

# Original Post Date: 06/06/2019

# Amended\* Post Date:

# The following documents are included in the packet for the Judicial Law Enforcement Committee on June 12, 2019:

- 1) Agenda
- 2) Minutes from 05/8/19
- 3) Correspondence
- 4) Monthly Reports from:
  - a. Clerk of Courts
  - b. Emergency Management
  - c. Sheriff's Office
- 5) Budget Adjustments
- 6) Sheriff Monthly Reports



# JUDICIAL/LAW ENFORCEMENT AND EMERGENCY MANAGEMENT COMMITTEE

Judicial/L	aw Enforcement and Emergency Management Committee
	Meeting Notice
	Date: June 12, 2019 Time: 10:30 AM
	Green Lake County Government Center,
Coi	unty Board Room, 571 County Rd A, Green Lake WI
	AGENDA
Committee	1. Call to Order
Members	2. Certification of Open Meeting Law
Wiember 5	3. Pledge of Allegiance
Larry Jenkins, Chair	4. Agenda
Sue Wendt, Vice-Chair	5. Minutes: 05/08/2019
Peter Wallace	6. Public Comments 3 Min Limit
Kathy Morris	7. Correspondence
Keith Hess	8. Purchase Requests
	9. Credit Card Approval
Lori Evans, Secretary	10. Judicial Assistant
	11. Resolutions/Ordinances
	12. Department Related Reports
	Clerk of Courts
	Circuit Court/Register in Probate
	District Attorney
	• Coroner
	Emergency Management
	Sheriff's Office
	13. Budget Adjustments/Line Item Transfers
	14. Monthly Sheriff Reports
	15. Expense & Revenue Monthly Reports
	16. Lexipol Law Enforcement Policy and Procedure
	17. Jail Tour and Meal
	18. Future Meeting Dates:
	• Regular Meeting July 10, 2019, at 10:30 am
	August Meeting Time
	19. Future Agenda items for action & discussion:
	20. Adjourn
Kindly arrange to be pre	sent, 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

#### 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.

Judicial/Law Enforcement

#### 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/Law Enforcement

May 8, 2019

#### 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.

Judicial/Law Enforcement

#### 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

May 8, 2019

Bonnie Baerwald, MPA, CPA, President



May 14, 2019

To: Sgt. Jeff Kiener Green Lake County Sheriff's Office 571 County Rd. A Green Lake, WI 54941

From: Jeff Gruss 235 N. National Ave. Fond du Lac, WI 54935

Sgt. Keiner,

I would like to take time to thank you and your agency for providing an internship experience for Mclain Wheeler this past semester. With everyone being busy and doing more with less, it is greatly appreciated that you and your staff are able to offer our students an invaluable experience in the field. Our students perceive the internship as one of the most valuable aspects of their educational experience. Without your help and willingness to work with our students, we would not be able to provide the quality education we do in our program.

The comments from our students are testament to the professionalism of you, your staff, and your agency. The students enjoy the experience and the variety you are able to offer them at the Green Lake County Sheriff's Office.

Best wishes for a happy and safe summer.

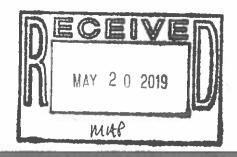
I look forward to working with you again and hope you will be open to accepting more interns in the future.

Thank you!

Sincerely,

Afen 7. Mun

Jeff Gruss



#### imagine what's next

morainepark.edu

235 North National Avenue, PO Box 1940, Fond du Lac, WI 54936-1940 Phone 920-922-8611 700 Gouid Street, Beaver Dam, WI 53916-1994 Phone 920 887-1101 2151 North Main Street, West Bend, WI 53090-1598 Phone 262-334-3413 Moraine Park Technical College does not discriminate on the basis of race, color, national origin, sex, disability or age in employment, admissions or its programs or activities. The following person has been designated to handle inquiries regarding the College's nondiscrimination policies: Equal Opportunity Officer, Moraine Park Technical College, 235 North National Avenue, PO Box 1940, Fond du Lac, WI 54936-1940, 920-924-6355 or 920-924-3495.

#### Evans, Lori

From: Sent: To: Cc: Subject: Attachments: Putzke, Mark Monday, May 13, 2019 2:21 PM Evans, Lori Podoll, Mark FW: Cross Roads Photos DJI\_0017.JPG; DJI\_0021.JPG; DJI\_0014.JPG

Lori –

For Committee in June.

The Green Lake County Sheriff's Office, along with other local emergency services and businesses, participated in Cross Roads Market "Parking Lot Party", Saturday, May 11 – a community event. This overhead image was from the Sheriff's Office Drone with Master Pilot Masters conducting the flight.

Mark P. Putzke Chief Deputy Sheriff Green Lake County Sheriff's Office

From: Masters, Ben <br/>
bmasters@co.green-lake.wi.us><br/>
Sent: Monday, May 13, 2019 2:06 PM<br/>
To: Putzke, Mark <mputzke@co.green-lake.wi.us><br/>
Subject: FW: Cross Roads Photos

From: Ward, Josh <<u>jward@co.green-lake.wi.us</u>> Sent: Monday, May 13, 2019 9:52 AM To: Masters, Ben <<u>bmasters@co.green-lake.wi.us</u>> Subject: Cross Roads Photos

Here are the cross roads demo photos









Green Lake County Clerk of Circuit Court

571 County Road A, Green Lake, WI 54941 920-294-4142

AMY S. THOMA Clerk of Circuit Court

June 5, 2019

Judicial/Law Enforcement Committee 571 County Road A Green Lake, WI 54941

RE: Department Update

Dear Committee Members:

Two jury trials were held in the month of May. The first trial was a civil trial with charges of OWI first offense and Operate Left of Center Line. A verdict was reached on both of these charges. The second trial was felony trial with charges of possession of THC, Cocaine and Drug Paraphernalia. The defendant in this trial accepted a plea on the morning of the trial.

Case Type	
Criminal Felony	12
Criminal Misdemeanor	10
Criminal Traffic	11
Traffic	120
Forfeiture	8
Juvenile Ordinance	0
Civil	13
Complex Forfeiture	0
Small Claims	32
Family	11
Paternity	1

#### NUMBER OF CASES FILED SINCE MAY 7, 2019

If you should have any questions, please do not hesitate to contact me.

Very truly yours,

Amy S. Thoma Clerk of Circuit Court



### GREEN LAKE COUNTY OFFICE OF EMERGENCY MANAGEMENT

Gary V. Podoll Director

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

**DATE:** June 5, 2019

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

FROM: Gary V. Podoll, Emergency Management Director

- SUBJECT: Monthly Report
- 1. I am working on the Full Scale Exercise that is scheduled for August 14, 2019.
- 2. I have been attending state meetings in regards to the 2019 Plan of Work Grant and also the changes in the 2020 Plan of Work Grant.

Please, if you have any questions you can contact me at 920-290-2275.

Sincerely,

Gary V. Podoll Emergency Management Director Green Lake County



June 6, 2019

To Judicial and Law Enforcement Committee Members,

GLSO Events for March

- May 18, Deputy Staff responded with Berlin PD to a man with a gun call in Kwik Trip, Berlin. The man was intoxicated and had a stab wound from an earlier altercation. After an intense conversation with law enforcement, the man gave up the gun and was taken into custody without incident.
- 2) May 19, Deputy Staff responded to Kingston and used Narcan to save an overdose victim. CPR was performed by an adult female on scene using training and programming supplied by the E911 Communications Center. Once medically cleared after a 14 hour observation at the hospital, the man was arrested for felony bail jumping, possession of drugs/paraphernalia, and a Probation Hold.
- 3) May 21, major road construction begins on Sth.49 between Berlin and Green Lake. Sheriff's Patrol and the Wisconsin State Patrol have stepped up enforcement on CTH A, CTH F, and Forest Ridge Rd. in response to alternative route travel.
- 4) May 23, Truck versus mailbox crash, witnessed, on Tulleta Hill Rd. This crash resulted in the arrest of an OWI 2<sup>nd</sup> subject. This occurred at 7:33am upon this day.
- 5) May 31, citizen reports a driving altercation where one man pointed a gun at another while at the Wayside Repair and Restaurant in Manchester. The suspect vehicle was located, no gun was found, and the operator was arrested for OWI 3<sup>rd</sup>. This occurred at 7:16am.
- 6) May 31, citizen reports that a windsurfer may be in distress on Big Green Lake. Before the Sheriff's Patrol Boat could be launched, the subject was found and made safe.
- 7) The Sheriff's Patrol Boat has been working Big Green Lake primarily on weekends. Citations and warnings are being issued mostly for safety based violations.

See you at the meeting,

Mark A. Podoll, Sheriff

## GREEN LAKE COUNTY Notice of Budgetary Adjustment

#### Unanticipated Revenue or Expense Increase or Decrease Not Budgeted

Date:	June 5, 2019
Department:	Sheriff
Amount:	\$3,520.00
Budget Year Amended:	2019

Source of Increase / Decrease and affect on Program:

(If needed attached separate brief explanation.)

Every other year our training budget increases approximately \$3,500 due to mandated. This year it was \$3520.

CPR/FIT/Hearing Testing. We budgeted for this in 2019, however our budget was reduced from

\$16,592 to \$10,000, which was insufficient to cover the CPR, etc. training costs. We were able to carry

over \$994.99 which we are asking to be transferred to the Staff Development account. We are asking

that the balance come out of contingency.

**Revenue Budget Lines Amended:** 

Account #	Account Name	Current Budget	Budget Adjustment	Final Bud	lget
				\$	-
				\$	-
				\$	-
				\$	-
Total Adjustment	· · · · · · · · · · · · · · · · · · ·		s -		

Total Adjustment

#### **Expenditure Budget Lines Amended:**

Account #	Account Name	Cu	rrent Budget	Budg	et Adjustment	F	inal Budget
19-101-09-52100-999-012	Carry-over Sheriff's Office	\$	3,711.61	\$	(994.99)	\$	2,716.62
19-100-09-52100-307-000	Staff Development	\$	10,000.00	\$	3,520.00	\$	13,520.00
19-101-00-58000-000-000	Contingency	\$	339,771.06	\$	(2,525.01)	\$	337,246.05
						\$	-
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						\$	•
Total Adjustment		-		C			

Total Adjustment

Department Head Approval: \_\_\_\_\_ Mark A. Podoll June 5, 2019

#### 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:

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Putzke	40	54,236	54,731	55,204	55,962	56,513							
Hoerig	41	12,780	14,680	17)594	20,823	23,480							
Kuklinski	43	117,800	120,200	121,850	124,910	127,100							
Colhouer	45	9,525	11,870	14,444	16,503	17,260		_	~				
Hanson	46	7,548	9,219	12,462	14,952	15,981							
Ward	47	24,307	25,855	26/609	27,061	27,969					-		=:
Young	49	185,492	187,397	189,006	190,252	190,962							
Cody	51	18,054	19,364	21/041	21,849	23,923						-	-
Holdorf	52	16,556	16,895	17,430	18,000	18,660							
Kiener	23	46,960	48,108	49/341	51,182	53,600					-		
Manning	54	17,725	18,830	19,975	21,322	24,125							
Schroeder	56	170,981	173,113	175/301	177,839	180,851		_	÷		-		-
Majeskie	57	154,000	156,971	156,950	158,751	159,000							
Weiner	58	137,880	140,421	140/942	141,254	143,430					-		-
Podoli	60	15,925	17,254	19,193	21,039	23,133							
Preuss	61	9,125	12,332	14}780	18,180	20,301				-		-	
Vande Kolk	62	12,460	15,383	18,391	20,140	23,263							
Prachel	64	162,882	164,951	166,632	168,660	171,080				-			-
Dodge Trans Van	96	85,651	87,929	90,558	91,941	92,707							
<b>CTU Ford Transit</b>		1,589	1,607	1,641	1,682	1,782						-	-
Spare Squad		209,628	211,212	211,212	211,843	211,843							
Chevy Impala		157,901	157,901	157,901	157,901	157,901				-	-	-	

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	Avg/Office.	217		43	
	Total	2797		220	
	Young	214		43	
	Weiner	107		21	
	Vande Kolk	250		60	
	Schroeder	237		47	
	Preuss	209		42	
	Prachel	318		64	
	Manning	170		34	
ļ	Majeskie	A A A		69	1
	Kuklinski	211		CP	
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571 County Road A · · · · 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 May 2019

Deputy contacts for this month	757
Types of Contacts this month	Number of Contacts
Medical Emergency	35
Agency Assistance, Mutual Aid	32
Citizen Assist	30
911 Follow up	25
K9 Assist	23
Adult Transport	20
Car/Deer Accident	18
Animal Problem	17
Lockout	14
Records Check	11
Alarm	10
Suspicious Person/Circumstance	10
Traffic Accident w/Damage	8
Traffic Violation	8
Traffic Hazard	7
OWI Alcohol	6
Noise Complaint	5
Vandalism	5
Welfare Check	5
Agency Assist Person Charged	4
Controlled Substance Problem	4
Theft	4
Traffic Patrol Requested	4
Traffic Misc	4
Dead Body	3
Emp Check	3
Fire	3



#### Types of Contacts this month continued

Found Property	3
Fraud	3
Harassment	3
Information Report	3
Jail Incident	3
K9 Presentation	3
Scam	3
Trespassing	3
Boat Complaint	2
Citizen Dispute	2
Domestic Situation	2
Drugs-Agency Assist	2
K9 School Search	2
Traffic Accident w/ Injuries	2
Weapon Offense	2
Bail Jumping	1
Cancel Call	1
Computer Forensics	1
Custodial Interference	1
Disturbance	1
Gas Drive Off	1
Int Crimes Against Children	1
Juvenile Transport	1
Open Door	1
Drugged Driving	1
Resisting/Interfering/Officer	1
Stalking	1
Violation of Court Orders	1
	1

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	Calumer Co	Days	Safekeepers	119	160	153	215	259									906	181
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ADP- Average daily population

Huber- Sentenced inmate, work release + Sent/Huber from other county

Huber Income- Amount paid by Huber and CAM inmates for the month

Female- Average number of females held that month

Lockdown- Number of inmates held that month that are not working Huber's

Meals- Number of meals + bag lunches served that month

EMP- Number of inmates on electronic monitoring

GL Inmates Transferred- Inmate serving in other county + Sent/Huber serv. out of county

Safekeepers - Holding for another county

Safekeeper days - the number of cumulative days that month for all Safekeepers for that county

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**GREEN LAKE COUNTY JAIL MONTHLY STATISICS** 



571 County Road A Green Lake, WI 54941-0586 Ph. 920-294-4000 · Fax. 920-294-3850 3 3 2 2

#### Sheriff's Office Judicial/Law Enforcement Committee Report for the Month of May 2019 Correctional Facility

Average Daily Population in the Jail for this month 64

#### Inmates in custody for (some inmates have more than one charge)

Charge	Number of Charges						
Probation/Parole	14						
Warrants	6						
DUI	4						
Traffic Offense	4						
Assault	3						
ES Sanction Hold	3						
Obstructing	3						
Communications Offense	2						
Disorderly Conduct	2						
Disorderly Conduct	2						
Destruct/Damage/Vandalize	1						
Drug related	1						
Pornography/Obscene Material	1						
Resisting/Interfering w/Police	1						
Theft	1						
Threatening	1						
Trespass of Real Property	1						