AGENDA

JEFFERSON COUNTY BOARD MEETING

March 8, 2016 7:00 p.m.

Jefferson County Courthouse
311 S. Center Avenue, Room 205
Jefferson, WI 53549

1. **CALL TO ORDER**
2. **ROLL CALL BY COUNTY CLERK**
3. **PLEDGE OF ALLEGIANCE**
4. **CERTIFICATION OF COMPLIANCE WITH OPEN MEETING LAW**
5. **APPROVAL OF THE AGENDA**
6. **APPROVAL OF FEBRUARY 9, 2016 MEETING MINUTES**
7. **SPECIAL ORDER OF BUSINESS**
   a. Presentation on Economic Development – Genevieve Coady, Kim Erdman & Ben Wehmeier
8. **COMMUNICATIONS**
   a. Treasurer's Monthly Report
   b. Appointment to serve on Joint Review Board – Lake Mills TID 6, Amendment 1
   c. Appointment to serve on Joint Review Board – Watertown TID #7
   d. Zoning Committee – Notice of Public Hearing, March 17, 2016 (Page 1-2)
9. **PUBLIC COMMENT** (Agenda Items)
10. **ANNUAL REPORTS**
    a. Register of Deeds – Staci Hoffman
    b. Medical Examiner – Nichol Wayd
    c. County Clerk – Barbara Frank

COMMITTEE REPORTS / RESOLUTIONS / ORDINANCES

11. ADMINISTRATION AND RULES COMMITTEE
    a. Ordinance – Amendments to Board of Supervisors Rules of Order 2016-2018 (Page 3-10)
    b. Resolution – Designate official county newspaper (Page 11)
    c. Resolution – In support of the Wisconsin Department of Health Services enhancing the quality of the Medicaid non-emergency medical transportation system (Page 12-13)
12. ECONOMIC DEVELOPMENT CONSORTIUM
    a. Resolution – FY 2016 Contract for Services for an Economic Development Capital Campaign Feasibility Study (Page 14-15)
13. FAIR PARK COMMITTEE
    a. Resolution – Renewal of Soft Drink Marketing Partnership Agreement (Page 16)

14. FINANCE COMMITTEE
   a. Resolution – Authorizing sale of tax delinquent properties to the City of Watertown (Page 17)
   b. Resolution – Disallowing the claims of Kent Sormrud and WE Energies (Page 18)
   c. Resolution – Action on year-end departmental deficits and surplus (Page 19-21)
   d. Resolution – Action on year-end requests to carry over funds (Page 22-28)

15. HUMAN RESOURCES COMMITTEE
   a. Resolution - Establishing total annual compensation for county elected officials pursuant to Wis. Stat. § 59.22 (Page 29-30)

16. HUMAN SERVICES BOARD
   a. Resolution – Social Work Month (Page 31)
   b. Resolution – Child Abuse and Neglect Prevention Month (Page 32)

17. PARKS COMMITTEE
   a. Resolution – Entering into a Joint Use Agreement with WE Energies and the City of Watertown (Page 33)

18. PLANNING AND ZONING COMMITTEE
   a. Report – Approval of Petitions (Page 34)
   b. Ordinance – Amend Zoning Ordinance (Page 35)
   c. Ordinance – Repeal and recreate Section 11.10 of the Jefferson County Zoning Ordnance Shoreland Provisions (Page 36-62)
   d. Resolution – Approval of the 2016 update of the Jefferson County Land Information Plan (Page 63)

19. **APPOINTMENT BY COUNTY ADMINISTRATOR**
   a. Christine Spangler to the Sheriff's Civil Service Commission (Page 64)

20. **SPECIAL ORDER OF BUSINESS**
   a. Recognition of Outgoing Supervisor – Paul Babcock
   b. Recognition of Outgoing Supervisor – Al C. Counsell

21. **PUBLIC COMMENT** (General)

22. **ANNOUNCEMENTS**

23. **ADJOURN**

NEXT COUNTY BOARD MEETINGS
APRIL 19, 2016 – 5:00 P.M. - ROOM 205

NOTICE OF PUBLIC HEARING
JEFFERSON COUNTY PLANNING AND ZONING COMMITTEE

Steve Nass, Chair; Greg David, Vice-Chair; Don Reese, Secretary; Amy Rinard; George Jaeckel

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

DATE: Thursday, March 17, 2016

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

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

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

NOTICE IS HEREBY GIVEN that the Jefferson County Planning and Zoning Committee will conduct a public hearing at 7 p.m. on Thursday, March 17, 2016, in Room 205 of the Jefferson County Courthouse, Jefferson, Wisconsin. A hearing will be given to anyone interested in the proposals. **PETITIONERS, OR THEIR REPRESENTATIVES, SHALL BE PRESENT.** Matters to be heard are petitions to amend the official zoning map of Jefferson County and applications for conditional use permits. A map of the properties affected may be obtained from the Zoning Department. Individual files are available for viewing between the hours of 8 a.m. and 4:30 p.m., Monday through Friday, excepting holidays. If you have questions regarding these matters, please contact Zoning at 920-674-7131.\

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

R3969A-16 – James Schroedl: Create a 3-acre lot around the existing home at **N4895 County Road Y** in the Towns of Aztalan, Farmington and Jefferson from PINs 002-0714-3644-000 (39.144 Acres), 008-0715-3133-001 (0.12 Acre), 014-0614-0111-000 (26.66 Acre) and 014-0615-0622-002 (1 Acre) owned by the James & Susan Schroedl Trust, and 008-0715-3133-000 (14.836 Acres) owned by the Raymond & Cheryl Rupprecht Trust.

R3870A-16 – Kurt Reed: Create a 1-acre lot on **Schwemmer Lane** in the Town of Koshkonong from part of PIN 016-0514-1844-001 (47.166 Acres).

R3871A-16 – Robin Schroepfer: Rezone to create a 1-acre building site at **N8287 County Road Y** from part of PIN 032-0815-1941-002 (22.3 Acres) in the Town of Watertown.

CONDITIONAL USE PERMIT APPLICATIONS

CU1869-16 – Eric & Tricia Wiesneth: Conditional use for a duplex at **N6170 Grey Fox Trail** in the Town of Concord on PIN 006-0716-1534-005 (3.63 Acres). The property is zoned Residential R-2.

CU1870 –16 – Eric & Tricia Wiesneth: Conditional use to allow an extensive on-site storage structure at **N6170 Grey Fox Trail** in the Town of Concord on PIN 006-0716-1534-005 (3.63 Acres). The property is zoned Residential R-2.

CU1871-16 – William Stroupe Trust: Allow a home occupation/insurance office at **W7462 County Road C** in the Town of Oakland on PIN 022-0613-3612-000 (29.9 Acres) in an A-1 Agricultural zone.

CU1872-16 – Jacqueline A Weber & Julie K West: Conditional use to allow greater cutting than is allowed within the 35-foot shoreland buffer at **W9259 Ripley Road** in the Town of Oakland. The site is on PIN 022-0613-0822-044 (0.632 Acres) and is zoned Residential R-1.

A quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator at 920-674-7101 24 hours prior to the meeting so that appropriate arrangements can be made.

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

Further information about Zoning can be found at www.jeffersoncountywi.gov

ORDINANCE NO. 2015-___

Amendments to Board of Supervisors Rules of Order 2016-2018

Executive Summary

The Jefferson County Board of Supervisors Rules of Order establish rules and procedures by which proceedings of the County Board of Supervisors, statutory boards, commissions, standing committees and other bodies are governed. The County Board reviews these Rules of Order before each new term of County Board Supervisors for necessary changes to improve operating procedures and remove language that is no longer applicable. This ordinance shows proposed amendments to the Jefferson County Board of Supervisors Rules of Order for the 2016-2018 term.

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

Section 1. The dates for the County Board meetings noted in Section 3.01(1)(a) of the Board of Supervisors Rules of Order 2016-2018 are as follows:

Tuesday, April 19, 2016
Tuesday, May 10, 2016
Tuesday, June 14, 2016
Tuesday, July 12, 2016
Monday, August 8, 2016
Tuesday, September 13, 2016
Tuesday, October 11, 2016
Tuesday, October 25, 2016
*Monday, November 14, 2016
Tuesday, December 13, 2016

Tuesday, February 14, 2017
Tuesday, March 14, 2017
Tuesday, April 18, 2017
Tuesday, May 9, 2017
Tuesday, June 13, 2017
Tuesday, July 11, 2017
Tuesday, August 8, 2017
Tuesday, September 12, 2017
Tuesday, October 10, 2017
Tuesday, October 24, 2017
*Tuesday, November 14, 2017
Tuesday, December 12, 2017

Tuesday, February 13, 2018
Tuesday, March 13, 2018
Tuesday, April 17, 2018

Section 2. Section 3.01(c) of the Board of Supervisors Rules of Order 2016-2018 is amended as follows:

(c) In addition to the methods prescribed by Wisconsin Statute Section 59.11, a Board meeting may be convened by the Board Chair in case of a declared emergency~~, to authorize repairs of county buildings, or take other necessary action to respond to the amergency~~.

Section 3. Sections 3.02 (1), (3), (4) and (7) of the Board of Supervisors Rules of Order 2016-2018 are amended as follows:

3.02 ORGANIZATION.

(1) The Board shall, as provided by s. 59.11, Wis. Stats., organize at the April meeting in even-numbered years by electing a Chairperson, a First Vice Chairperson and a Second Vice Chairperson by secret ballot. The Clerk shall preside until the Chairperson has been elected. Nominations shall be made by written ballot. In the event more than two persons are nominated for a position, a primary ballot shall be prepared. Prior to the primary election, or the final election if no primary is required, each nominee shall be provided up to three minutes to address the Board. A person receiving a majority of votes cast on the primary ballot shall be declared elected. Otherwise, the two persons receiving the greatest number of votes for a position on the primary ballot shall be placed on the final ballot. In the event two persons receive the second greatest number of votes, those two persons shall be the subject of a vote for the second position on the final ballot. The Clerk shall prepare a final ballot for the position. The person receiving the most votes shall be elected to the position. The provisions of section 3.03(11), where applicable, shall apply to this procedure. Persons elected in accordance with this paragraph may be removed by the Board by majority vote. [Am. 03/12/02, Ord. No. 2001-29; 06/13/06, Ord. 2006-08; 03/11/08, Ord. 2007-35]

(3) In case of the absence or disability of the Chairperson, the First Vice Chairperson shall perform the duties of the Chairperson.

(4) In case of the absence of the Chairperson and the First Vice Chairperson, the Second Vice Chairperson shall perform the duties of the Chairperson.

(7) In the event the position of Chairperson, First Vice Chairperson or Second Vice Chairperson is vacant due to removal, resignation or death of the incumbent, the Board shall hold an election to fill the position(s) ~~of Chairperson~~ within sixty (60) days of it becoming vacant. Until such vacant position is filled, the~~The~~ First Vice Chairperson, or the Second Vice Chairperson if there is no First Vice Chairperson, shall assume all duties of the Chairperson ~~when such position is vacant~~ and shall be paid meeting fees and the monthly salary to which the Chairperson would be entitled until such time as the Board elects a successor. The Second Vice Chairperson shall assume the duties of First Vice Chairperson when such position is vacant. [cr. 03/11/08, Ord. 2007-36]

Section 4. Sections 3.03(11)(a) thru (g) of the Board of Supervisors Rules of Order 2016-2018 are deleted as follows:

~~(11) Whenever it is necessary for the Board to elect members of a committee the following procedure shall be followed:~~

~~(a) Nominations shall be made and shall be prominently printed on a blackboard in plain view.~~

~~(b) The County Clerk shall immediately prepare written ballots with the names of candidates in alphabetical order.~~

~~(c) When ballots have been prepared the Clerk shall call the roll and one ballot shall be delivered to each board member present.~~

~~(d) The County Clerk shall appoint three election tellers who shall assist the County Clerk in the tabulation of results. [am. 03/09/10, Ord. 2009-24]~~

~~(e) County Board members will then vote for as many candidates as there are vacancies to be filled and each County Board member's ballot shall be signed~~.

~~(f) Candidates receiving a majority vote of the number of County Board members present shall be declared elected. Should no one receive a majority vote the person receiving the lowest number of votes shall be dropped from the ballot. The Clerk shall again call the roll and one ballot shall be delivered to each board member present, repeating if necessary, until all vacancies are filled. In case of a tie vote, the successful candidate shall be determined by lot. If the number of candidates receiving a majority vote of County Board members present exceeds the number of positions to be filled, any person not receiving a majority vote shall be dropped from the ballot. The Clerk shall again call the roll with only those receiving a majority vote remaining on the ballot. The person receiving the lowest number of votes shall be dropped from the ballot each succeeding ballot until the number of candidates receiving a majority vote equals the number of positions to be filled~~.

~~(g) If a ballot has been improperly marked it shall be discarded and the remaining ballots shall be counted; provided, however, a ballot marked with less than the maximum number of votes shall be counted if the intent of the voter can be ascertained.~~

Section 5. Section 3.04(1) of the Board of Supervisors Rules of Order 2016-2018 is amended as follows:

3.04 DUTIES OF OFFICIALS.

(1) The County Administrator shall receive proposed resolutions, ordinances, reports and petitions and provide copies to the Clerk. The Administrator shall prepare a written agenda of all matters which are to be brought before the Board or Board committees, which agendas shall be based on input from the Board Chair or the Committee Chair respectively, and approved by the Clerk or the Clerk's designee prior to distribution. The County Administrator shall attend board meetings and shall assist the Board whenever possible. The County Administrator may present matters to the board for consideration. [Ord. No. 2014-09, 06-10-2014]

Section 6. Section 3.05(1) of the Board of Supervisors Rules of Order 2016-2018 is amended as follows:

3.05 STANDING COMMITTEES.

(1) Standing committees of the Board shall be appointed for two-year terms by the Chairperson of the Board after his/her election and prior to June 1 in even-numbered years, unless a different date for appointment is specifically prescribed. When necessary for the orderly transaction of business prior to the formal appointment of new committees, the Chairperson may appoint temporary committees and committee chairpersons to address pending items assigned to a standing committee. The temporary committee may act until the earlier of June 1 or the date the Chair files permanent appointments with the Clerk. The Chairperson shall file a list of the committee appointments with the County Clerk and the County Administrator. Any mid-term committee appointments by the Chairperson shall be filed with the Clerk who shall present them to the Board as a communication at the next regular County Board meeting. Committee members who cannot attend a committee meeting shall report their absence in advance as a courtesy to the other members. Such reports shall be made to the committee chairperson and County Board Chairperson. If the member is unable to notify the chair, the member shall notify the applicable department head. Members reporting their absence in advance of the meeting shall be noted as having done so in the minutes where their absence is recorded. The Chairperson (or either Vice Chairperson, or in the absence of the Chairperson and both Vice Chairpersons, any member of the Jefferson County Board of Supervisors if so designated by the Chair in advance of any particular meeting) shall be an ex officio member of all standing committees, and shall be allowed to vote in order to break a tie, and shall be counted as a member if necessary to create a quorum at the committee's meeting, and shall also be allowed to vote in that case. When an issue arises at a County Board meeting or administratively that is not clearly assigned to a standing committee by the Board Rules or a prior resolution, the Board Chair shall designate the committee to which the issue shall be assigned. [Am. 03/09/04, Ord. 2003-35; 06/08/04, Ord. 2004-10; 12/13/05, Ord. 2005-31; 07/11/06, Ord. 2006-07; 07/10/07, Ord. 2007-16; Ord. No. 2013-10, 07-09-2013]

Section 7. Section 3.05(2)(a) of the Board of Supervisors Rules of Order 2016-2018 is amended as follows:

(a) ADMINISTRATION & RULES COMMITTEE - Five members: County Board Chair, First and Second Vice Chair and two other County Board members. If the position of County Board Chair, First Vice Chair or Second Vice Chair becomes vacant, the County Board Chair or Acting County Board Chair shall temporarily appoint members of the County Board to serve on the Administration & Rules Committee until the vacant positions are filled on the County Board. This Committee shall supervise the office of the County Administrator and shall handle matters pertaining to said office. Committee proposals and recommendations shall be subject to approval of the County Board. This Committee shall also meet with circuit court judges as called, to discuss common goals and concerns within the Jefferson County Circuit Court system. The Committee shall work with the courts to implement such goals. This Committee shall also meet with the Clerk of Courts, County Clerk, the Register of Deeds and Corporation Counsel with regard to matters pertaining to said offices. [Am. 03/12/02, Ord. 2001-30; 07/10/07, Ord. 2007-11; 03/11/08, Ord. 2007-37]

Matters pertaining to proposed state legislation, county board rules and county board minutes shall be handled by the Committee. During the last three months of its term, the Committee shall draw specifications, solicit bids, and file a recommendation with the County Board in March of even-numbered years concerning which newspaper in the County shall be the official newspaper and printer for the two-year term of the new County Board. The Committee, on behalf of the Board, shall be authorized to approve the minutes from each March meeting and any other meeting when the County Board does not meet in sufficient time to approve the minutes for publication as required by Section 59.14(2), Stats. [cr. 07/10/07, Ord. 2007-11]

The Administration & Rules Committee is authorized to petition the Jefferson County Circuit Court for an order dividing a municipality into wards in accordance with applicable law and the County's tentative supervisory district plan upon a municipality's failure to divide or submission of a division which does not comply with the tentative supervisory district plan. [cr. 07/12/11, Res. 2011-34; am. 3/13/12, Ord. 2011-24]

The Board Chair or his designee shall serve as Jefferson County's representative to the Inter-County Coordinating Committee. The Board Chair, an Administration & Rules ~~c~~Committee member and the County Administrator shall be Jefferson County's representatives on the Inter-County Data Processing Commission. [Am. 03/14/06, Ord. 2005-48a; 03/13/12, Ord. 2011-24]

Section 8. Section 3.05(2)(c) of the Board of Supervisors Rules of Order 2016-2018 is amended as follows:

(c) FINANCE COMMITTEE - Five members. County Board Chair, a Vice Chair designated by County Board Chair, and three other members. This Committee shall receive the proposed county budget from the County Administrator and shall conduct hearings necessary in the review of the proposed budget. The County Administrator and staff shall meet with the Committee and shall assist in the preparation of the budget. If the Chair or a Vice Chair does not want to serve, the Chair shall appoint a replacement. [Am. 05/11/04, Ord. 2004-04; 03/09/10, Ord. 2009-24; Ord. No. 2014-11, 07-08-2014]

The Committee shall meet on matters of budget control and shall make necessary permitted transfers as authorized by the provisions of s. 65.90(5)(b), Stats. The Committee shall propose necessary budget transfers and amendments requiring County Board action. [Am. 03/14/06, Ord. 2005-48d]

The Committee shall recommend to the Board the departments to be audited, the auditors to be employed, and shall report to the Board the results of such audits. A subcommittee consisting of any three Finance Committee members (of which two shall constitute a quorum) may meet each month to audit and approve for payment proper vouchers, expenditures and claims against the County, except vouchers, expenditures and claims pertaining to the Highway Department, Human Services Department, and Veterans Service Commission. The Committee shall supervise the collection of delinquent taxes and is authorized to sell foreclosed properties in accordance with Resolution No. 2002-16. This Committee shall be responsible for the sale of county-owned land other than that obtained through tax foreclosure, and shall present contracts for sale of such land to the Board for approval. [Am. 08/13/02, Ord. 2002-16; 03/14/06, Ord. 2005-48d, effective 04/18/06; 03/11/08, Ord. 2007-39; 03/13/12, Ord. 2011-24]

The Committee shall supervise the County's contracts with the Jefferson County land preservation groups. [Am. 04/16/02, Ord. 2002-05; 03/14/06, Ord. 2005-48d]

The Committee shall, together with the County Administrator and Corporation Counsel if bids are taken, recommend to the County Board the types and amounts of insurance to be carried and also the insurance carrier to whom such insurance shall be awarded. The Committee shall be authorized to renew insurance contracts without bidding same, when it finds renewal is in the best interest of Jefferson County.

The Committee shall work with the County Treasurer, ~~County Clerk,~~ Finance Department and Child Support Office in handling policy matters related to those offices and shall present matters to the County Board on behalf of said offices whenever necessary. [am. 3/13/12, Ord. 2011-24]

The Committee shall have the authority granted to the former Audit Committee, pursuant to Resolution No. 83-98, to resolve claims against the County in amounts up to $10,000. [Cr. 04/16/02, Ord. 2002-04]

The Committee, on a case by case basis, shall recommend to the Board of Supervisors the allocation of the proceeds from the sale of county-owned farmland to possibly increase the acreage of farmland permanently protected from development, and to leverage state and federal funds for the acquisition of conservation easements to protect farmland (Resolution No. 2008-15).

Section 9. Section 3.05(2)(e) of the Board of Supervisors Rules of Order 2016-2018 is amended as follows:

(e) HUMAN RESOURCES COMMITTEE - Five members. The Human Resources Committee shall assist in the administration of the Safety Program and Personnel and Salary Ordinance. The Committee shall hear grievances in accordance with provisions of union contracts, the Civil Service Ordinance or the Personnel Ordinance. The Committee may review job descriptions and evaluate the allocation of positions to the various departments. This Committee shall also review the statutory requirements and make recommendations to the Board concerning benefits, pay classifications and employment law policies, as well as make recommendations to the County Board concerning union negotiations. [Am. 03/12/02, Ord. 2001-34; 05/14/02, Ord. 2002-07; 03/14/06, Ord. 2005-48e; 03/11/08, Ord. 2007-40; 3/13/12, Ord. 2011-29]

Section 10. Section 3.05(2)(f) of the Board of Supervisors Rules of Order 2016-2018 is amended as follows:

(f) INFRASTRUCTURE COMMITTEE - Five members. The Infrastructure Committee shall supervise and control all construction, remodeling and repair of all county buildings and shall have authority to approve the use of county buildings by organizations not connected with county government. The Committee shall review all proposed leases, except those leases which by rule are the responsibility of a different committee, and recommend same to the County Board for final approval. [am. 03/11/08, Ord. 2007-38]

Invoices covering construction and remodeling shall be approved by the department head or designee of the department involved. The Committee shall review all payments made at its next meeting and determine a proper course of action when an invoice is disputed. [am. 08-12-08, Ord. 2008-17]

When the County Board has authorized construction of, additions to or remodeling of a county building, the Committee shall solicit proposals from various architects, and recommend to the County Board which architect shall be hired for the project. The Committee may, in its discretion, recommend that the County proceed without an architect. The Committee is not required to recommend an architect based solely on monetary considerations, but shall also consider an architect's previous work for the County and others.

The Committee shall review issues related to Management Information Systems and shall have responsibility for resource, conservation and sustainability practices in county facilities and operations. [Am. 03/14/06, Ord. 2005-48b; 08-12-08, Ord. 2008-17]

Section 11. Section 3.05(2)(g) of the Board of Supervisors Rules of Order 2016-2018 is amended as follows:

(g) LAND & WATER CONSERVATION COMMITTEE - Seven~~Five~~ members. Not less than three members of the County Board, including at least two members of the University Extension Education Committee, appointed by the Board Chairperson and confirmed by the Board, and the Chairperson of the FSA (Farm Service Agency) (or his/her designee) shall serve as the Land & Water Conservation Committee and shall have the powers and duties as set forth in Chapter 92, Wisconsin Statutes. This Committee shall also be responsible for acquiring conservation easements, reviewing applications to grant such easements and recommending action thereon to the County Board when appropriate. [Am. 03/12/02, Ord. 2001-33; 09/08/08, Ord. 2008-19]

This Committee shall also manage, supervise and be responsible for ~~the Countryside Farm and other~~ county farmland not held for future parks development. Leases of the farmland shall be approved by the County Board. [Am. 03/14/06, Ord. 2005-53; 03/11/08, Ord. 2007-41]

Section 12. Section 3.05(2)(h) of the Board of Supervisors Rules of Order 2016-2018 is amended as follows:

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

This Committee shall work with the District Attorney and ~~Coroner (~~Medical Examiner ~~effective 1/1/2015)~~ in handling business matters and in solving problems related to those offices and shall present matters to the County Board on behalf of said offices whenever necessary. [am. 03/11/08, Ord. 2007-37; Ord. No. 2013-24, 03-11-2014]

Section 13. Section 3.06(1)(e) Farmland Conservation Easement Commission, of the Board of Supervisors Rules of Order 2016-2018 is repealed.

Section 14. Section 3.06(1)(d) of the Board of Supervisors Rules of Order 2016-2018 is renumbered (e).

Section 15. Section 3.06(1)(d) of the Board of Supervisors Rules of Order 2016-2018 is created as follows:

(d) CRIMINAL JUSTICE COLLABORATING COUNCIL – Fourteen members. There shall be at least fourteen voting members of the Council whose membership is determined by the position the member occupies or by appointment of the Council: Chief Judge or Presiding Judge for Jefferson County (Chair), County Administrator, County Board Chair, Sheriff, District Attorney, Clerk of Circuit Court, local government representative, Jefferson County Public Defender, Jefferson County Police Chief & Sheriff's Association representative, Human Services Director, Jefferson County parole and probation manager, education representative, Jefferson County citizen and Corporation Counsel. The County shall create by-laws including establishing term lengths for members, meet at least quarterly and make recommendations to the County Board, or member's respective organization, to facilitate the goals of the Council.

Section 16. Section 3.06(1)(h) of the Board of Supervisors Rules of Order 2016-2018 is amended as follows:

(h) HUMAN SERVICES BOARD - Seven members. This is the governing and policymaking board of directors of the Human Services Department. Four members shall be members of the Board of Supervisors at the time of appointment and throughout their respective terms. Three members shall be consumers of service or citizens at large. No public or private provider of services may be appointed to the Board. Appointees shall serve staggered three-year terms. The Human Services Board shall elect a chairperson and vice chairperson who must be selected from the four members who are supervisors. Elections shall be held after the County Board organizational meeting in April of even-numbered years. The Human Services Board shall possess all the powers and duties prescribed by s. 46.23(5m), Wis. Stats.

Pursuant to s. 46.23(5m)(a), the Human Services Board shall appoint an Aging and Disability Resource Center Advisory Committee which shall also be assigned the duties established by Resolution No. 42 adopted June 12, 1979, for the Advisory Committee on Aging.

Pursuant to s. 46.23(5m)(a), the Human Services Board shall appoint the Nutrition Project Council, number and terms of appointees to be determined by the Human Services Board. Such appointments shall be subject to confirmation by the County Board.

Jefferson County, under an Intergovernmental Cooperation Agreement, shall be a member of the Marsh Country Health Alliance Commission to organize and establish a multi-jurisdictional public entity to lease, manage and operate a nursing home and facility for the developmentally disabled known as Clearview Long-Term Care & Rehabilitation. The County Board Chair shall appoint one supervisor, who is also a member of the Human Services Board, to said Commission.

The County Board Chair shall appoint County Board Supervisor(s) or other members of the public to the Community Action Coalition. The Coalition provides a variety of services to individuals in Jefferson County experiencing poverty, including services to obtain or maintain housing to prevent homelessness, and subsidized rental costs to make housing more affordable. It also provides many programs to help meet an individual's basic needs and to build skills to reach self-sufficiency.

The Human Services Board may create a subcommittee known as the Human Services Personnel & Finance Committee, members of which shall be eligible for meeting fees and mileage. [Am. 03/09/04, Ord. 2003-39; 03/11/08, Ord. 2007-49; re-lettered 04/15/08, Ord. 2008-01 and Ord. 2008-02; re-lettered 3/13/12, Ord. 2011-24; Ord. No. 2015-19, 11-10-2015]

Section 17. Sections 3.06(1)(o), (p), (q) and (r) of the Board of Supervisors Rules of Order 2016-2018 are renumbered (p), (q), (s) and (t).

Section 18. Section 3.06(1)(o) of the Board of Supervisors Rules of Order 2016-2018 is created as follows:

(o) SOUTH CENTRAL WISCONSIN WORKFORCE DEVELOPMENT AREA CONSORTIUM – 6 members. The Consortium shall consist of the chairperson of the County Board of Supervisors or County Executives or the designees of said officials of the counties of Columbia, Dane, Dodge, Jefferson, Marquette and Sauk. The purpose of the Consortium is to serve as an oversight entity to fulfill the intent of the Workforce Innovation and Opportunity Act. The responsibilities of the Consortium are (1) to serve as the Workforce Development Area Consortium of Supervisors, (2) to appoint the Workforce Development Board under the Workforce Innovation and Opportunities Act; and (3) to execute an agreement with the Workforce Development Board required for proper operation and functioning of the Board. The Consortium will direct the Board to receive the Workforce Innovation and Opportunity Act funds on behalf of the Consortium and serve as the administrative entity and fiscal agent with the duty to disburse funds at the direction of the local board.

Section 19. Section 3.06(1)(p) of the Board of Supervisors Rules of Order 2016-2018 is amended as follows:

(p) TRAFFIC SAFETY COMMISSION – In accordance with s. 83.013, Stats., the Traffic Safety Commission shall consist of the statutorily named persons, with the balance of the 12 members appointed to indeterminate terms by the County Administrator. The Jefferson County Highway Commissioner shall serve as the County Highway Safety Coordinator. [Cr. 03/14/06, Ord. 2005-54; re-lettered 0/15/08, Ord. 2008-01 and Ord. 2008-

02; am. 03/09/10, Ord. 2009-24; re-lettered 07/13/10, Ord. 2010-09; re-lettered 12/14/10, Ord. 2010-20; re-lettered 3/13/12, Ord. 2011-24; Ord. No. 2013-24, 03-11-2014; Ord. No. 2015-19, 11-10-2015]

Section 20. Section 3.06(1)(r) of the Board of Supervisors Rules of Order 2016-2018 is created as follows:

(r) WISCONSIN COUNTIES UTILITY TAX ASSOCIATION – One member appointed by the County Board Chair. The Association's mission is to change the law to provide for a more equitable distribution of utility tax for Wisconsin Counties.

Section 21. Section 3.06(1)(s) of the Board of Supervisors Rules of Order 2016-2018 is amended as follows:

(s) WISCONSIN RIVER RAIL TRANSIT COMMISSION (WRRTC) – Three members to staggered three-year terms ending on April 30 in respective years and one alternate, appointed by the Chair ~~and confirmed by the Board~~. The Commission was created in 1980 for the purpose of retaining rail service in the member counties which are now Crawford, Dane, Grant, Iowa, Jefferson, Rock, Sauk, Walworth and Waukesha. The Commission's mission is to further support maintaining rail accessibility for businesses in the County and possibly expanding such service south from Watertown to Jefferson and Fort Atkinson. [Ord. No. 2013-24, 03-11-2014; Ord. No. 2015-19, 11-10-2015]

Section 22. Section 3.07(2) of the Board of Supervisors Rules of Order 2016-2018 is amended as follows:

(2) A majority of the members of any committee, board, commission or other body shall constitute a quorum for the transaction of business. The ~~County Board Chairperson~~ appointing authority may appoint an additional member on a temporary basis upon notice from a member that he/she has vacated his/her seat or will be unable to attend meetings for an extended period ~~due to illness~~. Such temporary appointment shall terminate when the original member is once again available for meetings. [Ord. No. 2015-01, 04-21-2015]

Section 23. This ordinance shall be effective after passage and publication as provided by law.

Ayes_____ Noes_____ Abstain_____ Absent_____ Vacant_____

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

Requested by
Administration & Rules Committee

03-08-16

J. Blair Ward: 02-29-16; 03-01-16

REVIEWED: Administrator ___; Corp. Counsel ___; Finance Director ___

RESOLUTION NO. 2015-___

Designate official county newspaper

Executive Summary

Every two years Jefferson County enters into a contract with a local newspaper to serve as the County's official newspaper for the publication of County Board proceedings and other necessary legal publications as required by Wisconsin Statutes. The existing contract with the *Daily Jefferson County Union* expires on April 18, 2016. The Administration & Rules Committee solicited proposals from the *Daily Jefferson County Union* and the *Watertown Daily Times* to be the County's official newspaper for the next two years commencing April 19, 2016. Both newspapers submitted bids offering to use the same size print and column width for publications, the *Watertown Daily Times* bidding 68 cents per line and the *Daily Jefferson County Union* bidding the rate of 74 cents per line. After reviewing both bids, the Administration & Rules Committee recommends selecting the *Daily Jefferson County Union* as the official county newspaper for the 2016-2018 term of the Jefferson County Board of Supervisors based on its greater circulation which is 249 percent greater than the *Watertown Daily Times*.

WHEREAS, the Administration & Rules Committee has solicited proposals from the *Daily Jefferson County Union* and the *Watertown Daily Times* to be the County's official newspaper for the next two years commencing April 19, 2016, and

WHEREAS, both newspapers use the same size print and column width, the *Watertown Daily Times* bidding 68 cents per line and the *Daily Jefferson County Union* bidding 74 cents per line, and

WHEREAS, paid circulation in Jefferson County for the *Watertown Daily Times* is 2,794 papers and for the *Daily Jefferson County Union* is 6,960 papers, and

WHEREAS, the *Daily Jefferson County Union's* cost per line is more than the *Watertown Daily Times,* but reaches 249% more people, and

WHEREAS, the Administration & Rules Committee recommends selecting the *Daily Jefferson County Union* as the official county newspaper for the 2016-2018 term of the Jefferson County Board of Supervisors based on its greater circulation, and

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

NOW, THEREFORE, BE IT RESOLVED that the *Daily Jefferson County Union* be designated the County's official newspaper for April 2016 – April 2018, and the bid of the *Daily Jefferson County Union* to publish the County Board proceedings and other necessary legal publications be accepted in the amount of 74 cents per line.

Fiscal Note: The fiscal impact of this resolution is estimated to be $41,415 per year for 2016 through 2018 based on 2015 publication requirements and increasing the cost per line by 2 cents. for publishing the County Board proceedings and other necessary legal publications (excluding election notices which are published in both papers).

Ayes____ Noes_____ Abstain_____ Absent_____ Vacant_____

Requested by Administration & Rules Committee 03-08-16

J.Blair Ward & Brian Lamers: 02-24-16; 02-25-16

REVIEWED: Administrator____; Corp. Counsel____; Finance Director____

RESOLUTION NO. 2015-___

Resolution in support of the Wisconsin department of Health Services enhancing the quality of the Medicaid non-emergency medical transportation system

Executive Summary

Prior to 2010, the Wisconsin Medicaid Non-Emergency Medical Transportation (NEMT) program was largely county-administered. After 2010, this program was replaced with a transportation brokerage model that is operated by a provider under contract with the Wisconsin Department of Health Services, as well as subcontractors of the contracted provider. This model resulted in 5.8% of recipients experiencing at least one instance of having a scheduled medical appointment fail because the provider never arrived. This resolution urges the State of Wisconsin Legislature and the Wisconsin Department of Health Services to utilize the information in the Legislative Audit Bureau report and feedback from consumers, to guide substantive changes to the Wisconsin Medicaid Non-Emergency Medical Transportation (NEMT) program which address the inconsistency of trips, cost growth and contract payment structure including the ability to enable counties to establish Medicaid transportation systems.

WHEREAS, prior to 2010, the Wisconsin Medicaid Non-Emergency Medical Transportation (NEMT) program was largely county-administered, and

WHEREAS, the Wisconsin legislature enacted law in 2010, which required the county-administered system to be replaced by a transportation brokerage model, and

WHEREAS, the brokerage model is operated by a provider under contract with the Wisconsin Department of Health Services, as well as subcontractors of the contracted provider, and

WHEREAS, the Wisconsin Legislative Audit Bureau conducted an audit of this program and issued Legislative Audit Bureau report #15-4 in May 2015, detailing its findings, and

WHEREAS, Legislative Audit Bureau report #15-4 documents performance metrics of the system and found that within a one-year period, 5.8% of recipients experienced at least one instance of having a scheduled medical appointment fail because the provider never arrived, and

WHEREAS, Legislative Audit Bureau report #15-4 estimates that the cost of the program increased from an estimated $44.4 million in FY2009-2010 to $56.1 million in FY2013-2014, an increase of over 26%, and

WHEREAS, the contract between the Wisconsin Department of Health Services and the transportation broker is based upon a capitated rate system, in which the vendor is paid a set amount based on membership, rather than number of rides or quality of service, which is a potential disincentive to provide the service.

NOW, THEREFORE , BE IT RESOLVED that the Board of Supervisors of Jefferson County urges the State of Wisconsin Legislature and the Wisconsin Department of Health Services to utilize the information in the Legislative Audit Bureau report and feedback from consumers, to guide substantive changes to the Wisconsin Medicaid Non-Emergency Medical Transportation program which address the inconsistency of trips, cost growth and contract payment structure including a county operated Medicaid transportation system should a county choose to do so which would better serve consumers and maintain strong stewardship of public funds.

BE IT FURTHER RESOLVED that the Jefferson County Clerk be directed to forward a copy of this resolution to the Governor of the State of Wisconsin, Jefferson County's State Legislative Representatives., the Wisconsin Counties Association and to the Health and Human Services Steering Committee of the Wisconsin Counties Association.

Fiscal Note: This resolution will have no fiscal impact.

Ayes_____ Noes_____ Abstain_____ Absent_____ Vacant_____

Requested by
Administration & Rules Committee
Human Services Board

03-08-16

J. Blair Ward: 02-26-16

REVIEWED: Administrator____; Corp. Counsel ____; Finance Director____

RESOLUTION NO. 2015-___

FY 2016 Contract for Services for an
Economic Development Capital Campaign Feasibility Study

Executive Summary

Beginning in 2014, the Jefferson County Economic Development Consortium (JCEDC) has been working towards increased engagement of the private sector in promoting economic development in Jefferson County which included creating a 5-year economic development strategic plan. The objective is to increase economic development responsiveness; improve visibility of Jefferson County statewide, regionally, and globally; and align area communities, businesses, and economic development partners with the significant benefits outlined in the 5-year economic development strategic plan. Because this capital campaign will be the Consortium's first venture into formally engaging the private sector in area economic development, the JCEDC approved hiring Power 10 as a consulting firm specializing in economic development capital campaigns and feasibility studies. The fundraising goal assessment of the feasibility study will gauge the private and public sectors' perceptions of the JCEDC, obtain input and feedback on the proposed 5-year strategic plan and associated work program, realistically gauge the amount of funding attainable through a capital campaign, identify potential public and private leadership for such a campaign and provide guidance on governance and oversight functions to help implement the work program.

WHEREAS, the Jefferson County 2010 Comprehensive Plan update with Economic Development Emphasis and the 2012 Agricultural Preservation & Land Use Plan both emphasize strategic economic growth principles within Jefferson County, and

WHEREAS, the 2015 Jefferson County Task Force recognized the importance of strategic growth principles and economic well-being of the County, and

WHEREAS, the Jefferson County Economic Development Consortium has expressed strong interest in more actively engaging area private sector leadership in economic work of the Consortium and has a desire to do so through a professionally-administered economic development capital campaign and associated 5-year economic development strategic plan, and

WHEREAS, the Jefferson County Finance Committee voted on November 11, 2015, to award the Jefferson County Economic Development Consortium $25,000 for procuring consulting services for an economic development capital campaign feasibility study, and

WHEREAS, the Jefferson County Economic Development Consortium voted on December 9, 2015, to authorize staff and select JCEDC board members to work with the Von Briesen & Roper law firm to develop a transition plan and organizational model to engage the private sector in the economic development work of the area, and

WHEREAS, the Jefferson County Economic Development Consortium voted on December 9, 2015, to move forward with the Request for Proposals for a Capital Campaign Feasibility Study for the JCEDC, and

WHEREAS, a Request for Proposals for consulting services to develop a capital campaign feasibility study was published in December of 2015 by the JCEDC, and

WHEREAS, an ad-hoc committee of JCEDC Board members interviewed finalist consulting firms in January 2015 and selected Power 10 as the best qualified consulting service to meet the needs of the JCEDC, and

WHEREAS, the JCEDC Board approved hiring Power 10 as a consulting firm specializing in economic development capital campaigns and feasibility studies,

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors does hereby approve and authorize the hiring of Power 10 to provide Capital Campaign Feasibility Study services for the JCEDC not to exceed $30,000.

BE IT FURTHER RESOLVED that the Jefferson County Administrator is authorized to execute the contract and authority is hereby granted to the JCEDC Director to take the necessary steps to develop the Feasibility Study in conjunction with the consulting firm hired in accordance with this resolution and to execute any ongoing documents necessary to effectuate this program.

Fiscal Note: This resolution will have a fiscal impact in an amount not exceed $30,000 which has been allocated to the JCEDC budget.

Ayes_____ Noes_____ Abstain_____ Absent_____ Vacant_____

Requested by
Jefferson County Economic Development Consortium 03-08-16

Genevieve Coady & J. Blair Ward: 02-25-16
REVIEWED: Administrator____; Corp. Counsel____; Finance Director____; JCEDC Director ____.

Item 13a

RESOLUTION NO. 2015-___

Renewal of Soft Drink Marketing Partnership Agreement

Executive Summary

The most recent Soft Drink Marketing Partnership Agreement with a supplier of soft drink beverage products and related services at the Jefferson County Fair Park expired on December 31, 2015. The Fair Park is seeking to enter into another agreement with a beverage supplier commencing on January 1, 2016, and ending on December 31, 2018. The Fair Park solicited proposals from soft drink suppliers and received proposals from Pepsi-Cola and Coca-Cola. The Fair Park Committee determined that Pepsi-Cola's proposal offered the most favorable financial incentives for the County and recommends that Jefferson County enter into a three-year soft drink Marketing Partnership Agreement with Pepsi-Cola through December 31, 2018, for the purpose of supplying soft drink beverage products and related services at the Jefferson County Fair Park.

WHEREAS, the most recent Soft Drink Marketing Partnership Agreement with Pepsi-Cola as a supplier of soft drink beverage products and related services at the Jefferson County Fair Park expired on December 31, 2015, and

WHEREAS, Jefferson County solicited proposals from soft drink suppliers to enter into another three year Soft Drink Marketing Partnership Agreement commencing on January 1, 2016, and ending on December 31, 2018, and

WHEREAS, proposals were submitted by Pepsi-Cola and Coca-Cola as follows:

Vendor	Estimated Annual Revenue for Fair Park
Pepsi-Cola	$28,720.00
Coca-Cola	$12,280.00

WHEREAS, the Fair Park Committee determined that Pepsi-Cola has the most favorable financial incentives for the County after taking into consideration incentive fees paid by Pepsi-Cola to the County and accessories provided by Pepsi-Cola related to marketing and selling Pepsi products such as marking funds, free product incentive and the use of special event coolers, and

WHEREAS, the Fair Park Committee recommends entering into a three-year Marketing Partnership Agreement with Pepsi-Cola through December 31, 2018.

NOW, THEREFORE, BE IT RESOLVED that the Fair Park Director is authorized to execute a three-year soft drink Marketing Partnership Agreement with Pepsi-Cola through December 31, 2018.

Fiscal Note: The total cash value of the Pepsi-Cola sponsorship to Jefferson County is estimated to be $28,720.00 per year for the three year contract period and includes incentive fees, marketing funds and free product incentives.

Requested by
Fair Park Committee

03-08-16

J. Blair Ward: 02-08-16

REVIEWED: Administrator ___, Corp. Counsel ___; Finance Director ___

RESOLUTION NO. 2015-_____

Authorizing sale of tax delinquent properties to the City of Watertown

Executive Summary

Jefferson County commenced a foreclosure action for unpaid taxes and currently holds title to property located at 302 Front Street, Watertown, and 308 Front Street, Watertown, with the principal amount of delinquent taxes due of $12,915.15 for both properties. The City of Watertown has expressed interest in purchasing said parcels and has proposed to enter into an agreement with the County to purchase both properties for a total of $15,000.00. This resolution authorizes the County Administrator to enter into a contract for conveyance of the above parcels to the City of Watertown in return for payment of $15,000.00.

WHEREAS, Jefferson County annually settles with local taxing jurisdictions such as villages, school districts and cities by paying those jurisdictions their share of unpaid real estate taxes and receives a tax certificate and a tax lien on the property for which the taxes are due, and

WHEREAS, periodically the County takes title to properties subject to the tax liens through a foreclosure action, and

WHEREAS, the County commenced a foreclosure action and currently holds title to property located at 302 Front Street, Watertown, and 308 Front Street, Watertown, with the principal amount of delinquent taxes due of $11,840.31 through 2014 in addition to 2015 taxes of $1,074.84, and

WHEREAS, the City of Watertown has expressed interest in purchasing said parcels, and

WHEREAS, the City of Watertown has proposed to enter into an agreement with the County to purchase both properties for a total of $15,000.00 in return for conveyance of the properties to the City, and

WHEREAS, § 75.69, Wisconsin Statutes, allows the County to transfer tax foreclosed property to another unit of government and the Finance Committee recommends such transfer upon payment to the County of $15,000.00,

NOW, THEREFORE, BE IT RESOLVED that the County Administrator is authorized to enter into a contract for conveyance of the above parcels, Parcels #291-0815-0331-002 and 291-0815-0331-050, to the City of Watertown in return for payment of $15,000.00.

Fiscal Note: The proceeds from this sale will be applied toward delinquent taxes and interest incurred for these properties.

Ayes_____ Noes_____ Abstain_____ Absent_____ Vacant_____

Requested by
Finance Committee

03-08-16

J. Blair Ward: 02-15-16; 02-22-15; 03-01-16

REVIEWED: Administrator ____; Corp. Counsel ____; Finance Director ____

RESOLUTION NO. 2015-___

Resolution disallowing the claims of Kent Sormrud and We Energies

WHEREAS, on January 25, 2016, Jefferson County received a claim from Kent Sormrud in an amount of $471.71 alleging that his 2015 Chevy Silverado, on December 20, 2015, was stopped at the light, northbound on Highway 26 south of I-94, when a Jefferson County Highway Department snowplow pulled up to the light in the left hand turn lane and the side plow blade struck the driver's side rearview mirror leaving scrapes and possible damage to the electric mirror. There has been no evidence provided by the claimant to support his claim, and

WHEREAS, on February 4, 2016, Jefferson County received a claim from We Energies in an amount of $1,218.96 alleging that the claimant suffered damage and associated loss of electric service at N7338 County Road N in the Town of Milford, Wisconsin, when the Jefferson County Highway Department damaged underground electric equipment on June 25, 2015, when excavating for a road project. There has been no evidence provided by the claimant to support its claim and the claimant also filed late notice of circumstance, and

WHEREAS, said damages are alleged to be the result of negligence of Jefferson County, its agents, officials, officers or employees, and

WHEREAS, Jefferson County's insurance carrier, Wisconsin Municipal Mutual Insurance Company, recommends disallowance of the claims, on the basis that the County is not responsible for the alleged damages,

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

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

Ayes _____ Noes_____ Abstain_____ Absent_____ Vacant_____

Requested by Finance Committee 03-08-16

J. Blair Ward: 02-02-16; 02-04-16; 02-16-16; 02-23-16

REVIEWED: Administrator: ___; Corp. Counsel: ___; Finance Director: ___

RESOLUTION NO. 2015-____

Action on year-end departmental deficits and surplus

Executive Summary

At year end, the County Administrator requests a budget transfer from the contingency or general funds to cover the departments that have deficits. Also requested is the transfer of surplus funds from the Human Services Department budget to the General Fund. The request first goes to the Finance Committee and then to the County Board for approval. This resolution will authorized transferring $11,342 from contingency to various county departments due to fiscal year 2015 deficits and transferring $216,556 from the 2015 Human Services Department to the General Fund.

WHEREAS, due to circumstances arising after the 2015 budget was adopted, the following transfers of funds are necessary to be made from the contingency appropriation account and/or General Fund as indicated to close the accounting books for 2015:

Department	Bus Unit	Account Number	Deficit Amount	Original Levy	Percent of Levy
County Administration	81	599999	1,324	256,407	0.5%
Corporation Counsel	1701	599999	2,219	329,399	0.7%
Land & Water Conservation	7001	599999	7,345	231,114	3.2%
Library Administration	9902	599999	454	5,454	8.3%
Total			11,342		
Contingency Fund			11,342		
General Fund			0		
Total			11,342		

WHEREAS, the Finance Committee recommends that these departmental deficits be funded by the transfers set forth above totaling $11,342,

WHEREAS, the Finance Committee recommends the transfer of $216,556, surplus from the Human Service Department to the General Fund,

NOW, THEREFORE, BE IT RESOLVED that the aforementioned transfers of funds are hereby approved and the 2015 budget be amended to reflect the same.

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

The contingency fund has a balance of $355,888, of which $11,342 is needed to offset the deficit for 2015.

The main reason for the Administration Department budget deficit is the purchase of a scanner for efficiency within the Administration, Human Resources and Corporation Counsel's Departments.

The Corporation Counsel office deficit is mainly due to an employee leaving a position that had single health insurance and the new individual has family insurance.

The Land & Water Conservation Department has a deficit due to an individual changing from single to family plan health insurance and also less permit revenue than anticipated.

The Library Administration deficit was due to additional mailings required for the withdrawal from the Mid-Wisconsin Federated Library System and partnering with the Waukesha County Federated Library System.

The Human Service Department surplus will be used to fund future capital projects for the County.

Ayes_____ Noes_____ Abstain_____ Absent_____ Vacant_____

Requested by
Finance Committee

3-8-16

Brian Lamers: 2-23-16
J. Blair Ward: 2-24-16

APPROVED: Administrator ___; Corp. Counsel ___; Finance Director BL

Jefferson County
Departmental Surplus (Deficit) Recap
For the Year Ended December 31, 2015

3-Mar-16 Updated

Dept	Department	General Ledger Surplus (Deficit)	Budgetary Only Accounts	Estimated Additional Activity	Actual Non-Lapsing Request	Actual Surplus (Deficit)	Deficit Transfer Contingency Fund	Deficit Transfer General Fund	Amended Surplus (Deficit)	Original Tax Levy 2014	Actual Surplus (Deficit)
000	General Revenues	844,718.00			(34,122.00)	810,596.00	(11,342.00)		799,254.00	(7,162,365.00)	11.3%
001	County Board	14,780.00			701.00	15,481.00			15,481.00	399,088.00	3.9%
002	Economic Development	231,493.00			(231,493.00)	0.00			0.00	0.00	0.0%
004	Human Resources	16,782.00			(12,000.00)	4,782.00			4,782.00	416,112.00	1.1%
008	County Administrator	(1,324.00)				(1,324.00)	1,324.00		0.00	256,407.00	-0.5%
010	Register of Deeds	219,570.00			(139,972.00)	79,598.00			79,598.00	(221,339.00)	36.0%
012	County Clerk	37,142.00			(30,510.00)	6,632.00			6,632.00	188,090.00	3.5%
013	Land Information	101,145.00			(96,012.00)	5,133.00			5,133.00	350,146.00	1.5%
014	County Treasurer	41,518.00				41,518.00			41,518.00	(712,115.00)	5.8%
016	District Attorney	42,537.00				42,537.00			42,537.00	717,538.00	5.9%
017	Corporation Counsel	(2,219.00)				(2,219.00)	2,219.00		0.00	329,399.00	-0.7%
018	Parks	508,810.00			(424,135.00)	84,675.00			84,675.00	789,735.00	10.7%
019	Central Services	437,973.00			(383,000.00)	54,973.00			54,973.00	702,778.00	7.8%
020	Sheriff	746,127.00			(642,776.00)	103,351.00			103,351.00	11,677,478.00	0.9%
023	Child Support	60,989.00				60,989.00			60,989.00	186,551.00	32.7%
024	Clerk of Courts	2,050.00				2,050.00			2,050.00	1,566,792.00	0.1%
025	Medical Examiner	4,644.00				4,644.00			4,644.00	100,170.00	4.6%
026	Finance	6,059.00				6,059.00			6,059.00	436,834.00	1.4%
027	Emergency Management	190,162.00			(168,933.00)	21,229.00			21,229.00	74,526.00	28.5%
053	Veterans Services	16,271.00			(10,601.00)	5,670.00			5,670.00	155,311.00	3.7%
068	UW Extension	53,507.00			(21,420.00)	32,087.00			32,087.00	314,474.00	10.2%
069	Fair Park	90,301.00			(56,577.00)	33,724.00			33,724.00	79,678.00	42.3%
070	Land Conservation	215,193.00			(222,538.00)	(7,345.00)	7,345.00		0.00	231,114.00	-3.2%
071	Zoning	317,692.00			(269,722.00)	47,970.00			47,970.00	354,939.00	13.5%
099	Library System	(454.00)				(454.00)	454.00		0.00	1,017,546.00	0.0%
	General Fund Totals	4,195,466.00	0.00	0.00	(2,743,110.00)	1,452,356.00	0.00	0.00	1,452,356.00	12,248,887.00	11.9%

Fund	Fund	Beginning Fund Balance 1-Jan-15	Current Activity	Estimated Additional Activity	Ending Fund Balance 31-Dec-15	Percentage Change
100	General Fund	29,295,219.00	723,635.00		30,018,854.00	2.4%
240	Health Department	890,819.00	(58,337.00)		832,482.00	-7.0%
250	Human Services	675,833.00	316,425.00		992,258.00	31.9%
300	Debt Services	187,590.00	(112,205.00)		75,385.00	-148.8%
400	Capital Projects	2,202,185.00	(354,138.10)		1,848,046.90	-19.2%
700	Highway Department	28,454,741.00	2,512,274.00		30,967,015.00	8.1%
750	MIS Fund	0.00	0.00		0.00	
	Total Govt Funds	61,706,387.00	3,027,653.90	0.00	64,734,040.90	4.7%

Ending fund balance 12/31/15	64,734,040.90
Less beginning fund balance	(61,706,387.00)
Subtotal	3,027,653.90
	0.00
	0.00
	0.00
Increase due to operations	**3,027,653.90**

Spreadsheet values as of	**3-Mar-16**

Total increase in fund balances	3,027,653.90
Tax levy for 2015	28,398,206.00
Increase as a percent of tax levy	**10.7%**

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RESOLUTION NO. 2015-____

Action on year-end requests to carry over funds

Executive Summary

At year end, departments are required to submit carry over requests for funds that are unspent. If the County Administrator approves the request, it first goes to the Finance Committee and then to the County Board for approval. This resolution will authorize the carry over of $12,194,193.84 from fiscal year 2015 to fiscal year 2016.

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

WHEREAS, the Finance Committee has reviewed the collective requests of all departments to carry over the funds designated in the various accounts below, more particularly set forth in the Finance Committee minutes of March 8, 2016,

Fund Type	Description	Requested Amount	Non-lapsing Request
Governmental funds	Non-spendable	265,692.48	
Governmental funds	Spendable, restricted	3,808,584.59	3,808,584.59
Governmental funds	Spendable, committed	2,250,846.94	2,250,846.94
Governmental funds	Total	6,325,124.01	
Proprietary funds	Capital net assets	24,832,252.80	
Proprietary funds	Restricted net assets	121,575.78	121,575.78
Proprietary funds	Non-restricted net assets	6,013,186.53	6,013,186.53
Proprietary funds	Total	30,967,015.11	
Grand Total		37,292,139.12	12,194,193.84

WHEREAS, the Finance Committee recommends certain funds be designated as non-lapsing for fiscal year 2016 in the same amounts as listed above,

NOW, THEREFORE, BE IT RESOLVED that the funds in the accounts identified in the Finance Committee minutes of March 8, 2016, totaling $12,194,193.84, are designated as non-lapsing in the 2015 budget and carried over to the 2016 departmental budgets which are hereby amended in the respective amounts.

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

Explanation of governmental funds: Non-spendable funds are funds that include prepaid items, deposits, and inventory accounts. Spendable, restricted funds are funds that are legally restricted by statutes, contracts, purchase orders, or funding source. Spendable, committed funds are funds that are spendable at the discretion of the County.

Explanation of proprietary funds (Highway): Capital net assets are items that are depreciated along with land. Restricted net assets relate to municipal deposits for subsequent year work by the County. Non-restricted net assets include both required items and discretionary items.

Ayes_____ Noes_____ Abstain_____ Absent_____ Vacant_____

Requested by
Finance Committee

3-8-16

Brian Lamers: 2-23-16
J. Blair Ward: 2-24-16

APPROVED: Administrator ___; Corp. Counsel ___; Finance Director ___

Jefferson County
Final Non-Lapsing Requests
For the Year Ended December 31, 2015

Note: When it states "as for 2016 budget" this is what is in the 2016 budget that was estimated as carryover, there may be another line item to adjust that amount to actual.

Department	Bus Unit	Acct #	Sub Acct	Explanation	Non-Spendable Fund Bal	Spendable Fund Balances Restricted	Spendable Fund Balances Committed	Total
General Rev and Exp	9801	594808		Resolution 2015-36 Purchase Park Land of of County Hwy A			34,122.00	34,122.00
County Board	14	699700		Remaining Historical Commission funds as per 2016 budget		2,944.00		
County Board	14	594950		Remaining Historical Commission operating reserve adjustment		(3,645.57)		(701.57)
Economic Development	31	521219		Other Professional Services-Remaining from Contingency Transfer in 2015		25,000.00		
Economic Development	31	594955		Increase JCEDC vested benefit reserve to actual		8,186.06		
Economic Development	31	594950		Increase JCEDC fiduciary funds operating reserve		3,185.44		
Economic Development	31	699700		Remaining JCEDC fiduciary funds as per 2016 budget		195,121.00		**231,492.50**
Human Resources	41	532350		Professional Development-LEAN Training			9,000.00	
Human Resources	42	532350		Training Material			3,000.00	**12,000.00**
Register of Deeds	1002	521296		Land Records Management System-Software Maintenance		30,000.00		
Register of Deeds	1002	521295		Land Records Management System-Data Conversion		25,000.00		
Register of Deeds	1002	594818		Land Records Management System-Software Capital		20,500.00		
Register of Deeds	1002	594950		Redaction Funds restricted by statue		64,471.52		**139,971.52**
County Clerk	1202	594810		Voting Software Program			30,000.00	
County Clerk	1213	594950		Remaining ICC funds		24.21		
County Clerk	1213	699700		Remaining ICC funds as per 2016 budget		496.00		**30,520.21**
Land Information	1303	594950		Remaining land records modernization funds as per Wisc Statutes		51,604.46		
Land Information	1303	699700		Remaining land records modernization funds as per 2016 budget		44,407.00		**96,011.46**
Parks Department	1801	594820		Korth Park (Fort Health Care) Playground Sign			2,000.00	
Parks Department	1801	594829		Boat Launch, Donated Funds matched with Stewardship Grant			30,000.00	
Parks Department	1801	594829		Donation for Watertown Outboarders property for property development			28,000.00	
Parks Department	1801	594820		Remaining Bicycle Implementation Plan			10,051.00	
Parks Department	1801	594820		Used for Furnace replacement-replace in 2016			(10,000.00)	
Parks Department	1806	594960		Remaining Carol Liddle estate funds, restricted by estate		27.91		
Parks Department	1806	699800		Carol Liddle estate funds as per 2016 budget		81,600.00		
Parks Department	1812	594950		Remaining Carnes Park, non-lapsing request for capital items			124,627.50	
Parks Department	1812	699800		Carnes Park Development funds as per 2016 budget			2,896.00	
Parks Department	1812	421001		Revenue from Stewardship Grant Approved-add to 2016 budget		(45,000.00)		
Parks Department	1812	594821		Expense used from Stewardship Grant Approved-add to 2016 budget		45,000.00		
Parks Department	1812	594822		Mason Log Home Restoration Funds, restricted by source		1,743.41		
Parks Department	1812	594821		Remaining Carnes Park Development, non-lapsing request for capital items			64,104.62	
Parks Department	1814	699992		Remaining Garman Nature Preserve, restricted by source		(170.81)		
Parks Department	1814	699700		Garman Nature Preserve funds as per 2016 budget		500.00		
Parks Department	1816	699992		Remaining Glacial Heritage, restriced by source		(3,345.00)		
Parks Department	1816	699700		Glacial Heritage Development funds as per 2016 budget		22,054.00		

Jefferson County
Final Non-Lapsing Requests
For the Year Ended December 31, 2015

Department	Bus Unit	Acct #	Sub Acct	Explanation	Non-Spendable Fund Bal	Spendable Fund Balances Restricted	Spendable Fund Balances Committed	Total
Parks Department	1824	699992		Remaining Bike Trail donations, restricted by source		8,953.33		
Parks Department	1824	699700		Remaining Bike Trail donations, restricted by source as per 2016 budget		3,875.00		
Parks Department	1826	699992		Remaining Dog Park funds			(5,630.96)	
Parks Department	1826	699800		Remaining Dog Park funds as per 2016 budget			62,849.00	**424,135.00**
Central Services	1901	594809		Re-Roof F Section Sheriff Department			20,000.00	
Central Services	1901	594810		HVAC-Courthouse			50,000.00	
Central Services	1901	594822		Re-Roof Sections at Courthouse			50,000.00	
Central Services	1901	594829		Re-Roof MIS Building			10,000.00	
Central Services	1901	594822		Boilers-Courthouse			166,000.00	
Central Services	1901	594821		Parking Lot-Washington Street			45,000.00	
Central Services	1901	594820		Replace Sally Port Garage Door			10,500.00	
Central Services	1901	594821		Replace Approach Apron and Sidewalk-Underground Parking			20,000.00	
Central Services	1901	535247		Seal Courthouse/Paint County Board Room			11,500.00	**383,000.00**
Sheriff Department	2001	531317		Tactical Vests for SWAT (6)			5,750.00	
Sheriff Department	2006	594810		Radio Console Replacement Project-Wttn Interface			7,925.00	
Sheriff Department	2006	594810		Radio Console Replacement Project-Bal Due to Consultant			410.00	
Sheriff Department	2006	535242		911 Phone System Replacement Project-1st Year Maintenance Agreement			11,500.00	
Sheriff Department	2006	594820		911 Phone System Replacement Project			224,545.00	
Sheriff Department	2010	699992		Funds restricted by source -- Drug Education		(192.68)		
Sheriff Department	2010	699700		Funds restricted by source -- Drug Education as per 2016 budget		1,710.00		
Sheriff Department	2011	699992		Funds restricted by source -- Drug Restitution		2,464.96		
Sheriff Department	2011	699700		Funds restricted by source -- Drug Restitution as per 2016 budget		6,717.00		
Sheriff Department	2012	699992		Funds restricted by source -- Vehicle Forfeiture		(1,768.07)		
Sheriff Department	2012	699700		Funds restricted by source -- Vehicle Forfeiture as per 2016 budget		2,200.00		
Sheriff Department	2014	699992	011	Remaining restricted donations -- K-9 related		7,768.74		
Sheriff Department	2014	699992	012	Remaining restricted donations -- Community Program		1,723.15		
Sheriff Department	2014	699992	014	Remaining restricted donations -- Honor Guard		4,694.78		
Sheriff Department	2014	699700	016	Remaining restricted donations -- Tactical Air Wing		94.00		
Sheriff Department	2014	699992	017	Remaining restricted donations -- Dive Team		618.21		
Sheriff Department	2014	699992	018	Remaining restricted donations -- DTF		937.75		
Sheriff Department	2102	699992		Funds restricted by source -- Drug Task Force		3,872.00		
Sheriff Department	2104	699992		Funds restricted by source -- Federal Forfeitures		3,488.81		
Sheriff Department	2104	699700		Funds restricted by source -- Federal Forfeitures as per 2016 budget		211,193.00		
Sheriff Department	2105	699700		Funds restricted by source -- CEASE Marijuana as per 2016 budget		201.00		
Sheriff Department	2108	699992		Funds restricted by source -- State Forfeitures		(395.83)		
Sheriff Department	2108	699800		Funds restricted by source -- State Forfeitures as per 2016 budget		3,256.00		
Sheriff Department	2203	594950		Jail assessment funds restricted by Wisconsin Statutes		31,479.28		
Sheriff Department	2203	699700		Jail assessment funds restricted by Wisconsin Statutes per 2016 budget		112,583.00		**642,775.10**
Emergency Mgmt	2703	594960		Remaining flood mitigation program fund (HMGP)			51,302.32	
Emergency Mgmt	2703	699800		Remaining flood mitigation program fund (HMGP) as per 2016 budget			112,651.00	
Emergency Mgmt	2706	699992		Revenue from Hazmat-Train Derailment-Replace supplies			4,979.27	**168,932.59**

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Jefferson County
Final Non-Lapsing Requests
For the Year Ended December 31, 2015

Department	Bus Unit	Acct #	Sub Acct	Explanation	Non-Spendable Fund Bal	Spendable Fund Balances Restricted	Spendable Fund Balances Committed	Total
Veterans Services	5302	593719		Veterans Relief Services			10,600.77	**10,600.77**
UW Extension	6801	594950		Donation from Dec 2008 regarding 4-H fees adjustment			710.00	
UW Extension	6801	699700		Donation from Dec 2008 regarding 4-H fees, per 2016 budget			1,420.00	
UW Extension	6803	531348		Remaining funds for UWEX Program			2,826.44	
UW Extension	6809	531313		Remaining funds Parenting First Year Program		(22.88)		
UW Extension	6809	699700		Parenting First Year Program as per 2016 budget		72.00		
UW Extension	6811	531348		Remaining funds Agricultural program			508.56	
UW Extension	6811	699700		Remaining funds Agricultural program as per 2016 budget			3,246.00	
UW Extension	6814	531348		Remaining fund Family Impact seminar			(1,654.00)	
UW Extension	6814	699700		Family Impact Seminar as per 2016 budget			1,654.00	
UW Extension	6815	531348		Master Gardener program			(1,209.30)	
UW Extension	6815	699700		Remaining funds Master Gardener Program as per 2016 budget			2,955.00	
UW Extension	6816	531348		Remaining funds Pesticide Program			480.64	
UW Extension	6816	699700		Pesticide Programs as per 2016 budget			6,058.00	
UW Extension	6817	531348		Remaining funds Safety Program			(974.00)	
UW Extension	6817	699700		Safety Program as per 2016 budget			974.00	
UW Extension	6819	531348		Remaining funds Tractor Safety Program			(51.48)	
UW Extension	6819	699700		Tractor Safety Program as per 2016 budget			4,427.00	**21,419.98**
Fair Park	6901	594822		Weatherization			5,000.00	
Fair Park	6901	594822		Storage Building			25,000.00	
Fair Park	6906	485106		Remaining Fair Donations		499.79		
Fair Park	6906	699800		Fair donations as per 2016 budget		26,077.00		**56,576.79**
Land Conservation	7019	594950		Farmland Preservation Adjustment			6,319.98	
Land Conservation	7019	699800		Farmland Preservation, capital as per 2016 budget			216,218.00	**222,537.98**
Zoning	7101	521219		Other Professional Services-Planning			25,000.00	
Zoning	7109	594950		Solid Waste funds restricted by both grants and contracts		34,909.65		
Zoning	7109	699700		Solid Waste funds as per 2016 budget		209,812.00		**269,721.65**
General Fund Totals					**0.00**	**1,246,524.62**	**1,496,591.36**	**2,743,115.98**
Health Department	240	351300		Prepaid asset reserve (Prepaid Health Ins paid by Employer)	18,205.22			
Health Department	240	354900		Working capital (3 Month Operating Expense)		424,821.00		
Health Department	4700	669800		Capital as per 2016 budget-Reception are remodel		15,000.00		
Health Department	4700	669700		Operating to reduce levy as per 2016 budget		114,973.00		
Health Department	4406	699992	646	WIC Fit Family Pre-pay grant funding		4,148.00		
Health Department	4501	699992		PH Restricted Donations for purchase of Pack n Play Cribs		625.00		
Health Department	4632	699992		PH Preparedness grant funding		13,920.00		

Jefferson County
Final Non-Lapsing Requests
For the Year Ended December 31, 2015

Department	Bus Unit	Acct #	Sub Acct	Explanation	Non-Spendable Fund Bal	Spendable Fund Balances Restricted	Spendable Fund Balances Committed	Total
Health Department	4635	699992		Public Health Preparedness Program, restricted by source		626.00		**592,318.22**
Human Services	250	353100		Prepaid asset reserve	247,487.26			
Human Services	5001	594950		Remaining child abuse donations, restricted by source		4,003.21		
Human Services	5001	594950		Remaining child / family donations, restricted by source		2,456.22		
Human Services	5001	594950		Remaining Zero Suicide		155.54		
Human Services	5005	594950		Remaining Juvenile Justice donations		180.50		
Human Services	5021	594950		Remaining Safe & Stable Families donations		2,778.87		
Human Services	5195	594950		Vehicle escrow funds, restricted by source		54,941.80		
Human Services	5001	594950		Donations unrestricted			7,523.58	
Human Services	5000	529299		Drug Free Coalition			5,000.00	
Human Services	5000	532325		CAM's Training			5,088.00	
Human Services	5051	535360		Lock for Door at WDC			6,000.00	
Human Services	5200	532325		Training			2,000.00	
Human Services	5200	521219		Contract for Consultant for Compliance			100,000.00	
Human Services	5200	531314		Desks			12,000.00	
Human Services	5200	521296		ECO Software Maintenance Fee			11,770.00	
Human Services	5210	594820		Parking Lot Camera's			38,724.00	
Human Services	5210	594820		Lueder House Roof			12,000.00	
Human Services	5210	594820		Lueder House Furnace			11,150.00	
Human Services	5210	594820		Lueder House Rear Steps			15,000.00	
Human Services	5210	594820		Hill Top Windows			54,000.00	
Human Services	5210	594820		Echo Software			100,000.00	
Human Services	5001	552203	071	Children's Alternate Care			300,000.00	**992,258.98**
Debt Service	8013	594950		Capitalized interest on debt for payments in 2016		75,384.38		**75,384.38**
Capital Projects	8151	594950		Demolition and New Highway Shop-remaining funds		1,848,046.45		**1,848,046.45**
MIS-Power Group	8501	521220		Security Audit			24,000.00	
MIS-Power Group	8501	594819		Dell Secure Works Maintenance			35,000.00	
MIS-IP-Telephony	8520	594818		SAN Replacement			15,000.00	
								74,000.00
Total Governmental Funds					**265,692.48**	**3,808,584.59**	**2,250,846.94**	**6,325,124.01**

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Jefferson County
Final Non-Lapsing Requests
For the Year Ended December 31, 2015

Department	Bus Unit	Acct #	Sub Acct	Explanation	Non-Spendable Fund Bal	Spendable Fund Balances Restricted	Spendable Fund Balances Committed	Total
					Proprietary Funds -- Net Assets			
					Capital	Restricted	Non-Restricted	Total
Highway Department	700	361100		Capital net assets	24,607,360.80			
Highway Department	700	361200		Contributed capital – state salt shed/brine equipment	224,892.00			
Highway Department	700	3625xx		Road equity, multiple municipalities		121,575.78		
Highway Department	700	363100		Maintain inventory balances at 2006 levels			0.00	
Highway Department	700	363200		Over-recovered fringe benefit pool to be allocated in 2016			73,176.34	
Highway Department	700	363250		Over-recovered small tools pool to be allocated in 2016			14,739.80	
Highway Department	700	363260		PBM Reserve			31,593.11	
Highway Department	700	363350		Inventory net assets			1,600,450.17	
Highway Department	700	363400		Prepaid asset reserve (Prepaid Health Ins paid by Employer)			72,591.10	
Highway Department	53241	699992		Fixed Asset replacement (machinery operations)			1,858,311.44	
Highway Department	53311	699992		General Maintenance			192,324.57	
Highway Department	53312	699992		Cty Hwy Construction to finish CTH J, A, P, W and N in 2016			2,020,000.00	
Highway Department	53313	699992		Winter maintenance balance for future Winter Maintenance expense			150,000.00	
Totals					**24,832,252.80**	**121,575.78**	**6,013,186.53**	**30,967,015.11**

Total all Funds **37,292,139.12**

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RESOLUTION NO. 2015-_____

Establishing total annual compensation for county elected officials pursuant to Wis. Stat. § 59.22

Executive Summary

On Tuesday, February 9, 2016, the Jefferson County Board of Supervisors adopted Ordinance 2015-30, establishing a procedure to set elected official salaries. The ordinance establishes compensation for constitutional elected officials at Step 7 of the appropriate grade as recommended by the County's classification and compensation consultant. The ordinance further establishes the ability for the County Board to adjust the salary during the four-year term based on the analysis of several factors. The salaries for all four years must be determined prior to April 15, 2016, the earliest time for filing nomination papers for the county elective office.

On Tuesday, February 16, 2016, the Human Resources Committee discussed the current market conditions and trends, the internal comparable wages and Jefferson County's comparable counties' salaries of the County Clerk, Register of Deeds and Treasurer. After analyzing this information, the Human Resources Committee is recommending a 1% increase in each year of the four-year term, based on the starting salary of Step 7 of the appropriate recommended grade placement.

WHEREAS, pursuant to Wis. Stat. § 59.22(1), the Board must establish the total annual compensation for services to be paid to county elected officials (other than supervisors and circuit judges) prior to April 15, 2016, the earliest time for filing nomination papers for the county elective office, and

WHEREAS, the Board desires to establish the total annual compensation for county elected officials, which is separate and distinct from the fringe benefits offered by the County to elected officials, and which fringe benefits are subject to increase or decrease during the officer's term at the discretion of the Board and in accordance with state and federal law, and

WHEREAS, as part of the County's fringe benefit program, county elected officials may participate in the Wisconsin Retirement System in accordance with state law, and

WHEREAS, as part of the County's fringe benefit program, county elected officials may elect to receive health insurance coverage under the same terms and conditions as the health insurance coverage offered to non-represented managerial county employees who are not law enforcement managerial employees or non-represented managerial employees described in Wis. Stat. § 111.70(1)(mm)2, and

WHEREAS, the Human Resources Committee has reviewed salaries for elected officials in comparable counties, as well as compensation practices among non-represented, non-law enforcement managerial positions,

NOW, THEREFORE, BE IT RESOLVED by the Jefferson County Board of Supervisors that the total annual compensation for county elected officers under Wis. Stat. § 59.22(1) shall be as follows, effective on the first day of a term of office that begins after the date of this resolution:

Elective Official	2017 Rate	2018 Rate	2019 Rate	2020 Rate
County Clerk	$77,563.20	$78,332.80	$79,123.20	$79,913.60
Register of Deeds	$68,848.00	$69,534.40	$70,220.80	$70,928.00
Treasurer	$68,848.00	$69,534.40	$70,220.80	$70,928.00

BE IT FURTHER RESOLVED that the aforementioned county elected officials are entitled to participate in the Wisconsin Retirement System in accordance with law and the County shall pay only its share of contributions required by law, and

BE IT FURTHER RESOLVED that the aforementioned county elected officials are entitled to participate in the County's health, dental and life insurance programs subject to the terms and conditions of the programs, which may be modified from time to time, under the same terms and conditions for such programs offered to non-represented managerial county employees who are not law enforcement managerial employees or non-represented managerial employees described in Wis. Stat. § 111.70(1)(mm)2.

Fiscal Note:
The fiscal impact from 2016 to 2017 is: County Clerk, $4,451.20; Register of Deeds, $6,219.20; Treasurer, $4,825.60.
The fiscal impact from 2017 to 2018 is: County Clerk, $769.60; Register of Deeds, $686.40; Treasurer, $686.40.
The fiscal impact from 2018 to 2019 is: County Clerk, $790.20; Register of Deeds, $686.40; Treasurer, $686.40.
The fiscal impact from 2019 to 2020 is: County Clerk, $790.60; Register of Deeds, $707.20; Treasurer, $707.20.
The total cumulative fiscal impact for the four-year term, from 2017 to 2020, is: County Clerk, $6,801.60; Register of Deeds, $8,299.20; Treasurer, $6,905.60.
Federal Income Continuation Tax (FICA), Wisconsin Retirement employer contribution, health and other eligible fringes will be as stated in this resolution and will be part of the budget process for each budget year.

Ayes_____ Noes_____ Abstain_____ Absent_____ Vacant_____

Requested by Human Resources Committee 03-08-16

Brian Lamers: 02-09-16; Terri Palm-Kostroski: 02-12-16
REVIEWED: Administrator ____; Corp. Counsel ____; Finance Director ____

PROCLAMATION

Social Work Month

WHEREAS, social workers have the right education and experience to guide individuals, families, and communities through complex issues and choices, and

WHEREAS, social workers connect individuals, families, and communities to available resources, and

WHEREAS, social workers are dedicated to improving the society in which we live, and

WHEREAS, social workers are positive and compassionate professionals, and

WHEREAS, social workers stand up for others to make sure everyone has access to the same basic rights, protections, and opportunities, and

WHEREAS, social workers help people help themselves, whenever and wherever they need it most, and

WHEREAS, social workers have been the driving force behind important social movements in the United States and abroad.

NOW, THEREFORE, BE IT RESOLVED in recognition of professional social workers and their commitment and dedication to individuals, families, and communities everywhere through legislative advocacy, service delivery, research, and education, the Jefferson County Board of Supervisors hereby proclaims the month of March 2016 as Professional Social Work Month and calls upon all citizens to join with the National Association of Social Workers and Jefferson County Human Services Department in celebration and support of social workers and the social work profession.

Ayes ____ Noes_____ Abstain_____ Absent_____ Vacant_____

Requested by
Human Services Board 03-08-16

Kathi Cauley: 02-08-16; J. Blair Ward: 03-02-16
APPROVED: Administrator: ___; Corp. Counsel: ___; Finance Director: ___

PROCLAMATION

Child Abuse and Neglect Prevention Month

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

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

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

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

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

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

WHEREAS, the Human Services Board, at its February 9, 2016, meeting, unanimously approved a motion recommending the County Board of Supervisors adopt this proclamation,

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors hereby proclaims the month of April 2016 to be Child Abuse and Neglect Prevention Month.

Ayes ____ Noes_____ Abstain_____ Absent_____ Vacant_____

Requested by
Human Services Board

03-08-16

Kathi Cauley: 02-08-16

APPROVED: Administrator: ___; Corp. Counsel: ___; Finance Director: ___

RESOLUTION NO. 2015-___

Entering into a Joint Use Agreement with We Energies and the City of Watertown

Executive Summary

The old interurban rail line, which at one time connected the City of Watertown with the City of Milwaukee, is now a utility corridor owned by We Energies. On February 18, 2015, Jefferson County and We Energies entered into a license agreement allowing the Jefferson County Parks Department to use the utility corridor to create a paved trail for recreational uses such as hiking, biking and cross-country skiing. The City of Watertown has offered to perform maintenance on a portion of this trail located within the City of Watertown from Humboldt Street east to the Rock River and along the east side of the We Energies Concord Generating Station (the "**City Trail**"), for the limited purpose of brushing, cutting and filling minor potholes and bumps in the service road to create a rudimentary trail for hiking, biking, and cross-county skiing and other similar non-motorized recreational uses. This resolution will authorize the County Administrator to enter into an agreement with the City of Watertown and We Energies allowing the City of Watertown to access the City Trail for the limited purposes described above.

WHEREAS, Jefferson County is participating in the construction of segments of a transportation/recreation trail linking the City of Watertown to the City of Oconomowoc via the existing We Energies right-of-way corridor, and

WHEREAS, this trail, known as the Interurban Trail, will provide the community with year round transportation and recreation uses such as biking, in-line skating, walking, running and cross-country skiing, and

WHEREAS, the City of Watertown has offered to perform maintenance on a portion of this trail located within the City for the limited purpose of brushing, cutting and filling minor potholes and bumps in the service road to create a rudimentary trail for recreational uses, and

WHEREAS, the Jefferson County Parks Committee supports this offer by the City.

NOW, THEREFORE, BE IT RESOLVED that the County Administrator is authorized to enter into a Joint Use Agreement with Wisconsin Electric Power Company doing business as We Energies and the City of Watertown for the limited purpose of allowing the City to conduct brushing, cutting and filling minor potholes and bumps in the service road to create a rudimentary trail for hiking, biking, and cross-county skiing and other similar non-motorized recreational uses.

Fiscal Note: Entering into this license agreement with We Energies and the City of Watertown will have no fiscal impact to Jefferson County.

Ayes: _____ Noes_____ Abstain_____ Absent_____ Vacant_____

Requested by Parks Committee

J. Blair Ward: 02-29-16; Joe Nehmer: 03-01-16

APPROVED: County Administrator: ___; Corp. Counsel: ___; Finance Director: ___

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 official zoning map of Jefferson County, filed for public hearing held on February 18, 2016, 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 R3865A-16, R3866A-16 AND R3867A-16

DATED THIS TWENTY-SECOND DAY OF FEBRUARY 2016

Donald Reese, Secretary

THE PRIOR MONTH'S AMENDMENTS, R3821A-15, R3834A-15, R3858A-15, R3859A-15, R3860A-15, R3861A-15, R3862A-16, R3863A-16, AND R3864A-16 ARE EFFECTIVE UPON PASSAGE BY COUNTY BOARD, SUBJECT TO WIS. STATS. 59.69(5).

Deb Magritz: 02-25-16

03-08-16

ORDINANCE NO. 2015-___

Amend Zoning Ordinance

WHEREAS, the Jefferson County Board of Supervisors has heretofore been petitioned to amend the official zoning map of Jefferson County, and

WHEREAS, Petitions R3865A-16, R3866A-15 and R3867A-16 were referred to the Jefferson County Planning and Zoning Committee for public hearing on February 18, 2016, 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 official zoning map of Jefferson County as follows:

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

Create a 4-acre farm consolidation lot around the home and buildings at **N7430 North Shore Road** in the Town of Waterloo on PIN 030-0813-3541-000 (40 acres). This action is conditioned upon road access approval by the Town and upon receipt and recording of the final certified survey map, including extraterritorial plat review if necessary. R3865A-16 – G5 CHS LLC

Rezone to create building sites of 1.5 acres, 1.4 acres and 1 acre along **North Shore Road** in the Town of Waterloo from part of PIN 030-0813-3544-000 (40 acres). This 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 by the Town, receipt by Zoning of suitable soil tests, and approval and recording of a final certified survey map showing soil test and building area for the southern-most lot, and including extraterritorial plat review if necessary. R3866A-16 – G5 CHS LLC

A-3 ZONE MODIFICATION

Modify the A-3 zone approval granted by R3046A-05 to allow the combination of Lots 2 & 3 of CSM 4868A-25-185. The site is along **County Road H** in the Town of Palmyra. Approval is conditioned upon recording of a final certified survey map for the single, 4.305-acre lot. R3867A-16 – John & Sally Mason Property/Danny & Bridget Nelson

The above rezonings shall be null and void and of no effect one year from the date of County Board approval unless all applicable conditions have been completed by that date.

Ayes_____ Noes_____ Abstain_____ Absent_____ Vacant_____

Requested by
Planning & Zoning Committee

03-08-16

Deb Magritz: 02-25-16

REVIEWED: Administrator ____; Corp. Counsel ____; Finance Director ____

ORDINANCE NO. 2015-____

Repeal and recreate Section 11.10 of the
Jefferson County Zoning Ordinance Shoreland Provisions

Executive Summary

Jefferson County has completed revisions to its shoreland regulations as required by State Administrative Rule – Natural Resources #115 (NR115) and the State of Wisconsin. This update has been over 10 years in the making and has included multiple extensions and multiple changes by the legislature. The new law requires the County to adopt a Shoreland Ordinance that complies with State Law by October of 2016. The County Planning and Zoning Department recommends enacting the Department of Natural Resources (DNR) State Model Ordinance which was rewritten and modified to incorporate all of the revisions and law changes to date. This model ordinance not only received approval of DNR staff, but also DNR attorneys as to its content and its legal standing. Regulation of impervious surfaces has been added and requires waterfront property owners to obtain permits and mitigate impervious surface coverage on shoreland properties that exceed 15-30 percent of surface area for any new development. The new ordinance also offers several options to achieve mitigation.

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

Section 1. Section 11.10 of the Zoning Ordinance is repealed and recreated as follows:

11.10 SHORELAND PROVISIONS

(a) STATUTORY AUTHORIZATION, FINDING OF FACT, STATEMENT OF PURPOSE AND TITLE.

1. STATUTORY AUTHORIZATION. This ordinance is adopted pursuant to the authorization in s. 59.692, Wis. Stats., to implement s. 59.692, and s. 281.31.

2. FINDING OF FACT. Uncontrolled use of the shorelands and pollution of the navigable waters of Jefferson County will adversely affect the public health, safety, convenience, and general welfare and impair the tax base. The legislature of Wisconsin has delegated responsibility to the counties to: further the maintenance of safe and healthful conditions; prevent and control water pollution; protect spawning grounds, fish and aquatic life; control building sites, regulate the placement of structures and land uses; and preserve shore cover and natural beauty. This responsibility is hereby recognized by Jefferson County, Wisconsin.

3. PURPOSE AND INTENT. [NR115.01] For the purpose of promoting the public health, safety, convenience and welfare, and to promote and protect the public trust in navigable waters, this ordinance has been established to:

a. FURTHER THE MAINTENANCE OF SAFE AND HEALTHFUL CONDITIONS AND PREVENT AND CONTROL WATER POLLUTION THROUGH:

1. Limiting structures to those areas where soil and geological conditions will provide a safe foundation.
2. Establishing minimum lot sizes to provide adequate area for private on-site waste treatment systems.

3. Controlling filling and grading to prevent soil erosion problems.
4. Limiting impervious surfaces to control runoff which carries pollutants.

b. PROTECT SPAWNING GROUNDS, FISH AND AQUATIC LIFE THROUGH:

1. Preserving wetlands and other fish and aquatic habitat.
2. Regulating pollution sources.
3. Controlling shoreline alterations, dredging and lagooning.

c. CONTROL BUILDING SITES, PLACEMENT OF STRUCTURES AND LAND USES THROUGH:

1. Prohibiting certain uses detrimental to the shoreland-wetlands.
2. Setting minimum lot sizes and widths.
3. Setting minimum building setbacks from waterways.
4. Setting the maximum height of near shore structures.

d. PRESERVE AND RESTORE SHORELAND VEGETATION AND NATURAL SCENIC BEAUTY THROUGH:

1. Restricting the removal of natural shoreland cover.
2. Preventing shoreline encroachment by structures.
3. Controlling shoreland excavation and other earth moving activities.
4. Regulating the use and placement of boathouses and other structures.

4. TITLE. Shoreland Protection Ordinance for Jefferson County, Wisconsin.

(b) GENERAL PROVISIONS.

1. AREAS TO BE REGULATED. Areas regulated by this ordinance shall include all the lands (referred to herein as shorelands) in the unincorporated areas of Jefferson County which are:

a. Within one thousand (1,000) feet of the ordinary high-water mark of navigable lakes, ponds or flowages. [NR 115.03(8)]

Lakes, ponds or flowages in Jefferson County shall be presumed to be navigable if they are listed in the Wisconsin Department of Natural Resources publication FH-800 2009 "Wisconsin Lakes" book available electronically at the following web site: http://dnr.wi.gov/lakes/lakebook/wilakes2009bma.pdf or are shown on United States Geological Survey quadrangle maps (1:24,000 scale), or other zoning base maps.

b. Within three hundred (300) feet of the ordinary high-water mark of navigable rivers or streams, or to the landward side of the floodplain, whichever distance is greater. [NR 115.03(8)]

Rivers and streams in Jefferson County shall be presumed to be navigable if they are designated as perennial waterways or intermittent waterways on United States Geological Survey quadrangle maps (1:24,000). Flood hazard boundary maps, flood insurance rate maps, flood boundary-floodway maps, county soil survey maps or other existing county floodplain zoning maps shall be used to delineate floodplain areas.

c. Not specifically exempted by law, all cities, villages, towns, counties and, when s. 13.48 (13), Stats., applies, state agencies that are required to comply with, and obtain all necessary permits under, local shoreland ordinances. The construction, reconstruction, maintenance or repair of state highways and bridges carried out under the direction and supervision of the Wisconsin Department of Transportation is not subject to local

shoreland zoning ordinances if s. 30.2022 (1), Stats., applies (NR 115.02). Shoreland zoning requirements in annexed or incorporated areas are provided in s. 61.353 and s. 62.233, Stats.

d. Lands under s. 281.31(2m), Wis. Stats., notwithstanding any other provision of law or administrative rule promulgated thereunder, shall not be affected by this shoreland zoning ordinance and shall not apply to:

1. Lands adjacent to farm drainage ditches if:
   a. Such lands are not adjacent to a natural navigable stream or river;
   b. Those parts of such drainage ditches adjacent to such lands were not navigable streams before ditching; and
2. Lands adjacent to artificially constructed drainage ditches, ponds or stormwater retention basins that are not hydrologically connected to a natural navigable water body.

2. DETERMINATIONS OF NAVIGABILITY AND ORDINARY HIGH-WATER MARK. Determinations of navigability and ordinary high-water mark location shall initially be made by the zoning administrator. When questions arise, the zoning administrator shall contact the appropriate office of the Department for a final determination of navigability or ordinary high-water mark.

3. SHORELAND-WETLAND MAPS. The most recent version of the Wisconsin Wetland Inventory as depicted on the Department of Natural Resources Surface Water Data Viewer is made part of this ordinance. The maps can be viewed at http://dnrmaps.wi.gov/SL/Viewer.html?Viewer=SWDV&runWorkflow=Wetland .

4. COMPLIANCE. [NR 115.04] The use of any land; the size, shape and placement of lots; the use, size, type and location of structures on lots; the installation and maintenance of water supply and waste disposal facilities; the filling, grading, lagooning, or dredging of any lands; the cutting of shoreland vegetation; and the subdivision of lots shall be in full compliance with the terms of this ordinance and other applicable local, state or federal regulations. Buildings and other structures shall require a permit unless otherwise expressly excluded by a provision of this ordinance. Property owners, builders and contractors are responsible for compliance with the terms of this ordinance.

5. MUNICIPALITIES AND STATE AGENCIES REGULATED. Unless specifically exempted by law, all cities, villages, towns, and counties are required to comply with this ordinance and obtain all necessary permits. State agencies are required to comply when s. 13.48(13), Wis. Stats., applies. The construction, reconstruction, maintenance and repair of state highways and bridges by the Wisconsin Department of Transportation are exempt when s. 30.2022(1), Wis. Stats., applies.

6. ABROGATION AND GREATER RESTRICTIONS. [s. 59.692(5), Wis. Stats.] The provisions of this ordinance supersede any provisions in a county zoning ordinance that solely relate to shorelands. If a zoning standard only applies to lands that lie within the shoreland and applies because the lands are within the shoreland, then this ordinance supersedes those provisions. However, where an ordinance adopted under a statute other than s. 59.692, Wis. Stats., does not solely relate to shorelands and is more restrictive than this ordinance, for example a floodplain ordinance, that ordinance shall continue in full force and effect to the extent of the greater restrictions. Additional abrogation and restrictions include:

a. [s. 59.692(2)(a), Wis. Stats.] This ordinance shall not require approval or be subject to disapproval by any town or town board.

b. [s. 59.692(2)(b), Wis. Stats.] If an existing town ordinance relating to shorelands is more restrictive than this ordinance or any amendments thereto, the town ordinance continues in all respects to the extent of the greater restrictions but not otherwise.

c. This ordinance is not intended to repeal, abrogate or impair any existing deed restrictions, covenants or easements. However, where this ordinance imposes greater restrictions, the provisions of this

ordinance shall prevail.

d. Provisions of the Jefferson County Zoning Ordinance shall only apply to the shoreland area when they impose greater restrictions than this ordinance otherwise imposes and are hereby incorporated by reference.

e. [s. 59.692(1d)(b), Wis. Stats.] This ordinance may establish standards to regulate matters that are not regulated in ch. NR 115, Wis. Adm. Code, but that further the purposes of shoreland zoning as described in section 11.10(a)3 of this ordinance.

f. [s. 59.692(1k)(a)1., Wis. Stats.] Counties may not establish shoreland zoning standards in a shoreland zoning ordinance that requires any of the following:

1. Approval to install or maintain outdoor lighting in shorelands, imposition of any fee or mitigation requirement to install or maintain outdoor lighting in shorelands, or other prohibition or regulation of outdoor lighting in shorelands if the lighting is designed or intended for residential use.
2. Inspection or upgrade of a structure before the sale or other transfer of the structure may be made.

7. INTERPRETATION. [s. 59.69(13), Wis. Stats.] In their interpretation and application, the provisions of this ordinance shall be liberally construed in favor of Jefferson County and shall not be deemed a limitation or repeal of any other powers granted by Wisconsin Statutes. Where a provision of this ordinance is required by statute and a standard in ch. NR 115, Wis. Adm. Code, and where the ordinance provision is unclear, the provision shall be interpreted in light of the statute and ch. NR 115 standards in effect on the date of the adoption of this ordinance or in effect on the date of the most recent text amendment to this ordinance.

8. SEVERABILITY. If any portion of this ordinance is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this ordinance shall not be affected.

(c) SHORELAND-WETLAND DISTRICT. [NR 115.04]

1. DESIGNATION. This district shall include all shorelands within the jurisdiction of this ordinance which are designated as wetlands on the most recent version of the Wisconsin Wetland Inventory as depicted on the Department of Natural Resources Surface Water Data Viewer.

a. LOCATING SHORELAND-WETLAND BOUNDARIES. [NR 115.04(b)2. Note] Where an apparent discrepancy exists between the shoreland-wetland district boundary shown on the Wisconsin Wetland Inventory and actual field conditions, the county shall contact the Department to determine if the map is in error. If the Department determines that a particular area was incorrectly mapped as wetland or meets the wetland definition but was not shown as wetland on the map, the county shall have the authority to immediately grant or deny a shoreland zoning permit in accordance with the applicable regulations based on the Department determination as to whether the area is wetland. In order to correct wetland mapping errors on the official zoning map, an official zoning map amendment must be initiated within a reasonable period of time after discovery of the wetland mapping error.

2. PURPOSE. This district is created to maintain safe and healthful conditions, to prevent water pollution, to protect fish spawning grounds and wildlife habitat, to preserve shore cover and natural beauty and to control building and development in wetlands whenever possible. When development is permitted in a wetland, the development should occur in a manner that minimizes adverse impacts upon the wetland.

3. PERMITTED USES. [NR 115.04(3)] The following uses shall be allowed, subject to general shoreland zoning regulations contained in this ordinance, the provisions of chs. 30, 31 and 281.36, Wis. Stats. and the provisions of other applicable local, state and federal laws:

a. Activities and uses which do not require the issuance of a zoning permit, but which must be carried out without any filling, flooding, draining, dredging, ditching, tiling or excavating except as allowed under sections 11.10(c)3.a. or 11.10(c)3.b.

1. Hiking, fishing, trapping, hunting, swimming, and boating;
2. The harvesting of wild crops, such as marsh hay, ferns, moss, wild rice, berries, tree fruits, and tree seeds, in a manner that is not injurious to the natural reproduction of such crops;
3. The pasturing of livestock;
4. The cultivation of agricultural crops;
5. The practice of silviculture, including the planting, thinning, and harvesting of timber; and
6. The construction or maintenance of duck blinds.

b. Uses which do not require the issuance of a zoning permit and which may include limited filling, flooding, draining, dredging, ditching, tiling, or excavating but only to the extent specifically provided below:

1. Temporary water level stabilization measures necessary to alleviate abnormally wet or dry conditions that would have an adverse impact on silvicultural activities if not corrected;
2. The cultivation of cranberries including flooding, dike and dam construction or ditching necessary for the growing and harvesting of cranberries;
3. The maintenance and repair of existing agricultural drainage systems including ditching, tiling, dredging, excavating and filling necessary to maintain the level of drainage required to continue the existing agricultural use. This includes the minimum filling necessary for disposal of dredged spoil adjacent to the drainage system provided that dredged spoil is placed on existing spoil banks where possible;
4. The construction or maintenance of fences for the pasturing of livestock, including limited excavating and filling necessary for such construction or maintenance;
5. The construction or maintenance of piers, docks or walkways built on pilings, including limited excavating and filling necessary for such construction and maintenance; and
6. The maintenance, repair, replacement or reconstruction of existing town and county highways and bridges, including limited excavating and filling necessary for such maintenance, repair, replacement or reconstruction.

c. Uses which require the issuance of a zoning permit and which may include limited filling, flooding, draining, dredging, ditching, tiling or excavating, but only to the extent specifically provided below:

1. The construction and maintenance of roads which are necessary to conduct silvicultural activities or agricultural cultivation, provided that:
   a. The road cannot as a practical matter be located outside the wetland;
   b. The road is designed and constructed to minimize adverse impact upon the natural functions of the wetland enumerated in section 11.10(c)5.b.;
   c. The road is designed and constructed with the minimum cross-sectional area practical to serve the intended use;
   d. Road construction activities are carried out in the immediate area of the roadbed only.
2. The construction or maintenance of nonresidential buildings, provided that:
   a. The building is essential for and used solely in conjunction with the raising of waterfowl, minnows or other wetland or aquatic animals; or some other use permitted in the shoreland-wetland district;
   b. The building cannot, as a practical matter, be located outside the wetland;
   c. Such building is not designed for human habitation and does not exceed 500 sq. ft. in floor area; and
   d. Only limited filling or excavating necessary to provide structural support for the building is authorized.

3. The establishment of public and private parks and recreation areas, natural and outdoor education areas, historic and scientific areas, wildlife refuges, game bird and animal farms, fur animal farms, fish hatcheries, and public boat launching ramps and attendant access roads, provided that:
   a. Any private development is used exclusively for the permitted use and the applicant has received a permit or license under ch. 29, Wis. Stats., where applicable;
   b. Filling or excavating necessary for the construction or maintenance of public boat launching ramps or attendant access roads is allowed only where such construction or maintenance meets the criteria in section 11.10(c)3.c.1.a-d and;
   c. Ditching, excavating, dredging, or dike and dam construction in public and private parks and recreation areas, natural and outdoor education areas, historic and scientific areas, wildlife refuges, game bird and animal farms, fur animal farms, and fish hatcheries is allowed only for the purpose of improving wildlife habitat and to otherwise enhance wetland values.
4. The construction or maintenance of electric, gas, telephone, water and sewer transmission and distribution facilities, by public utilities and cooperative associations organized for the purpose of producing or furnishing heat, light, power or water to their members and the construction or maintenance of railroad lines provided that:
   a. The transmission and distribution facilities and railroad lines cannot, as a practical matter, be located outside the wetland;
   b. Such construction or maintenance is done in a manner designed to minimize adverse impact upon the natural functions of the wetland enumerated in section 11.10(c)5.b.

4. PROHIBITED USES. [NR 115.04(4)] Any use not listed in sections 11.10(c)3.a., 11.10(c)3.b. or 11.10(c)3.c. is prohibited unless the wetland or portion of the wetland has been rezoned by amendment of this ordinance in accordance with section 11.10(c)5. of this ordinance and s. 59.69(5)(e), Wis. Stats.

5. REZONING OF LANDS IN THE SHORELAND-WETLAND DISTRICT. [NR 115.04(2)]

a. For all proposed text and map amendments to the shoreland-wetland provisions of this ordinance, the appropriate office with the Department shall be provided with the following:

1. A copy of every petition for a text or map amendment to the shoreland-wetland provisions of this ordinance, within 5 days of the filing of such petition with the county clerk. Such petition shall include a copy of the Wisconsin Wetland Inventory map adopted as part of this ordinance describing any proposed rezoning of a shoreland-wetland;
2. Written notice of the public hearing to be held on a proposed amendment at least 10 days prior to such hearing;
3. A copy of the Jefferson County Zoning Department's findings and recommendations on each proposed amendment within 10 days after the submission of those findings and recommendations to the county board; and
4. Written notice of the county board's decision on the proposed amendment within 10 days after it is issued.

b. A wetland, or a portion thereof, in the shoreland-wetland district shall not be rezoned if the proposed rezoning may result in a significant adverse impact upon any of the following:

1. Storm and flood water storage capacity;
2. Maintenance of dry season stream flow, the discharge of groundwater to a wetland, the recharge of groundwater from a wetland to another area, or the flow of groundwater through a wetland;
3. Filtering or storage of sediments, nutrients, heavy metals or organic compounds that would otherwise drain into navigable waters;
4. Shoreline protection against soil erosion;

5. Fish spawning, breeding, nursery or feeding grounds;
6. Wildlife habitat; or
7. Wetlands both within the boundary of designated areas of special natural resource interest and those wetlands which are in proximity to or have a direct hydrologic connection to such designated areas as defined in NR 103.04 which can be accessed at the following web site: http://docs.legis.wisconsin.gov/code/admin_code/nr/100/103.pdf.

c. If the Department notifies the county zoning agency that a proposed text or map amendment to the shoreland-wetland provisions of this ordinance may have a significant adverse impact upon any of the criteria listed in section 11.10(c)5.b. of this ordinance, that amendment, if approved by the county board, shall contain the following provision:

"This amendment shall not take effect until more than 30 days have elapsed after written notice of the county board's approval of this amendment is mailed to the Department of Natural Resources. During that 30-day period the Department of Natural Resources may notify the county board that it will adopt a superseding shoreland ordinance for the county under s. 59.692(6), Wis. Stats. If the Department does so notify the county board, the effect of this amendment shall be stayed until the s. 59.692(6) adoption procedure is completed or otherwise terminated."

(d) LAND DIVISION REVIEW AND SANITARY REGULATIONS. [NR 115.05(2)]

1. LAND DIVISION REVIEW. [NR 115.05(2)] The county shall review, pursuant to s. 236.45, Wis. Stats., all land divisions in shoreland areas which create 3 or more parcels or building sites of 5 acres each or less within a 5-year period. In such review all of the following factors shall be considered:

a. Hazards to the health, safety or welfare of future residents.

b. Proper relationship to adjoining areas.

c. Public access to navigable waters, as required by law.

d. Adequate stormwater drainage facilities.

e. Conformity to state law and administrative code provisions.

2. PLANNED UNIT DEVELOPMENT (PUD) (MULTI-FAMILY DWELLING UNITS CUP). [NR 115.05(1)(a)4.]

a. PURPOSE. The Planned Unit Development is intended to permit smaller non-riparian lots where the physical layout of the lots is so arranged as to better assure the control of pollution and preservation of ground cover than would be expected if the lots were developed with the normal lot sizes and setbacks and without special conditions placed upon the Planned Unit Development at the time of its approval. A condition of all Planned Residential Unit Development is the preservation of certain open space, preferably on the shoreland, in perpetuity.

b. REQUIREMENTS FOR PLANNED UNIT DEVELOPMENT. The county board may at its discretion, upon its own motion or upon petition, approve a Planned Unit Development Overlay District upon finding, after a public hearing, that all of the following facts exist:

1. Area. The area proposed for the Planned Unit Development shall be at least 2 acres in size or have a minimum of 200 feet of frontage on a navigable water.
2. Lots. Any proposed lot in the Planned Unit Development that does not meet the minimum size standards of Section 11.10(e)2. and 11.10(e)3. shall be a non-riparian lot.
3. Lot sizes, widths, setbacks, and vegetation removal. When considering approval of a Planned Unit Development the governing body shall consider whether proposed lot sizes,

widths, and setbacks are of adequate size and distance to prevent pollution or erosion along streets or other public ways and waterways. Increased shoreland setbacks shall be a condition of approval as a way of minimizing adverse impacts of development. Shore cover provisions in Section 11.10(g)2. shall apply except that maximum width of a lake frontage opening shall be 100 feet and minimum vegetative buffer depth shall be increased to offset the impact of the proposed development.

3. SANITARY REGULATIONS. [NR 115.05(3) & Jefferson County Private Sewage System Ordinance #12] Each county shall adopt sanitary regulations for the protection of health and the preservation and enhancement of water quality.

a. Where public water supply systems are not available, private well construction shall be required to conform to ch. NR 812, Wis. Adm. Code.

b. Where a public sewage collection and treatment system is not available, design and construction of private on-site waste treatment system shall, prior to July 1, 1980, be required to comply with ch. SPS Comm 383, and after June 30, 1980 be governed by a private sewage system ordinance adopted by the county under s. 59.70(5), Wis. Stats.

(e) MINIMUM LOT SIZE. [NR 115.05(1)]

1. PURPOSE . [NR115.05(1)(a)] Minimum lot sizes in the shoreland area shall be established to afford protection against danger to health, safety and welfare, and protection against pollution of the adjacent body of water. In calculating the minimum area or width of a lot, the beds of navigable waters shall not be included.

2. 'SEWERED LOTS' . [NR 115.05(1)(a)1.] MINIMUM AREA AND WIDTH FOR EACH LOT. The minimum lot area shall be 10,000 sq. ft. and the minimum average lot width shall be 65 feet. Minimum lot width will be measured by having a building envelope for at the placement of all structures that meets the minimum lot width and depth for that zoning district.

3. 'UNSEWERED LOTS.' [NR 115.05(1)(a)2.] MINIMUM AREA AND WIDTH FOR EACH LOT. The minimum lot area shall be 20,000 sq. ft. and the minimum average lot width shall be 100 feet. Minimum lot width will be measured by having a building envelope for at the placement of all structures that meets the minimum lot width and depth for that zoning district.

4. SUBSTANDARD LOTS. [NR 115.05(1)(a)3.] The intent of this provision is to allow lots that were legally created that currently do not meet the minimum lot width and area requirements to be considered a building site provided all ordinance requirements can be met. Substandard lots that have been reconfigured by a certified survey map or consolidated into one legal description with the register of deeds, which result in a larger (closer to conforming) lot should be allowed to be utilized as a building site. Additionally, lots that have a legal description for each substandard lot on record with the Register of Deeds but have one tax parcel number assigned by the Real Property Lister or Assessor for taxing/assessing purposes should be considered separate building sites and should not be considered consolidated. Lots that have had development over the lot lines should be combined with a legal description and recorded with a new deed prior to new development occurring. A legally created lot or parcel that met minimum area and minimum average width requirements when created, but does not meet current lot size requirements, may be used as a building site if all of the following apply:

a. The substandard lot or parcel was never reconfigured or combined with another lot or parcel by plat, survey, or consolidation by the owner into one property tax parcel.

b. The substandard lot or parcel has never been developed with one or more of its structures placed partly upon an adjacent lot or parcel.

c. The substandard lot or parcel is developed to comply with all other ordinance requirements.

5. OTHER SUBSTANDARD LOTS. Except for lots which meet the requirements of section 11.10(e)4., a building permit for the improvement of a lot having lesser dimensions than those stated in sections 11.10(e)2. and 11.10(e)3. shall be issued only if a variance is granted by the board of adjustment.

(f) BUILDING SETBACKS. [NR 115.05(1)(b)] Permitted building setbacks shall be established to conform to health, safety and welfare requirements, preserve natural beauty, reduce flood hazards and avoid water pollution.

1. SHORELAND SETBACKS. [NR115.05(1)(b)1.] Unless exempt under 11.10(f)1.a., or reduced under 11.10(f)2., a setback of 75 feet from the ordinary high-water mark of any navigable waters to the nearest part of a building or structure shall be required for all buildings and structures.

a. EXEMPT STRUCTURES [NR 115.05(1)(b)1m.] All of the following structures are exempt from the shoreland setback standards in subd. 11.10(f)1:

1. Boathouses located entirely above the ordinary high-water mark and entirely within the access and viewing corridor that do not contain plumbing and are not used for human habitation and meet the following conditions:
   a. The construction or placing of a boathouse below the ordinary high-water mark of any navigable waters is prohibited.
   b. The use of a boathouse for human habitation is prohibited.
   c. Boathouses shall be designed solely for the storage of boats and related equipment and there shall be no more than one boathouse per lot.
   d. A boathouse shall not exceed four hundred (400) square feet in area.
   e. Roof slope may not be less than 2:12 (rise to run). Boathouse roofs shall not be designed or used as decks, observation platforms or for other similar uses.
   f. A boathouse must be located within the viewing and access corridor described in Section 11.10 (f)1.a.1.
   g. Earth tone colors shall be required for all exterior surfaces of a boathouse.
   h. Must meet the provisions of Jefferson County Floodplain Ordinance No. 14. Boathouses are not permitted in the floodway.
   i. One boathouse is permitted on a lot as an accessory structure.
   j. The main door shall face the water.
   k. Patio doors, fireplaces and other features inconsistent with the use of the structure exclusively as a boathouse are not permitted.

2. Open sided and screened structures such as gazebos, decks, patios and screen houses in the shoreland setback area that satisfy the requirements in s. 59.692(1v), Stats. and meet the following conditions:
   a. The part of the structure that is nearest to the water is located at least 35 feet landward from the ordinary-high water mark.
   b. The floor area of all the structures in the shoreland setback area will not exceed 200 square feet.
   c. The structure that is the subject of the request for special zoning permission has no sides or has open or screened sides.
   d. The county must approve a plan that will be implemented by the owner of the property to preserve or establish a vegetative buffer zone that covers at least 70% of the half of the shoreland setback area that is nearest to the water.
   e. An enforceable affidavit must be filed with the register of deeds prior to construction acknowledging the limitations on vegetation.

The statutory requirements under s. 59.692(1v) which require the establishment of a vegetative buffer for the construction of open sided structures is not superseded by s. 59.692(1f)(a).

3. Fishing rafts that are authorized on the Wolf River and Mississippi River under s. 30.126, Stats.

4. Broadcast signal receivers, including satellite dishes or antennas that are one meter or less in diameter and satellite earth station antennas that are 2 meters or less in diameter.

5. Utility transmission and distribution lines, poles, towers, water towers, pumping stations, well pumphouse covers, private on-site wastewater treatment systems that comply with ch. SPS Comm 383, and other utility structures that have no feasible alternative location outside of the minimum setback and that employ best management practices to infiltrate or otherwise control storm water runoff from the structure.

6. Walkways, stairways or rail systems that are necessary to provide pedestrian access to the shoreline and are a maximum of 60-inches in width. The stairway, walkway and lift must be located within the access and viewing corridor unless such location is not feasible or it is determined by Zoning Department staff that locations outside the access and viewing corridor better serve the intent of this ordinance.

7. Walkways, stairways, and lifts shall be designed in a matter that does not cause erosion and will minimize storm water runoff. Vegetation shall be established upon completion and shall be maintained, to stabilize all land disturbed during the construction or placement of the walkway, stairway, or lift.

2. REDUCED PRINCIPAL STRUCTURE SETBACK. [NR 115.05(1)(b)1 & s. 59.692(1d)(a)] Existing development pattern means that principal structures exist within 250 feet of the proposed principal structure in both directions along the shoreline. Where there is an existing development pattern, the shoreland setback for a proposed principal structure may be reduced to the average shoreland setback of the principal structure on each adjacent lot of the proposed principal structure. The shoreland setback may not be reduced to less than 35-feet from the ordinary high-water mark of any navigable waters.

3. FLOODPLAIN STRUCTURES . [NR 115.05(1)(b)2.] Buildings and structures to be constructed or placed in a floodplain shall be required to comply with the Jefferson County Floodplain Ordinance Chapter 14.

(g) VEGETATION. [NR 115.05(1)(c)]

1. PURPOSE. [NR 115.05(1)(c)1.] To protect natural scenic beauty, fish and wildlife habitat, and water quality, Jefferson County shall regulate removal of vegetation in shoreland areas, consistent with the following: The county shall establish ordinance standards that consider sound forestry and soil conservation practices and the effect of vegetation removal on water quality, including soil erosion, and the flow of effluents, sediments and nutrients.

2. ESTABLISHMENT OF A VEGETATIVE BUFFER ZONE. [NR 115.05(1)(c)2.] To protect water quality, fish and wildlife habitat and natural scenic beauty, and to promote preservation and restoration of native vegetation, the county ordinance shall designate land that extends from the ordinary high water mark to a minimum of 35 feet inland as a vegetative buffer zone and prohibit removal of vegetation in the vegetative buffer zone except as follows:

a. The county may allow routine maintenance of vegetation.

b. The county may allow removal of trees and shrubs in the vegetative buffer zone to create access and viewing corridors. Per s. 59.692(1f)(b), Stats., the viewing corridor may be up to 35 feet wide for every 100 feet of shoreline frontage. The viewing corridor may run contiguously for the entire maximum width or shoreline frontage owned. For lots with less than 100 feet of shoreline frontage at the OHWM, the maximum width of the view and access corridor may not exceed thirty-five (35) percent of the lot width at the OHWM. Example, if a property has 199 feet of shoreline frontage, the viewing corridor may be up to 35 feet wide. If a property has 200 feet of frontage, the viewing corridor may be up to 70 feet wide.

c. When the property owner applies for a Zoning and Land Use Permit on a parcel which includes land within 75 feet of the OHWM, a separate Zoning and Land Use Permit shall identify the location of the access and viewing corridor for that property.

d. The county may allow removal of trees and shrubs in the vegetative buffer zone on a parcel with 10 or more acres of forested land consistent with "generally accepted forestry management practices" as defined in s. NR 1.25 (2) (b), and described in Department publication "Wisconsin Forest Management Guidelines" (publication FR-226), provided that vegetation removal will be consistent with these practices.

e. The county may allow removal of vegetation within the vegetative buffer zone to manage exotic or invasive species, vegetation that must be removed to control disease, is dead or dying, or vegetation creating an imminent safety hazard, provided that any vegetation removed be replaced by replanting in the same area as soon as practicable.

f. The county may authorize by land use permit additional vegetation management activities in the vegetative buffer zone. The land use permit issued under this subd. par. shall require that all management activities comply with detailed plans according to Section 11.10(l) that are approved by the county and designed to control erosion by limiting sedimentation into the waterbody, to improve the plant community by replanting in the same area, and to maintain and monitor the newly restored area. The permit also shall require an enforceable restriction to preserve the newly restored area.

Note: Section 59.692(1f)(a) prohibits counties from requiring a property owner to establish a vegetative buffer zone on previously developed land or expand an existing vegetative buffer zone. However, as part of a county's shoreland mitigation standards [Section 11.10(l)], the establishment or expansion of the vegetative buffer may remain an option.

3. CUTTING MORE THAN 35 FEET INLAND. From the inland edge of the 35 foot area to the outer limits of the shoreland, the cutting of vegetation shall be allowed when accomplished using accepted forest management and soil conservation practices which protect water quality.

(h) FILLING, GRADING, LAGOONING, DREDGING, DITCHING AND EXCAVATING. [NR115.05(1)(d)] Filling, grading, lagooning, dredging, ditching and excavating may be permitted only in accordance with the provisions of s. NR 115.04, the requirements of ch. 30, Stats., and other state and federal laws where applicable, and only if done in a manner designed to minimize erosion, sedimentation and impairment of fish and wildlife habitat and natural scenic beauty.

1. GENERAL STANDARDS. Filling, grading, lagooning, dredging, ditching or excavating which does not require a permit under section 11.10(h)2. may be permitted in the shoreland area provided that:

a. It is done in a manner designed to minimize erosion, sedimentation and impairment of fish and wildlife habitat.

b. Filling, grading, lagooning, dredging, ditching or excavating in a shoreland wetland district meets the requirements of sections 11.10(c)3.b. and 11.10(c)3.c. of this ordinance.

c. All applicable federal, state and local authority is obtained in addition to a permit under this ordinance.

d. Any fill placed in the shoreland area is protected against erosion by the use of riprap, vegetative cover or a bulkhead.

2. PERMIT REQUIRED. A permit is required:

a. For any filling or grading of any area which is within 300 feet landward of the ordinary

highwater mark of navigable water and which has surface drainage toward the water and on which there is either:

1. Any filling or grading on slopes of more than 20%.
2. Filling or grading of more than 1,000 sq. ft. on slopes of 12% - 20%.
3. Filling or grading of more than 2,000 sq. ft. on slopes less than 12%.
4. Filling, grading or excavating within 35 ft. of the OHWM, on all slopes.

b. For any construction or dredging commenced on any artificial waterway, canal, ditch, lagoon, pond, lake or similar waterway which is within 300 feet landward of the ordinary highwater mark of a navigable body of water or where the purpose is the ultimate connection with a navigable body of water.

3. PERMIT CONDITIONS. In granting a permit under section 11.10(h)2., the County shall attach the following conditions, where appropriate, in addition to those provisions specified in sections 11.10(o)3.c. or 11.10(o)3.d.

a. The smallest amount of bare ground shall be exposed for as short a time as feasible.

b. Temporary ground cover (such as mulch or jute netting) shall be used and permanent vegetative cover shall be established.

c. Diversion berms or bales, silting basins, terraces, filter fabric fencing, and other methods shall be used to prevent erosion.

d. Lagoons shall be constructed to avoid fish trap conditions.

e. Fill shall be stabilized according to accepted engineering standards.

f. Filling shall comply with any local floodplain zoning ordinance and shall not restrict a floodway or destroy the flood storage capacity of a floodplain.

g. Channels or artificial watercourses shall be constructed with side slopes of two (2) units horizontal distance to one (1) unit vertical or flatter which shall be promptly vegetated, unless bulkheads or riprap are provided.

(i) IMPERVIOUS SURFACE STANDARDS. [NR 115.05(1)(e)]

1. PURPOSE. Establish impervious surface standards to protect water quality and fish and wildlife habitat and to protect against pollution of navigable waters. County impervious surface standards shall apply to the construction, reconstruction, expansion, replacement or relocation of any impervious surface on a riparian lot or parcel and any nonriparian lot or parcel that is located entirely within 300 feet of the ordinary high-water mark of any navigable waterway.

2. CALCULATION OF PERCENTAGE OF IMPERVIOUS SURFACE. [NR 115.05(1)(e)1.] Percentage of impervious surfaces shall be calculated by dividing the surface area of the existing and proposed impervious surfaces on the portion of a lot or parcel that is within 300 feet of the ordinary high-water mark by the total surface area of that lot or parcel, and multiplied by 100. Impervious surfaces described in 11.10(i)5 shall be excluded from the calculation of impervious surface on the lot or parcel. If an outlot lies between the ordinary high water mark and the developable lot or parcel and both are in common ownership, the lot or parcel and the outlot shall be considered one lot or parcel for the purposes of calculating the percentage of impervious surface.

Note: For properties that have been "condominiumized" the impervious surface calculations apply to the entire property. The property is still under one legal description and the proposed expansion to a unit is not the only impervious surface calculated since the regulation states lot or parcel and not a unit. It will be important to remember also that mitigation applies to the property as a whole and not just to the portion of the frontage that might

be in front of the unit impacted.

3. GENERAL IMPERVIOUS SURFACE STANDARD. [NR 115.05(1)(e)2.] Except as allowed in sections 4 through 5 allow up to 15% impervious surface on the portion of a lot or parcel that is within 300 feet of the ordinary high-water mark.

4. MAXIMUM IMPERVIOUS SURFACE. [NR 115.05(1)(e)3.] A property may exceed the impervious surface standard under 3 provided the following standards are met:

a. For properties where the general impervious surface standard applies under section 11.10(i)(3), a property owner may have more than 15% impervious surface but not more than 30% impervious surface on the portion of a lot or parcel that is within 300 feet of the ordinary high-water mark.

b. For properties that exceed the standard under 11.10(i)3 but do not exceed the maximum standard under 11.10(i)4, a permit can be issued for development with a mitigation plan that meets the standards found in section 11.10(l).

5. TREATED IMPERVIOUS SURFACES. [NR115.05(1)(e)3m. and s. 59.692(1k)(a)1.e.), Wis. Stats.] Impervious surfaces that can be documented to show they meet either of the following standards shall be excluded from the impervious surface calculations under section 11.10(i)3:

a. The impervious surface is treated by devices such as stormwater ponds, constructed wetlands, infiltration basins, rain gardens, bio-swales or other engineered systems.

b. The runoff from the impervious surface discharges to an internally drained pervious area that retains the runoff on or off the parcel and allows infiltration into the soil.

c. To qualify for the statutory exemption, property owners shall submit a complete permit application, that is reviewed and approved by the county. The application shall include the following:

1. Calculations showing how much runoff is coming from the impervious surface areas.
2. Documentation that the runoff from the impervious surface is being treated by a proposed treatment system, treatment device or internally drained area.
3. An implementation schedule and enforceable obligation on the property owner to establish and maintain the treatment system, treatment devices or internally drained area. The enforceable obligations shall be evidenced by an instrument recorded in the office of the Register of Deeds prior to the issuance of the permit.

Note: The provisions in section 5 are an exemption from the impervious surface standards and as such should be read and construed narrowly. As such, a property owner is entitled to this exemption only when the runoff from the impervious surface is being treated by a sufficient (appropriately sized) treatment system, treatment device or internally drained. Property owners that can demonstrate that the runoff from an impervious surface is being treated consistent with section 11.10(i)5. will be considered pervious for the purposes of implementing the impervious surface standards in this ordinance. If a property owner or subsequent property owner fails to maintain the treatment system, treatment device or internally drained area, the impervious surface is no longer exempt under section 11.10(i)5.

6. EXISTING IMPERVIOUS SURFACES. [NR 115.05(1)(e)4.] For existing impervious surfaces that were lawfully placed when constructed but that do not comply with the impervious surface standard in section 3 or the maximum impervious surface standard in section 4, the property owner may do any of the following:

a. maintain and repair the existing impervious surfaces;

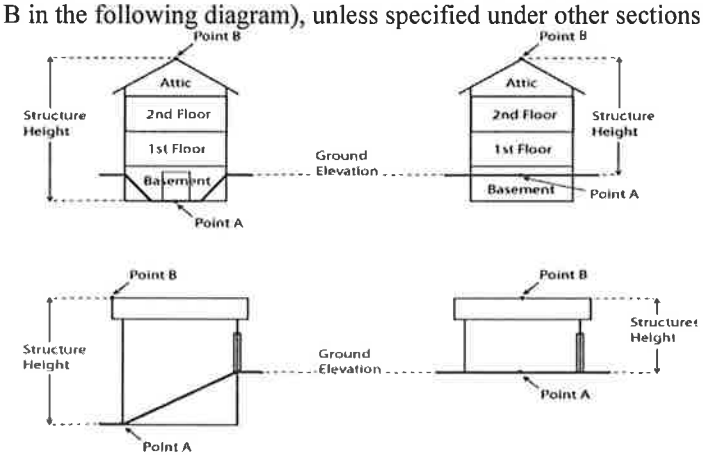
b. replace existing impervious surfaces with similar surfaces within the existing building envelope;

c. relocate or modify an existing impervious surface with similar or different impervious surface, provided that the relocation or modification does not result in an increase in the percentage of impervious surface that existed on the effective date of the county shoreland ordinance, and the impervious surface meets the applicable setback requirements in s. Wis. Admin. Code NR 115.05 (1) (b).

Note: The impervious surface standards in this ordinance shall not be construed to supersede other provisions in the county shoreland ordinance. All of the provisions of the county shoreland ordinance still apply to new or existing development.

(j) HEIGHT. [NR 115.05(1)(f)] To protect and preserve wildlife habitat and natural scenic beauty, on or after February 1, 2010, Jefferson County does not permit any construction that results in a structure taller than 35 feet within 75 feet of the ordinary high-water mark of any navigable waters.

1. Structure height is the measurement of the vertical line segment starting at the lowest point of any exposed wall and it's intersect with the ground (Point A in the following diagram) to a line horizontal to the highest point of a structure (Point B in the following diagram), unless specified under other sections of this code.



(k) NONCONFORMING USES AND STRUCTURES. [NR 115.05(1)(g)]

1. DISCONTINUED NONCONFORMING USE. [NR 115.05(1)(g)3.] If a nonconforming use is discontinued for a period of 12 months, any future use of the building, structure or property shall conform to the ordinance.

2. MAINTENANCE, REPAIR, REPLACEMENT OR VERTICAL EXPANSION OF NONCONFORMING STRUCTURES. [s. 59.692(1k)(a)1.b. and d., Wis. Stats.] An existing structure that was lawfully placed when constructed but that does not comply with the required shoreland setback may be maintained, repaired, replaced, restored, rebuilt or remodeled if the activity does not expand the footprint of the nonconforming structure. Further, an existing structure that was lawfully placed when constructed but that does not comply with the required shoreland setback may be vertically expanded unless the vertical expansion would extend more than 35 feet above grade level. Counties may allow expansion of a structure beyond the existing footprint if the expansion is necessary to comply with applicable state or federal requirements.

Note: Section 59.692(1k)(a)1.b. and d. prohibits counties from requiring any approval or imposing any fee or mitigation requirement for the activities specified in section 11.10(k)2. However, it is important to note that property owners may be required to obtain permits or approvals and counties may impose fees under ordinances adopted pursuant to other statutory requirements, such as floodplain zoning, general zoning, sanitary codes, building codes, or even stormwater erosion control.

Note: NR115.05(1)(b)1m lists structures that are exempt from the shoreland setback. These structures are considered conforming structures and are not considered nonconforming structures. Structures that were granted

variances or illegally constructed structures are not considered nonconforming structures.

3. LATERAL EXPANSION OF NONCONFORMING PRINCIPAL STRUCTURE WITHIN THE SETBACK. [NR 115.05(1)(g)5.] An existing principal structure that was lawfully placed when constructed but that does not comply with the required building setback per sections 11.10(f)1. and 11.10(f)2. may be expanded laterally, provided that all of the following requirements are met:

a. The use of the structure has not been discontinued for a period of 12 months or more if a nonconforming use.

b. The existing principal structure is at least 35 feet from the ordinary high-water mark.

c. lateral expansions are limited to a maximum of 200 square feet over the life of the structure. No portion of the expansion may be any closer to the ordinary high-water mark than the closest point of the existing principal structure.

d. The county shall issue a permit that requires a mitigation plan that shall be approved by the county and implemented by the property owner by the date specified in the permit. The mitigation plan shall meet the standards found in section 11.10(l).

e. All other provisions of the shoreland ordinance shall be met.

4. EXPANSION OF A NONCONFORMING PRINCIPAL STRUCTURE BEYOND SETBACK. [NR 115.05(1)(g)5m.] An existing principal structure that was lawfully placed when constructed but that does not comply with the required building setback under sections 11.10(f)1., may be expanded horizontally, landward or vertically provided that the expanded area meets the building setback requirements per section 11.10(f)1. and that all other provisions of the shoreland ordinance are met. A mitigation plan is not required solely for expansion under this paragraph, but may be required per section 11.10(i).

5. RELOCATION OF NONCONFORMING PRINCIPAL STRUCTURE. [NR 115.05(1)(g)6.] An existing principal structure that was lawfully placed when constructed but that does not comply with the required building setback per sections 11.10(f)1. and 11.10(f)2. may be relocated on the property provided all of the following requirements are met:

a. The use of the structure has not been discontinued for a period of 12 months or more if a nonconforming use.

b. The existing principal structure is at least 35 feet from the ordinary high-water mark.

c. No portion of the relocated structure is located any closer to the ordinary high-water mark than the closest point of the existing principal structure.

d. The county determines that no other location is available on the property to build a principal structure of a comparable size to the structure proposed for relocation that will result in compliance with the shoreland setback requirement per section 11.10(f)1.

e. The county shall issue a permit that requires a mitigation plan that shall be approved by the county and implemented by the property owner by the date specified in the permit. The mitigation plan shall meet the standards found in section 11.10(l). include enforceable obligations of the property owner to establish or maintain measures that the county determines are adequate to offset the impacts of the permitted expansion on water quality, near-shore aquatic habitat, upland wildlife habitat and natural scenic beauty. The mitigation measures shall be proportional to the amount and impacts of the replaced or relocated structure being permitted. The obligations of the property owner under the mitigation plan shall be evidenced by an instrument recorded in the office of the County Register of Deeds.

f. All other provisions of the shoreland ordinance shall be met.

(l) MITIGATION. [s. 59.692(1v), Stats,_NR 115.05 (1)(e)3., (g)5., (g)6.] When the county issues a permit requiring mitigation under sections 11.10(f)1.a.2., 11.10(i)4., 11.10(k)5., 11.10(k)3., the property owner must submit

a complete permit application, that is reviewed and approved by the county. The application shall include the following:

1. A site plan that describes the proposed mitigation measures.

a. The site plan shall be designed and implemented to restore natural functions lost through development and human activities.

b. The mitigation measures shall be proportional in scope to the impacts on water quality, near-shore aquatic habitat, upland wildlife habitat, natural scenic beauty and meet the purpose and intent as stated in Section 11.10(a)3.

2. An implementation schedule and enforceable obligation on the property owner to establish and maintain the mitigation measures.

a. The enforceable obligations shall be evidenced by an instrument recorded in the office of the Register of Deeds.

3. Mitigation Plan. Install stormwater control systems or shoreland mitigation practice that are designed to contain the 2 year 24 hour rainfall event for impervious areas, meet Section 11.10(i) Impervious Surface Standards and designed by an engineer or landscaper/landscape architect. Mitigation plan with recorded maintenance agreement shall include options such as:

a. Mitigation plan requirements: The application shall include a scaled plot plan of the lot, including the following information:

1. Location of all existing and proposed structures, including paths, stairways, retaining walls, decks, patios, vegetative cover, etc. with accurate distances shown between the structures and all property lines.
2. Location of any areas of existing and proposed land disturbance.
3. Location of septic and well facilities.
4. Location of the viewing and access corridor.
5. Location of parking areas and driveways.
6. Location of ordinary high-water mark and any wetland areas.
7. Maps showing the existing and proposed topography and slope of the property.
8. Impervious surface calculations.
9. A minimum of four photos of the property. These photos shall include a photo taken from the water, along the shoreline and from the principal structure. If necessary, the Planning and Zoning Department may require additional photos and/or a site inspection of the property.

10. Properties which include flood hazard areas shall be required to submit documentation showing the base flood elevation and its location on the property. Note: This may require a licensed surveyor to provide elevation data on the plan.

b. Mitigation options:

1. Shoreland Buffer Restoration of at least 35 feet landward side from the ordinary high water mark.

a. A plan for the restoration of the shoreland buffer is required and shall include:
   1. All requirements as required by 11.10(l)a.
   2. Identification of the vegetation to be cut and the size and type of species to be removed.
   3. A list of desired native species appropriate for the site (or cultivars of native species) to include in the restoration area and a schedule for their planting.

4. A scaled plot plan showing the placement, size and densities of each species to be planted within the buffer area.
5. A narrative description of how the applicant intends to carry out the project including the erosion control measures that will be used during construction. Please include the name and phone number of the landscape architect or consultant, if applicable.
6. The Restoration Plan will be reviewed according to United States Department of Agriculture, Natural Resources Conservation Service, Shoreland Habitat Standard and Wisconsin Biology Technical Note 1: Shoreland Habitat within the shoreland buffer area. The plan must also fulfill the intent and purpose of Section 11.10(g) of this ordinance. The above mentioned standards can be located at http://dnr.wi.gov/topic/ShorelandZoning/documents/NRCSBioTechNote.pdf and http://dnr.wi.gov/topic/ShorelandZoning/documents/NRCSshorehabstandard.pdf or the Jefferson County Planning and Zoning Department, 311 S. Center Ave. Rm. 201, Jefferson, WI 53549 (See Table 1 below).

Table 1 Shoreland Buffer Planting Standards

	Woodland Buffer		Prairie Buffer	
Layer	Minimum number of species	Density[3]	Minimum number of species	Density[3]
Tree Canopy[1]	2	0.5 - 5 per 100 ft.^{2}	1	0 - 0.2 per 100 ft.^{2}
Shrub Understory	3	1-4 per 100 ft.^{2}	2	0.2 - 0.5 per 100 ft.^{2}
Groundcover Plant plugs[2]	3	25-75 per 100 ft.^{2}	5	50-100 plants per 100 ft.^{2}
Groundcover seedlings[2]	3	4-8 oz. per 1000 sq.ft. Forbs: 2-4 oz per 1000 sq. ft.	5	4-8 oz per 1000 sq. ft. Forbs: 2-4 oz. per 1000 sq. ft.

[1]Trees must be greater than 2 feet in height about the root collar.
[2]The groundcover area shall comprise of a minimum of 30% native grasses.
[3] Density requirements will be based upon established existing vegetation and physical characteristics of the property.
Shoreland buffers plans must be approved by the Jefferson County Planning and Zoning Department.
The buffer shall consist of three (3) layers of vegetation: a tree canopy, a shrub understory, and a groundcover layer.

b. Certification of Completion. Restoration is required to be completed within one (1) year of issuance of the zoning permit but may be extended upon approval of the Planning and Zoning Department, the property owner shall complete the required shoreland buffer and shall certify in writing to the Administrator the required shoreland buffer has been completed. As part of the certification, the property owner shall submit photos documenting the mitigation measures and the Jefferson County Planning and Zoning Department staff may conduct an on-site compliance inspection to ensure compliance with the plan.

2. Evaluation/replacement of Private On-Site Waste Treatment System performed by a Wisconsin licensed plumber.

3. Any proposed device(s) or system(s) designed by an engineer or landscape architect that mitigates surface water runoff or infiltrates runoff and furthers the purpose and intent of shoreland zoning.

4. Wetland restoration.

5. Elimination of non-conforming accessory structures such as garage, shed, boathouse, sidewalk, stairway, walkway, patio, deck retaining wall, porch, fire pit. (Note: This option may require the removal of several accessory structures to be considered proportional in scope with the proposed projects impact.)

6. Removal of other shoreland modifications/items such as seawalls, beaches, or impervious surfaces. Note: This option may require the removal of several modifications/items to be considered proportional in scope with the proposed project's impact.

7. Relocating a non-conforming principal structure to a conforming location.

8. Elimination of existing erosion and sedimentation on areas that have surface drainage towards the water.

(m) ADMINISTRATIVE PROVISIONS. [NR 11(e)23] The shoreland ordinance adopted by Jefferson County requires all of the following:

1. The appointment of an administrator and such additional staff as the workload may require.

2. The creation of a zoning agency as authorized by s. 59.69, Stats., a board of adjustment as authorized by s. 59.694, Stats., and a county planning agency as defined in s. 236.02(1), Stats., and required by s. 59.692(3), Stats.

3. A system of permits for all new construction, development, reconstruction, structural alteration or moving of buildings and structures. A copy of applications shall be required to be filed in the office of the county zoning administrator, unless prohibited by s. 59.692(1k), Stats.

4. Regular inspection of permitted work in progress to insure conformity of the finished structures with the terms of the ordinance.

5. A variance procedure which authorizes the board of adjustment to grant such variance from the terms of the ordinance as will not be contrary to the public interest where, owing to special conditions and the adoption of the shoreland zoning ordinance, a literal enforcement of the provisions of the ordinance will result in unnecessary hardship as long as the granting of a variance does not have the effect of granting or increasing any use of property which is prohibited in that zoning district by the shoreland zoning ordinance.

6. A conditional use procedure for uses presenting special problems.

7. The county shall keep a complete record of all proceedings before the board of adjustment, zoning agency and planning agency.

8. Written notice to the appropriate office of the Department at least 10 days prior to any hearing on a proposed variance, special exception or conditional use permit; appeal for a map or text interpretation; map or text amendment; and copies of all proposed land divisions submitted to the county for review under section 11.10(d).

9. Submission to the appropriate office of the Department, within 10 days after grant or denial, copies of any decision on a variance, special exception or conditional use permit; or appeal for a map or text interpretation; and any decision to amend a map or text of an ordinance.

10. Mapped zoning districts and the recording, on an official copy of such map, of all district boundary amendments.

11. The establishment of appropriate penalties for violations of various provisions of the ordinance, including forfeitures. Compliance with the ordinance shall be enforceable by the use of injunctions to prevent or abate a violation, as provided in s. 59.69 (11), Stats.

12. The prosecution of violations of the shoreland ordinance.

(n) SHORELAND WETLAND MAP AMENDMENTS. [NR 115.04] Every petition for a shoreland-wetland map amendment filed with the county clerk shall be referred to the county zoning agency. A copy of each petition shall be provided to the appropriate office of the Department within 5 days of the filing of the petition with the county clerk. Written notice of the public hearing to be held on a proposed amendment shall be provided to the appropriate office of the Department at least 10 days prior to the hearing. A copy of the county board's decision on each proposed amendment shall be forwarded to the appropriate office of the Department within 10 days after the decision is issued.

(o) ZONING ADMINISTRATOR. [NR 115.05(4)]

1. The zoning administrator shall have the following duties and powers:

a. To establish a system for issuing permits for new construction, development, reconstruction, structural alteration or moving of buildings and structures. A copy of applications shall be required to be filed in the office of the county zoning administrator.

b. To conduct regular inspections of permitted work in progress to ensure conformity of the finished structures with the terms of the ordinance.

c. To establish a variance procedure which authorizes the board of adjustment to grant such variance from the terms of the ordinance as will not be contrary to the public interest where, owing to special conditions and the adoption of the shoreland zoning ordinance, a literal enforcement of the provisions of the ordinance will result in unnecessary hardship.

d. To establish a special exception (conditional use) procedure.

e. To keep a complete record of all proceedings before the board of adjustment and the Planning and Zoning Committee.

f. To ensure that written notice is forwarded to the appropriate office of the Department at least 10 days prior to any hearing on a proposed variance, special exception or conditional use permit, appeal for a map or text interpretation, map or text amendment, and copies of all proposed land divisions submitted to the county for review under section 11.10(d).

g. To ensure submission to the appropriate office of the Department, within 10 days after grant or denial, any decision on a variance, special exception or conditional use permit; or appeal for a map or text interpretation; and any decision to amend a map or text of an ordinance.

h. To map zoning districts and record on an official copy of such map all district boundary amendments.

i. To enforce through appropriate penalties violations of various provisions of the ordinance, including forfeitures. Compliance with the ordinance shall be enforceable by the use of injunctions to prevent or abate a violation, as provided in s. 59.69 (11), Stats.

j. To prosecute violations of the shoreland ordinance.

2. PERMITS.

a. WHEN REQUIRED. Except where another section of this ordinance specifically exempts certain types of development from this requirement, a permit shall be obtained from the zoning administrator or

board of adjustment/Planning & Zoning committee before any new development.

b. APPLICATION. An application for a permit shall be made to the zoning administrator upon forms furnished by the county and shall include for the purpose of proper enforcement of these regulations, the following information:

1. Name and address of applicant and property owner.
2. Legal description of the property and type of proposed use.
3. A "to scale" drawing of the dimensions of the lot and location of all existing and proposed structures and impervious surfaces relative to the lot lines, center line of abutting highways and the ordinary high-water mark of any abutting waterways.
4. Location and description of any existing private water supply or sewage system or notification of plans for any such installation.
5. Plans for appropriate mitigation when required.
6. Payment of the appropriate fee.
7. Additional information required by the zoning administrator.

c. EXPIRATION OF PERMIT. Zoning permits shall expire 24 months from date issued if no substantial work has commenced.

d. CERTIFICATES OF COMPLIANCE.

1. No land or building shall be occupied or used until a certificate of compliance is issued by the zoning administrator subject to the following conditions:
   a. The certificate of compliance shall certify that the building or premises or part thereof, and the proposed use thereof, conform to the provisions of this ordinance.
   b. Application for such certificate shall be concurrent with the application for a zoning permit.
   c. The certificate of compliance shall be issued within 10 days after notification of the completion of the work specified in the zoning permit, if the building or premises or proposed use thereof conforms with all the provisions of this ordinance.

e. The zoning administrator may issue a temporary certificate of compliance for part of a building, pursuant to rules and regulations established by the county board.

f. Upon written request from the owner, the zoning administrator shall issue a certificate of compliance for any building or premises existing at the time of the adoption of this ordinance, certifying after inspection the extent and type of use made of the building or premises and whether or not such use conforms to the provisions of this ordinance.

3. CONDITIONAL USE PERMITS.

a. APPLICATION FOR A CONDITIONAL USE PERMIT. Any use listed as a conditional use in this ordinance shall be permitted only after an application has been submitted to the zoning administrator and a conditional use permit has been granted by the Jefferson County Planning and Zoning Committee. To secure information upon which to base its determination, the Jefferson County Planning and Zoning Committee requires the applicant to furnish, in addition to the information required for a zoning permit, the following information:

1. A plan of the area showing surface contours, soil types, ordinary high-water marks, ground water conditions, subsurface geology and vegetative cover.
2. Location of buildings, parking areas, traffic access, driveways, walkways, piers, open space and landscaping.
3. Plans of buildings, sewage disposal facilities, water supply systems and arrangement of

operations.

4. Specifications for areas of proposed filling, grading, lagooning or dredging.
5. Other pertinent information necessary to determine if the proposed use meets the requirements of this ordinance.
6. Rationale for why the proposed conditional use meets all of the conditional criteria listed in the ordinance.

b. NOTICE, PUBLIC HEARING AND DECISION. Before deciding whether to grant or deny an application for a conditional use permit, the board of adjustment shall hold a public hearing. Notice of such public hearing, specifying the time, place and matters to come before the Jefferson County Planning and Zoning Committee, shall be given as a Class 2 notice under ch. 985, Wis. Stats. Such notice shall be provided to the appropriate office of the Department at least 10 days prior to the hearing. The Jefferson County Planning and Zoning Committee shall state in writing the grounds for granting or denying a conditional use permit.

c. STANDARDS APPLICABLE TO ALL CONDITIONAL USES. In deciding a conditional use application, the Jefferson County Planning and Zoning Committee shall evaluate the effect of the proposed use upon:

1. The maintenance of safe and healthful conditions.
2. The prevention and control of water pollution including sedimentation.
3. Compliance with local floodplain zoning ordinances and opportunity for damage to adjacent properties due to altered surface water drainage.
4. The erosion potential of the site based upon degree and direction of slope, soil type and vegetative cover.
5. The location of the site with respect to existing or future access roads.
6. The need of the proposed use for a shoreland location.
7. Its compatibility with uses on adjacent land.
8. The amount of liquid and solid wastes to be generated and the adequacy of the proposed disposal systems.
9. Location factors under which:
   a. Domestic uses shall be generally preferred;
   b. Uses not inherently a source of pollution within an area shall be preferred over uses that are or may be a pollution source;
   c. Use locations within an area tending to minimize the possibility of pollution shall be preferred over use locations tending to increase that possibility.

d. CONDITIONS ATTACHED TO CONDITIONAL USES. Such conditions may include specifications for, without limitation because of specific enumeration: type of shore cover; specific sewage disposal and water supply facilities; landscaping and planting screens; period of operation; operational control; sureties; deed restrictions; location of piers, docks, parking and signs; and type of construction. Upon consideration of the factors listed above, the Jefferson County Planning and Zoning Committee shall attach such conditions, in addition to those required elsewhere in this ordinance, as are necessary to further the purposes of this ordinance. Violations of any of these conditions shall be deemed a violation of this ordinance.

In granting a conditional use permit, the Jefferson County Planning and Zoning Committee may not impose conditions which are more restrictive than any of the specific standards in the ordinance. Where the ordinance is silent as to the extent of restriction, the board may impose any reasonable permit conditions to affect the purpose of this ordinance.

e. RECORDING. When a conditional use permit is approved, an appropriate record shall be made of the land use and structures permitted. Such permit shall be applicable solely to the structures, use and property so described. A copy of any decision on a conditional use permit shall be provided to the appropriate office of the Department within 10 days after it is granted or denied.

f. REVOCATION. Where the conditions of a conditional use permit are violated, the special exception permit shall be revoked.

4. VARIANCES.

a. The board of adjustment may grant upon appeal a variance from the standards of this ordinance where an applicant convincingly demonstrates that:

1. literal enforcement of the provisions of the ordinance will result in unnecessary hardship on the applicant;
2. the hardship is due to special conditions unique to the property; and
3. is not contrary to the public interest.

b. NOTICE, HEARING AND DECISION. [s. 59.694(6), Wis. Stats.] Before deciding on an application for a variance, the board of adjustment shall hold a public hearing. Notice of such hearing specifying the time, place and matters of concern, shall be given a Class 2 notice under ch. 985, Wis. Stats. Such notice shall be provided to the appropriate office of the Department at least 10 days prior to the hearing. The board shall state in writing the reasons for granting or refusing a variance and shall provide a copy of such decision to the appropriate Department office within 10 days of the decision.

c. BOARD OF ADJUSTMENT. [s. 59.694 Wis. Stats.] The county executive, county administrator or chair of the county board shall appoint a board of adjustment consisting of 3 or 5 members under s. 59.694, Wis. Stats. The county board shall adopt such rules for the conduct of the business of the board of adjustment as required by s. 59.694(3), Wis. Stats.

1. POWERS AND DUTIES. [s. 59.694 Wis. Stats.]
   a. The board of adjustment shall adopt such additional rules as it deems necessary and may exercise all of the powers conferred on such boards by s. 59.694, Wis. Stats.
   b. It shall hear and decide appeals where it is alleged there is error in any order, requirements, decision or determination made by an administrative official in the enforcement or administration of this ordinance.
   c. It shall hear and decide applications for variances pursuant to section 11.10(m)5.
   d. It may grant a variance from the standards of this ordinance pursuant to section 11.10(m)5.
   e. In granting a variance, the board may not impose conditions which are more restrictive than any of the specific standards in the ordinance. Where the ordinance is silent as to the extent of restriction, the board may impose any reasonable permit conditions to affect the purpose of this ordinance.

d. APPEALS TO THE BOARD. [s. 59.694 Wis. Stats.] Appeals to the board of adjustment may be made by any person aggrieved or by an officer, department, board or bureau of the county affected by any decision of the zoning administrator or other administrative officer. Such appeal shall be made within 30 days, as provided by the rules of the board, by filing with the officer whose decision is in question, and with the board of adjustment, a notice of appeal specifying the reasons for the appeal. The zoning administrator or other officer whose decision is in question shall promptly transmit to the board all the papers constituting the record concerning the matter appealed.

e. HEARING APPEALS AND APPLICATIONS FOR VARIANCES AND CONDITIONAL USE PERMITS. [s. 59.694(6), Wis. Stats.]

1. The board of adjustment shall fix a reasonable time for a hearing on the appeal or application. The board shall give public notice thereof by publishing a Class 2 notice under ch. 985, Wis. Stats, specifying the date, time and place of the hearing and the matters to come before the board. Notice shall be mailed to the parties in interest. Written notice shall be given to the appropriate office of the Department at least 10 days prior to hearings on

proposed shoreland variances, conditional uses, and appeals for map or text interpretations.

2. A decision regarding the appeal or application shall be made as soon as practical. Copies of all decisions on shoreland variances, conditional uses, and appeals for map or text interpretations shall be submitted to the appropriate office of the Department within 10 days after they are granted or denied.
3. The final disposition of an appeal or application to the board of adjustment shall be in the form of a written resolution or order signed by the chairman and secretary of the board. Such resolution shall state the specific facts which are the basis of the board's determination and shall either affirm, reverse, vary or modify the order, requirement, decision or determination appealed, in whole or in part, dismiss the appeal for lack of jurisdiction or prosecution or grant the application.
4. At the public hearing, any party may appear in person or by agent or by attorney.

f. FEES. [ss. 59.69, 59.694, 59.696, 59.697, Wis. Stats.] The county board may, by resolution, adopt fees for the following:

1. Zoning permits.
2. Certificates of compliance.
3. Planned Unit Development reviews.
4. Public hearings.
5. Legal notice publications.
6. Conditional use permits.
7. Variances.
8. Administrative appeals.
9. Other duties as determined by the county board.

(p) CHANGES AND AMENDMENTS. The county board may from time to time, alter, supplement or change the regulations contained in this ordinance in accordance with the requirements of s. 59.69(5)(e), Wis. Stats, ch. NR 115, Wis. Adm. Code and this ordinance where applicable.

1. AMENDMENTS. Amendments to this ordinance may be made on petition of any interested party as provided in s. 59.69(5), Wis. Stats.

2. SHORELAND WETLAND MAP AMENDMENTS. [NR 115.04] Every petition for a shoreland-wetland map amendment filed with the county clerk shall be referred to the county zoning agency. A copy of each petition shall be provided to the appropriate office of the Department within 5 days of the filing of the petition with the county clerk. Written notice of the public hearing to be held on a proposed amendment shall be provided to the appropriate office of the Department at least 10 days prior to the hearing.

a. A copy of the county board's decision on each proposed amendment shall be forwarded to the appropriate office of the Department within 10 days after the decision is issued.

(q) ENFORCEMENT AND PENALTIES. [NR 115.05(4)(j)] Any development, any building or structure constructed, moved or structurally altered, or any use established after the effective date of this ordinance in violation of the provisions of this ordinance, by any person, firm, association, corporation (including building contractors or their agents) shall be deemed a violation. The zoning administrator or the county zoning agency shall refer violations to the district attorney or corporation counsel who shall expeditiously prosecute violations.

1. Penalty: Any person, firm or corporation, including those doing work for others, who violates any of the provisions of this Ordinance shall be subject to a forfeiture of not less than $25.00 nor more than $5,000.00 for each violation plus the cost of prosecution. Each day a violation exists shall constitute a distinct and separate violation of this Ordinance and as such, forfeitures shall apply accordingly. The Zoning Administrator shall refer violations to the Corporation Counsel who shall prosecute violations.

2. Injunction: Any use or action which violates the provisions of this Ordinance shall be subject to a court injunction prohibiting such violation.

3. Responsibility for Compliance: It shall be the responsibility of the applicants as well as their agent or other persons acting on their behalf to comply with the provisions of this Ordinance. Any person, firm or corporation, causing a violation or refusing to comply with any provision of this Ordinance will be notified in writing of such violation by the County Zoning Administrator or their designee. Each day a violation exists shall constitute a distinct and separate violation of this ordinance and, as such, forfeitures shall apply accordingly. Every violation of this ordinance is a public nuisance and the creation thereof may be enjoined and the maintenance thereof may be abated pursuant to Section 59.69(11),Wisconsin Statutes.

4. Suspension of Permit: Whenever the Zoning Administrator or their designee determines there are reasonable grounds for believing there is a violation of any provision of this Ordinance, the Zoning Administrator or their designee shall give notice to the owner of record as hereinafter provided. Such notice shall be in writing and shall include a statement of the reason for the suspension of the permit. It shall allow 30 days for the performance of any act it requires. If work cannot be completed in the 30 day period, an extension may be granted if reason of hardship prevail and can be verified. Such notice or order shall be deemed to have been properly served upon such owner or agent when a copy thereof has been sent by registered mail to owner's last known address or when the owner has been served by such notice by any method authorized by the laws of Wisconsin. The owner of record has the right to appeal any decision by the Zoning Administrator or their designee or apply to the Jefferson County Board of Adjustment for a Variance from the strict rule of the Ordinance within 30 days of receipt of a notice or order.

5. Emergency Conditions: Whenever the Zoning Administrator finds that an emergency exists such as sudden, unexpected occurrences or combinations thereof, unforeseen conditions or circumstances at the time beyond one's control, adverse weather conditions, meeting a timetable which requires immediate action to protect the public health, safety and welfare, the Administrator may, without notice or hearing, issue an order citing the existence of such emergency and may require that such action be taken as may be deemed necessary to meet the emergency. The Administrator shall notify the Chairperson of the Zoning Committee within 24 hours of such situations. Notwithstanding any other provisions of this Ordinance such order shall become effective immediately. Any person to whom such order is directed shall comply therewith immediately. Appeals or challenges to emergency orders may be brought after emergency conditions have ceased, to the Board of Adjustment.

(r) DEFINITIONS.

1. For the purpose of administering and enforcing this ordinance, the terms or words used herein shall be interpreted as follows: Words used in the present tense include the future; words in the singular number include the plural number; and words in the plural number include the singular number. The word "shall" is mandatory, not permissive. All distances unless otherwise specified shall be measured horizontally.

2. In addition to the definitions in Section 11.02 the following terms used in this section mean:

a. "Access and viewing corridor" [NR 115.03(1d)] means a strip of vegetated land that allows safe pedestrian access to the shore through the vegetative buffer zone.

b. "Accessory Structure" A subordinate structure on the same property as the principal structure which is devoted to a use incidental to the principal use of the property. Accessory structures include, but are not limited to, detached garages, sheds, barns, gazebos, patios, decks, swimming pools, hot tubs, fences, retaining walls, driveways, parking lots, sidewalks, detached stairways and lifts. [NR 118.03] Means any facility, structure, building or use which is accessory or incidental to the principal use of the property, structure or building. [NR 116.03(1)(1)]

c. "Boathouse" [NR 115.03(1h)] means a permanent structure used for the storage of watercraft and associated materials and includes all structures which are totally enclosed, have roofs or walls or any combination of these structural parts.

d. "Building envelope" [NR 115.03(1p)] means the three dimensional space within which a structure is built.

e. "Conditional use" [NR 115.03(10)]means a use which is permitted by this ordinance provided that certain conditions specified in the ordinance are met and that a permit is granted by the board of adjustment or, where appropriate, the planning and zoning committee or county board.

f. "County zoning agency"[(NR 115.03(2)] means that committee or commission created or designated by the county board under s. 59.69(2)(a), Wis. Stats, to act in all matters pertaining to county planning and zoning.

g. "Department" [NR 115.03(3)] means the Department of Natural Resources.

h. "Development" Means any artificial change to improved or unimproved real estate, including but not limited to, the construction of buildings, structures or accessory structures; the construction of additions or substantial improvements to buildings, structures or accessory structures; the placement of buildings or structures; mining, dredging, filling, grading, paving, excavation, or drilling operations; and the storage, deposition or extraction of materials. [NR 116.03(5)]

i. "Drainage System" means one or more artificial ditches, tile drains or similar devices which collect surface runoff or groundwater and convey it to a point of discharge.

j. "Existing development pattern" [NR 115.03(3m)] means that principal structures exist within 250 feet of a proposed principal structure in both directions along the shoreline.

k. "Floodplain" [NR 115.03(4)] means the land which has been or may be hereafter covered by flood water during the regional flood. The floodplain includes the floodway and the flood fringe as those terms are defined in ch. NR 116, Wis. Adm. Code.

l. "Footprint " The land area covered by a structure at ground level measured on a horizontal plane. The footprint of a residence or building includes the horizontal plane bounded by the furthest exterior wall and eave if present, projected to natural grade. For structures without walls (decks, stairways, patios, carports) – a single horizontal plane bounded by the furthest portion of the structure projected to natural grade. Note: For the purposes of replacing or reconstructing a nonconforming building with walls, the footprint shall not be expanded by enclosing the area that is located within the horizontal plane from the exterior wall to the eaves projected to natural grade. This constitutes a lateral expansion under NR 115 and would need to follow NR 115.05 (1)(g)5.

m. "Generally accepted forestry management practices" [NR 1.25(2)(b)] means forestry management practices that promote sound management of a forest. Generally accepted forestry management practices include those practices contained in the most recent version of the department publication known as Wisconsin Forest Management Guidelines and identified as PUB FR-226.

n. "Impervious surface" [NR 115.03(4g)] means an area that releases as runoff all or a majority of the precipitation that falls on it. "Impervious surface" excludes frozen soil but includes rooftops, sidewalks, driveways, parking lots, and streets unless specifically designed, constructed, and maintained to be pervious.

o. "Lot" means a continuous parcel of land, not divided by a public right-of-way, and sufficient in size to meet the lot width and lot area provisions of this ordinance.

p. "Lot area" means the area of a horizontal plane bounded by the front, side, and rear lot lines of a lot, but not including the area of any land below the ordinary high water mark of navigable waters.

q. "Lot of Record" means any lot, the description of which is properly recorded with the Register of Deeds, which at the time of its recordation complied with all applicable laws, ordinances, and regulations.

r. "Mitigation" [NR 115.03(4r)] means balancing measures that are designed, implemented and function to restore natural functions and values that are otherwise lost through development and human activities.

s. "Navigable waters" [NR 115.03(5)] means Lake Superior, Lake Michigan, all natural inland lakes within Wisconsin and all streams, ponds, sloughs, flowages and other waters within the territorial limits of this state, including the Wisconsin portion of boundary waters, which are navigable under the laws of this state. Under s. 281.31(2)(d), Wis. Stats, notwithstanding any other provision of law or administrative rule promulgated thereunder, shoreland ordinances required under s. 59.692, Wis. Stats, and ch. NR 115, Wis. Adm. Code, do not apply to lands adjacent to:

1. Farm drainage ditches where such lands are not adjacent to a natural navigable stream or river and such lands were not navigable streams before ditching; and
2. Artificially constructed drainage ditches, ponds or stormwater retention basins that are not hydrologically connected to a natural navigable water body.

t. "Ordinary high-water mark" [NR 115.03(6)] means the point on the bank or shore up to which the presence and action of surface water is so continuous as to leave a distinctive mark such as by erosion, destruction or prevention of terrestrial vegetation, predominance of aquatic vegetation, or other easily recognized characteristics.

u. "Regional Flood" [NR 115.03(7)] means a flood determined to be representative of large floods known to have generally occurred in Wisconsin and which may be expected to occur on a particular stream because of like physical characteristics, once in every 100 years.

v. "Routine maintenance of vegetation" [NR 115.03(7m)] means normally accepted horticultural practices that do not result in the loss of any layer of existing vegetation and do not require earth disturbance.

w. "Shoreland" [NR 115.03(8)] means lands within the following distances from the ordinary highwater mark of navigable waters: 1,000 feet from a lake, pond or flowage; and 300 feet from a river or stream or to the landward side of the floodplain, whichever distance is greater.

x. "Shoreland setback" also known as the "Shoreland setback area" in s. 59.692(1)(bn) means an area in a shoreland that is within a certain distance of the ordinary high-water mark in which the construction or placement of structures has been limited or prohibited under an ordinance enacted under section 59.692, Wis. Stats.

y. "Shoreland-wetland district" [NR 115.03(9)] means a zoning district, created as a part of a county zoning ordinance, comprised of shorelands that are designated as wetlands on the Wisconsin wetland inventory maps prepared by the department.

z. "Structure" [s. 59.692(1)(e), Stats.] means a principal structure or any accessory structure including a garage, shed, boathouse, sidewalk, walkway, patio, deck, retaining wall, porch or fire pit.

aa. "Substandard Lots" means a legally created lot or parcel that met minimum area and minimum average width requirements when created, but does not meet current lot size requirements for a new lot.

bb. "Unnecessary hardship" [NR 115.03(11)] means that circumstance where special conditions, which were not self-created, affect a particular property and make strict conformity with restrictions governing area, setbacks, frontage, height or density unnecessarily burdensome or unreasonable in light of the purposes of this ordinance.

cc. "Variance" means an authorization granted by the board of adjustment to construct, alter or use a building or structure in a manner that deviates from the dimensional standards of this ordinance.

dd. "Wetlands" [NR 115.03(13)] means those areas where water is at, near or above the land surface

long enough to be capable of supporting aquatic or hydrophytic vegetation and which have soils indicative of wet conditions.

Ayes_____ Noes_____ Abstain_____ Absent_____ Vacant_____

Requested by
Planning & Zoning Committee

03-08-16

Rob Klotz: 02-17-16; J. Blair Ward: 02-26-16

REVIEWED: Administrator ___; Corp. Counsel ___; Finance Director ___

RESOLUTION NO. 2015-___

Approval of the 2016 update of the Jefferson County Land Information Plan

Executive Summary

The Land Information Plan for Jefferson County was prepared by the Land Information Office and the Land Information Council. Input from numerous County departments was used to develop the plan. By Wisconsin Statute, "a countywide plan for land records modernization" is required for participation in the Wisconsin Land Information Program (WLIP). The purpose of this document is twofold: 1) to meet WLIP funding eligibility requirements necessary for receiving grants and retaining fees for land information, and 2) to plan for county land information modernization in order to improve the efficiency of government and provide improved government services to county residents and businesses. The WLIP receives $7.00 for each document recorded by the Jefferson County Register of Deeds which is used to fund WLIP grants and program administration. The County Land Information program receives $8.00 for each document recorded by the Jefferson County Register of Deeds. In 2015 the County retained $105,248 from recording fees and received $2,480 in WLIP grants. Beginning in 2016, counties are eligible for WLIP Strategic Initiative grants for up to $50,000 per year. This updated plan provides an estimate of how funds from grants and retained fees will be utilized.

WHEREAS, the updated Jefferson County Land Information Plan conforms to Wisconsin Department of Administration Uniform Instructions for Preparing County Land Information Plans, and

WHEREAS, the Land Information Council and the Planning and Zoning Committee have approved the updated Jefferson County Land Information Plan which is incorporated herein by reference, and

WHEREAS, adopting the updated Land Information Plan will keep Jefferson County in compliance with Wisconsin Land Information Program requirements,

NOW, THEREFORE, BE IT RESOLVED that the updated 2016 Jefferson County Land Information Plan, incorporated herein by reference, is hereby approved.

BE IT FURTHER RESOLVED that the Land Information Council is authorized to make minor technical changes as needed.

Fiscal Note: The updated plan was produced and will be implemented by County staff. No tax levy dollars will be used. The amount of grant funds that will be received by this program in 2016 will be increased by up to $48,808 compared to 2015.

Ayes_____ Noes_____ Abstain_____ Absent_____ Vacant_____

Requested by
Planning and Zoning Committee 03-08-16

Andy Erdman: 2-24-2016 REVIEWED: Administrator ___; Corp. Counsel ___; Finance Director ___

APPOINTMENTS BY COUNTY ADMINISTRATOR

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 Board:

Sheriff's Civil Service Commission

a. Christine Spangler, Fort Atkinson, WI for a five-year term ending January 1, 2021

Ayes_____ Noes _____ Abstain_____ Absent_____ Vacant_____

03-08-2016