



# JUDICIAL/LAW ENFORCEMENT AND EMERGENCY MANAGEMENT COMMITTEE

May 11, 2005

The regular Judicial/Law Enforcement and Emergency Management Committee meeting was called to order by Vice-Chairman Schubert at 4:30 PM on Wednesday, May 11, 2005, in the County Board Room, Courthouse, Green Lake, WI.

Roll Call:

Present: Gene Thom, Chairman (4:35 PM)  
Debra Schubert  
Howard Sell  
Richard Gorr (Excused at 5:30 PM)  
Keith Hess

Others Present:

Michael Handel, Sheriff  
Mark Putzke, Chief Deputy  
Dan Sondalle, Asst. Corp. Counsel  
Orrin W. Helmer, Co. Board Chair  
Sue Wendt, Secretary  
Sarah Guenther, Corrections

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

## AGENDA

*Motion/Second (Hess/Gorr)* to approve the agenda. Roll call. All Ayes. Motion carried.

## MINUTES

Minutes of April 13, 2005 and April 19, 2005. *Motion/Second (Sell/Hess)* to approve the April 13, 2005 and April 19, 2005 minutes as presented. All Ayes. Motion carried.

*Motion/second (Hess/Sell)* to seat Chairman Thom at 4:35 PM. All Ayes. Motion carried.

## PUBLIC COMMENTS

None.

## APPEARANCES

Sarah Guenther, Corrections Officer/EMP Officer, explained the changes in the EMP Policy. Page 1 C2, delete ~~better supervision~~ insert *purpose*. Page 2 H, strike ~~once a week~~ and insert *per instructions of the EMP Officer*. Page 2 L 2<sup>nd</sup> sentence strike ~~will~~ and insert *may*. The overall program is going good. Sarah handed out list of prisoners approved for EMP and list of prisoners denied for EMP. She also handed out a chart showing money saved to date by the use of this program. She handed out a booklet that introduces the program to the inmates. Sarah is working on a standard operating procedures manual that will be ready for next months meeting.

## CORRESPONDENCE

Letter from Governor Jim Doyle regarding award to the Portage County Drug Task Force grant of \$56,249. These funds will be used by the Central Wisconsin Drug Task Force, which now includes the Green Lake County Drug Unit.

Letter from Darlene Strey requesting permission for herself and Deputy Wahlers to attend the June 6<sup>th</sup> & 7<sup>th</sup> Medical Examiners Association Conference/Training being held in Minocqua. Costs for seminar \$140 lodging and \$250 registration. *Motion/second (Hess/Schubert)* to approve the Coroner and her Deputy to attend the Conference in Minocqua. All Ayes. Motion carried.

## AMOUNT DUE BY STEVE AND CARLA BERNDT

Discussion held on amount due by Steve and Carla Berndt for “Berniefest”. Dan Sondalle will draw up an agreement to pay \$100 per month until the \$2,500 bill is paid off. Sondalle will bring the agreement to the June meeting.

## RECEIPTS/REPORTS/JAIL REPORT

*Motion/Second(Hess/Sell)* to accept the receipts and reports as presented. Motion carried.

*Motion/Second(Schubert/Hess)* to accept the jail report as presented. All Ayes. Motion carried.

## SHARING GASOLINE WITH HIGHWAY DEPARTMENT

Orrin Helmer shared information given to the Highway Committee. The Sheriff’s department uses approximately 2500 gallons of gas per month. The Highway department uses 55,000 gallons of diesel per year and only 10,00 gallons of gasoline. Both have the same size tank. The Highway is willing to share the gasoline tank with other county offices for a fee per gallon. New pumps will need to be purchased that will correctly calibrate the usage of the gasoline. A card reader system was suggested and a new gas filler island needs to be installed. The estimated cost of the island and card reader pump is \$15,396.54. The Highway committee will send out bids in September and be able to start using the pumps in October. Discussion was held on charging departments a fee per gallon. That will help pay for the pump. The

committee voted on whether to use the card system or some other system. 4 Ayes, 1 Nay (Gorr) to use the card system.

## RESOLUTIONS/ORDINANCES

Countywide Curfew Ordinance –was reviewed by the committee. *Motion/second (Hess/Schubert)* to approve the Ordinance and forward to May County Board. All Ayes. Motion carried.

Resolution relating to the creation of a Part-time Corrections/Communications Officer Position in the Sheriff's Department, was reviewed by the committee. *Motion/second (Hess/Schubert)* to approve the resolution and forward to Personnel committee and June County Board. All Ayes. Motion carried.

## PURCHASE REQUESTS

Copy Machine for Main Floor of Sheriff's Office. The current copy machine needs to be replaced. Account No. 05-100-09-2100-810-000 Bids: Oshkosh Office Systems \$9,150.00; Modern Business Machines \$8,492.50. *Motion/second (Hess/Schubert)* to purchase copy machine from Modern Business Machines for \$8,492.50 per P&I approval. All Ayes. Motion carried. Handel mentioned that service contract for old copier is up May 27<sup>th</sup>. This won't go to P&I until June 7<sup>th</sup>. What do we do if copier breaks down? The committee suggested that they don't renew the service contract and just pay for a service call if needed.

M-6 Tactical Lights (6 of them) Laser/Light Combinations for the CTU. For accurate target acquisition in stressful situations and when carrying other equipments such as shields and rams. Account No. 05-100-09-52100-810-000. Bids: Tactical Express \$249.00; Gall's \$349.99. *Motion/second (Schubert/Sell)* to purchase from Tactical Express contingent on the fact that they do not need to also purchase mounting kits. All Ayes. Motion carried.

Office panels and counters for Clerk of Courts office. The work areas in this office have been reconfigured and we are in need of these additions. Account No. 05-101-02-51220-999-001. Bids: Corporate Express \$1,197.00; Wegner \$1,291.80. *Motion/second (Schubert/Sell)* to purchase office panels and counters from Corporate Express for \$1,197.00 per P&I approval. All Ayes. Motion carried.

## CLAIMS

The committee reviewed the monthly claims for payment for the Coroner. Listing was signed, dated May 11, 2005, in the amount of \$405.88.

The committee reviewed the monthly claims for payment for the Judge, Circuit Court. Listing was signed, dated May 11, 2005, in the amount of \$1157.78.

The committee reviewed the monthly claims for payment for the Clerk of Courts. Listing was signed, dated May 11, 2005, in the amount of \$3548.26.

The committee reviewed the monthly claims for payment for Child Support. Listing was signed, dated May 11, 2005, in the amount of \$1249.33.

The committee reviewed the monthly claims for payment for District Attorney. Listing was signed, dated May 11, 2005, in the amount of \$474.77.

The committee reviewed the monthly claims for payment for the Sheriff's Department. Listings were signed, dated May 11, 2005, in the amount of \$61,893.01.

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

## COMMITTEE DISCUSSION

Next regular meeting set for June 8, 2005 at 4:30 PM  
Agenda items: New LE Policy, Berndt Agreement

Mike Handel presented Allison's Contract for prison catering. *Motion/second (Sell/Schubert)* to approve the catering contract. All Ayes. Motion carried.

Mark Putzke reported on the Highway Safety Committee meeting regarding horse and buggy traffic in the southern part of the county. They are working on different ways to handle it.

Mark Putzke reported that all the transports have increased mileage on the squad cars. We now have 5 past 100,000 miles. We will need to increase the amount of squad cars purchased each year from 4 to 5. This will not increase the fleet, just replace old squads. We will have to look at this for the 2006 budget.

## CLOSED SESSION

*Motion/second (Schubert/Sell)* to move into closed session per ss.19.85(1)(c) for Personnel Matters, Evaluations. Roll Call - All Ayes. Motion passed. 6:30 PM

## RESUME OPEN SESSION

*Motion/second (Schubert/Hess)* to move into open session Roll Call - All Ayes. Motion passed. 6:34 PM

*Motion/second (Schubert/Sell)* to approve the evaluation for Scott Cody and forward to personnel. All Ayes. Motion carried.

## ADJOURN

*Motion/Second (Schubert/Sell)* to adjourn. All Ayes. Motion carried. Meeting adjourned. 6:36 PM

Respectfully submitted,

Sue Wendt, Secretary