



# JUDICIAL/LAW ENFORCEMENT AND EMERGENCY MANAGEMENT COMMITTEE

**August 8, 2012**

The regular Judicial/Law Enforcement and Emergency Management Committee meeting was called to order by Vice Chairman Schubert at 4:30 PM on August 8, 2012 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: Debra Schubert, Vice-Chairman  
Sue Wendt  
Michael Starshak

Absent: Gene Thom

Others Present:

Mark Podoll, Sheriff  
Mark Putzke, Chief Deputy GLSO  
Sue Krueger, Clerk of Circuit Court  
Dan Sondalle, Acting Corp. Counsel  
Tony Daley, Berlin Journal Newspapers  
Linda Jesko, DA's Office  
Marge Bostelmann, County Clerk

Lori Evans, Admin. Asst. Sheriff  
Darlene Strey, Coroner  
Judge Slate  
Tammy Eisenga, Register in Probate  
Bill Smith, Deputy Coroner  
Shari Wahlers, Deputy Coroner  
Jack Meyer, arrived late

## **AGENDA**

*Motion/Second (Starshak/Wendt)* to approve the agenda. All Ayes. Motion carried.

## **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited by the group.

## MINUTES

Minutes from the July 11, 2012 and August 1, 2012 Judicial and Law Enforcement Committee meetings were included in the packet. *Motion/Second (Wendt/Starshak)* to approve the minutes with the addition of Motion/Second (Schubert/Wendt) for approval of the Squad car, light sticks, cages, Light bars and mounts in the July 11, 2012 minutes. All Ayes. Motion carried.

## PUBLIC COMMENTS

None

## APPEARANCES

None

## APPEARANCES – PUBLIC COLLECTIONS

None

## CORRESPONDENCE

Thank you from The Hildebrandt's regarding the great services provided by Officer Jason Preuss with his assistance at a vehicle lock out that they had recently.

Thank you from Chris Schattschneider, Race Director of the RMC Triathlon for the Sheriff's Office help with this year's Triathlon. The race director from Chicago attended and said it was the best water support they have ever seen in a race.

Letter from Attorney General J.B. Van Hollen thanking the Sheriff for his assistance in collecting DNA samples from convicted felons in our County.

## TOWN OF PRINCETON REQUEST ROAD NAME CHANGE

A request for a road name change in the Town of Princeton was received via Town Of Princeton Ordinance 1-2012 wherein the Town of Princeton on July 11, 2012 passed an ordinance to approve the name change of Lake Shore Drive to S. Lakeshore Dr. This needs to be reviewed by the Judicial and Law Enforcement Committee. *Motion/Second (Wendt/Starshak)* to approve the name change of the road formerly known as Lake Shore Drive, commencing at County Road K to the end of the road, to S. Lakeshore Dr. All Ayes. Motion carried.

## **LTE REQUEST CLERK OF CIRCUIT COURT**

Clerk of Circuit Court Sue Krueger explained to the Committee of her need to extend the LTE position in her office to 800 hours. *Motion/Second (Starshak/Wendt)* to approve that the LTE position in the Clerk of Circuit Court's Office be extended to 800 hours. All Ayes. Motion carried.

## **CLERK OF CIRCUIT COURT PART TIME RECORDS CLERK POSITION**

Sue Krueger appeared before the Committee to give a history and explain about the Court Record's Clerk position. *Motion/Second (Wendt/Starshak)* to approve the Resolution Eliminating One Full-Time Court Records Clerk Position to create one Part-time Court Records Clerk Position and send it on to Personnel. All Ayes. Motion carried.

## **VOLUNTARY UNPAID LEAVE REQUESTS**

None

## **2013 BUDGETS**

The Committee reviewed the Coroners Budget. *Motion/Second (Wendt/Starshak)* to increase the medical supplies line item in the Coroners budget by \$500, to \$1,100.00 and eliminate the Capital Equipment line in their budget. All Ayes. Motion carried.

Training in budgets overall was discussed. Marge Bostelmann explained that training is approved by the governing committee, Finance Committee and the entire County Board during the budgeting process. She does not feel that it needs to go back to the governing committee for approval when a Department Head wants and employee to attend training. It should be up to the Department Head to choose what training their employee attends, as long as there are funds to cover the training in the budget. Mrs. Bostelmann also wanted to go on record stating that she did not feel that it was right that the Coroner's Office personnel did not get reimbursed last year for training they attended.

Sheriff Podoll raised concerns regarding his budget for 2013 regarding fuel and inmate medical/mental health costs. He believes that \$66,000 for fuel will not be enough for next year as last year over \$72,000 was spent for fuel and for 5 months of 2012; \$33,000 has already been spent. The Committee chose to leave the \$66,000 in the budget and told the Sheriff to come back to the Committee in 2013 should a shortfall occur.

The Sheriff stated that he anticipated the inmate medical line of the budget to be short approximately \$16,000 in 2013, if the amount is left as is. He also has grave concerns about the inmate mental health portion of that line item. Currently inmate mental health services are provided under a 100% fully funded Becky Young Fund Award through the State of Wisconsin through June 30, 2013. If that award is not received after that date, the County must ~~fund~~ **provide** inmate mental health services to the inmates and there is no money allocated in the budget for that. The Committee agreed that this is a very serious issue. They advised the Sheriff to check with LeRoy Dissing, GLCO DHHS Director for his input and contact Marquette and Waushara Counties to see how they handle this.

## ESTABLISHING NEW ACCOUNTS

Included in the packet was a request from the Sheriff's Office to establish accounts. **Motion/Second (Starshak/Wendt)** to approve the creation of revenue and expenditure account for the Emergency Medical Dispatching program and for donations and send them on to Finance. All Ayes. Motion carried. Account numbers are as follows:

EMD Revenue	12-100-09-46228-000-000
EMD Expenditures	12-100-09-52110-332-000
Donation Revenues	12-100-09-46229-000-000
Donation Expenditures	12-100-09-52100-524-000

Included in the packet was a request from the District Attorney's Office to establish accounts. **Motion/Second (Starshak/Wendt)** to approve the creation of revenue and expenditure account for the DA Computer Forensic Examiner Program and send them on to Finance. All Ayes. Motion carried. Account numbers are as follows:

Computer Forensic Revenues	12-100-03-48153-000-000
Computer Forensic Expenditures	12-100-03-51310-525-000

## DEPARTMENTAL COMMENTS

The Sheriff sadly reported that just after the last meeting a 16 year old Amish youth was killed as a result of a vehicle accident. Since the death, there have been group meetings with the Amish Community, himself, the Sheriff's from Marquette and Columbia Counties and Amish Liaison Officer Matt Vande Kolk regarding safety and preventative measures to reduce the risk of an accident such as this happening again. It was a very good exchange and the Amish have a very high regard for Deputy Vande Kolk and expressed their appreciation for all of his help.

Supervisor Starshak reported that he had done a ride-along and job shadow at the Sheriff's Department and recommends that all County Board Supervisors do the same. It gave him a much greater appreciation of everything that they do.

## **POLICIES AND PROCEDURES**

Supervisor Starshak asked where the Lexipol project stood. Chief Deputy Putzke reported that he is still waiting for cost figures.

## **TRAINING**

*Motion/Second (Wendt/Starshak)* for approval of training for the District Attorney's Office that was included in the packet. All Ayes. Motion carried.

*Motion/Second (Wendt/Starshak)* for approval of training for the Sheriff's Office Staff that was included in the packet. All Ayes. Motion carried.

## **EXPENSE AND REVENUE REPORTS**

*Motion/Second (Starshak/Wendt)* to approve the Expense and Revenue Monthly Reports. All Ayes. Motion carried.

## **MONTHLY SHERIFF REPORTS**

Approved as presented.

## **RESOLUTIONS/ORDINANCES**

Included in the packet was a history of the Master Control Aide Pilot Program and a request from the Sheriff's Office that this program become permanent.

*Motion/Second (Wendt/Starshak)* to approve the Resolution Relating to Ending the Master Control Aide Pilot Program and Creating Permanent Part-Time FTE (Full Time Equivalent) Master Control Aide Positions in the Sheriff's Office and send it on to Personnel. All Ayes. Motion carried.

The Becky Young Award for the Correctional Facility Recidivism Reduction Program is effective through June 30, 2013. All costs for this program are funded 100% through this award. *Motion/Second (Starshak/Wendt)* to approve that the Resolution Relating to the Extension of the LTE Recidivism Reduction Aide in the Corrections Division of the Sheriff's Office be approved and sent on to Personnel. All Ayes. Motion carried.

## **PURCHASE REQUESTS**

Sheriff's Office for 2 ERT Ballistic Shields from Quartermaster for the CERT/CTU response team. These shields better protect team users from violent threats when responding to CTU calls. Current shield needs to be replaced due to age. A \$1,500 donation from Sadoff Iron and Metal Company has been received to be used towards this purchase. Quartermaster \$1,349.00 plus shipping, Security Pro \$1,495.00 including shipping. Account number 12-100-09-52100-524-000 for \$1,500 and account number 12-101-09-52100-999-007 for \$1,393.49.

**Motion/Second (Starshak/Wendt)** for approval of the Ballistic Shields. All Ayes. Motion carried.

A free printer has been ordered and received for the Coroner's Office. The Coroner would like the printer to be kept at her home. Marge Bostelmann requested Committee input regarding this before this was allowed to happen. Coroner Strey had already left the meeting. The Committee asked that Marge look into this matter further and ask Coroner Strey to attend the next Committee meeting to discuss the matter further.

## COPY MACHINES

Judge Slate and Marge Bostelmann appeared regarding the process for obtaining copy machines in the County. Both felt that it might be wise to have all County copiers budgeted for, maintained and ordered through the County Purchasing Department. This idea is being discussed in the P&I Committee also.

## MONTHLY VOUCHERS

The committee reviewed and signed the monthly claims for payment dated August 8, 2012 for the following offices in the following amounts:

Child Support:	\$	757.95
Clerk of Courts:	\$	3,865.90
Coroner:	\$	2,629.68
District Attorney:	\$	12,543.24
Emergency Management	\$	4,964.98
Judge-Circuit Court:	\$	4,354.46
Sheriff's Office:	\$	72,014.88

**Motion/Second (Starshak/Wendt)** to approve all the above claims. All Ayes, Motion carried.

The committee reviewed and signed the monthly claims for payment dated August 8, 2012 for the following offices in the following amounts:

Clerk of Courts:	\$	50.00	(For Sue Wendt)
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*Motion/Second (Starshak/Schubert)* to approve the above claims. Two Ayes, Wendt abstained. Motion carried.

**COMMITTEE DISCUSSION**

None.

**NEXT MEETING DATE**

Next regular meeting set for Wednesday, September 12, 2012 at 4:30 p.m.

**CLOSED SESSION**

*Motion/second (Wendt/Starshak)* to move into closed session per ss. 19.85(1). Roll call vote: Schubert-Aye; Wendt-Aye, Starshak-Aye, Thom-Absent. All Ayes. No Nays. Motion carried. Moved into closed session at 6:02 p.m.

**RECONVENE INTO OPEN SESSION**

*Motion/second (Starshak/Wendt)* to move into open session Roll call vote: Schubert-Aye; Wendt-Aye, Starshak-Aye, Thom-Absent. All Ayes. No Nays. Motion carried. Moved into open session at 6:09 p.m.

**ANNOUNCE FINDINGS OF CLOSED SESSION**

*Motion/second (Wendt/Starshak)* to approve the evaluations from the Sheriff's Office for Corrections Officers Craig Leinweber and Bruce Walker forward them to their personnel files. All Ayes. Motion carried.

**ADJOURN**

*Motion/Second (Starshak/Wendt)* to adjourn. All Ayes. Motion carried. Meeting adjourned at 6:10 p.m.

Respectfully submitted,

Lori Evans, Committee Secretary, Administrative Assistant to the Sheriff