



JUDICIAL/LAW ENFORCEMENT AND EMERGENCY MANAGEMENT COMMITTEE

February 8, 2012

The regular Judicial/Law Enforcement and Emergency Management Committee meeting was called to order by Chairman Gene Thom at 4:30 PM on February 8, 2012, in the County Board room of the Green Lake County Justice Center, 571 County Road A, Green Lake, WI.

Present: Gene Thom, Chairman
Debra Schubert, Vice-Chairman
John Zelenski

Absent: John Gende

Others Present:

Mark Podoll, Sheriff

Mark Putzke, Chief Deputy GLSO

Kyle Sargent, DA

Tony Daly, Berlin Journal Newspapers

Mrs. John Zelenski

Sue Wendt

Dan Sondalle, Acting Corp. Counsel

Judge Slate

Lori Evans, Admin. Asst. Sheriff

Darlene Strey

Lt. Joel Gerth

Tammy Eisenga, Register in Probate

Sue Krueger

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

AGENDA

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

MINUTES

Minutes from the January 11, 2012 Judicial and Law Enforcement Committee meetings were included in the packet. *Motion/Second (Schubert/Zelenski)* to approve the minutes as submitted with the correction of the spelling of Shari Whaler to Shari Wahlers. All Ayes. Motion carried.

PUBLIC COMMENTS

None

APPEARANCES

Eric Knowles and his wife appeared just before the meeting started and met with Lori Evans and Atty. Dan Sondalle to discuss issues they had with a juvenile detention billing. Their question will be addressed and if needed they will return at the next Judicial/Law meeting.

CORRESPONDENCE

Thank you to Deputy Matt Vande Kolk for his help in assisting them in a situation where they were locked out of their vehicle. The thank you was accompanied by a \$200 donation towards the K-9 Program.

PURCHASE REQUESTS

None

VOLUNTARY UNPAID LEAVE REQUESTS

None

DISCUSSION OF COUNTY FIVE YEAR TERM – EMERGENCY MANAGEMENT DIRECTOR

The term of all appointed positions in the County is being reviewed. The Committee agreed that Gary Podoll's appointment as Emergency Management Director be extended indefinitely and would not need to be brought forward for a review every five years.

DEPARTMENT COMMENTS

The Judge asked the Committee for guidance in the process for buying a copy machine. He will be bringing quotes back to the next meeting.

The Sheriff reported that the Sheriff's Office has a snowmobile type trailer that is no longer being used. Maintenance has asked for it to be used to mount a portable generator on. This arrangement is agreeable to the Sheriff. The Committee had no objections.

The Sheriff reported that he followed through with the Committee's request that if possible, squad tires should be bought in the County. The Sheriff contacted the in County vendor in question and was told they could not get the State Bid unless the Sheriff did the paperwork. The Sheriff spent a lot of time and proceeded to make several contacts with the tire company to complete such paperwork to no avail. The vendors we currently use for tires do have the State Bid and do not make us do the paperwork. The Sheriff feels that if the business wants to obtain State Bid pricing, it is up to the business to do the paperwork. The Committee agreed with his assessment.

Chief Deputy Putzke reported on different cases that occurred in the County since the last meeting.

Coroner Strey reported on the recent death of a baby due to whooping cough.

POLICIES AND PROCEDURES

Motion/Second (Schubert/Zelenski) to approve the Sheriff's Office Policies on Mandatory Reporting (Juvenile), number 100.50.0 and on Carry Concealed Weapon (Law) number 200.15.0. with changes as proposed by the County insurance carrier. All Ayes. Motion carried

TRAINING

Requests for training from the Sheriff's Office, Clerk of Circuit Court, Child Support Agency, Register in Probate, and District Attorney's Office were included in the packet for the February 8, 2012 meeting. *Motion/Second (Schubert/Zelenski)* to approve the training requests as submitted. All Ayes. Motion carried

COMMITTED/ASSIGNED FUNDS

Requests for Committed, Assigned, and Restricted Funds from the Sheriff's Office, were presented. *Motion/Second (Schubert/Zelenski)* to approve the Committed, Assigned, and Restricted Funds requests as submitted and forward them on to the Finance Committee, including the request for assigned funds for juvenile board. All Ayes. Motion Carried. Requests for Committed and/or Assigned Funds from the Clerk of Circuit Courts, Circuit Court-Probate and District Attorney's Office were included in the packet. Judge Slate asked for a correction on his request. He only wishes to have the \$15,881.24 from the Courtroom upgrade funds added to the Committed Funds, not the carry-over from Attorney Fees. *Motion/Second (Schubert/Zelenski)* to approve the Committed and/or Assigned Funds requests as submitted, with the exception that in the Circuit Court Probate request, only the funds from the Courtroom Upgrade account be transferred to Committed funds, and that all requests be forwarded on to the Finance Committee. All Ayes. Motion Carried.

RECIDIVISM REDUCTION PROGRAM BUDGET ADJUSTMENTS

The Sheriff's Office presented budget adjustments in the total sum of \$69,595.55 for 2011 and \$75,000.54 for 2012 for grant monies received or committed from the State of Wisconsin Becky Young funding program for 100% reimbursement of expenses incurred in the Inmate Recidivism Reduction Program. *Motion/Second (Schubert/Zelenski)* to approve the Budget Adjustment requests and forward them on to the Finance Committee. All Ayes. Motion Carried.

EXPENSE AND REVENUE MONTHLY REPORTS

Motion/Second (Schubert/Zelenski) to approve the Expense and Revenue Monthly Reports. All Ayes. Motion carried.

RESOLUTIONS/ORDINANCES

None

ANNUAL REPORTS

2011 Annual reports were included in the packet from Emergency Management, Child Support, Clerk of Circuit Court, Register in Probate, and the Sheriff's Office. Supervisor Schubert complimented the Departments on the fine job they did putting the reports together. All of the annual reports that were received were approved and will be included in the February County Board packet.

MONTHLY SHERIFF REPORTS

The monthly Sheriff's Office reports were presented. *Motion/Second (Zelenski/Schubert)* to approve the Expense and Revenue Monthly Reports. All Ayes. Motion carried.

OUT OF STATE TRAVEL - SHERIFF

The Sheriff presented a written request to attend the annual National Sheriff's Convention in Nashville in June. He is a board member on the for the National Sheriff's Institute on Education and Training. *Motion/Second (Schubert/Zelenski)* to approve that the Sheriff attend the National Sheriff's Convention and that the letter be presented at the February County Board meeting. All Ayes. Motion carried.

MONTHLY VOUCHERS

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

Child Support: \$ 100.00 for 2011; \$894.45 for 2012
Clerk of Courts: \$ 6,648.20 for 2011; \$764.55 for 2012
Coroner: \$ 158.18 for 2011; \$3,585.49 for 2012
District Attorney: \$ 11,942.36 for 2012
Emergency Management \$ 0
Judge-Circuit Court: \$ 774.52 for 2011
Sheriff's Office: \$ 61,763.26 for a combination of 2011 and 2012

Motion/Second (Schubert/Zelenski) to approve all the above claims. All Ayes, Motion carried.

COMMITTEE DISCUSSION

None.

FUTURE AGENDA ITEMS FOR ACTION & DISCUSSION

Copier for Judge's Office

NEXT MEETING DATE

Next regular meeting set for Wednesday March 14, 2012 at 4:30 p.m. in the County Board Room of the County Justice Center, 571 County Road A, Green Lake.

CLOSED SESSION

Motion/second (Zelenski/Zelenski) to move into closed session per ss. 19.85(1) (c) Personnel matters. Roll call vote: Zelenski – Aye, Schubert-Aye; Thom-Aye. All Ayes. No Nays. Motion carried. Moved into closed session at 5:23 p.m.

RESUME OPEN SESSION

Motion/second (Schubert/Zelenski) to move into open session Roll call vote: Zelenski – Aye; Schubert-Aye; Thom-Aye. All Ayes. No Nays. Motion carried. Moved into open session at 5:30 p.m.

ANNOUNCE FINDINGS OF CLOSED SESSION

Motion/second (Schubert/Zelenski) to accept the evaluations for Ray Colhouer and Kelli Monsivais as presented and have them placed in their personnel files. All Ayes. Motion Carried.

JAIL MEAL/TOUR

The Committee and a few others present were served their annual jail meal in accordance with DOC regulations. The meal met with the approval of the Committee. The Committee thought the food to be very suitable in taste and in portion size.

ADJOURN

Motion/Second (Schubert/Zelenski) to adjourn. All Ayes. Motion carried. Meeting adjourned at 6:48 p.m.

Respectfully submitted,

Lori Evans, Administrative Assistant to the Sheriff