



# ***GREEN LAKE COUNTY***

*571 County Road A, Green Lake, WI 54941*

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**Original Post Date: 04/06/2017**

**Amended\* Post Date:**

**The following documents are included in the packet for the  
Judicial Law Committee on April 12, 2017:**

- 1) Agenda
- 2) Draft minutes from the 03/08/2017
- 3) Correspondence
- 4) Purchase Request-Squad Vehicle
- 5) Job Descriptions- Corrections Administrator, Corrections Division Clerk
- 6) Green Lake County Mitigation Plan Update
- 7) Monthly Sheriff Reports



# JUDICIAL/LAW ENFORCEMENT AND EMERGENCY MANAGEMENT COMMITTEE

## Judicial/Law Enforcement and Emergency Management Committee

### Meeting Notice

**Date: April 12, 2017 Time: 5:00 PM**  
**Green Lake County Government Center,**  
**County Board Room, 571 County Rd A, Green Lake WI**

### Amended\* AGENDA

#### **Committee Members**

*Michael Starshak,*  
*Chairman*  
*Larry Jenkins, Vice-*  
*Chair*  
*Sue Wendt*  
*Peter Wallace*

*Lori Evans, Secretary*

1. Call to Order
2. Certification of Open Meeting Law
3. Pledge of Allegiance
4. Agenda
5. Minutes: 3/8/2017
6. Public Comments 3 Min Limit
7. Correspondence
8. Purchase Requests
  - \*2 Squad Vehicles
9. Job Descriptions
  - Corrections Administrator
  - Corrections Division Clerk
10. Electronic Monitoring
11. Drug Grant Update
12. Green Lake County Mitigation Plan Update
13. Resolutions/Ordinances
14. Department Related Reports
  - Clerk of Courts
  - Circuit Court/Register in Probate
  - District Attorney
  - Coroner
  - Emergency Management
  - Sheriff's Office
15. Budget Adjustments
16. Monthly Sheriff Reports
17. Expense & Revenue Monthly Reports
18. Lexipol Law Enforcement Policy and Procedure
19. Committee Discussion
20. Future Meeting. Dates: Regular Meeting May 10 2017, at 5:00 pm
21. Future Agenda items for action & discussion: Training Requests  
Adjourn

Kindly arrange to be present, if unable to do so or if there are any changes, please notify Samantha at 4005.

**Please note: Meeting area is accessible to the physically disabled. Anyone planning to attend who needs visual or audio assistance, should contact the County Clerk's Office, 294-4005, not later than 3 days before date of the meeting.**



# JUDICIAL/LAW ENFORCEMENT AND EMERGENCY MANAGEMENT COMMITTEE

**March 8, 2017**

The regular Judicial/Law Enforcement and Emergency Management Committee meeting was called to order by Chairman Michael Starshak at 5:00 PM on March 8, 2017 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: Michael Starshak  
Larry Jenkins – Vice Chair  
Peter Wallace - Absent  
Sue Wendt - Absent  
Harley Reabe – County Board Chairman

Others Present:

Cathy Schmit, County Administrator  
Amanda Thoma, Coroner  
Mark Putzke, Chief Deputy  
Lori Evans, Admin. Ass't to Sheriff  
Lynn Ryan, RRA

Tony Daley, Berlin Journal  
Andrew Christenson, DA  
Dawn Klockow, Corp. Counsel  
Vicki Bernhagen, County Board  
Nancy Trochinski

## PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited by the group.

## AGENDA

*Motion/Second (Jenkins/Reabe)* to approve the agenda. All Ayes. Motion carried.

## MINUTES

*Motion/Second (Jenkins/Reabe)* to approve the minutes of the February 8, 2017 Judicial/Law Enforcement meeting. All Ayes. Motion carried.

## PUBLIC COMMENTS

None

## CORRESPONDENCE

Thank you from Capt. Kevin Block, Berlin PD, to Communications Sgt. Sheila Pulice and Communications Officer Christina Hilscher for going above and beyond in helping him locate the subject of a welfare check. It was greatly appreciated.

Thank you from Teresa Heidemann to the First Responders, GLSO and Firemen who responded to her accident on March 1, 2017. Their kindness and concern touched her heart. They put their lives on the line for a stranger by standing out in the mist and fog to make sure everyone was safe. She indicated that their jobs are difficult and they don't get the praise they deserve. She greatly appreciates the job they do.

Thank you from Glenn Kaulitz to Deputy Vande Kolk for his courteous and professional demeanor when he stopped him for speeding recently. Kaulitz and his wife thought Deputy Vande Kolk was very nice and wanted to give him some positive encouragement when so many are bashing law enforcement senselessly now days.

Thank you from Mary Allen, Superintendent of the Green Lake Schools to all who helped in the safety drill on February 22. It was good to discuss some of the structural challenges they have and how improvements could be made. She stated it is always good to know they are there if needed.

## PURCHASE REQUESTS

None

## TRAINING REQUESTS

A request for out of State travel was included in the packet from the Sheriff asking for permission for him to attend the National Sheriff's Conference June 23 – 28 in Reno Nevada at an anticipated cost of \$2,145. The Sheriff will pay for all of his meals.

A request to for Coroner Amanda Thoma and Deputy Coroner Rachel Merrick to attend the WI Coroners and Medical Examiners Association Annual Spring Conference was sent with the packet. The conference will be held in Green Bay from April 3 to 5, 2017. The cost of the conference is \$250, lodging is \$82.00 per night.

***Motion/Second (Reabe/Jenkins)*** to approve both training requests. The Sheriff's should be sent on to County Board. All Ayes. Motion carried.

## DRUG COURT GRANT UPDATE

None

## GREEN LAKE COUNTY MITIGATION PLAN UPDATE

Mr. Reabe read a memo from Gary Podoll stating that Gary was doing a presentation today for the Governor's Conference in Wisconsin Dells and he would not be able to attend. Gary asked that the Mitigation Plan be placed on next month's agenda. The Committee agreed with his request.

## RESOLUTIONS/ORDINANCES

The Coroner's Office presented and explained a Resolution Relating to Payment of Expenses for Unclaimed Body. The committee would like to see a written fiscal impact statement attached to the resolution before it is presented to the County Board. Corp. Counsel Klockow stated she would draft it and have the Clerk's Office attach it to the resolution.

*Motion/Second (Reabe/Jenkins)* to approve the resolution. All Ayes. Motion carried.

Included in the packet was a Resolution and fiscal impact statement from the Sheriff's Office relating to Eliminating a Corrections Lieutenant Position, Eliminating a Corrections Officer Position and Creating a Sergeant of Corrections Position and A Corrections Division Clerk in the Corrections Division of the Sheriff's Office. The Sheriff is doing a presentation at a conference today and was unable to attend tonight's Judicial/Law Enforcement meeting. Chief Deputy Putzke explained that with the retirement of the current Corrections Administrator, Joel Gerth, the administrative structure of the Corrections Division was reviewed and it was felt that the Corrections Division could be better served by the restructure that was being presented in the Resolution.

*Motion/Second (Jenkins/Wallace)* to approve the resolution and send it on to Personnel and then to the County Board. All Ayes. Motion carried.

## DEPARTMENT RELATED COMMENTS

Clerk of Courts: No appearance.

Circuit Court/Register in Probate: No appearance.

District Attorney: Nothing to report.

Coroner's Office: Coroner Thoma reported that there have been 46 deaths in the County in 67 days. She believes this is more than normal. The causes of death and ages of the decedents are about the same as normal.

Emergency Management: No appearance, he's at the Governor's Conference.

Sheriff's Office: Sheriff Podoll was unable to attend as he is doing the presentation with Gary Podoll at the Governor's Conference. Lynn Ryan, RRA reported that currently 71% of the eligible inmates are in the Recidivism Reduction Program. 53% of them are either in the education or employment programs. Four are working on their GED's. Discussion was held on the positive impact employment has regarding declines seen in recidivism. She also reported that the Behavioral Health program is becoming more established. We now have a mental health worker on 28 hours per week. Lynn reported that recently she was able to attend a Smart Recovery program in Fond du Lac which gave her more insight and felt it was very encouraging for not only her, but for our inmates when she reported back to them that there are other Smart Recovery Programs in the area.

Chief Deputy Putzke reported that OSHA compliance testing and training will be held in the near future. The Chief Deputy stated that a procedural change for OWI warrants and blood draws was recently adopted and trained at the County-Wide in-service. The Chief Deputy wished to thank the Judge and DA for their support and assistance with those recent changes. He also reported that over 20 cars were reported in the ditches in the last big snowstorm that we had. He advised the committee that we responded to a call of a barricaded subject in Berlin recently, everything ended well. He reported that we are continuing on with various hiring processes due to resignations and retirements. The Committee stated they would like to express their appreciation and gratitude for the years of quality service put forth by Corrections Administrator Joel Gerth and Deputy Sheriff Karl Guenther. Chairman Reabe will coordinate awards to be issued at the April County Board meeting.

## **ANNUAL REPORTS**

The annual reports that were distributed at last month's meeting were discussed. Some had great detail and were well presented. For next year, the Committee would like to see more consistency, detail and standardization in the annual reports. County Administrator Schmit agreed and also indicated that she would like to see prior year's numbers in the reports. The reports were approved and should be sent on to County Board.

## **BUDGET ADJUSTMENTS/NEW ACCOUNTS**

None

## COMMITTED/CARRYOVER FUNDS

Requests for Committed/Carryover Funds were present by the District Attorney's Office and the Sheriff's Office.

*Motion/Second (Jenkins/Reabe)* to approve both Committed/Carryover Funds requests and send them on to Finance if necessary and then to County Board. All Ayes. Motion carried.

## MONTHLY SHERIFF REPORTS

The monthly Sheriff's reports were reviewed

## EXPENSE AND REVENUE MONTHLY REPORTS

The monthly expense and revenue reports were reviewed.

*Motion/Second (Jenkins/Reabe)* to approve both the monthly Sheriff reports and the expense and revenue monthly reports. All Ayes. Motion carried.

## LEXIPOL

The following Lexipol policies were e-mailed to the Committee and were reviewed by the Committee members:

**348 – Subpoenas and Court Appearances**

**1040 – Outside Employment**

## COMMITTEE DISCUSSION

None

## FUTURE MEETING DATE AND AGENDA ITEMS

The next regular meeting is set for April 12, 2017 at 5:00 p.m. in the County Board Room of the County Justice Center, 571 County Road A, Green Lake. Agenda items to include: Mitigation Plan, Job Descriptions, and Electronic Monitoring.

## ADJOURN

*Motion/Second (Wendt/Jenkins)* to adjourn. All Ayes. Motion carried. Meeting adjourned at 5:52 p.m.

Respectfully submitted,

Lori Evans, Committee Secretary, Administrative Assistant to the Sheriff

12032 Hilltop Road  
Cato, Wis. 54230  
Feb. 16, 2017

Hello,

I would just like to thank your department for coming to the aid of my daughter Kristen Rambo on the night of Jan. 30, 2017. She is an employee of "Tacticam", based in Caledonia, Minnesota. Because of a 6"-9" snowstorm forecasted for this area, she decided to leave that night for a company meeting scheduled on Jan. 31.

Traveling on Highway 23 she just got past Green Lake when her brake pedal got down to the floor board. She turned around and wound up at a BP gas station in Green Lake. She called us partially crying and told me not to come by her as it was snowing plus freezing rain. She said she would sleep in her vehicle. My wife found your address and phone number on the computer. I gave you folks a call.

I'd like to thank the deputy that pulled up to my daughter with a can of brake fluid. She was in a 2001 gray Dodge Durango. She limped back to Ripon and stayed the night. The next morning she was in a repair shop. After the mechanic put a new brake line on and was bleeding the brakes, a second



line 2 lew.

All is good now. Thanks for your service.

Sincerely,

Dennis Rambo

## Request for Purchase Approval

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**Item to be purchased:** 2017 Dodge Ram 1500

**Sheriff's Recommendation:** To Purchase them from Ewald Automotive

**Account Name and Number:** 17-100-09-52150-810-003

**Governing Committee:** Judicial and Law Enforcement

**Governing Committee Approval Date:** April 12, 2017

**Property and Insurance Approval Date:** April 4, 2017

**Reason for Purchase:** Replacing squad that is due for replacement.

**Bid Information each:** Ewald's – Sole Vendor – State Bid \$29,393.00

**Prepared For:**  
Sheriff Mark Podoll  
Green Lake County Sheriff's Department  
486 Hill Street  
Green Lake, WI 54941  
Phone: (920) 294-4000  
Fax: (920) 294-3850  
Email: mpodall@co.green-lak  
e.wi.us

**Prepared By:**  
Chrissy Gensch  
Ewald Automotive Group  
2570 E. Sumner St  
Hartford, WI 53027  
Phone: (262) 673-9400  
Fax: (262) 673-0575  
Email: cgensch@ewaldauto.com

## 2017 Fleet/Non-Retail Ram 1500 SSV 4x4 Crew Cab 5'7" Box DS6T98

### QUOTE WORKSHEET

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#### QUOTE WORKSHEET - 2017 Fleet/Non-Retail DS6T98 SSV 4x4 Crew Cab 5'7" Box

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MSRP	\$39,975.00
Destination Charge	\$1,395.00
Optional Equipment	\$2,400.00
Dealer Advertising	\$0.00
PRE-TAX ADJUSTMENTS:	
STATE OF WISCONSIN MUNICIPAL DISCOUNT	(\$14,377.00)
Total Pre-Tax Adjustments	(\$14,377.00)
Taxable Price	\$29,393.00
TOTAL	\$29,393.00

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Customer Signature / Date

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Dealer Signature / Date

2017 Ram 1500 SSV to the specifications as detailed. Registration fees are not included. Delivery can be anticipated approximately 90-120 days from order. Payment terms are net 10 days.

Report content is based on current data version referenced. Any performance-related calculations are offered solely as guidelines. Actual unit performance will depend on your operating conditions.

GM AutoBook, Data Version: 483.0, Data updated 3/21/2017  
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Customer File:

March 23, 2017 10:22:26 AM

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## Request for Purchase Approval

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**Item to be purchased:** 2017 Ford Police Interceptor Utility AWD

**Sheriff's Recommendation:** To Purchase it from Ewald Automotive

**Account Name and Number:** 17-100-09-52150-810-003

**Governing Committee:** Judicial and Law Enforcement

**Governing Committee Approval Date:** April 12, 2017

**Property and Insurance Approval Date:** May 2, 2017

**Reason for Purchase:** Replacement for a current high mileage squad that has engine problems.

**Bid Information each:** Ewald's – Sole Vendor – State Bid \$28,032.00

**Prepared For:**  
 Sheriff Mark Podoll  
 Green Lake County Sheriff's Department  
 486 Hill Street  
 Green Lake, WI 54941  
 Phone: (920) 294-4000  
 Fax: (920) 294-3850  
 Email: mpodall@co.green-lake.wi.us



**Prepared By:**  
 Chrissy Gensch  
 Ewald Automotive Group  
 2570 E. Sumner St.  
 Hartford, WI 53027  
 Phone: (262) 673-9400  
 Fax: (262) 673-0575  
 Email: cgensch@ewaldauto.com

## 2017 Fleet/Non-Retail Ford Police Interceptor Utility AWD 4dr K8A

### QUOTE WORKSHEET

#### QUOTE WORKSHEET - 2017 Fleet/Non-Retail K8A AWD 4dr

MSRP		\$31,995.00
Destination Charge		\$945.00
Optional Equipment		\$1,380.00
Dealer Advertising		\$0.00
PRE-TAX ADJUSTMENTS:		
STATE OF WISCONSIN MUNICIPAL DISCOUNT	(\$6,288.00)	
Total Pre-Tax Adjustments		(\$6,288.00)
Taxable Price		\$28,032.00
TOTAL		\$28,032.00

Customer Signature / Date

Dealer Signature / Date

2017 Ford All Wheel Drive Utility Interceptor to the specifications as detailed. Registration fees are not included. Delivery can be anticipated approximately 90-120 days from receipt of order. Payment terms are net 10 days.

Report content is based on current data version referenced. Any performance-related calculations are offered solely as guidelines. Actual unit performance will depend on your operating conditions.

GM AutoBook, Data Version: 484.0, Data updated 3/28/2017  
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Customer File:

## GREEN LAKE COUNTY JOB DESCRIPTION

**TITLE:** CORRECTIONS ADMINISTRATOR

**DEPARTMENT:** GREEN LAKE COUNTY SHERIFF'S OFFICE

**LOCATION:** GOVERNMENT CENTER

**SUPERVISOR:** SHERIFF

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### **SUMMARY:**

Under the supervision of the Sheriff and/or Chief Deputy functions as the Administrative Officer of the Correctional Facility in policy, personnel and budgetary matters, working a schedule in accordance with the needs of the Sheriff's Office.

### **DUTIES AND RESPONSIBILITIES:**

- Supervises and assists in the planning and direction of all Corrections Division activities, insures the maintenance and accuracy of Corrections records, evaluates operations, recommends and implements improvements.
- Assists in the development of the Corrections Division budget, monitors expenditures and revenues and initiates budget transfers as needed.
- Oversees the administration of Corrections Officer discipline; investigates and provides responses to Corrections Officer complaints.
- Participates in the recruitment, hiring and termination process; conducts performance evaluations for Corrections Officers.
- Prepares and, in the absence of the Sheriff or Chief Deputy, presents reports about the Correctional Facility to the County Board, the Committee of Jurisdiction and the public.
- Oversees Corrections Division purchasing and contracting activities involving capital outlays and professional services.
- Coordinates medical services for inmates.
- Imposes sanctions on inmates.
- Monitors the safety, security and welfare of employees and inmates.
- Maintains a high level of confidentiality in all aspects of job functions.
- Ensures compliance with the required provisions of State Statutes governing correctional facilities.
- Responsible for, or for the assignment of, inmate transports and building escorts, Justice Center Court, Building Security, and Juvenile holds or incarceration.
- Oversees surveillance cameras, government center safety scanning and County wide identification and access cards.
- Performs other related duties as assigned.

## **SKILLS AND ABILITIES:**

- Thorough knowledge, skill and ability to ensure the efficient and effective operation of the Correctional Facility at all times.
- Ability to ensure harmonious employee relations are maintained between management and employees, that effective and consistent discipline is administered and that management rights are preserved.
- Ability to establish and maintain effective working relationships with various officials, agencies, and co-workers; ability to communicate effectively orally and in writing in English.
- Skill to ensure that long-range plans for the Correctional Facility are kept current and that these plans are implemented as scheduled.
- Skill to ensure that effective rapport is maintained between the Corrections Division, Court System, City, County, and other agencies.
- Skill to ensure that subordinate personnel are effectively motivated, supervised and managed, and that effective intradepartmental communication is maintained.
- Knowledge to ensure the department's pursuit of effective budgetary revenue enhancements, as well as budget preparation and administration and purchasing and contracting practices.
- Ability to ensure the anticipation of problems regarding budgets and resource allocation and, when not anticipated, handle and resolve issues in a timely manner.
- Broad knowledge of civil and criminal law, effective law enforcement practices, citizen rights and community relations and skill in application.
- Considerable ability to communicate effectively orally and in writing.
- Ability to meet department standards of physical condition.
- Skill in the use of a Taser, CPR Mask, Defibrillator, copy machine, computer terminal, internet, TIME terminal, audio and video recording systems, fax machine, automobile, telephone, radio, alarm systems and any other technical equipment or software as may be necessary and may assist with other law enforcement equipment. May be required to carry and answer an assigned cell phone and be subject to call-out.
- Ability to react quickly, efficiently and calmly in an emergency situation and adopt an effective course of action.

## **QUALIFICATIONS:**

**EDUCATION:** High School diploma or equivalent, Associates degree in Criminal Justice, Corrections, or Management.

**EXPERIENCE / JOB KNOWLEDGE:** Seven years of Law Enforcement, Corrections or Management related experience, with supervisory experience or any equivalent combination of education and experience that provides the necessary knowledge, skills and abilities. Must qualify in DAAT annually; must possess and maintain a valid Wisconsin driver's license. Visual acuity must be correctable to 20/20. Must obtain TIME System, CPR, AED, and Corrections Officer certifications and retain those certifications for term of employment as Corrections Administrator.

**WORKING CONDITIONS:**

**PHYSICAL DEMANDS:** About 95% or more of the time is spent sitting, using near and far vision, hearing, talking and low to medium fingering for typing and data entry. Standing, walking, kneeling, stooping, and crouching are done about 5% of the time. Other actions may be required in unusual or non-regular situations. Ability to perform most work from a sedentary position. Ability to function primarily in situations encountered in a normal office setting. However, may occasionally perform usual law enforcement fieldwork under variable climatic conditions and may engage in citizen contact situations requiring physical strength, agility and endurance. The Department reserves the right to assess the medical and physical fitness of each employee's ability to fully perform the expected duties of the position.

**ENVIRONMENTAL DEMANDS:** 99% of the time will be inside and will involve contact with other workers, the general public and with inmates, 1% of the time could be spent traveling while attending training sessions.

This is a public service position, and employee is required to be courteous, cooperative and respectful at all times with the public and clients; also establishes and maintains a courteous and cooperative and respectful working relationship with other employees, supervisors and public officials.

This position description has been prepared to assist in defining job responsibilities, physical demands, working conditions and needed skills. It is not intended as a complete list of job duties, responsibilities and/or essential functions. This description is not intended to limit or modify the rights of any supervisor to assign, direct, and control the work of employees under supervision. The county retains and reserves any and all rights to change, modify, amend, add to or delete from, any section of this document as it deems, in its' judgment, to be proper.

March 2017



## **GREEN LAKE COUNTY JOB DESCRIPTION**

**TITLE:** CLERK – CORRECTIONS DIVISION

**DEPARTMENT:** GREEN LAKE COUNTY SHERIFF'S OFFICE

**LOCATION:** GOVERNMENT CENTER

**SUPERVISOR:** CORRECTIONS ADMINISTRATOR

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### **SUMMARY:**

Under the general supervision of Corrections Administrator, provides support and clerical duties to the Corrections Division of the Sheriff's Office, working a schedule in accordance with the needs of the Sheriff's Office.

### **DUTIES AND RESPONSIBILITIES:**

- Analyzes and assures that complete and proper information is entered into the Public Safety Software System.
- Transcribes and or analyzes Correction Officer reports as needed for correctness and accuracy
- Prepares for Corrections Division billing and audits by collecting appropriate data, maintaining and retrieval of documents.
- Maintains and balances Inmate accounts, makes deposits, issues checks, receives and disburses bond payments, maintains and reconciles TRIP accounts.
- Schedules inmate visitation
- Performs and is responsible for a wide variety of computer applications.
- Generates monthly and annual State and local reports; maintains Correctional Division filing systems.
- Coordinates inmate programs and visitation.
- Orders supplies and equipment.
- Maintains a high degree of confidentiality in all aspects of job functions.
- Interacts daily with the public, other employees, and the inmate population.
- Performs other duties as assigned.

### **SKILLS AND ABILITIES:**

- Must have thorough knowledge in the use of modern principles, methods, practices, and equipment relating to Corrections records management.
- Thorough knowledge of State and local laws; ability and skill to apply these regulations and make decisions in accordance with same, as appropriate.
- Skill and proficiency in all aspects of computer software programs utilized by the Sheriff's Office.
- Ability to act confidentially, performing assignments with accuracy, patience, tact, integrity, use of good discretion and courtesy; ability to exercise good judgment.
- Ability to retain and follow instructions closely; ability to read, write, add, and subtract.

- Knowledge of acceptable accounting procedures; skilled in data processing.
- Ability to operate a personal computer and other office equipment proficiently with ability to type at least 40 wpm.
- Knowledge of civil and criminal law. Ability to meet department standards of physical condition.
- Skill in the use of general office equipment to include items such as computer, printer, calculator, copy machine, fax machine, scanner, telephone, tape recorder and transcriber
- Ability to establish and maintain effective working relationships with various officials, agencies, and co-workers; ability to communicate effectively orally and in writing in English
- Ability to react quickly, efficiently and calmly in an emergency situation and adopt an effective course of action.

**QUALIFICATIONS:**

**EDUCATION:** High school diploma or equivalent. Post high school education preferred.

**EXPERIENCE / JOB KNOWLEDGE:** Minimum of one year experience in a position requiring independent judgment or any combination of education and experience that provides equivalent knowledge, skills, and abilities is required. Visual acuity must be correctable to 20/20. Must obtain CPR, AED and TIME certifications and retain them for term of employment. Experience in the use of Microsoft Word and Excel required.

**WORKING CONDITIONS:**

**PHYSICAL DEMANDS:** About 95% of the time is spent sitting, using near and far vision, hearing, talking, and using medium fingering for typing and data entry. Standing, kneeling, walking, stooping, and crouching are performed about 5% of the time. Other actions may be required in unusual or non-regular situations. The Department reserves the right to assess the medical and physical fitness of each employee's ability to fully perform the expected duties of the position.

**ENVIRONMENTAL DEMANDS:** About 95% of the time is spent inside and will involve contact with other workers, and the general public. Approximately 5% of the time is spent at other locations working on outside programs.

This is a public service position, and employee is required to be courteous, cooperative and respectful at all times with the public and clients; also establishes and maintains a courteous and cooperative and respectful working relationship with other employees, supervisors and public officials.

This position description has been prepared to assist in defining job responsibilities, physical demands, working conditions and needed skills. It is not intended as a complete list of job duties, responsibilities and/or essential functions. This description is not intended to limit or modify the rights of any supervisor to assign, direct, and control the work of employees under supervision. The county retains and reserves any and all rights to change, modify, amend, add to or delete from, any section of this document as it deems, in its' judgment, to be proper.



**GREEN LAKE COUNTY**  
**OFFICE OF EMERGENCY MANAGEMENT**

*Gary V. Podoll*  
Director

Office: 920-361-5416  
FAX: 920-361-5405

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**DATE:** April 4, 2017

**TO:** Green Lake County Judicial/Law Enforcement and Emergency Management Committee & Green Lake County Finance Committee

**FROM:** Gary V. Podoll, Emergency Management Director

**SUBJECT:** County All Hazard Mitigation Plan Update

The Green Lake County All Hazard Mitigation Plan is a plan that shows all the hazardous which have occurred and has the possibility of occurring in Green Lake County. It addresses areas in the county that if funding is available after a disaster certain projects could be eligible for disaster mitigation funds. The Plan which was completed in 2012 and is required by FEMA to be updated every 5 years is now needed to be updated. The plan cost would be picked up by a grant 75% Federal and 25% local. The original plan was put together by Lenora Borchardt of EPTEC along with my help. Lenora is great to work with and I know will do a good job in updating our plan. Lenora advised me that we could use in-kind matches of 25% to cover our share. I would recommend that we have Lenora Borchardt of EPTEC update the Green Lake County All Hazard Mitigation Plan. I have talked to Administrator Schmit and she has approved Lenora updating the plan. I have also received approval from Corporation Council Klockow in regards to the Wisconsin Mitigation Agreement. Attached you will find the memo sent to me from the state in regards to the grant and agreement.

If you have any questions you can phone me at (o) 920-361-5416 or (c) 920-290-2275.

Sincerely,

Gary V. Podoll  
Emergency Management Director  
Green Lake County



**STATE OF WISCONSIN**  
**DEPARTMENT OF MILITARY AFFAIRS**  
**DIVISION OF EMERGENCY MANAGEMENT**

Brian M. Satula  
Administrator

Scott Walker  
Governor

February 7, 2017

Mr. Gary Podoll, Director  
Green Lake County Emergency Management  
Courthouse  
108 North Capron Street  
PO Box 272  
Berlin, WI 54923

Dear Mr. Podoll:

**SUBJECT:** PDMC-PL-05-WI-2016-013

I am pleased to inform you that the Federal Emergency Management Agency (FEMA) has approved a planning subaward for Green Lake County in the amount of \$27,427.40 through the FFY16 Pre-Disaster Mitigation program. Through this office, FEMA will provide 74.8% of the funds or \$20,514.40. The remaining 25.2% or \$6,913.00 is the required local match.

Enclosed are two originals of the State-Local Pre-Disaster Mitigation (PDM) Program Assistance Agreement that must be signed prior to any funds being disbursed to the County. Please review, sign, and return one copy, keeping the other copy for your records. The subaward performance period began March 15, 2016, and will end on August 30, 2019. Per the work schedule in your application the draft plan will be due in our office by **April 1, 2018**, with the final plan completed and approved by FEMA by **September 1, 2018**. All costs must be incurred during the performance period. This assistance agreement is for updating the countywide all-hazards mitigation plan. Subaward funds may be used for those items identified in the County's approved application and may not be used for any other purposes.

FEMA's period of performance for the FFY 2016 PDM subawards began nearly ten months before the subawards were approved. The 36-month period of performance began more than four months before the subawards were approved. FEMA is aware of this discrepancy. If you will need an extension to the period of performance, **the request must be received in writing by WEM no later than 90 days prior to the end of the approved period of performance, or May 31, 2019**. While FEMA may be somewhat lenient in granting time extensions, keep in mind that these extensions will not be approved automatically. Please refer to pages 86-87 of FEMA's 2015 Hazard Mitigation Assistance Guidance for further information on the requirements for requesting a time extension: <https://www.fema.gov/media-library/assets/documents/103279>.

Mr. Podoll  
February 7, 2017  
Page 2

The County may request reimbursement of planning expenses up to 90% of the federal share of the subaward or \$18,462.96 as work progresses on the update of the plan. The enclosed Request for Reimbursement of Expenses form must be completed and submitted to this office along with documentation to support the costs claimed. The remaining funds will not be paid until the plan update is completed and approved, and adequate documentation for the total costs incurred for the subaward has been submitted. All costs must be incurred during the performance period, and the final request for reimbursement must be submitted to this office no later than 30 days after the end of the performance period.

The County is required to submit quarterly reports. The enclosed Quarterly Status Report form will need to be completed and submitted to this office no later than 15 days after the end of each quarter. Reports are due **October 15, January 15, April 15, and July 15.**

In updating the plan, please refer to the "Local Mitigation Planning Handbook" dated March 2013 and the "Local Mitigation Plan Review Guide" dated October 1, 2011. Both documents can be downloaded from FEMA's website, <https://www.fema.gov/media-library/resources-documents/collections/451>. When the draft update is complete, submit one electronic copy along with a completed "Local Mitigation Plan Review Tool" to this office for review. We will also need one electronic copy of the final plan.

The mitigation staff looks forward to working with you through the all-hazards mitigation planning process.

Again, please return one copy of the signed State-Local Agreement as soon as possible. If you have any questions, please call me at (608) 242-3222, or Roxanne Gray at (608) 242-3211.

Sincerely,



Katie Sommers, CFM  
State Hazard Mitigation Officer  
Wisconsin Emergency Management

Enclosures

Cc: Steve Fenske, East Central Regional Emergency Management Director  
Becky Powers, East Central Regional Emergency Management Office Operations  
Associate

**EPTEC, INC**  
 7027 Fawn Lane  
 Sun Prairie, WI 53590-9455

# Proposal

**Proposal Date:** 5/6/2016  
**Proposal #:** 177  
**Project:**

**Bill To:**

Green Lake Co. Emergency Mgmt.  
 Gary Podoll  
 486 Hill Street  
 Green Lake, WI 54941-9999

Description	Est. Hours/Qty.	Rate	Total
Planning services - Research frequency of occurrence	40	75.00	3,000.00
Planning services - Determine vulnerability to chosen disasters	40	75.00	3,000.00
Planning services - Workgroup meeting, preparation and communication time	25	75.00	1,875.00
Planning services - Develop the general community profile	40	75.00	3,000.00
Planning services - Create, update and revise hazmit strategies	60	75.00	4,500.00
*Please note that planning services time is inclusive of all travel expenses, administrative costs and supplies built into the planning rate by the contractor.			
Thank you for your consideration.	<b>Total</b>		<b>\$15,375.00</b>

## Gary Podoll

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**From:** Lenora Borchardt <lenoraborchardt@hotmail.com>  
**Sent:** Wednesday, March 22, 2017 2:35 PM  
**To:** Gary Podoll  
**Subject:** PDM proposal

Per our conversation, the proposal and budget that I sent to you as part of your grant application is still current.

Please contact me with any questions. Thanks...Lenora

Sent from my iPhone

**GREEN LAKE COUNTY PDM 2016 BUDGET SUMMARY**  
 100 % SUBAWARD DOLLARS

	SALARY & FRINGE	TRAVEL	IN-KIND	SUPPLIES	CONTRACTUAL	TOTAL
BUDGET	\$ 3,000.00	\$ 864.00	\$ 6,894.40	\$ 1,294.00	\$ 15,375.00	\$ 27,427.40
REQUEST 1 BALANCE						
REQUEST 2 BALANCE						
REQUEST 3 BALANCE						
DISBURSED	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
REMAINING	\$ 3,000.00	\$ 864.00	\$ 6,894.40	\$ 1,294.00	\$ 15,375.00	\$ 27,427.40

FEDERAL	LOCAL	TOTAL	
\$ 20,514.40	\$ 6,913.00	\$ 27,427.40	OBLIGATION
			REQUEST 1 BALANCE
			REQUEST 2 BALANCE
			REQUEST 3 BALANCE
\$ -	\$ -	\$ -	0%
\$ 20,514.40	\$ 6,913.00	\$ 27,427.40	

No amount over 10% of the total subaward may be transferred among budget cost categories without prior FEMA approval.



**WISCONSIN DIVISION OF EMERGENCY MANAGEMENT**  
**State-Local Pre-Disaster Mitigation Program Assistance Agreement**  
**(PDMC-PL-05-WI-2016-013 Green Lake County)**  
**Planning**

This Assistance Agreement between the Wisconsin Division of Emergency Management (WEM/ the recipient) and Green Lake County (the subrecipient) shall be effective on the date signed by WEM and the subrecipient. It shall apply to all Pre-Disaster Mitigation (PDM) program assistance provided by or through WEM to the subrecipient.

The purpose of this agreement is to formally recognize the goals of the PDM program and to establish guidelines by which PDM funds are to be used. This agreement is in addition to the requirements outlined in DMA Form 1017A, Assurances for Construction and Non-Construction Projects, which was signed by the above-mentioned subrecipient and submitted with the PDM subapplication.

Be it resolved by the subrecipient, that the individual named below:

---

*(Name and Title)*

has the legal authority and is hereby authorized to execute documents for and on behalf of the subrecipient. The designated individual is to be the authorized representative for obtaining PDM funds.

The subrecipient hereby assures and certifies that the plan will comply with the applicable State of Wisconsin and FEMA regulations. Also, the subrecipient gives assurance and certifies with respect to and as a condition for the subaward the following at a minimum:

1. This Assistance Agreement in the amount of \$27,427.40 will serve as the contract between WEM and the subrecipient for the purpose of updating an all-hazards mitigation plan. 74.8% or \$20,514.40 is the federal share funded through FEMA. The remaining 25.2% or \$6,913.00 is the required local program match (may not be comprised of other federal funds or match to other federal funds, i.e. EMPG). If there is a cost under-run for the project, final reimbursement for the federal share of the project costs will be adjusted based on actual costs of the project. If costs exceed the amount approved, the subrecipient is responsible for the costs in excess of the approved subaward.
2. Once this Assistance Agreement is signed and returned to WEM, the subrecipient may begin the planning process and the authorized representative may request reimbursement of expenses as identified in the budget included in the approved subapplication. The subrecipient will need to complete and submit to WEM a Request for Reimbursement of Expenses form with appropriate documentation in order to receive subaward funds. Advancement of funds may be made in some extraordinary situations upon prior approval of the recipient.

COSTS INCURRED PRIOR TO FEMA APPROVAL OF THE SUBAWARD, UNLESS PRE-AWARD COSTS WERE INCLUDED AND APPROVED IN THE SUBAPPLICATION, ARE NOT ALLOWABLE COSTS FOR THE SUBAWARD.

The recipient may pursue all available remedies for the recoupment of any payments that have been inadequately documented or determined by the recipient to have been improperly made or expended for any reason.

The subrecipient may request reimbursement of planning expenses up to 90% of the federal share of the subaward or \$18,462.96 as work progresses on the update of the plan. The remaining funds will not be paid until the plan is completed and approved by FEMA, and adequate documentation for the total costs incurred for the subaward has been submitted.

FEMA will recoup mitigation planning subaward funds for subawards that do not meet the deliverable criteria of an adopted, FEMA-approved, all-hazards mitigation plan by the end of the period of performance. The amount recouped will be based on the following guidelines:

- Jurisdictions with plans that FEMA has deemed Approvable Pending Adoption, but are not yet formally adopted (in accordance with FEMA regulations) by the end of the period of performance must return a minimum of 10% of the subaward.
  - Jurisdictions with plans that have been reviewed by FEMA, but require revisions to meet requirements must return a minimum of 25% of the subaward if the required revisions have not been completed by the end of the period of performance.
  - Jurisdictions with plans that have not been submitted to FEMA for review by the end of the period of performance must return 100% of the subaward.
3. The authorized representative will be required to submit Quarterly Status Reports to the State Hazard Mitigation Officer (SHMO) no later than 15 days after the end of each quarter (January 15, April 15, July 15, and October 15 each year). Said report will include the status of the plan including anticipated completion date and financial information.
  4. The subrecipient will submit a copy of their draft plan that meets the planning criteria found in 44 CFR Part 201.6 or 201.7 along with a completed FEMA or state Plan Review Tool or Crosswalk to WEM by April 1, 2018, for review. The final plan must be completed and approved by FEMA prior to September 1, 2018. If the subrecipient is delayed in their completion of the project by an event beyond their control, a request for an extension must be received in writing no later than 90 days prior to the completion date.
  5. The performance period for the HMGP project subaward will be March 15, 2016 to August 30, 2019.
  6. The final request for reimbursement and a final report will be due 30 days after plan completion or 30 days after the end of the period of performance, whichever is sooner.
  7. The subrecipient will use PDM funds solely for the purpose for which they are provided.
  8. The subrecipient shall maintain good standing with the National Flood Insurance Program (NFIP) and comply with local regulations pertaining to the NFIP.

9. The subrecipient will comply with all other policies and guidelines established by FEMA and WEM in administering the PDM program.
10. The subrecipient will comply with all applicable federal, state, and local codes and standards as pertain to this plan update.
11. The subrecipient will follow 2 CFR Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards:
  - Transfer of funds among budget cost categories in any approved budget with a federal share in excess of the Simplified Acquisition Threshold (\$150,000 at the time this agreement was drafted) shall receive the prior approval of FEMA when such cumulative transfers among those cost categories exceed 10% of the total budget. (2 CFR Part 200.308(e))
  - Cost-sharing requirements found in 2 CFR Part 200.306.
  - Requirements for equipment and supply purchases and procurement found in 2 CFR Part 200 Sections 313, 314, and 322, respectively.
12. The subrecipient will follow 2 CFR Part 225, Cost Principles for State, Local, and Indian Tribal Governments.
13. Any publication resulting from work performed under this agreement shall include an acknowledgement of FEMA financial support and a statement that the publication does not constitute an endorsement of FEMA or reflect FEMA's views. The recipient and FEMA are free to copyright any original work developed under this agreement, and reserve a royalty-free, nonexclusive, and irrevocable right to reproduce, publish, or otherwise use, and to authorize others to use the work for government purposes.
14. The subrecipient will not enter into cost-plus-percentage-of-cost contracts for completion of the PDM plan update.
15. The subrecipient will not enter into any contract with any party that is debarred or suspended from participating in federal assistance programs. (See <https://www.sam.gov>.)
16. Records shall be retained three years following the date Wisconsin's FFY 2016 PDM award is closed in accordance with 2 CFR Part 200.333.

**SIGNATURE OF SUBRECIPIENT'S AUTHORIZED REPRESENTATIVE:**

\_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_  
Name (printed)

\_\_\_\_\_  
Title

\_\_\_\_\_  
Jurisdiction

**SIGNATURE OF THE RECIPIENT (WISCONSIN DIVISION OF EMERGENCY MANAGEMENT):**

*K. Hornes*

\_\_\_\_\_  
Date:

*2/7/2017*

State Hazard Mitigation Officer

# GREEN LAKE COUNTY

## Notice of Budgetary Adjustment

Unanticipated Revenue or Expense Increase or Decrease Not Budgeted

Date: March 31, 2017  
 Department: Emergency Management  
 Amount: \$17,533.00  
 Budget Year Amended: 2017

Source of Increase / Decrease and affect on Program:  
 (If needed attached separate brief explanation.)

Received new grant

**Revenue Budget Lines Amended:**

Account #	Account Name	Current Budget	Budget Adjustment	Final Budget
17-100-18-46915-000-000	Terrorism Consequence Mgt	\$ -	\$ 17,533.00	\$ 17,533.00
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ 17,533.00	

**Expenditure Budget Lines Amended:**

Account #	Account Name	Current Budget	Budget Adjustment	Final Budget
17-100-18-52812-206-000	Contract - Hazmat Team	\$ 3,600.00	\$ 15,375.00	\$ 18,975.00
17-100-18-52812-310-000	Office Supplies	\$ -	\$ 1,294.00	\$ 1,294.00
17-100-18-52812-330-000	Travel	\$ -	\$ 864.00	\$ 864.00
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ 17,533.00	

Department Head Approval: \_\_\_\_\_

Date Approved by Committee of Jurisdiction: \_\_\_\_\_

*Following this approval please forward to the County Clerk's Office.*

Date Approved by Finance Committee: \_\_\_\_\_

Date Approved by County Board: \_\_\_\_\_

*Per WI Stats 65.90(5)(a) must be authorized by a vote of two-thirds of the entire membership of the governing body.*

Date of publication of Class 1 notice of budget amendment: \_\_\_\_\_

Rev 2/17

## **Budget Adjustment**

### Purpose

To comply with State Statute 65.90 (5)

### Policy

A budget adjustment should be made when increasing ((decreasing) both your revenue budget and expenditure budget. These changes come from new grants or changes in grant monies, transfers from sources in the county outside a department's original budget, etc. No budget line item should exceed the adopted budget at any time during a fiscal year.

### Procedure

To initiate a budget adjustment, the department head shall notice the review, discussion & action of this completed & signed form on the next monthly meeting agenda of their committee of jurisdiction. If the Budgetary Adjustment is approved by the committee of jurisdiction the signed copy of this form along with a copy of the meeting minutes shall be forward to the County Clerk to be noticed on the Finance Committee agenda for review, discussion & action. Upon Finance Committee approval the signed Budgetary Adjustment form shall be forwarded to the County Clerk to be notice on the County Board agenda for review, discussion and action.

Per WI Stats 65.90(5)(a) the Budgetary Adjustment must be authorized by a vote of two-thirds of the entire membership of the County Board.

A department representative must be available at each meeting to address any questions or concerns that may arise during review and discussion.

**GREEN LAKE COUNTY JAIL MONTHLY STATISTICS**

MONTH/ YEAR	ADP	HUBER	HUBER/EMP INCOME	FEMALE	LOCK DOWN	MEALS	EMP	GL HUBERS TRANSFERRED
Jan-17	53	6	\$3,048.78	11	44	4277	2	1
Feb-17	52	8	\$3,424.70	12	41	3530	3	2
Mar-17	49	12	\$5,488.06	13	34	3599	3	1
Apr-17								
May-17								
Jun-17								
Jul-17								
Aug-17								
Sep-17								
Oct-17								
Nov-17								
Dec-17								
Totals								
Average	51.3	8.7	\$3,987.2	12.0	40	3802.0	2.7	1.3

ADP- Average daily population

Huber- Average number of hubers housed for that month

Huber Income- Amount paid by huber inmates for the month

Female- Average number of females held that month

Lockdown- Average number of male inmates held that month

Meals- Number of meals served that month

EMP- Number of inmates on electronic monitoring

GL Hubers transferred- Number of Green Lake inmates serving their sentence in another county as a huber transfer





Green Lake County

**Sheriff**

571 County Road A · PO Box 586 · Green Lake, WI 54941-0586  
 Ph. 920-294-4000 · Fax. 920-294-3850

**Sheriff's Office Judicial/Law Enforcement Committee  
 Report for the Month of March 2017  
 Correctional Facility**

Average Daily Population in the Jail for this month	52
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**Inmates in custody for (some inmates have more than one charge)**

Charge	Number of Charges
Drug related	16
Probation/Parole	12
Theft	8
Warrants	8
Sex Offense	7
Assault	6
Obstructing	6
Resisting/Interfering w/Police	4
Burglary	3
DUI	3
Nonsufficient Funds Checks	3
Weapons Offense	3
Destruct/Damage/Vandalize	2
Disorderly Conduct	2
Traffic Offense	2
Alcohol Offense	1
Arson	1
Child Abuse	1
Counterfeiting/Forgery	1
ES Sanction Hold	1
Homicide	1

**Sheriff Mark A. Podoll**



**Accidents and Complaints for Patrol**

2017	Thompson	Kiener	Preuss	Guenther	Manning	Prachel	Hoerig	Vande Kolk	Colhouer	Cody	Kuklinski	Schroeder	Total	Avg/Officer
Jan	40	11	33	5	6	27	29	34	0	23	21	15	244	24
Feb	36	19	22	1	20	28	30	10	0	29	22	13	230	23
March	17	26	23	13	12	26	27	9	0	14	25	21	213	21
April													0	0
May													0	0
June													0	0
July													0	0
Aug													0	0
Sept													0	0
Oct													0	0
Nov													0	0
Dec													0	0
Total	93	56	78	19	38	81	86	53	0	66	68	49	687	69
Avg/Month	31	19	26	6	13	27	29	18	0	22	23	16	229	23

**Paper Service for Patrol**

2017	Thompson	Kiener	Preuss	Guenther	Manning	Prachel	Hoerig	Vande Kolk	Colhouer	Cody	Kuklinski	Schroeder	Total	Avg/Officer
Jan	0	0	0	2	0	5	1	3	0	2	3	6	22	2
Feb	5	2	1	0	7	2	3	9	0	1	1	2	33	3
March	6	1	4	2	2	2	7	0	0	2	4	0	30	3
April													0	0
May													0	0
June													0	0
July													0	0
Aug													0	0
Sept													0	0
Oct													0	0
Nov													0	0
Dec													0	0
Total	11	3	5	4	9	9	11	12	0	5	8	8	85	9
Avg/Month	4	1	2	1	3	3	4	4	0	2	3	3	28	3

**Citations for Patrol**

2017	Thompson	Kiener	Preuss	Guenther	Manning	Prachel	Hoerig	Vande Kolk	Colhouer	Cody	Kuklinski	Schroeder	Total	Avg/Officer
Jan	28	0	8	1	3	14	9	6	0	10	7	6	92	9
Feb	14	2	11	0	8	17	12	10	0	3	10	8	95	10
March	14	1	10	1	7	19	15	3	0	6	5	4	85	9
April													0	0
May													0	0
June													0	0
July													0	0
Aug													0	0
Sept													0	0
Oct													0	0
Nov													0	0
Dec													0	0
<b>Total</b>	<b>56</b>	<b>3</b>	<b>29</b>	<b>2</b>	<b>18</b>	<b>50</b>	<b>36</b>	<b>19</b>	<b>0</b>	<b>19</b>	<b>22</b>	<b>18</b>	<b>272</b>	<b>27</b>
<b>Avg/Month</b>	<b>19</b>	<b>1</b>	<b>10</b>	<b>1</b>	<b>6</b>	<b>17</b>	<b>12</b>	<b>6</b>	<b>0</b>	<b>6</b>	<b>7</b>	<b>6</b>	<b>91</b>	<b>9</b>

**Warnings for Patrol**

2017	Thompson	Kiener	Preuss	Guenther	Manning	Prachel	Hoerig	Vande Kolk	Colhouer	Cody	Kuklinski	Schroeder	Total	Avg/Officer
Jan	45	0	15	0	2	13	29	17	0	16	8	3	148	15
Feb	34	0	8	0	8	35	13	12	0	12	7	5	134	13
March	28	1	15	0	15	29	25	8	0	11	12	24	168	17
April													0	0
May													0	0
June													0	0
July													0	0
Aug													0	0
Sept													0	0
Oct													0	0
Nov													0	0
Dec													0	0
<b>Total</b>	<b>107</b>	<b>1</b>	<b>38</b>	<b>0</b>	<b>25</b>	<b>77</b>	<b>67</b>	<b>37</b>	<b>0</b>	<b>39</b>	<b>27</b>	<b>32</b>	<b>450</b>	<b>45</b>
<b>Avg/Month</b>	<b>36</b>	<b>0</b>	<b>13</b>	<b>0</b>	<b>8</b>	<b>26</b>	<b>22</b>	<b>12</b>	<b>0</b>	<b>13</b>	<b>9</b>	<b>11</b>	<b>150</b>	<b>15</b>

**Year to Date Totals - Accidents, Complaints, Paper Service, Citations and Warnings for Patrol**

2017	Thompson	Kiener	Preuss	Guenther	Manning	Prachel	Hoerig	Vande Kolk	Colhouer	Cody	Kuklinski	Schroeder	Total	Avg/Officer
<b>Total Annual Contacts</b>	<b>267</b>	<b>63</b>	<b>150</b>	<b>25</b>	<b>90</b>	<b>217</b>	<b>200</b>	<b>121</b>	<b>0</b>	<b>129</b>	<b>125</b>	<b>107</b>	<b>1494</b>	<b>136</b>
<b>Avg. per Month</b>	<b>89</b>	<b>21</b>	<b>50</b>	<b>8</b>	<b>30</b>	<b>72</b>	<b>67</b>	<b>40</b>	<b>0</b>	<b>43</b>	<b>42</b>	<b>36</b>	<b>498</b>	<b>45</b>

**BOAT LAUNCH/MUNICIPAL ORDINANCE CITATIONS**

2017	Thompson	Kiener	Preuss	Guenther	Manning	Prachel	Hoerig	Vande Kolk	Colhouer	Cody	Kuklinski	Schroeder	Total	Avg/Officer
Jan													0	0
Feb													0	0
March													0	0
April													0	0
May													0	0
June													0	0
July													0	0
Aug													0	0
Sept													0	0
Oct													0	0
Nov													0	0
Dec													0	0
Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Avg/Month	0	0	0	0	0	0	0	0	0	0	0	0	0	0

**Accidents and Complaints for Detectives**

2017	Holdorf	Cody	Ward	Roky	Tess
Jan	2	0	2	5	8
Feb	1	0	0	5	4
March	2	0	0	6	5
April					
May					
June					
July					
Aug					
Sept					
Oct					
Nov					
Dec					
Total	5	0	2	16	17
Average	2	0	1	5	6

**Arrests for Detectives**

2017	Holdorf	Cody	Ward	Roky	Tess
Jan	3	0	2	2	0
Feb	1	0	1	0	0
March	1	0	0	0	1
April					
May					
June					
July					
Aug					
Sept					
Oct					
Nov					
Dec					
Total	5	0	3	2	1
Average	2	0	1	1	0



Green Lake County

**Sheriff**

571 County Road A · PO Box 586 · Green Lake, WI 54941-0586

Ph. 920-294-4000 · Fax. 920-294-3850

**Sheriff's Office Judicial/Law Enforcement Committee  
Report for the Month of March 2017**

Deputy contacts for this month	496
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Types of Contacts this month	Number of Contacts
Adult Transports	22
Agency Assist, Mutual Aid	22
Medical Emergency	18
Traffic Misc	18
Car/Deer Accident	15
Citizen Assist	15
911 Follow up	11
Traffic Accident w/Damage	9
Alarm	7
Animal Problem	7
K9 Assist	7
Records Check	7
Fire	6
Controlled Substance Problem	5
OWI Alcohol	5
Suspicious Person/circumstance	5
Wanted Person	5
Welfare Check	5
Drugged Driving	4
Found Property	4
Lockout	4
Theft	4
Traffic Accident w/Injuries	3
Domestic Situation	2
EDI	2
Information Report	2
Juvenile Problem	2
Juvenile Transports	2
K9 Presentation	2

Sheriff Mark A. Podoll



Green Lake County

**Sheriff**

571 County Road A · PO Box 586 · Green Lake, WI 54941-0586

Ph. 920-294-4000 · Fax. 920-294-3850

**Types of Contacts this month continued**

Scam	2
Time System Entry	2
Traffic Hazard	2
Traffic Violation	2
Trespassing	2
Vandalism	2
Bail Jumping	1
Burglary	1
Car/Deer No Officer Sent	1
Child Abuse or Neglect	1
Deliver Message	1
Disturbance	1
Elder Abuse	1
Failure to Report to Jail	1
Forgery	1
Harassment	1
Internal Invest	1
Jail Incident	1
Juvenile Runaway	1
K9 Person Charged	1
K9 Search and Rescue	1
Noise Complaint	1
Open Door	1
Paper Service	1
Sex Assault	1

**Sheriff Mark A. Podoll**