

**STATUTORY SESSION
of the
JACKSON COUNTY BOARD OF SUPERVISORS**

April 21, 2020

The Statutory Session of the Jackson County Board of Supervisors was called to order at 9:00 A.M., on Tuesday, April 21, 2020, at the Department of Health and Human Services in the Conference Room by Chairman Ransom.

County Clerk, Kyle Deno, took roll call with 15 members present, 2 by phone, and 2 absent (Supervisor Funmaker and Supervisor Schmidt).

District 1 – Karen Thayer
District 2 – Alton Staff
District 3 – Hoyt Strandberg
District 4 – Roger Stevens
District 5 – Thomas Clark
District 6 – Larry Blaken
District 7 – Charles Jensen
District 8 – Max Hart
District 9 – Ray Ransom
District 10 – Michelle Greendeer-Rave
District 11 – Isaiah Funmaker
District 12 – Ron Carney
District 13 – Norman Stoker
District 14 – John Higgins
District 15 – Brent Engebretson
District 16 – Desiree Gearing-Lancaster
District 17 – Jeff Amo
District 18 – Jerry Schmidt
District 19 – Ed Chamberlain

The Pledge of Allegiance was given.

County Clerk, Kyle Deno administered the Oath of Office to all of the elected Supervisors.

Chairman Ransom took time to welcome the new County Board Supervisors and introduced Corporation Counsel, Sam Bach-Hanson who went over the voting process for elected offices. Supervisor Stevens made a motion to approve that the Supervisors on the phone can vote orally. This was seconded by Supervisor Thayer. Voice vote was taken with 15 present and 2 by phone voting Aye.

ELECTIONS

Chairman – Supervisor Stevens nominated Ray Ransom. This was seconded by Supervisor Thayer. Corporation Counsel, Sam Bach Hanson asked if there were any other nominations from the floor. Supervisor Jensen made a motion to close nominations. This was seconded by Supervisor Higgins. All voted Aye by voice vote.

Ray Ransom was declared the winner of the Chairman position.

1st Vice-Chairman - Supervisor Hart nominated Jeff Amo. This was seconded by Supervisor Thayer. Chairman Ransom asked three times if there were any other nominations from the floor. Supervisor Hart made a motion to close nominations. This was seconded by Supervisor Chamberlain. All voted Aye by voice vote.

Jeff Amo was declared the winner of the 1st Vice-Chairman position.

2nd Vice-Chairman – Supervisor Stevens nominated Ron Carney. This was seconded by Supervisor Higgins. Chairman Ransom asked three times if there were any other nominations from the floor. Supervisor Chamberlain made a motion to close nominations. This was seconded by Supervisor Hart. All voted Aye by voice vote.

Ron Carney was declared the winner of the 2nd Vice-Chairman position.

Highway Committee - 5 members – 3 elected - 2 appointed

For first elected position Supervisor Stevens nominated Charles Jensen. Supervisor Staff nominated Larry Blaken Chairman Ransom asked three times if there were any other nominations from the floor. Chairman Ransom closed nominations. Ballots were cast with:

Charles Jensen – 10

Larry Blaken – 6

Charles Jensen was declared winner of the first position on the Highway Committee.

For the second elected position Supervisor Thayer nominated Jeff Amo. Chairman Ransom asked three times if there were any other nominations from the floor. Chairman Ransom closed nominations. Ballots were cast with:

Jeff Amo – 16

Jeff Amo was declared winner of the second position on the Highway Committee.

For the third elected position Supervisor Hart nominated Larry Blaken. Chairman Ransom asked three times if there were any other nominations from the floor. Chairman Ransom closed nominations. Ballots were cast with:

Larry Blaken – 17

Larry Blaken was declared winner of the third position on the Highway Committee.

Chairman Ransom asked if there were any corrections or additions to the minutes of the previous meeting. Supervisor Thayer made a motion to approve the minutes. This was seconded by Supervisor Chamberlain. Voice vote was taken with all present voting Aye.

Chairman Ransom stated that he approved the appointment of Cody Brommerich as County Surveyor but that it needed to be approved by the County Board per Ordinance 1.02. Supervisor Staff made a motion to approve the appointment of Cody Brommerich as County Surveyor. This was seconded by Supervisor Strandberg. Voice vote was taken with all present voting Aye.

Declaring State of Emergency in Jackson County Regarding COVID-19

WHEREAS, in December 2019, a novel strain of the coronavirus now named Coronavirus Disease 2019 (COVID-19) was detected and has spread throughout many countries, including the United States; and

WHEREAS, the World Health Organization has declared the COVID-19 pandemic as Public Health Emergency of International Concern, and the United States Department of Health and Human Services has declared a Public Health Emergency, and

WHEREAS, on March 12, 2020, the Governor of the State of Wisconsin has declared the existence of a public health emergency, as defined in Section 323.02 (16), Wisconsin Statute; and

WHEREAS, the existence of confirmed cases of COVID-19 within Wisconsin constitutes a condition within the County posing an imminent threat of a disaster within the meaning of Chapter 323 of the Wisconsin Statutes that could impair medical care, health protection, and other critical systems of Jackson County; and

WHEREAS, it is necessary and expedient for the health, safety, protection, and welfare of persons within Jackson County, that reasonable and prudent steps be taken to treat those infected with COVID-19 and prevent, limit and contain the potential community spread of COVID-19; and

Whereas, declaring a state of emergency will facilitate and expedite the use of the resources to protect persons from the impacts of the spread of COVID-19 while ensuring continuity of critical operations within Jackson County.

NOW, THEREFORE, pursuant to sections 323.11 and 323.14 (4) (b) of the Wisconsin Statutes, as Chief Elected Official of the County of Jackson, Wisconsin, in testimony whereof declare that a state of emergency now exists within Jackson County in light of the public health threat posed by COVID-19 until modified by further proclamation or an action of the Jackson County Board.

s/Ray Ransom
Jackson County Board Chair

March 26, 2020 12:30 P.M.

Note: Under 323.14(4)(b), Stats., this proclamation shall be subject to ratification, alteration, modification or repeal by the governing body as soon as that body can meet,

but the subsequent actions taken by the governing body shall not affect the proper validity of this proclamation.

Supervisor Staff made a motion to approve this proclamation. This was seconded by Supervisor Chamberlain. Emergency Management Coordinator, Kristina Page was present for an update on the situation in Jackson County. Discussion took place. Voice vote was taken with all present voting Aye.

Jackson County Board Proclamation
Jackson County Fitness Day
May 16th, 2020
BY THE CHAIRMAN OF THE JACKSON COUNTY BOARD

Proclamation

Whereas the Jackson County Board of Supervisors would like to proclaim May 16th Jackson County Fitness Day and,

Whereas, on Fitness Day, the County Board of Supervisors would like to encourage citizens of Jackson County to get active and challenge everyone to join the movement for a happier, fitter County and,

Whereas, the Jackson in Action Coalition has provided opportunities to increase awareness of the health of our county, promoted physical activity and increased nutritional education in Jackson County and through collaborative efforts between community agencies has increased community understanding of the importance of building programming and resources in our community to support active lifestyles is being pursued and,

Whereas, by leading more active lifestyles, we can invest in our futures and encourage our children to do the same.

NOW, THEREFORE, I, Ray Ransom, Chairman of the Jackson County Board, by virtue of the authority vested in me by the Constitution and the laws of the State of Wisconsin, do hereby proclaim May 16th 2020, as Jackson County Fitness Day. I call upon the people of the Jackson County to make daily physical activity and good nutrition a priority in their lives.

s/Ray Ransom
Jackson County Board Chairman

Supervisor Carney made a motion to approve this proclamation. This was seconded by Supervisor Stevens. Voice vote was taken with all present voting Aye.

RESOLUTION 16-4-2020

RE: TRANSFER OF FUNDS TO CLOSE 2019 BOOKS

TO THE HONORABLE JACKSON CO BOARD OF SUPERVISORS

WHEREAS, the following accounts for the year 2019 are in need of funds:

Communications	\$	3,049.33
Mutual Aid		15,776.21
Emergency Medical		7,198.82
Total	\$	26,024.36

THEREFORE BE IT RESOLVED by the Jackson County Board of Supervisors that \$26,024.36 be transferred from Contingency fund balance to the various accounts.

Respectfully Submitted,
Executive and Finance Committee

s/Ray Ransom
s/Ron Carney
s/Roger Stevens
s/Jeff Amo

Supervisor Chamberlain made a motion to adopt this resolution. This was seconded by Supervisor Stevens. Voice vote was taken with all present voting Aye.

RESOLUTION NO. 17-4-2020

TO: **HONORABLE COUNTY BOARD OF SUPERVISORS**

RE: **Authorization to enter into contract with Pro-West & Associates, Inc., to index historic town road records**

WHEREAS, former Jackson County Land Information Department staff had acquired several volumes of historic town records from 14 townships located within Jackson County; and,

WHEREAS, these records primarily consist of: applications, or petitions, to lay out town roads; Highway orders, either laying out, altering, or discontinuing town roads; and awards for, or release of, damages caused by the lay out or altering of town roads; and,

WHEREAS, these records contain vital information to land information users within Jackson County as it pertains to locating town road easements and rights-of-way; and,

WHEREAS, these volumes have never been indexed; they are specific to municipalities, but entries were made chronologically; therefore, locating specific information is difficult and time consuming; and,

WHEREAS, the Jackson County Land Information Department has previously contracted with Pro-West & Associates, Inc. to develop an indexing system for researching all survey information within Jackson County, referred to as the “survey records search application”; later collaborating again to develop an on-line version of this indexing system which allows users to search and view Jackson County survey information from anywhere with an internet connection; and,

WHEREAS, Pro-West & Associates, Inc., the sole bidder, has provided a lump sum estimate of **\$23,041.20** to map all historic town road records contained within these volumes; determine which Section, Town, and Range each record is located in; and build this information into the “survey records search application”; allowing Jackson County’s land information users to search and view these historic town road records by Section, Town, and Range from anywhere with an internet connection; and,

NOW THEREFORE BE IT RESOLVED, the Honorable Jackson County Board of Supervisors hereby authorizes the Jackson County Clerk to enter into contract with **Pro-West & Associates, Inc.**, to perform historic town road record indexing services for Jackson County at a cost not-to-exceed **\$23,041.20** and,

NOW THEREFORE BE IT FURTHER RESOLVED, that any expense accrued through this contract for historic town road record indexing services shall be paid for by Wisconsin Land Information Program (WLIP) Grant Fund revenues which are currently allocated in the 2020 budget to expense account No. 10.5153.0000.0000.5114; this account funds a vacant position that will not be filled in 2020.

Respectfully submitted by,

**Jackson County Zoning and
Land Information Committee**
s/Hoyt Strandberg, Chairman
s/Alton Staff, Vice Chairman
s/Norman Stoker
s/Ed Chamberlain
s/Isaiah Funmaker

**Jackson County Executive and
Finance Committee**
s/Ray Ransom, Chairman
s/Jeff Amo, 1st Vice Chairman
s/Ron Carney, 2nd Vice Chairman
s/Roger Stevens
Karen Thayer

Supervisor Chamberlain made a motion to adopt this resolution. This was seconded by Supervisor Higgins. Cody Brommerich, County Surveyor was present for questions. Voice vote was taken with all present voting Aye.

RESOLUTION 18-4-2020

TO: The Honorable Jackson County Board of Supervisors

RE: Addition of one Legal Assistant in District Attorney’s Office

WHEREAS, the District Attorney's Office recently added another Assistant District Attorney in Jackson County, and;

WHEREAS, the caseload for legal assistants continues to increase, especially with adding an additional Assistant District Attorney, and;

WHEREAS, the money for an added legal assistant was budgeted for in the 2019/2020 budget cycle, and;

WHEREAS, this position will be placed on the Jackson County Wage Scale within Pay Group 12 - \$17.43-\$21.79, and;

WHEREAS, fiscal analysis for this resolution is attached, and;

NOW, THEREFORE, BE IT RESOLVED, that the Jackson County Board of Supervisors hereby authorizes the addition of one Legal Assistant, and;

BE IT FURTHER RESOLVED that the resolution will become effective upon passage by the Jackson County Board of Supervisors and is subject to the recruitment process outlined in the County's Personnel Policy – Chapter 4.

Respectfully Submitted,

Personnel & Bargaining Committee
s/Ray Ransom, Chairman
s/Alton Staff
s/Ron Carney
s/Karen Thayer
s/Jeff Amo
s/Roger Stevens
s/Chuck Jensen

Executive & Finance Committee
s/Ray Ransom, Chairman
s/Ron Carney
s/Roger Stevens
s/Jeff Amo

Supervisor Hart made a motion to adopt this resolution. This was seconded by Supervisor Thayer. Voice vote was taken with all present voting Aye.

RESOLUTION 19-4-2020

TO: The Honorable Jackson County Board of Supervisors

RE: RECLASSIFICATION OF THE MAINTENANCE SUPERVISOR POSITION

WHEREAS, Jackson County is committed to providing wages equitable to external and internal conditions; and

WHEREAS, it is the objective of Jackson County to retain fully qualified employees; and

WHEREAS, in 2020 alone, the Facilities Department has been tasked to maintain an additional 11,000 sq. ft. for the DHHS expansion, the new Animal Shelter, and added extra staff to the roster; and,

WHEREAS, the Maintenance Supervisor is responsible for over a \$700,000 budget and all projects/construction as well as the maintenance and upkeep of all Jackson County buildings; and,

WHEREAS, in accordance to the compensation administrative guide, it has been determined by the Human Resource Director and the Maintenance Supervisor that the Maintenance Supervisor position shall be placed on the Jackson County Wage Scale at Pay Group 4; and,

WHEREAS, the proposed wage range and financial analysis for this Resolution are attached; and,

NOW, THEREFORE, BE IT RESOLVED, that the Jackson County Board of Supervisors hereby authorizes the Maintenance Supervisor position to be reclassified from a grade 7 to a grade 4; and,

BE IT FURTHER RESOLVED, the Maintenance Supervisor position will be placed on the scale at \$33.10 (85% of midpoint) effective the first full pay period after passage.

Respectfully Submitted,

Property Committee

s/Roger Stevens
s/Ed Chamberlain
s/John Higgins
s/Grady Gutknecht

Personnel/Bargaining
Committee

s/Ray Ransom
s/Alton Staff
s/Ron Carney
s/Karen Thayer
s/Jeff Amo
s/Roger Stevens
s/Chuck Jensen

Executive/Finance
Committee

s/Ray Ransom
s/Ron Carney
s/Roger Stevens
s/Jeff Amo

Supervisor Stevens made a motion to adopt this resolution. This was seconded by Supervisor Chamberlain. Rick Poff, Maintenance Supervisor was present for questions. Voice vote was taken with all present voting Aye.

Supervisor Strandberg made a motion to temporarily suspend the rules and read the following Zone Petition changes only one time. This was seconded by Supervisor Carney. Voice vote was taken with all present voting Aye.

**PETITION #2020-14
TOWN OF ADAMS**

REPORT OF THE ZONING COMMITTEE

TO THE JACKSON COUNTY BOARD OF SUPERVISORS:

The Jackson County Zoning Committee, having considered Petition #2020-14 to amend the Jackson County Zoning Ordinance filed by Caballete Retreat LLC, Daniel Scholze, member on the day of February 26, 2020 to change the Official Zoning Map from the A-1 (Agriculture) District to the R-2 (Residential) District on the following described lands:

On property located in the SE1/4-NE1/4 Section 29, T22N, R4W, Town of Adams, Jackson County, WI. The request is to change 1.5 acres of the Official Zoning Map from the A-1 (Agriculture) District to the R-2 (Residential) District for a residential dwelling.

Located in the Town of Adams, and having held public hearing thereon pursuant to Sec. 59.97(5)(e), Wis. Stats., notice thereof having been sent as provided by law, and being duly informed of the facts pertinent to the changes proposed, and duly advised of the wishes of the people in the area affected, hereby recommends as follows:

That the zone change be Approved.

Dated this 20th day of April 2020.

JACKSON COUNTY ZONING COMMITTEE
BY: s/Hoyt Strandberg, Chairman

Supervisor Staff made a motion to accept this zone change. This was seconded by Supervisor Chamberlain. Voice Vote was taken with all present voting Aye.

**PETITION #2020-17
TOWN OF MANCHESTER**

REPORT OF THE ZONING COMMITTEE

TO THE JACKSON COUNTY BOARD OF SUPERVISORS:

The Jackson County Zoning Committee, having considered Petition #2020-17 to amend the Jackson County Zoning Ordinance filed by Charles Annis on the day of March 2, 2020 to change the Official Zoning Map from the A-2 (Forestry and Limited Agriculture) District to the R-2 (Residential) District on the following described lands:

On property located in the SW1/4-SE1/4 Section 11, T20N, R3W, Town of Manchester, Jackson County, WI. The request is to change 4.5 acres of the Official Zoning Map from the A-2 (Forestry and Limited Agriculture) District to the R-2 (Residential) District for the placement of a single family home.

Located in the Town of Manchester, and having held public hearing thereon pursuant to Sec. 59.97(5)(e), Wis. Stats., notice thereof having been sent as provided by law, and being duly informed of the facts pertinent to the changes proposed, and duly advised of the wishes of the people in the area affected, hereby recommends as follows:

That the zone change be Approved.

Dated this 20th day of April 2020

JACKSON COUNTY ZONING COMMITTEE

BY: s/Hoyt Strandberg, Chairman

Supervisor Chamberlain made a motion to accept this zone change. This was seconded by Supervisor Stoker. Voice Vote was taken with all present voting Aye.

**PETITION #2020-18
TOWN OF MELROSE**

REPORT OF THE ZONING COMMITTEE

TO THE JACKSON COUNTY BOARD OF SUPERVISORS:

The Jackson County Zoning Committee, having considered Petition #2020-18 to amend the Jackson County Zoning Ordinance filed by Brent and Andrea Mikkelson on the day of March 6, 2020 to change the Official Zoning Map from the R-2 (Residential) District to the A-2 (Forestry and Limited Agriculture) District on the following described lands:

On property known as Lots 10, 11 & 12 of Black River Ridge subdivision located in the SE1/4-SW1/4, and the SW1/4-SE1/4, Section 36, T19N, R6W, Town of Melrose, Jackson County, WI. The request is to change 5.16 acres of the Official Zoning Map from the R-2 (Residential) District to the A-2 (Forestry and Limited Agriculture) District for agriculture related activities, namely pasture and a sheep barn.

Located in the Town of Melrose, and having held public hearing thereon pursuant to Sec. 59.97(5)(e), Wis. Stats., notice thereof having been sent as provided by law, and being duly informed of the facts pertinent to the changes proposed, and duly advised of the wishes of the people in the area affected, hereby recommends as follows:

That the zone change be Denied

Dated this 20th day of April 2020.

JACKSON COUNTY ZONING COMMITTEE

BY: s/Hoyt Strandberg, Chairman

Supervisor Chamberlain made a motion to deny this zone change. This was seconded by Supervisor Staff. Voice Vote was taken with all present voting Aye.

**PETITION #2020-24
TOWN OF MANCHESTER**

REPORT OF THE ZONING COMMITTEE

TO THE JACKSON COUNTY BOARD OF SUPERVISORS:

The Jackson County Zoning Committee, having considered Petition #2020-24 to amend the Jackson County Zoning Ordinance filed by David C. Yahnke on the day of March 11, 2020 to change the Official Zoning Map from the A-1 (Agriculture) District to the R-2 (Residential) District on the following described lands:

On property located in the NE1/4-NW1/4 Section 34, T20N, R4W, Town of Manchester, Jackson County, WI. The request is to change 5.0 acres of the Official Zoning Map from the A-1 (Agriculture) District to the R-2 (Residential) District. This will allow for the existing barn to be converted into a single-family home.

Located in the Town of Manchester, and having held public hearing thereon pursuant to Sec. 59.97(5)(e), Wis. Stats., notice thereof having been sent as provided by law, and being duly informed of the facts pertinent to the changes proposed, and duly advised of the wishes of the people in the area affected, hereby recommends as follows:

That the zone change be Approved.

Dated this 20th day of April 2020.

JACKSON COUNTY ZONING COMMITTEE
BY: s/Hoyt Strandberg, Chairman

Supervisor Chamberlain made a motion to accept this zone change. This was seconded by Supervisor Staff. Voice Vote was taken with all present voting Aye.

Supervisor Hart made a motion to adjourn. This was seconded by Supervisor Higgins. All present voted Aye by voice vote. Meeting adjourned at 10:10 A.M.

