



# JUDICIAL/LAW ENFORCEMENT AND EMERGENCY MANAGEMENT COMMITTEE

August 13, 2008

The regular Judicial/Law Enforcement and Emergency Management Committee meeting was called to order by Chairman Thom at 4:30PM on Wednesday August 13, 2008, in the County Board Room, Courthouse, Green Lake, WI.

## Roll Call:

Present    Gene Thom, Chairman  
              Debra Schubert, Vice-Chairman  
              Howard Sell  
              John Zelenski

## Others Present:

Lori Evans, Adm. Asst.	Winn Collins, DA
Mark Putzke, Chief Deputy	Jeff Haase, Asst. Corp. Counsel
Sue Wendt, Secretary	Orrin Helmer, Co. Brd. Chair
Darlene Strey, Coroner	Mark Podoll, Emg. Mgmt Dir.
Henri Conti, Court Commissioner	Judge McMonigal, Circuit Court
Sue Krueger, Clerk of Courts	
Terri Stellmacher, Child Support	

Thom stated that the requirements of the open meeting law were certified as being met.

## AGENDA

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

## MINUTES

Minutes from, July 9, 2008. Change "Thom" to "Schubert" stated that the requirements of the open meeting law were certified as being met. *Motion/Second (Schubert/Zelenski)* to approve minutes as corrected. All Ayes. Motion carried.

## PUBLIC COMMENTS

None.

## APPEARANCES

None.

## CORRESPONDENCE

2 Commendations in packet, one for David Meyer and one for Charlene Novak, both Communication Officers.

## 2009 Budget Review

Emergency Management Director, Gary Podoll, presented his 2009 budget to the committee. Same as last year. Revenue Flexuates.

District Attorney, Winn Collins, presented his 2009 budget to the committee. 0% increase. Asking for \$2500 to restore carryover account.

Henri Conti, Court Commissioner, presented his 2009 budget to the committee and requested that he have health insurance included in the 2009 budget. Mediation has been cut down. 0% increase

Darlene Strey, Coroner, presented her 2009 budget to the committee. Budget down a little bit. Try to keep it the same.

Judge, Wm. McMonigal, Circuit Court, presented his 2009 budget to the committee. Same as last year. Request \$1800 identified for carryover in 2008 budget, was omitted by mistake on carryover sheet for 2008, be put into the 2009 budget. He has been consuming the contingency fund over the years to keep stable.

Sue Krueger, Clerk of Courts, presented her 2009 budget to the committee. 0% increase.

Terri Stellmacher, Child Support, presented her Amended 2009 budget to the committee. State has cut tax intercept funds. Revenues are out of her control. She tried to keep at 0%.

Lori Evans, presented the Sheriff's 2009 budget to the committee. 0% increase. Fuel increase an issue. Revenue from car sales will go back into the fuel account. Effects of personnel on the budget were also discussed. Changes in the Personnel section of the Sheriff's Office budget will include:

1. Putting 1/2 of Sarah's Guenther's hours into the EMP section of the budget as that is where she truly works it.
2. Eliminating the part-time Secretary one budgeted item and putting it into general Sheriff's Office overtime to cover additional transcription hours in the Front Office, additional time for Deputies to work Courthouse Security so the Courthouse Security Officer does not go over on his hours causing us to pay extra benefits, and for Drug Unit coverage as grants for reimbursement of those costs is drying up fast.

3. Also, changes were made in the Sheriff General, Radio, and Jail accounts to better project Overtime, Holiday and Shift Differential costs. There is a zero percent impact on the Sheriff's Office 2009 budget with these changes.

*Motion/second (Sell/Schubert)* to approve the all the budgets and put the Judge's \$1800 back into his 2009 budget and forward to Finance Committee. All Ayes. Motion carried.

### **CODERED discussion and action**

CodeRED (Reverse 911) the Sheriff has received the contract for CodeRED and sent it to Corporation Counsel for review. Selsing has approved the contract. The contract is \$10,000 per year and is allocated in the budget. The committee reviewed the contract. Podoll stated that this is an excellent system used by counties and fire departments around the state. Acts as a Reverse 911 and alerts citizens regarding lost children/adults, Hazmat issues, Criminals on the lose. *Motion/second (Zelenski/Schubert)* to approve the contract and send to September County Board. All Ayes. Motion carried.

### **DEPARTMENT COMMENTS**

Chief Deputy Mark Putzke reported that on July 25<sup>th</sup> there was a fatal fire in the County. DCI and the Federal Fire Marshal Bureau assisted in the investigation.

Coroner, Darlene Strey reported that this has been a very busy month, along with the fire there were a lot of calls.

### **TYME SYSTEM POLICY**

The Tyme System Policy for the Green Lake County Jail, was reviewed by the committee. The Policy was adopted from the State Tyme System Policy. *Motion/second (Schubert/Sell)* to accept the Tyme System Policy. All Ayes. Motion carried

### **EXPENSE & REVENUE MONTHLY REPORTS**

The June and July monthly expense and revenue reports were reviewed by the committee. *Motion/second (Schubert/Zelenski)* to approve the reports. All Ayes. Motion carried.

### **MONTHLY SHERIFF REPORTS**

*Motion/second (Sell/Zelenski)* to approve the monthly reports as presented. All Ayes. Motion carried.

### **PURCHASE REQUESTS**

Heavy Duty Shredder Needed to shred the high volume of papers generated daily by the Tyme System. Account No. 08-100-09-51200-810-000 Bids: Lynde – Ordway \$1,097.00; Officetronics \$1,216.10; Factory Express \$1,483.00; Shredder Warehouse \$1,837.00.

2 sets of 4 drawer legal file cabinets. Run out of file space for jail records which need to be kept for 30 years. Account No. 08-100-09-52100-810-000 Bids: Burbick's \$168.26; Eway.com \$223.43.

MDC Mounting Systems (2) To equip the spare patrol car and truck with an MDC mount so they can be used as a regular patrol units when the need arises. Account No. 08-100-09-52150-810-003 Bids: General Communications – MDC - Spare Squad \$930.00; General Communications – MDC Truck \$675.00 (don't need brackets for truck) State Bid.

Trail Camera Needed for drug and theft investigations. This unit has an invisible infrared flash to capture images at night. Account No. 08-100-09-5216-369-000 Bids: TrailCam.Com \$349.99; Bass Pro Shops \$369.99; Cabela's \$399.99.

*Motion/second (Schubert/Zelenski)* to approve purchase of above items at the lowest cost and forward to P&I for approval as necessary. All Ayes. Motion carried.

## **RESOLUTIONS/ORDINANCES**

None.

## **BACKUP FOR EMERGENCY MANAGEMENT DIRECTOR**

Sheriff Podoll will be backing up Gary Podoll.

## **NEW BUILDING UPDATE**

Chairman Thom stated that a special P&I meeting was held last night and Potter Lawson presented the design development phase to the committee. A copy of the floor plan will be in the August County Board packet. A special P&I meeting will be held August 20, 2008 at 4:30PM. Samuels Group will have the cost figures then. Soil is in good condition. A special County Board meeting will be held September 2, 2008 at 6 PM, where Potter Lawson will explain the design development and Samuels Group will present the cost figures. A vote on the project will be held at the September 16, 2008 County Board meeting.

## **MONTHLY VOUCHERS**

The committee reviewed the claims for payment for Emergency Management. Listing was signed, dated August 13, 2008, in the amount of \$5,731.94.

The committee reviewed the monthly claims for payment for the Coroner. Listing was signed, dated, August 13, 2008, in the amount of \$9,805.97.

The committee reviewed the monthly claims for payment for the Judge, Circuit Court. Listing was signed, dated August 13, 2008, in the amount of \$5,613.65.

The committee reviewed the monthly claims for payment for the Clerk of Courts. Listing was signed, dated August 13, 2008, in the amount of \$6,801.99

The committee reviewed the monthly claims for payment for Child Support. Listing was signed, dated August 13, 2008, in the amount of \$1,789.51.

The committee reviewed the monthly claims for payment for District Attorney. Listing was signed, dated August 13, 2008, in the amount of \$443.10.

The committee reviewed the monthly claims for payment for the Sheriff's Department. Listing was signed, dated August 13, 2008, in the amount of \$59,061.58.

*Motion/second (Schubert/Sell)* to approve all the above claims. All Ayes. Motion carried.

## **FUTURE AGENDA ITEMS FOR ACTION & DISCUSSION**

Resolution on Codered.

## **NEXT MEETING DATE**

Next regular meeting set for September 10, 2008, at 4:30 PM .

## **CLOSED SESSION**

*Motion/second (Schubert/Zelenski)* to move into closed session per ss.19.85 (1)(c) Personnel matters (g) Confer with legal counsel. Roll Call - 4 Ayes, 0 Nays. Motion passed. 5:50 PM.

## **RESUME OPEN SESSION**

*Motion/second (Sell/Schubert)* to move into open session. Roll Call - 4 Ayes, 0 Nays. Motion passed. 5:55 PM

## **ANNOUNCE FINDINGS OF CLOSED SESSION**

None.

## **ADJOURN**

*Motion/Second (Schubert/Zelenski)* to adjourn. All Ayes. Motion carried. Meeting adjourned at 6 PM

Respectfully submitted,

Sue Wendt, Secretary