



JEFFERSON COUNTY COUNTY ADMINISTRATOR

Website: jeffersoncountywi.gov

***REVISED 05-09-2016**

“Jefferson County: Responsible government
advancing quality of life”

BEN WEHMEIER
County Administrator

TAMMIE JAEGER
Administrative Secretary

MEMORANDUM

TO: Editors

FROM: Ben Wehmeier, County Administrator

DATE: May 3, 2016

SUBJECT: JEFFERSON COUNTY Meetings – Week of May 9, 2016

May 9, 2016 Monday	UW Extension Education Committee	8:30 a.m.	UW Extension 864 Collins Rd, Rm 12, Jefferson
May 10, 2016 Tuesday	Human Services Board	8:30 a.m.	Workforce Development 874 Collins Rd, Rm 103, Jefferson
	*County Board (Agenda Revised)	7:00 p.m.	Jefferson County Courthouse 311 S. Center Ave, Rm 205, Jefferson
May 11, 2016 Wednesday	Local Emergency Planning Commission (LEPC)	1:00 p.m.	
May 12, 2016 Thursday	Finance Committee	8:30 a.m.	Jefferson County Courthouse 311 S. Center Ave, Rm 203, Jefferson
May 13, 2016 Friday	No Scheduled County Meetings		
May 14, 2016 Saturday	No Scheduled County Meetings		
May 15, 2016 Sunday	No Scheduled County Meetings		



University Extension Education Committee Agenda
Jefferson County
864 Collins Road, Room 12
Jefferson WI 53549

DATE: Monday, May 9, 2016

TIME: 8:30 a.m.

Committee Members: Glen Borland Mark Klubertanz
Peter Hartz Gregg Patrick
Lloyd Zastrow

1. Call to Order
2. Roll Call (establish a quorum)
3. Certification of Compliance with Open Meetings Law
4. Election of Committee Officers
5. Approval of Agenda (for possible rearrangement)
6. Approval of University Extension Education Committee minutes for April 11, 2016
7. Communications
8. Public Comment (Members of the Public who wish to address the Committee on specific agenda items must register their request at this time.)
9. Orientation to University Extension Education Committee Members
10. Discussion of Jefferson County potentially hosting Farm Technology Days in 2019
11. Update, Discussion and Input on nEXT Generation Model
12. Review of 2016 Departmental Budget
13. Update on the Refilling of the 4-H Youth Development Agent Position
14. Update on the Refilling of the CNRED Agent Position
15. Discussion of State WACEC Conference – June 20-21 in Wausau, WI
16. Discussion of Monthly Agent Reports – Sarah Torbert, LaVern Georgson, Steve Grabow, Kathleen Eisenmann
17. Discussion to Identify Future Agenda Topics
18. Adjourn
 - Next Scheduled Meeting: Monday, June 13, 2016

A quorum of any Jefferson County Committee, 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 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.

“Enriching people with knowledge, perspective, skills and aspirations. “University of Wisconsin, U.S. Department of Agriculture and Wisconsin counties cooperating. UW-Extension provides equal opportunities in employment and programming including Title IX and ADA.

Human Services Board Agenda - Jefferson County
Jefferson County Workforce Development Center, 874 Collins Road, Room 103
Jefferson, WI 53549

Date: Tuesday, May 10, 2016 Time: 8:30 a.m.

Committee Members:

Mode, Jim (Chair)
Jones, Dick (Vice Chair)
Kutz, Russell
Tietz, Augie

McKenzie, John (Secretary)
Crouse, Cynthia
Schultz, Jim

- 1. Call to Order**
- 2. Roll Call (Establish a Quorum)**
- 3. Certification of Compliance with the Open Meetings Law**
- 4. Election of Officers: Chair, Vice Chair, Secretary**
- 5. Approval of the May 10, 2016 Agenda**
- 6. Citizen Comments (Members of the Public who wish to address the Board on specific agenda items must register their request at this time.)**
- 7. Approval of April 12, 2016 Board Minutes**
- 8. Communications**
- 9. Review of March, 2016 Financial Statement**
- 10. Discuss and Approve April, 2016 Vouchers**
- 11. Review 2015 Annual Report**
- 12. Update on capital projects and 5 year capital plan**
- 13. Division Updates: Child and Family Division, Behavioral Health, Administration, Economic Support, and Aging & Disability Resource Center**
- 14. Discussion and possible action on New Professional Service Contracts – Foster Home and Supervised Visits**
- 15. Discuss and approve new positions: Behavioral Health Specialist/Psychotherapist; CCS Service Facilitator and full time Group Home worker**
- 16. Update on ECHO, the Electronic Health Records System**
- 17. Update on Heroin Initiatives**
- 18. Consider : Proclamation for May as National Foster Care Month**
- 19. Director's Report**
- 20. Discuss updates from Wisconsin County Human Services Association.**
- 21. Discuss potential agenda items for June board meeting.**
- 22. Adjourn**

Next Scheduled Meetings: Tuesday, June 14, 2016 at **4:00 p.m.**
Tuesday, July 12, 2016 at 8:30 a.m.

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

AGENDA

***REVISED 05-09-2016**

JEFFERSON COUNTY BOARD MEETING

May 10, 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. **PUBLIC COMMENT**
7. **SPECIAL ORDER OF BUSINESS**
 - a. Jefferson County Alcohol Treatment Court Graduate
8. **COMMUNICATIONS**
 - a. Treasurer's Monthly Report (Addendum)
 - b. ***Recognition of Outgoing Supervisor Walt Christensen (Postponed)**
 - c. Appointments by County Board Chair
 - d. 2016 Wisconsin Counties Association (WCA) Membership Survey
 - e. Zoning Committee – Notice of Public Hearing, May 19, 2016
9. **ANNUAL REPORTS**
 - a. Administration – Ben Wehmeier
 - b. Economic Development Consortium – Genevieve Coady
 - c. Finance – Brian Lamers
 - d. Human Resources – Terri Palm-Kostroski
10. **PUBLIC COMMENT (Agenda Items)**
COMMITTEE REPORTS / RESOLUTIONS / ORDINANCES
11. ADMINISTRATION AND RULES COMMITTEE
 - a. Resolution – Social Media Policy
12. HUMAN RESOURCES COMMITTEE
 - a. Resolution – Create a full-time Behavioral Health Specialist (Psychotherapist) position and a full-time Comprehensive Community Services Facilitator position at Human Services
 - b. Create a full-time Group Home Worker position and eliminate two part-time Group Home Worker positions at Human Services
 - c. Creating a Business Relations and Marketing Manager Position for the Economic Development Consortium
13. PLANNING AND ZONING COMMITTEE
 - a. Report – Approval of Petitions
 - b. Ordinance – Amend Zoning Ordinance
 - c. Resolution – Digital Parcel Map Improvement

14. **APPOINTMENTS BY COUNTY ADMINISTRATOR**
 - a. Blane Poulson to the Blue Spring Management District Board of Commissioners
 - b. Blane Poulson, to the Lower Spring Lake Protection & Rehabilitation District
 - c. Ed Morse, Dick Schultz and John McKenzie to the Board of Health
 - d. Steve Nass, Todd Lindert and Joann Larsen to the Land Information Council
 - e. Aari Roberts to the Zoning Board of Adjustment (2nd Alternate)
 - f. Ed Morse and Julia Ince to the Historic Sites Preservation Commission
15. **APPOINTMENTS BY COUNTY BOARD CHAIR**
 - a. Jim Mode, Timothy Smith and Augie Tietz to the Economic Development Consortium
 - b. *Matthew Foelker, Peter Hartz, Ed Morse, Gregg Patrick, Laura Payne and Margaret Burlingham to the Land and Water Conservation Committee
16. **PUBLIC COMMENT** (General)
17. **ANNOUNCEMENTS**
 - a. WCA County Official Workshop – May 27, 2016 – DeForest
 - b. WCA Annual Conference – September 25-27, 2016 Milwaukee
18. **ADJOURN**

**NEXT COUNTY BOARD MEETINGS
JUNE 14, 2016 – 7:00 P.M. - ROOM 205**

JEFFERSON COUNTY

LOCAL EMERGENCY PLANNING COMMITTEE

COMMITTEE MEMBERS: GAIL SCOTT, ADAM BOLS, ROBERT DE WOLFE, DONNA HAUGOM, SHERIFF PAUL MILBRATH, PAUL HABLE, TED TUCHALSKI, ANDY JORGENSON, CAPTAIN DUANE SCOTT, NYCOL HABERMAN, CHIEF VERN BUTZINE, RYAN LESLIE, ANGELA SWINEHART, KRAIG BIEFELD, RYAN ELLIFSON, MARYTHA BLANCHARD

UW-Extension (Lower level of Workforce Development Center)
864 Collins Road, Jefferson WI 53549

WEDNESDAY, MAY 11, 2016 at 1:00 p.m.

1. Call to Order
2. Roll Call (establish a quorum)
3. Certification of Compliance with the Open Meetings Law
4. Review of the Agenda
5. Citizen Comments (Members of the public who wish to address the committee on specific agenda items must register their request at this time)
6. Discussion and possible approval of November 15, 2015 Meeting Minutes
7. Communications
8. Discussion on Hazardous Materials Spills/Billings – from 11/18/15 to 05/11/16
9. Discussion on 2016 training and preparation for a full-scale exercise (Miles Paratus)
10. Updated Off-site Plans (11/18/2015 to 05/11/2016)
 - Eaton Electrical – Watertown – Sulfuric Acid (2,309 lbs)
-complete
 - Standard Process – Palmyra – Anhydrous Ammonia (34,707 lbs), Sulfuric Acid (3,020 lbs – still verifying this quantity)
-complete
 - Nasco – Fort Atkinson – Formaldehyde (37% - 7,382 lbs), Formaldehyde (10% - 43,915 lbs – still verifying this quantity), Phenol (90% - 6,275 lbs), Sulfuric Acid (2,000 lbs)
-complete
 - Insight FS – Jefferson – Paraquat Dichloride (42 lbs)
-complete
 - Nestle Purina – Jefferson – Sulfuric Acid (40,950 lbs – still verifying this quantity)
-complete
 - Loeb-Lorman Metals – Fort Atkinson, Watertown – Assets have been sold, working on final transmittal information for both locations - complete
 - McCain – Fort Atkinson – being purchased by Jones Dairy Farm, sale to be concluded by Dec 2015 – working on final transmittal information – complete
 - Second Half POW 2016 Off-sites to be started this month.
11. Agency Updates
 - a. American Red Cross
 - b. Salvation Army
 - c. Southern Region Health Care Coalition
12. Correspondence
13. Set Time/Date Next Meeting Tentative – August 10, 2016 at 1:00 p.m.
14. Adjourn

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Finance Committee Agenda
Jefferson County
Jefferson County Courthouse
311 S. Center Avenue, Room 112
Jefferson, WI 53549

Date: Thursday, May 12, 2016

Time: 8:30 a.m.

Committee members: Jones, Richard
Rinard, Amy
Hanneman, Jennifer
Smith, Timothy
Jaeckel, George

1. Call to order
2. Roll call (establish a quorum)
3. Election of Finance Committee Chair, Vice Chair and Secretary
4. Certification of compliance with the Open Meetings Law
5. Approval of the agenda
6. Approval of Finance Committee minutes for April 14, 2016 and April 19, 2016.
7. Communication
8. Public comment (Members of the public who wish to address the Committee on specific agenda items must register their request at this time)
9. Discussion and possible action on granting the right of former owners to repurchase lands to which Jefferson County has taken title through delinquent tax enforcement collection, pursuant to Jefferson County Ordinance Number 2002-13 and State Statute section 75.35
10. Discussion and possible action on determining disposition of foreclosed properties setting minimum bids for the sale of foreclosed properties and considering offer to purchase on foreclosed properties
11. Convene in closed session pursuant to section 19.85 (1)(e) deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons required a closed session, for the purpose of discussion and possible action on the disposition of foreclosed properties setting minimum bids for the sale of foreclosed properties and considering offer to purchase on foreclosed properties
12. Reconvene in open session
13. Discussion and possible action on foreclosing on tax delinquent properties
14. Review of the financial statements and department update for March 2016-Finance Department
15. Review of the financial statements and department update for March 2016-Treasurer
16. Review of the financial statements and department update for March 2016-Child Support
17. Discussion of funding for projects related to the new Highway Facilities or sale of old Highway Facilities
18. Discussion on 2016 projections of budget vs. actual
19. Discussion and possible action on approving to contract for an ERP (Enterprise Resource Planning) System
20. Update on contingency fund balance
21. Discussion of Committee meeting dates
22. Set future meeting schedule, next meeting date, and possible agenda items
23. Payment of invoices
24. Adjourn

Next scheduled meetings: Thursday, June 9, 2016 Regular Meeting
Thursday, July 14, 2016 Regular Meeting
Thursday, August 11, 2016 Regular Meeting
Thursday, September 8, 2016 Regular Meeting
Monday, September 19, 2016 Budget Meeting
Wednesday, September 21, 2016 Budget Meeting
Thursday, September 22, 2016 Budget Meeting
Friday, September 23, 2016 Budget Meeting

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