

**MINUTES
CITY OF JEFFERSON COMMON COUNCIL
CITY HALL COUNCIL CHAMBERS
TUESDAY, JUNE 2, 2026**

The Tuesday, June 2, 2026, meeting of the City of Jefferson Common Council was called to order at 7:00 p.m. by Council President Tully. Members' present were: Ald. Pernat, Ald. Tully, Ald. Beyer, Ald. Stallman, Ald. Obernberger and Ald. Mattke. Absent: Ald. Neils and Ald. Teeter. Also present were: City Administrator Freitag, City Attorney Rogers, Public Works Director Clark, Police Chief Richter and City Clerk/Deputy Treasurer Copsey.

PUBLIC PARTICIPATION

None.

**TO ADJOURN TO PUBLIC HEARING TO DISCUSS AN ORDINANCE ADOPT AN
AMENDMENT TO THE CITY OF JEFFERSON COMPREHENSIVE PLAN**

- A. Call to Order.
- B. Reading of Notice of Public Hearing by the City Administrator.
- C. Explanation of the Comprehensive Plan Change.
- D. Person wishing to be heard; please state your name, address and reason for appearing.
- E. Close of Hearing.

**AN ORDINANCE TO ADOPT AN AMENDMENT TO THE CITY OF JEFFERSON
COMPREHENSIVE PLAN**

(To be introduced for second reading by Ald. Stallman.)

**CITY OF JEFFERSON
ORDINANCE NO. 7-26**

The City Council of the City of Jefferson, Wisconsin, does ordain as follows:

WHEREAS, pursuant to sections 61.35 and 62.23(2) and (3) of Wisconsin Statutes, the City of Jefferson is authorized to prepare and adopt a comprehensive plan as defined in sections 66.1001(1)(a) and 66.1001(2) of the Wisconsin Statutes; and

WHEREAS, the City Council adopted its comprehensive plan in 2020 entitled "City of Jefferson Comprehensive Plan"; and

WHEREAS, in accordance with §66.1001(4)(a), Wisconsin Statutes, the City Council has further adopted the "Public Participation Procedures for Amendments to the Comprehensive Plan," which establishes formal procedures to ensure meaningful public involvement in the consideration and adoption of amendments to the Comprehensive Plan; and

WHEREAS, the Plan Commission of the City of Jefferson, by a majority vote of the entire Commission recorded in its official minutes, has adopted a resolution recommending to the City Council the

adoption of an amendment to the Future Land Use Map (Map 6a and 6b) which involves changing the land use designation for one parcel. The proposed amendment to the map is described in a map provided, copies of which are attached hereto and incorporated by reference herein as Exhibit A; and

WHEREAS, the City of Jefferson has, in compliance with the requirements of section 66.1001(4)(d) of the Wisconsin Statutes, provided opportunities for public involvement per its adopted public participation plan; and

WHEREAS, the City Council held a public hearing on the proposed amendment on June 2, 2026, considered the public comments made and the recommendations of the Plan Commission and staff, and has determined to approve the recommended amendment.

NOW, THEREFORE, the City Council of Jefferson, Wisconsin, does ordain that the proposed amendment is hereby adopted as an amendment to the City's Comprehensive Plan pursuant to section 66.1001(4)(c) of Wisconsin Statutes.

Ald. Stallman, seconded by Ald. Beyer, moved to approve the Ordinance No. 7-26. On call of the roll, motion carried unanimously.

DISCUSSION: Request for a Housing Revolving Loan Fund Application.

Administrator Freitag went over that the city possible will be getting a Housing Revolving Loan Fund Application from Goodwill Orchard Hallow Apartments.

CONSENT AGENDA

(To be introduced by Ald. Obernberger.)

CITY OF JEFFERSON RESOLUTION NO. 13

BE IT RESOLVED, by the Common Council of the City of Jefferson, Wisconsin that the consent agenda for June 2, 2026, is hereby adopted.

- A. Vouchers Payable for June Payables in the amount of \$482,431.66. Payroll Summary for May 29, 2026, amount of \$232,623.14.
- B. Council Minutes from May 19, 2026, of the Common Council.
- C. Licenses as Approved by the Regulatory Committee:
 - 1. Operator's Licenses.
 - 2. Liquor Licenses.
 - 3. Cigarette Licenses.

Ald. Obernberger, seconded by Ald. Stallman, moved to approve Resolution No. 13. On call of the roll, Motion carried unanimously, with Ald. Obernberger abstaining council minutes.

RESOLUTION AUTHORIZING THE TERMINATION OF PURCHASE AGREEMENT

(To be introduced by Ald. Mattke.)

CITY OF JEFFERSON RESOLUTION NO. 14

WHEREAS, the City entered an agreement to purchase tax Parcels 241-0614-1124-016, 241-0614-1124-017 and 241-0614-1124-028 on or about December 23, 2025; and

WHEREAS, the purchase agreement provided, in part “Buyer [City] shall have the right to terminate and cancel the Offer for the remainder of the Property at any time through the expiration of the Due Diligence Period, by delivering a notice in writing to Seller, if Buyer determines, in Buyer’s sole discretion, that the environmental assessment report, or its investigation or test results are not satisfactory”; and

WHEREAS, the City has determined through internal investigation that it has concerns related to the environmental condition of the Parcels and has concluded the condition is not satisfactory.

NOW THEREFORE, the City terminates and cancels the Offer to purchase tax Parcels 241-0614-1124-016, 241-0614-1124-017 and 241-0614-1124-028 and directs the Clerk to deliver written notice of termination to the Seller.

Ald. Mattke, seconded by Ald. Tully moved to approve Resolution No. 14. On call of the roll, motion carried unanimously.

RESOLUTION ACKNOWLEDGING THE REVIEW OF THE 2025 CMAR

(To be introduced by Ald. Beyer.)

CITY OF JEFFERSON RESOLUTION NO. 15

WHEREAS, it is a requirement under a Wisconsin Pollutant Discharge Elimination System (WPDES) permit issued by the Wisconsin Department of Natural Resources, for the City of Jefferson to file a Compliance Maintenance Annual Report (CMAR) by June 30th annually for its wastewater treatment system under Wisconsin Administrative Code NR 208;

WHEREAS, it is necessary to acknowledge that the governing body has reviewed the 2025 Compliance Maintenance Annual Report (CMAR);

BE IT THEREFORE RESOLVED by the Common Council of the City of Jefferson, Wisconsin that the Common Council hereby informs the Department of Natural Resources that said Council has reviewed the Compliance Maintenance Annual Report for the calendar year 2025.

Ald. Beyer, seconded by Ald. Mattke moved to approve Resolution No. 15. On call of the roll, motion carried unanimously.

RESOLUTION EXPRESSING INTEREST IN ESTABLISHING A US-JAPAN SISTER CITY RELATIONSHIP

(To be introduced by Ald. Tully.)

**CITY OF JEFFERSON
RESOLUTION NO. 16**

WHEARES, the Chiba Government has been actively evaluating potential matches and is currently advancing discussions with Noda City as a potential official sister city candidate for Jefferson; and

WHEREAS, communities establishing sister city relationships often look for alignment in population/scale, economic profile, educational institutions, cultural interests, and existing people-to-people or business links; and

WHEREAS, Noda City is the historic birthplace of Kikkoman. A city sister relationship with Noda City is believed to potentially be meaningful and deeply rooted for both the communities; and

WHEREAS, it is envisioned that the Mayor will appoint a small steering group comprised of city officials, school representatives, business and community leaders, and Japanese-related nonprofits that could commit to several years involvement. Said steering group would develop relationship goals, such as youth exchange, online classroom projects, university ties, tourism, and industry links. The goal of the steering group is to ensure broad local support for the sister city relationship; and

WHEREAS, Jefferson would collaborate with Sister Cities International for guidance and access to templates, toolkits, and matching services; and

WHEREAS, this October Chiba Governor Toshihito Kumagai is scheduled to meet with Wisconsin Governor Tony Evers at the State Capitol to formally sign a renewal of their long-standing sister-state relationship. Governor Kumagai has requested to visit the Wisconsin Kikkoman Foods Facilities, including the Jefferson plant. If discussions with Noda City progress productively during the next several months, it is possible that a formal Sister City Agreement could be signed during the October visit; and

NOW, THEREFORE BE IT RESOLVED, by the City Council of the City of Jefferson Wisconsin that Mayor Oppermann is herein authorized to send a formal letter to the Mayor (or local leader) of Noda, Japan introducing the Jefferson community, motives for exchange, and proposing exploration of a sister city relationship. Mayor Oppermann is named as the official point of contact for the City of Jefferson.

Ald. Tully, seconded by Ald. Stallman moved to approve Resolution No. 16. On call of the roll, motion carried unanimously.

Ald. Beyer, seconded by Ald. Tully moved to go into closed session. On call of the roll, Motion carried unanimously.

Ald. Mattke, seconded by Ald. Beyer moved to go into open session. On call of the roll, motion carried unanimously.

ADJOURN TO CLOSED SESSION PURSUANT TO SECTION 19.85(1)(C) OF THE WISCONSIN STATE STATUTES TO CONSIDER EMPLOYMENT, PROMOTION, COMPENSATION PERFORMANCE EVALUATION DATA OF ANY PUBLIC EMPLOYEE OVER WHAT THE GOVERNMENTAL BODY HAS JURISDICTION OR EXERCISES RESPONSIBILITY TO CONSIDER EMPLOYMENT OF FULL-TIME DPW FOREMAN AND FULL-TIME WWTP OPERATOR.

RESOLUTION AUTHORIZING THE HIRE OF A FULL-TIME DPW FOREMAN

(To be introduced by Ald. Pernat.)

**CITY OF JEFFERSON
RESOLUTION NO. 17**

WHEREAS, the Position of Public Works Foreman has been vacant since March 2026, and it has been determined to be in the best interest of the Department of Public Works that the Position be filled when a qualified applicant has been identified; and

WHEREAS, the Personnel Committee has reviewed his candidacy and is recommending that Jeff Meng meets the requirements of the Position. The recommendation of the Personnel Committee is to hire Jeff Meng to fill the vacant Position of Public Works Foreman; and

NOW, THEREFORE BE IT RESOLVED, by the Common Council of the City of Jefferson, Wisconsin that it herein approves and authorizes the hire of Jeff Meng to fill the vacant Position of Public Works Foreman, subject to the following parameters:

- His starting salary shall be \$33.66 per hour and be placed at Grade 7 step 6 on the City of Jefferson Compensation Plan;
- He will remain at his current step on the PTO Schedule.

Ald. Pernat, seconded by Ald. Tully moved to approve Resolution No. 17. On call of the roll, motion carried unanimously.

RESOLUTION AUTHORIZING THE HIRE OF A FULL-TIME WWTP OPERATOR

(To be introduced by Ald. Tully.)

**CITY OF JEFFERSON
RESOLUTION NO. 18**

WHEREAS, the Position of Water Wastewater Operator has been vacant since April 2026, and it has been determined to be in the best interest of the Water Wastewater Utility that the Position be filled when a qualified applicant has been identified; and

WHEREAS, the Personnel Committee has reviewed his candidacy and is recommending that Cayden Smith meets the requirements of the Position. The recommendation of the Personnel Committee is to hire Cayden Smith to fill the vacant Position of Water Wastewater Operator; and

NOW, THEREFORE BE IT RESOLVED, by the Common Council of the City of Jefferson, Wisconsin that it herein approves and authorizes the hire of Cayden Smith to fill the vacant Position of Wastewater Plant Operator, subject to the following parameters:

- He shall successfully pass a pre-employment physical and drug and alcohol screening;
- His starting salary shall be \$29.45 per hour and be placed at Grade 7 Step 1 on the City of Jefferson Compensation Plan;

He will receive 5 days of PTO and be placed on the PTO schedule at 0 years of service.

Ald. Tully, seconded by Ald. Pernat moved to approve Resolution No. 18. On call of the roll, motion carried 5-1 with Ald. Mattke abstaining.

Ald. Tully, seconded by Ald. Mattke moved to adjourn the Jefferson Common Council Meeting at 7:47 p.m., carried unanimously on a voice vote.