



JUDICIAL/LAW ENFORCEMENT AND EMERGENCY MANAGEMENT COMMITTEE

September 9, 2015

The regular Judicial/Law Enforcement and Emergency Management Committee meeting was called to order by Chairman Gene Thom at 4:30 PM on September 9, 2015 in the County Board room of the Green Lake County Justice Center, 571 County Road A, Green Lake, WI. The requirements of the open meeting law were certified as being met.

Present: Gene Thom - Chair
Sue Wendt – Vice Chair
Debra Schubert
Michael Starshak

Others Present:

Dawn Klockow, Corp. Counsel
Sheriff Mark Podoll
Tony Daley, Berlin Journal
Amy Thoma, Clerk of Circuit Court
Judge Slate
Richard Slate, Board Supervisor

Joy Waterbury Board Supervisor
Lori Evans, Admin. Ass't to Sheriff
Lynn Ryan, RR Coordinator
Chief Deputy Mark Putzke
Margaret Bostelmann, Co. Clerk

AGENDA

Motion/Second (Schubert/Wendt) to approve the agenda. All Ayes. Motion carried.

Motion/Second (Schubert/Wendt) to seat Supervisor Starshak at 4:33 p.m. All Ayes. Motion carried.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited by the group.

MINUTES

Minutes from the August 12, 2015 meeting were read. *Motion/Second (Wendt/Starshak)* to approve the minutes as presented. All Ayes. Motion carried.

PUBLIC COMMENTS

None

APPEARANCES INCLUDING PUBLIC COLLECTIONS

Supervisor Slate, 295 S. Main St., Markesan, WI stated his concerns about recent actions the Judicial/Law Enforcement Committee has taken. He gave Chairman Thom a handout of his supporting documentation.

CORRESPONDENCE

Nothing that isn't related to another agenda item.

DEER PICK-UP

Chief Deputy Putzke apologized that he had to leave early and asked that the two topics he was involved in be discussed. Deer pick-up is regulated by Statute number 29.349. That has been changed. People can now pick-up deer lying along the side of the road by calling a number and getting approval from the DNR. He is working with the County Highway Department on deer that are not picked up. State Roads will have contracts for deer pick-up only. County and Town roads will be an issue. He will be getting back to the Committee with more information at the next meeting.

RESOLUTIONS/ORDINANCES

The Animal Ordinance was presented in draft form and was discussed. The new Corporation Counsel has not yet had time to thoroughly review the document. It should be held over until the November meeting for review.

Ordinance Number 1116-2015 regarding Recruitment and Hiring, Vacant Positions was discussed. The Committee would like to see the word local removed from the revision. This can be amended on the County Board floor.

BUDGET PROCESS

Clerk Marge Bostelmann appeared and explained to the Committee that personnel costs should not have been part of the first draft review of the budget. That round is for operational costs only.

JOB DESCRIPTIONS – JUDGE’S OFFICE

Clerk Bostelmann explained that what has happened in the Circuit Court and Clerk of Courts Office. Circuit Court had 2 full-time positions. The first being a full-time Register in Probate which has been filled. Judge also had a full-time Judicial/Probate Assistant position which he filled at ½ time. The Clerk of Circuit Court had a full-time Deputy Court Records Clerk which she filled at ½ time in combination with the Judge’s ½ time Judicial/Probate Assistant Position to make a full time benefited employee. This new combination position has also been filled. The combination position has been on a trial basis since early summer. The Judge feels that the changes in the position are working out. He would like to remove the unused ½ portion of the Judicial/Probate Assistant out of his budget in 2016 as a savings to his budget. Positions are created by resolutions. Clerk Bostelmann recommends a resolution to be drafted creating the new combination position and that appropriate budget changes should then be made. Job descriptions for both the Register in Probate position and the Judge’s half of the new position have been rewritten. The Judge’s portion of the new position will now be titled Judicial Assistant/Deputy Register in Probate. These new job descriptions need to be approved by this Committee and forwarded to the Personnel Committee for their approval. The 2016 budget will then reflect the proper personnel changes. The Committee noted that the duties and qualifications in the job descriptions are significantly less than in the current job descriptions. Some of the duties are set by statute. Supervisor Schubert and the Judge felt that Corp. Counsel should review the Job Descriptions before any changes are made. This should be done and then the job descriptions should be brought back to the next Judicial/Law Enforcement Committee meeting. No action was taken about moving forward in drafting a resolution.

COURTROOM UPGRADES

The Judge is waiting for Scott Weir from Maintenance to gather some information for him. He will bring this back to the next meeting.

PURCHASE REQUESTS

The Judge explained that the projector in one of the Courtrooms no longer works and needs to be replaced. He included in the packet bids from three different vendors for a replacement projector. Full Compass Systems listed five different choices ranging in price from \$2,477.34 to \$3,805.96; Projector Superstore.com for \$4,850.00; Visualapex for \$3,878.00. Discussion was held. **Motion/Second (Wendt/Schubert)** to purchase the projector from Full Compass Systems for \$3,805.96. All Ayes. Motion carried.

Request from the Sheriff's Office for purchase of one squad car for regular squad replacement. This vehicle will replace two vehicles which will enable us to cut down on our fleet. His request was for the purchase of a Chev Tahoe Police Pursuit Vehicle. Account Number 15-100-00-52150-810-003. **Motion/Second (Wendt/Schubert)** to approve the purchase of the vehicle from Ewald's – State bid for \$37,764.00. All Ayes. Motion carried.

VOLUNTARY UNPAID LEAVE REQUESTS

None

TRAINING

Motion/Second (Schubert/Starshak) to approve the training requests that were included in the packet from the Sheriff's Office. All Ayes. Motion Carried. The Committee asked that all Departments use the format of the Sheriff's Office spreadsheet for requesting training. A short explanation of the training should be included.

DEPARTMENT RELATED COMMENTS

Child Support: No appearance

Clerk of Courts: They have gone live with their new credit card vendor. Everything is going well so far. They are slowly catching up on collections.

Circuit Court/Register in Probate: Nothing else to report

District Attorney: This is his one year anniversary. DA Christenson thanked the committee for fully funding the DA's Office. He stated that he appreciates his staff and is pleased that they all remained with him.

Coroner's Office – Nothing to report

Emergency Management: Nothing to report

Sheriff's Office: The Sheriff reported on the great cooperative effort that was shown by the Fire Departments, State Patrol and the Winnebago County K-9 Unit recently when searching for a missing 21 year old who was found unharmed. He also reported that there were two overdoses at the same location in the southern part of the County. One drug arrest was made in connection with those cases. There was another speed enforcement/drug interdiction since the last meeting. This one was in the southern part of the County from the City of Markesan to the County line. Three K-9 units were present and hit on 6 cars. A number of stops were made with several warnings and citations issued. Unfortunately there was a fatality on STH 23 involving one vehicle with four occupants. The driver was killed. Our new drug

dogs are in training. One will be just for drugs, the other for drugs and searching. We pick them up in November. The dogs and handlers go to training in December.

The Sheriff introduced Lynn Ryan, the RR program Coordinator. She will be attending future meetings and reporting on the Recidivism Reduction program.

BUDGET ADJUSTMENTS

None

MONTHLY SHERIFF REPORTS

Motion/Second (Starshak/Wendt) to approve the monthly Sheriff’s Office Reports. All Ayes. Motion carried.

MONTHLY SHERIFF EXPENSE AND REVENUE REPORTS

Motion/Second (Schubert/Starshak) to approve the monthly Sheriff’s Office Expense and Revenue Reports. All Ayes. Motion carried.

MONTHLY VOUCHERS

The committee reviewed and signed the monthly claims for payment dated September 9, 2015 for the following offices in the following amounts:

Child Support:	\$	3,787.13
Clerk of Circuit Court:	\$	5,627.36
Coroner:	\$	111.04
District Attorney:	\$	2,079.62
Emergency Management	\$	10,019.05
Judge-Circuit Court:	\$	6,453.42
Sheriff’s Office:	\$	71,269.96

Motion/Second (Schubert/Starshak) to approve all of the above claims. All Ayes, Motion carried.

Motion/Second (Schubert/Starshak) to approve the claim dated September 9, 2015 for Sue Wendt. Three Ayes, Wendt-Abstained. Motion carried

LEXIPOL

None

MOVE INTO CLOSED SESSION

Motion/second (Wendt/Starshak) to move into closed session per ss. 19.85(1); (f) considering financial, medical, social or personal histories or disciplinary date of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific person except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations. This closed session relates to employee medical history. Roll call vote: Schubert – Aye, Starshak-Aye, Thom-Aye, Wendt-Aye. Four Ayes. No Nays. Motion carried. Moved into closed session at 5:40 p.m.

RECONVENE INTO OPEN SESSION

Motion/second (Schubert/Starshak) to move into open session Roll call vote: Schubert – Aye, Starshak-Aye, Thom-Aye, Wendt-Aye. Four Ayes. No Nays. Motion carried. Moved into open session at 5:56 p.m.

Sheriff Podoll gave an update on an employee who is back from medical leave. No action was taken.

COMMITTEE DISCUSSION

None

FUTURE MEETING DATE AND AGENDA ITEMS

The next meeting is set for October 14, 2015 at 4:30 p.m. in the County Board Room of the County Justice Center, 571 County Road A, Green Lake. Deer pick-up, job descriptions and creation of positions should be added to next month's agenda.

ADJOURN

Motion/Second (Wendt/Starshak) to adjourn. All Ayes. Motion carried. Meeting adjourned at 5:57 p.m.

Respectfully submitted,

Lori Evans, Committee Secretary, Administrative Assistant to the Sheriff