



JUDICIAL/LAW ENFORCEMENT AND EMERGENCY MANAGEMENT COMMITTEE

February 13, 2008

The regular Judicial/Law Enforcement and Emergency Management Committee meeting was called to order by Chairman Thom at 4:30PM on Wednesday February 13, 2008, in the Lower Level Safety Building, Green Lake, WI.

Roll Call:

Present Gene Thom, Chairman
 Debra Schubert, Vice-Chairman
 Howard Sell
 Eugene Schroeder
 Richard Gorr

Others Present:

Mark Podoll, Sheriff	Lori Evans, Adm. Asst.
Mark Putzke, Chief Deputy	Winn Collins, DA
Sue Wendt, Secretary	Jeff Hasse, Asst. Corp. Counsel
Orrin W. Helmer, Co Brd Chair	Terri Stellmacher, Child Support Adm.
Darlene Strey, Coroner	
William Smith, Deputy Coroner	

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

AGENDA

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

MINUTES

Minutes from January 9, 2008. *Motion/Second Schubert/Gorr)* to approve minutes as presented. All Ayes. Motion carried.

PUBLIC COMMENTS

None.

APPEARANCES

None.

CORRESPONDENCE

Correspondence in packet:

Email between County Auditor, Jon Trautman and Marge Bostelman, County Clerk regarding cleaning up some of the practices that we have had in the past with revenue and receipts in the Sheriff's Department.

Boat Patrol Audit Report from DNR.

Thank you from Tony Soda to the Dispatch office for the work that they do.

Letter from Terri Stellmacher, Child Support Adm. Regarding posting of vacant position in Child Support Office.

FILLING VACANT POSITION

Terri Stellmacher, Child Support Administrator, requested permission to post the vacant job of Child Support Specialist I, in her department. The committee reviewed the job description and agreed on the need for the position to be filled. Terri would like to post the job February 19th. *Motion/second (Schroeder/Schubert)* to recommend to Personnel Committee that the job of Child Support Specialist I be filled. All Ayes. Motion carried.

DEPARTMENT ANNUAL REPORTS

The committee reviewed the Annual Reports of the Sheriff's Department, District Attorney, Child Support, Coroner, Clerk of Courts, Emergency Management and Probate Office.

INSPECTION OF CORONER'S OFFICE

The committee inspected the remodeling of the Coroner's Office, which was done by Bill Smith, Chief Deputy Coroner. The committee thanked Bill for the hard work that he put into making the office, look like an office.

DEPARTMENT COMMENTS

Coroner, Darlene Strey reported that her daughter won a software program for the Coroner's Office with a value of \$3,000. Bill Smith will put the program on their computer.

Strey also reported that the Finance Committee wants to raise the rates of the cremation permits to \$150 and the Coroner would get half the revenue and the County would get the other half. This will be in place of the per diems they were charging

for doing cremation permits. Helmer asked if an Ordinance was going to be presented to the committee for the February County Board meeting. There was not any Ordinance in the packet from Finance, so the change in cremation permits will not go into effect until after the March County Board meeting.

Crime Victim's Week will be discussed at the March meeting.

The Sheriff reported:

1. The new transport van has been delivered and is all equipped by Reinhardt. He hoped to have it here tonight, but it is being used for a transport to Madison.
2. They have been cleaning up the downstairs area of the Sheriff Department,
3. K-9 Unit will be getting a new dog, a Belgian Malamute. He came from Iowa and is being trained in Waupaca. The dog is very aggressive, but nice with kids and is trained for drug work only. \$4,500 for new dog. \$1,000 in donations have come in so far.
4. We will need 6 more camera's for our cars this year and 4 cages need to be replaced.

ESTABLISHMENT OF REVENUE ACCOUNTS

Two new revenue accounts need to be established. One will be for depositing funds received from grants that offset our over-time account. The name of the account could be Programs to Fund Over-time. The second will be for revenues received for the sale of Squads and Squad Equipment. It could be called Squad and Squad Equipment Revenue. Previously these funds were deposited into expenditure accounts; however the auditor requests that we change our accounting procedures regarding this. *Motion/second (Schubert/Gorr)* to recommend to Finance to establish the two new revenue accounts. All Ayes. Motion carried.

EXPENSE & REVENUE MONTHLY REPORTS

Expense & Revenue Reports were reviewed by the committee for each department. *Motion/second (Sell/Schubert)* to accept the expense and revenue reports. All Ayes. Motion carried.

Carryovers for 2008 for the Sheriff's Department were reviewed by the committee. *Motion/second (Schroeder/Schubert)* to approve and forward to Finance committee. All Ayes. Motion carried.

MONTHLY SHERIFF REPORTS

Reports on accidents, complaints, paper services, citations, warnings for patrol, transports and Jail Population reports were reviewed by the committee. Population for January was 45. Sheriff Podoll explained the difference between Safe Keeper transports to Waupaca and Adult Transport. These are two different totals. *Motion/second (Sell/Schubert)* to approve the monthly reports as presented. All Ayes. Motion carried.

PURCHASE REQUESTS

2 Portable Radios To replace 1 old jail radio and 1 for Courthouse Security Officer. Account No. 08-100-09-52700-810-000. Bids: Harkcom \$1341; Baycom \$1350; ComUSA- not programmed \$1392.00

Truck Topper To protect items and evidence transported in the Sheriff's Office Truck. Account No. 08-100-09-52150-810-003 Bids: Lakeland \$951.95; Toys for Trucks \$1,249.00

Squad Car Impala To rotate vehicles in the fleet, placing the Sheriff in a Police Package Impala. Account No. 08-100-09-52150-810-003 Ewald's State Bid: \$18,985.00

Cargo Van To replace a detective squad car with a cargo van for quick and easy access to well organized investigative equipment. It will also be used as a full-time detective vehicle. The cost of this van will be approximately \$4,000 less than the cost of a Ford Crown Victoria Police Package. Account No. 08-100-09-52150-810-003. Ewald's State Bid: \$17,278.00

2 – MSA Low Pressure Cylinder To replace current MSA Low Pressure Cylinder as one has expired and one is close to expiration. Account No. 08-100-09-52700-810-000. Bids: Rennert's \$834.00; 5 Alarm \$886.50.

Motion/second (Schubert/Sell) to approve all above purchases except the Truck Topper, per P&I approval. All Ayes. Motion carried.

LONG RANGE PLAN DISCUSSION

Bill Devine's presentation at P&I committee was discussed by the committee. Schubert requested that a Resolution be drafted for the February County Board, recommending Devine, in case the Resolution recommending the Samuels Group and Potter Lawson is defeated. Discussion was held and because the total figures were not known, and due to the fact that it could not be included in the County Board Packet in a timely manner, it was decided to lay this over to the next meeting, if necessary.

RESOLUTIONS/ORDINANCES

Ordinance prohibiting dangerous weapons from the courthouse, was reviewed by the committee. *Motion/second (Schubert/Gorr)* to forward on to County Board. All Ayes. Motion carried.

MONTHLY VOUCHERS

The committee reviewed the monthly claims for payment for the Coroner. Listing was signed, dated February 13, 2008, in the amount of \$5,399.54.

The committee reviewed the monthly claims for payment for the Judge, Circuit Court. Listing was signed, dated February 13, 2008, in the amount of \$6,009.36 .

The committee reviewed the monthly claims for payment for the Clerk of Courts. Listing was signed, dated February 13, 2008, in the amount of \$5,384.37 .

The committee reviewed the monthly claims for payment for Child Support. Listing was signed, dated February 13, 2008, in the amount of \$989.88

The committee reviewed the monthly claims for payment for District Attorney. Listing was signed, dated February 13, 2008, in the amount of \$169.50.

The committee reviewed the monthly claims for payment for the Sheriff's Department. Listing was signed, dated February 13, 2008, in the amount of \$77,550.58.

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

JAIL MEAL

The committee ate a typical jail supper which was excellent.

FUTURE AGENDA ITEMS FOR ACTION & DISCUSSION

Ordinance regarding Bill Devine, Truck Topper purchase

NEXT MEETING DATE

Next regular meeting set for March 12, 2008 at 4:30 PM .

CLOSED SESSION

Motion/second (Schubert/Gorr) to move into closed session per ss.19.85 (1)(c) Personnel matters (g) Confer with legal counsel. Roll Call - 5 Ayes, 0 Nays. Motion passed. 6:04 PM.

RESUME OPEN SESSION

Motion/second (Sell/Gorr) to move into open session. Roll Call - 5 Ayes, 0 Nays. Motion passed. 6:20 PM

ADJOURN

Motion/Second (Gorr/Sell) to adjourn. All Ayes. Motion carried. Meeting adjourned at 6:21 PM

Respectfully submitted,


Sue Wendt, Secretary