



# JUDICIAL/LAW ENFORCEMENT AND EMERGENCY MANAGEMENT COMMITTEE

**May 8, 2019**

The regular Judicial/Law Enforcement and Emergency Management Committee meeting was called to order by Chairman Larry Jenkins at 10:30 a.m. on May 8, 2019 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: Larry Jenkins – Chairman  
Sue Wendt-Vice-Chairman  
Peter Wallace  
Kathy Morris  
Keith Hess

Others Present:  
Sheriff Mark Podoll  
Lori Evans, Admin. Ass't to Sheriff  
Gary Podoll – Emergency Management  
Amy Thoma – Clerk of Circuit Court  
Mitzi Putzke – Office Manager - DA's Office

Mark Putzke, Chief Deputy  
Dawn Klockow – Corp. Counsel  
Harley Reabe – Co. Board Chair  
Dr. John Willett - Coroner  
Cathy Schmit – County Admin.

## PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited by the group.

## MINUTES

*Motion/Second (Wendt/Morris)* to approve the minutes of the April 10, 2019 meeting as presented. All Ayes. Motion carried.

## PUBLIC COMMENTS

Chairman Jenkins introduced the new Coroner, Dr. John Willett to the Committee.

## **CORRESPONDENCE**

Note from Joan Rohde to Deputy Ray Colhouer for stopping her on recently and giving her a warning as a reminder to slow down on the road. She stated that sometimes it is these reminders that made a world of difference in ones attitude behind the wheel.

A hand decorated thank you from 7 year old Ember Wagner to Communications Officer Adam Quade, Sergeant Kevin Manning and Deputy Jerimiah Hanson for their help when she called 911 at 12:54 a.m. saying she woke up and couldn't find her parents in the house. CO Quade stayed on the phone with her until Sgt Manning and Deputy Hanson arrived. It turns out her father was asleep in bed. Ember came personally to the Sheriff's Office with her mother to drop off the thank you card.

A congratulations was in the packet from Laurie Borgers, State of Wisconsin, DHS announcing that the Green Lake County Sheriff's Office had been awarded \$1,618.37 to support our staff for training and materials used for Telephonic-Assisted Cardiopulmonary cases (CPR over the phone). Communications Sergeant Sheila Pulice was instrumental in obtaining this award.

A photo and e-mail were in the packet regarding the Green Lake High School Choir who donated fresh baked Kringle's for essential services staff at the Sheriff's Office. They want the staff to know that they appreciate the work done by all public servants.

Deputy Matt Vande Kolk, during the February 24, 2019 blizzard, got stuck in a snow drift while enroute to a multiple vehicle crash on CTH A. Mr. Clayton Werch was passing by and stopped to render assistance by pulling out Deputy Vande Kolk's patrol truck. In appreciation, Deputy Vande Kolk purchased Mr. Werch a tow strap, a pulled pork dinner gift certificate and a Dodge Ram poster. Deputy Vande Kolk and Mr. Werch are shown in the picture with the Dodge Ram poster.

A letter from the DNR awarding the Green Lake County Sheriff's Office \$17,499.82 for Water Safety Patrol Services provided in the 2018 boating season. They thanked us for our efforts and our outstanding partnership in ensuring the safety of all Wisconsin citizens and tourists who enjoy our waterways by boat. Lori Evans noted to the Committee that we no longer have depreciation that will be reimbursed, so future reimbursements are anticipated to be much lower.

The Sheriff also noted that there was an announcement in the packet that Ben Masters has passed his FAA test and is now a pilot. He can now fly our drone. A big congratulations is in order for Master Pilot Masters.

## **PURCHASE REQUESTS**

None

## **CREDIT CARD APPROVAL**

None

## **Judicial Assistant**

There was a letter in the packet from Judge Slate regarding the Judicial Assistant position. The Judge was unable to attend the meeting as he had another meeting today. Clerk of Circuit Court Amy Thoma reported that the Judge wanted this matter to be removed at this time. No discussion occurred nor was any action taken.

## **RESOLUTIONS/ORDINANCES**

None

## **DEPARTMENT RELATED REPORTS**

Written reports were included in the packet from the Clerk of Circuit Court and Emergency Management.

The following had additional information.

The Clerk of Courts explained that her office has backed up the Register in Probate since 2015. Last year the Clerk of Courts lost two staff members and it was difficult to train the new staff members and at the same time, cover the Register in Probate's duties when she was gone. The new employees had enough to learn in their own office, so Amy took on the duties of the Register in Probate when she was gone. Last summer she had made the comment that her office may not be able to take on those duties in the future. She would like to see how it goes in 2019 and decide later. If her office decides to continue with those duties it would probably be Amy herself and another staff member that would perform the work.

Coroner Willett stated that he appreciates all of the help he has been given to assist him in learning his job. He has two Deputies, Bill Smith and Nancy Puff. Both come with experience and he feels that they will do well. There were 36 deaths this month.

EM Gary Podoll reported on the upcoming full scale exercise.

Sheriff Podoll announced that there are two upcoming events in the area that the Sheriff's Office has been invited to participate in. One is at Crossroads where we will take the K-9 and the other at the Green Lake Campgrounds for American Day where we will show the SWAT Truck. He informed the Committee that we have been attending job fairs and are continuing to try to get our Corrections Division fully staffed. We just celebrated Communications week with some fun activities for the staff. One of our squads – a Charger, was totaled recently due to a deer hit. Thankfully we added replacement cost to our insurance policy.

Chief Deputy Putzke reported on an incident where perpetrators had shot over 100 rounds into an abandon camper. Two crime-stopper tips were received about the culprits posting the illegal activity on Facebook. Two arrests were made and referred to the District Attorney's Office for prosecution.

Mitzi Putzke, Office Manager for the DA, reported that this month they are preparing for an OWI first jury trial. They also filed 3 felonies on attempted strangulation, suffocation involving two children. They also filed two U Chips petitions.

## **BUDGET ADJUSTMENTS/LINE ITEM TRANSFERS**

A Budget Adjustment was presented by the Clerk of Circuit Court/Circuit Court to transfer funds in the sum of \$6,928, from Circuit Court salaries account number 19-100-095-51230-110-000 to be placed in to the Clerk of Courts salaries account number 19-100-02-51220-000. The request was to transfer funds allocated to the Circuit Court for coverage of Register in Probate support hours back to the Clerk of Court to compensate the Clerk of Court \$3.00/hour stipend in addition to her established salary to cover Register in Probate office services in the absence of the Register in Probate due to illness, vacation, conferences, other leaves, etc., thus eliminating the need for Circuit Court additional staff. Much discussion ensued regarding who performs the duties, where the funds were coming from and how they were going to be disbursed.

*Motion/Second (Hess/Morris)* to approve the Budget adjustment of \$6,928 to be moved from the Circuit Court to the Clerk of Circuit Court budget. Roll call vote: Wallace-Aye; Wendt-Aye; Hess-No; Morris-No; Jenkins – No. Two Ayes. Three Nays. Motion failed.

Corporation Counsel advised that since the request failed, it can be brought up again in the future.

## **MONTHLY SHERIFF REPORTS**

The April 2019 monthly Sheriff's reports were reviewed and accepted as presented.

## **EXPENSE AND REVENUE MONTHLY REPORTS**

The April 2019 monthly expense and revenue reports were reviewed and accepted as presented.

## **LEXIPOL**

There were no Lexipol policies to discuss at this meeting. Chief Deputy Putzke stated that the State Jail Inspector was still reviewing the first half of the Custody manual and when that was finished there will be a lot of reading. He was waiting until those policies could be reviewed until he presents more policies.

## **FUTURE MEETING DATE AND AGENDA ITEMS**

The next regular meeting is set for June 12, 2019 at 10:30 a.m. in the County Board Room of the County Justice Center, 571 County Road A, Green Lake. Agenda Items: A jail tour and jail meal on the agenda for that meeting.

## **ADJOURN**

*Motion/Second (Wendt/Wallace)* to adjourn. All Ayes. Motion carried.

Meeting adjourned at 11:12 a.m.

Respectfully submitted,

Lori Evans, Administrative Assistant to the Sheriff

DRAFT