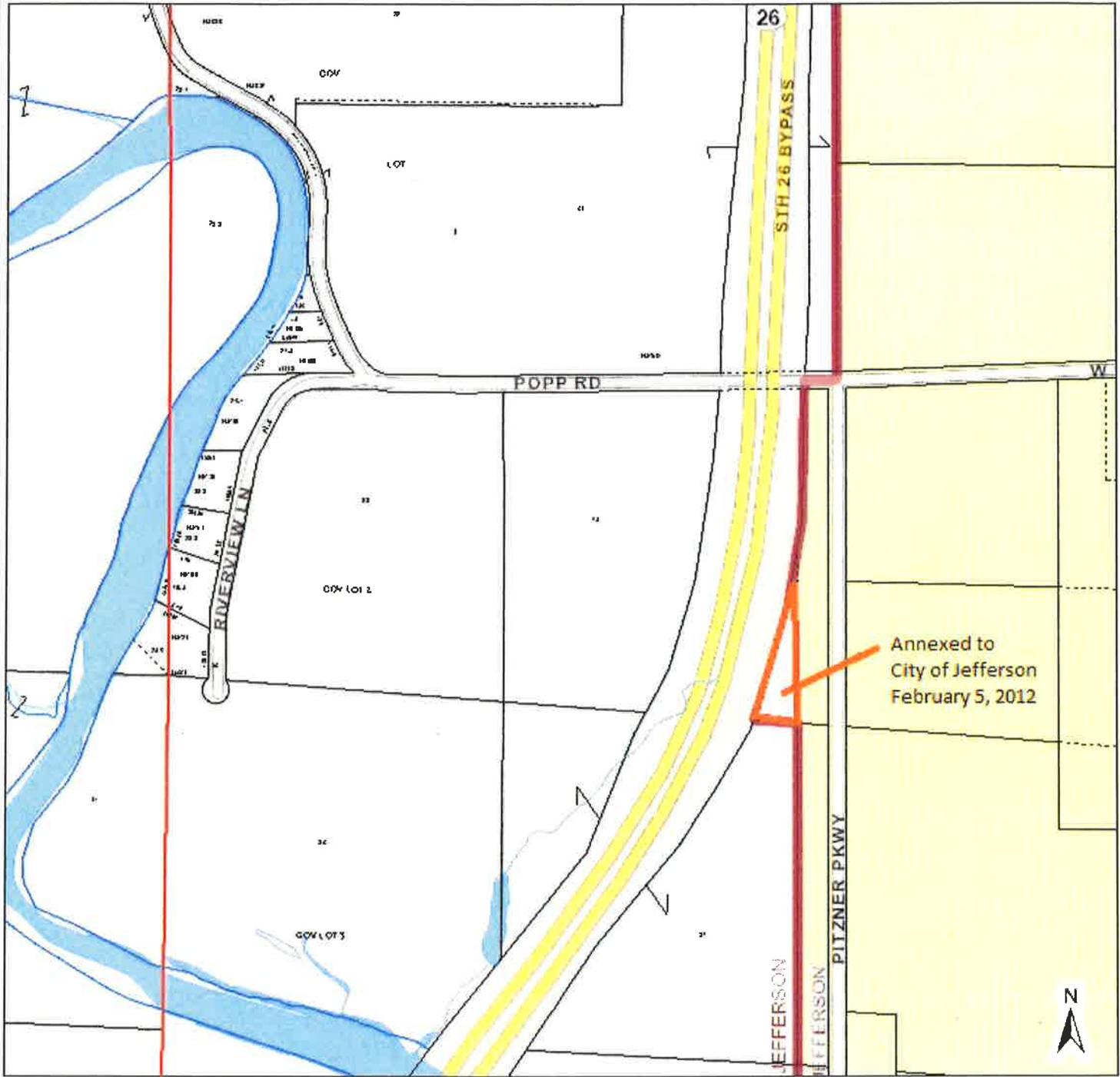
 Jefferson County Geographic Information System

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.

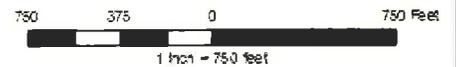
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Author: Andy Erdman

# Annexation form District 20 to 18



- |                       |                     |
|-----------------------|---------------------|
| Municipal Boundaries  | Section Lines       |
| Property Boundary     | Surface Water       |
| Old Lot/Meander Lines | Map Hooks           |
| Rail Right of Ways    | Tax Parcels         |
| Road Right of Ways    | Streams and Ditches |



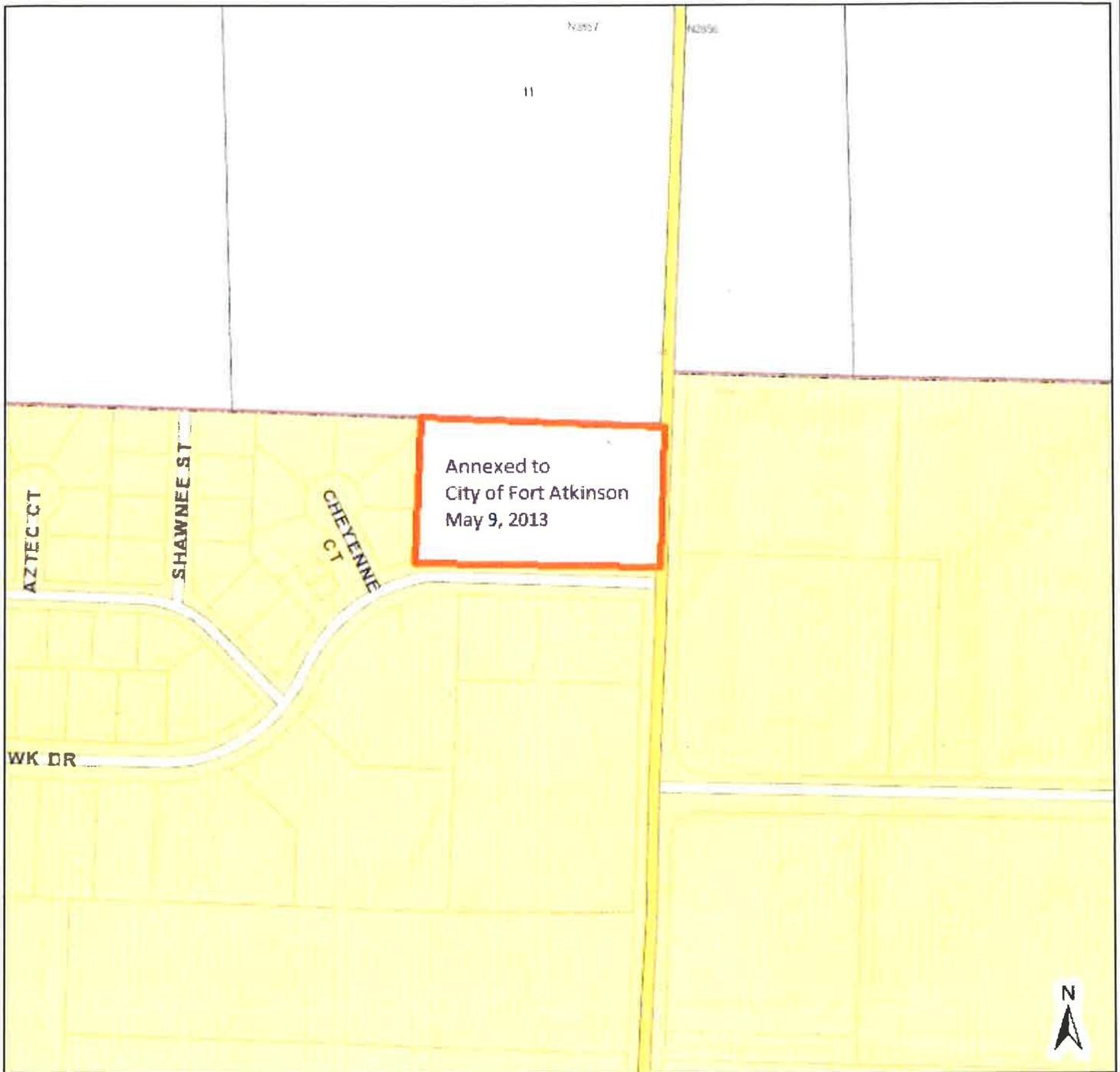
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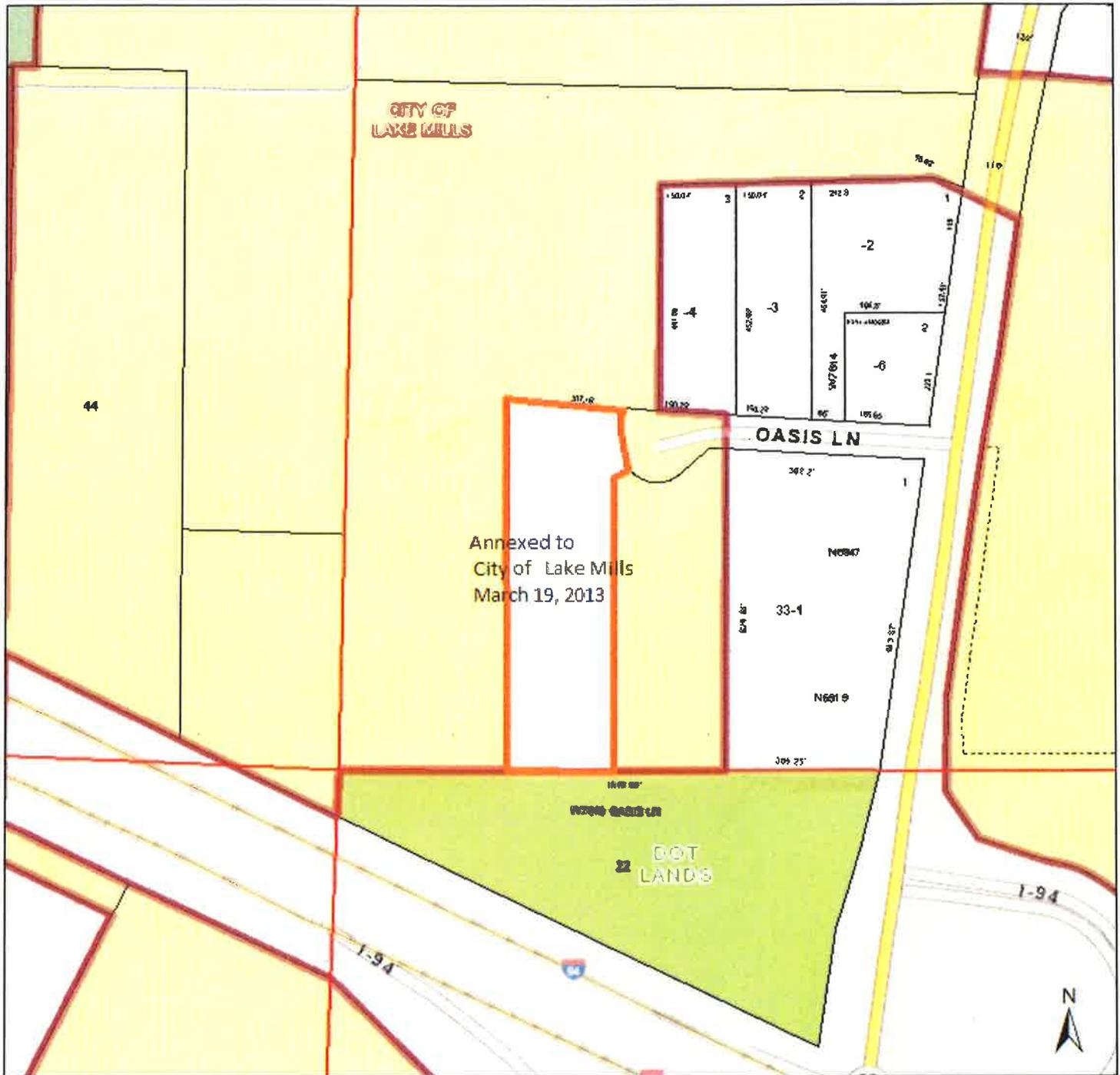
Printed on: November 8, 2013

Author: Andy Erdman

# Annexation form District 23 to 27



# Annexation form District 14 to 15



- Municipal Boundaries
- Section Lines
- Property Boundary
- Surface Water
- Old Lot/Meander Lines
- Map Hooks
- Rail Right of Ways
- Tax Parcels
- Road Right of Ways
- Streams and Ditches



Jefferson County Geographic Information System

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Printed on: November 8, 2013

Author: Andy Erdman

# Jefferson County Clerk

**Barbara A. Frank**

Audrey McGraw, Chief Deputy

RoxAnne Witte, Deputy

311 S. Center Ave, Room 109

Jefferson, WI 53549-1799

Phone: (920) 674-7140

Fax: (920) 674-7368

# Finance

Brian Lamers, CPA

Cindy Diestelmann

Jayne Hintzmann

Donna M. Miller

Tammy Worzalla, CPA

## MEMORANDUM

DATE: November 12, 2013

TO: Current County Supervisors

FROM: Barbara A. Frank, County Clerk

RE: 2014 Election for County Supervisor

Your current term as Jefferson County Supervisor will be ending in April, 2014. Enclosed please find a packet of information and forms which will need to be completed if you are, or are not, continuing to seek re-election to your position.

Please be advised that all required forms must be completed and filed in the County Clerk's Office **by 5 pm on Tuesday, January 7, 2014**, in order for your name to be placed on the ballot for the April 1, 2014 Spring Election (and February 18, 2014 Spring Primary, if needed).

County supervisors NOT seeking re-election must file paperwork with the County Clerk by 5 pm on Friday, December 27, 2013.

Please contact me if you have questions regarding the enclosed forms.

Thank you.

**Jefferson County Clerk**

**Barbara A. Frank**

Audrey McGraw, Chief Deputy

RoxAnne Witte, Deputy

311 S. Center Ave, Room 109

Jefferson, WI 53549-1799

Phone: (920) 674-7140

Fax: (920) 674-7368

**Finance**

Brian Lamers, CPA

Cindy Diestelmann

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Donna M. Miller

Tammy Worzalla, CPA

# Memo

**To:** Jefferson County Supervisor Candidate

**From:** Barbara A. Frank, County Clerk

**Date:** 11/12/2014

**Re:** Campaign Finance Reporting

Under Wisconsin campaign finance law, a candidate for election to public office must register with the appropriate filing officer. County Supervisor candidates must register with the County Clerk.

Please note that candidates/personal campaign committees may be eligible for an exemption from filing campaign finance reports if campaign finance activity is low enough to meet all of the following criteria:

- The candidate/committee anticipates that it will not accept contributions, make disbursements, or incur loans and other obligations in an aggregate amount exceeding \$1,000 in a calendar year; AND
- The candidate/committee anticipates that it will not accept any contribution or cumulative contributions from a single source (other than the candidate) exceeding \$100 in a calendar year; AND
- The candidate or treasurer must sign and date the "Exemption from Filing Campaign Finance Reports" section on the Campaign Registration Statement (GAB-1).

If you do not meet all of the criteria listed above, you will need to file the appropriate financial reports with the County Clerk. These forms are available upon request from our office. You may also obtain a copy of the Campaign Finance Overview-Local Candidates Manual from our office.

Please contact me for further information or to obtain any of the necessary forms.

Thank you.

# Jefferson County Supervisor 2013-2014 Election Calendar

- November 12, 2013 Distribution of County Supervisor Election Packets at board meeting. Packets include:
- ✓ County Supervisor Election Calendar
  - ✓ Ballot Access Checklist (GABIS-3)
  - ✓ Campaign Registration Statement (GAB-1)
  - ✓ Declaration of Candidacy (GAB-162)
  - ✓ Nomination Paper (GAB-169) – Make copies as needed.
  - ✓ Campaign Finance Checklist (GABIS-4)
  - ✓ Memo regarding convicted felons
  - ✓ Getting Started on the County Board
  - ✓ Qualifications, Duties and Expectations
  - ✓ Release Form
  - ✓ Code of Ethics
  - ✓ Notification of Noncandidacy GAB-163) available upon request
- December 1, 2013 First day for county supervisor candidates to circulate nomination papers for the 2014 Spring Election.
- December 27, 2013 Last day (5:00 pm) for county supervisor incumbents **NOT seeking re-election** to file Notification of Noncandidacy (GAB-163) with the County Clerk.
- January 7, 2014** **Last day (5:00 pm) for county supervisor candidates to file the following papers for the Spring Election with the County Clerk:**
- ✓ Campaign Registration Statement (GAB-1)
    - Note: This form should be filed with the County Clerk prior to accepting any campaign donations or circulating nomination papers. If you are exempt from campaign finance reporting, be sure to sign and date this form in the appropriate spot.
  - ✓ Declaration of Candidacy (GAB-162)
  - ✓ Nomination Papers (GAB-169)
    - Note: 20-100 signatures are required
- January 10, 2014 Deadline for County Clerk to accept challenges to nomination papers
- February 18, 2014 Spring Primary (if needed)
- April 1, 2014 Spring Election



# Jefferson County Health Department

1541 Annex Road ♦ Jefferson, WI 53549 ♦ 920-674-7275 (Phone) ♦ 920-674-7477 (FAX)

[www.jeffersoncountywi.gov](http://www.jeffersoncountywi.gov)

## Agenda

Jefferson County Board of Health

1541 Annex Road, Jefferson, WI 53549

Health Department **New** Conference Room

November 20, 2013

**2 p.m.**

### Board Members

Ed Morse, Chair; Dick Schultz, Vice-Chair; Marie Wiesmann, RN, BSN, Secretary; John McKenzie; Don Williams, MD

1. Call to order
2. Roll Call/Establishment of a Quorum
3. Certification of Compliance with the Open Meetings Law
4. Review of the Agenda
5. Public Comment
6. Approval of September 18, 2013 Board Meeting Minutes
7. Communications
8. Financial Report
  - a. Income Statement
  - b. 2014 Budget
  - c. Vehicle Usage Report
9. Operational Update of the Environmental Health Program
10. Public Health Preparedness
  - a. Special Needs Population Task Force
11. Public Health Program and Review of Statistics
  - a. Communicable Disease Cases Reported
  - b. Public Health Improvement Grant New Grant Submission
  - c. QI Plan and QI Project
  - d. 2014 Consolidated Contract Grant Funding
  - e. Car Safety Seat Grant Submission
12. Personal Care Program and Review of Statistics
  - a. Care Wisconsin Rate Change Request
  - b. Update on Staffing Agency Contracts
13. Director's Report
  - a. Board of Health Terms (Ed Morse, Dick Schultz and John McKenzie terms expire in 2013)
  - b. Director's Report Included in Packet
14. Status of Rock River Free Clinic and Community Dental Clinic
15. Next Meeting Date/Time/Agenda Items: January 15. March 19, May 21. July 16. September 17, November 19, 2014
16. Adjourn

The Board may discuss and/or take action on any item specifically listed on the agenda.

*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 appropriate arrangements can be made.*