



GREEN LAKE COUNTY

571 County Road A, Green Lake, WI 54941

Original Post Date: 10/4/19

Amended* Post Date:

**The following documents are included in the packet for the
Judicial Law Committee on October 9, 2019:**

- 1) Amended Agenda
- 2) Minutes from 09/11/19
- 3) Correspondence
- 4) Register in Probate Job Description
- 5) Resolution Relating to Creating Full-time Communications Office
Position in the Sheriff's Office
- 6) Department Related Reports
 - a. Clerk of Courts
 - b. Circuit Court
 - c. Emergency Management
 - d. Sheriff's Office
- 7) Monthly Sheriff Reports



JUDICIAL/LAW ENFORCEMENT AND EMERGENCY MANAGEMENT COMMITTEE

Judicial/Law Enforcement and Emergency Management Committee

Meeting Notice

Date: October 9, 2019 Time: 10:30 AM
Green Lake County Government Center,
County Board Room, 571 County Rd A, Green Lake WI

Amended AGENDA*

Committee Members

Larry Jenkins, Chair
Sue Wendt, Vice-Chair
Peter Wallace
Kathy Morris
Keith Hess

Lori Evans, Secretary

1. Call to Order
2. Certification of Open Meeting Law
3. Pledge of Allegiance
4. Minutes: 09/11/2019
5. Public Comments 3 Min Limit
6. Correspondence
 - *Berlin Boat Club
 - *Thank You for Welfare Check
7. *Register in Probate Job Position
8. *Resolutions
 - *Relating to Creating a Full-time Communications Officer Position in the Sheriff's Office
9. 2020 Budget
10. Department Related Reports
 - Clerk of Courts
 - Circuit Court/Register in Probate
 - District Attorney
 - Coroner
 - Emergency Management
 - Sheriff's Office
11. Monthly Sheriff Reports
12. Expense & Revenue Monthly Reports
13. Lexipol Policies and Procedures
14. Future Meeting Dates:
 - Regular Meeting November 13, 2019, at 10:30AM
15. Future Agenda items for action & discussion:
16. 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

September 11, 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 September 11, 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
Keith Hess
Kathy Morris

Others Present:

Sheriff Mark Podoll
Lori Evans, Admin. Ass't to Sheriff
Gary Podoll – Emergency Management
Amy Thoma – Clerk of Circuit Court
Mitzi Putzke-DA's Office
John Arenz
Austin Baker

Coroner John Willett
Dawn Klockow – Corp. Counsel
Chief Deputy Mark Putzke
Tony Daley, Berlin Journal
Deputy Matt Vande Kolk
Taylor Harmsen

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited by the group.

MINUTES

Motion/Second (Hess/Wendt) to approve the minutes of the August 14, 2019 meeting as presented. No negative votes. Motion carried.

PUBLIC COMMENTS

None.

CORRESPONDENCE

Thank you to Sheriff's Office for tour and K-9 program from Taylor Pflum.
Article – Missing woman found by Green Lake County Drone.
2019 Green Lake County Jail Inspection report-No violations of Administrative Code.
Donation from the Green Lake Campground to the K-9 unit and appreciation letter to the Sheriff's Office for demonstrations performed.

PRESENTATION OF CHALLENGE COINS

Challenge Coins were presented to the following:
Taylor Harmsen, Austin Baker and John Arenz for their assistance in a boat rescue on June 27, 2019, that potentially saved a man's life.

CREDIT CARD APPROVAL REQUEST FOR COUNTY CORONER

Coroner John Willett presented a Request for Credit Card Approval for himself as Coroner.
Motion/Second (Hess/Wallace) to approve the Request for Credit Card Approval as presented. No negative votes. Motion carried.

2020 BUDGET

Sheriff Podoll and Lori Evans presented the Sheriff's Office 2020 Budget.

DEPARTMENT RELATED REPORTS

Written reports were included in the packet from the Sheriff, Clerk of Circuit Court and Emergency Management. They were reviewed and filed.

The following gave some statistics and also reports regarding what happened in their offices since the last meeting.

Amy Thoma Clerk of Courts
Coroner Willett
Mitzi Putzke – DA's Office
Gary Podoll – Emergency Government
Sheriff Mark Podoll

MONTHLY SHERIFF REPORTS

The August 2019 monthly Sheriff's reports were reviewed and filed.

EXPENSE AND REVENUE MONTHLY REPORTS

The August 2019 monthly expense and revenue reports were reviewed and filed.

BUDGET ADJUSTMENT

Gary Podoll, Emergency Management Director presented a budget adjustment for a New State Hazmat Equipment Grant that he received in the sum of \$7,476.00. He needed to create both a revenue account and an expenditure account for the grant.

Motion/Second (Hess/Wallace) to approve the Budget adjustment as presented. No negative votes. Motion carried

AMENDING AGENDAS

The Committee approved that the packets can be e-mailed out on Fridays. If the agenda needs to be amended after that, if it's not an emergency it can be done up to 24 hours before the meeting.

LEXIPOL

Policies and procedures are created by the Sheriff and given to the Committee for input and review. No motions are required to approve them. The Chief Deputy presented the following Lexipol policies:
464 – Homeless Persons

FUTURE MEETING DATE AND AGENDA ITEMS

The next regular meeting is set for October 9, 2019 at 10:30 a.m. in the County Board Room of the County Justice Center, 571 County Road A, Green Lake.

ADJOURN


Motion/Second (Hess/Wendt) to adjourn. All Ayes. Motion carried.
Meeting adjourned at 11:16 a.m.
Respectfully submitted,
Lori Evans, Administrative Assistant to the Sheriff

Glenn Hameister
Richard Schramer
Berlin Boat Club
Don Peck *Jeff Weir*
Phyllis Kratzer *Josh Nigbor*
Wayne Weckwerth
Sandra Cartmill

Mark,

The Board and Members of the Berlin Boat Club appreciates your kind donation and support of the 2019 Corn Roast Fundraiser. Your generosity enables the BBC to raise the money needed for continued maintenance and operation of the Eureka lock on the Fox River. The BBC works to make Berlin a destination accessible by all watercraft in a safe and fun manner.

We look forward to your support and participation in the 2020 event, planned for August 7th and 8th! Thank You. The Berlin Boat Club


 Ronald Harke
 Commodore

Thank-you for all your help.

Board Members: Rear Commodore: Dave Peck
 V-Commodore: Richard Schramer, Secretary: Sandra Cartmill,
 Treasurer: Glenn Hameister, Directors: Jeff Weir,
 Phyllis Kratzer, Josh Nigbor, Wayne Weckwerth

Evans, Lori

From: Evans, Lori
Sent: Friday, September 27, 2019 9:36 AM
To: Evans, Lori
Subject: FW: Kevin

Chief,

This was reference case #1929, the welfare check involving an intoxicated male who took off into the woods.

#61

From: xxxxx
Sent: Tuesday, September 24, 2019 5:40 PM
To: Preuss, Jason <jpreuss@co.green-lake.wi.us>
Subject: Re: xxxxxx

Thank you for everything, your conversation helped us so much. He is in rehab in a great facility in Oconomowoc. Everything that all of you guys did to help us that day was great. Our friends and family also commented how professional and kind you were. From the start of the incident to the end. I believe your kindness that day helped him to finally make the right decision.

Thanks
xxxx

Sent from my iPhone

On Sep 24, 2019, at 3:51 PM, Preuss, Jason <jpreuss@co.green-lake.wi.us> wrote:

XXX,

Just checking in to see how things are going since I was out to the house last week. I hope XXX is able to get the help he needs.

If either of you need anything from us please reach out.

Take Care,

Jason H. Preuss
Deputy Sheriff
Green Lake County Sheriff's Office
571 CTH A
Green Lake, WI 54941
(920) 294-4000-office
(920) 294-3850-fax
jpreuss@co.green-lake.wi.us

GREEN LAKE COUNTY POSITION DESCRIPTION

TITLE: Register in Probate

DEPARTMENT: Register in Probate

LOCATION: Courthouse

REPORTS TO: Judge

PURPOSE OF POSITION: Acts as a court official in the capacity of Probate Registrar, Register in Probate and Probate Court Commissioner as specified by Wisconsin statutes to ensure effective administration of the probate process, guardianships and civil mental commitments.

Perform the duties of the Clerk of Juvenile Court as specified by Wisconsin statutes as it relates to; adoptions, termination of parental rights, juvenile delinquencies, children in need of protection or services (CHIPS) and juveniles in need of protection or services (JIPS).

FUNDAMENTAL JOB DUTIES AND RESPONSIBILITIES: *(Illustrative, not inclusive)*

- File and keep all papers properly deposited unless required to transmit such papers.
- Keep a court record of every proceeding in the court under ch. 54 and 851 to 879 under its proper title, a brief statement of the nature of the proceeding and of all papers filed therein, with the date of filing and a reference to where minute records can be found so that the court record is a complete index or brief history of each proceeding from beginning to final disposition.
- Keep a minute record and enter therein a brief statement of all proceedings of the court under chs. 54 and 851 to 879 during its sessions, all motions made and by whom, all orders granted in open court or otherwise, and the names of all witnesses sworn or examined.
- Keep an alphabetical index to the court record and the file containing the original documents or microfilm, optical disk, or electronic copies thereof.
- Perform any administrative duties as the judge directs.
- Perform the duties of clerk of the court assigned to exercise jurisdiction under ch. 48 and 938
- If appointed deputy clerk under s. 851.75, perform such duties as the clerk of circuit court directs.
- Submit a monthly report to the department of health services of the deadlines for filing claims against estates set under s. 859.01 during that month in the register's county. The report shall be filed in a form and manner that may be prescribed by the department of health services.
- Annually submit to the chief judge of the judicial administrative district the statement required under s. 55.18 (5) regarding the completion of annual reviews of protective placement orders under s. 55.18 (1).
- Make orders for hearings when the judge is away from the county seat or unable to discharge duties or when given authority in writing by the judge and an application is

made to the court in a proceeding under chs. 54 and 851 to 879 requiring notice of hearing.

- Certify copies of papers, records and judicial proceedings.
- Administer any oath required by law.
- Shall have the duties and powers of a circuit court commissioner assigned to assist in probate matters and shall act in that capacity when designated to do so by the judge.
- To accept or deny the petition for administration, sign orders, and grant domiciliary letters; to admit and order uncontested wills to probate; to grant domiciliary letters to estate administrators and issue letters of trust in cases where the will establishes a trust;
- Oversees financial operations, including billings, collections of statutory and court ordered financial obligations and monitoring collection efforts.
- Submit an annual report to the Supervisors of Green Lake County
- Perform the duties of the Judicial Assistant as needed.
- As a Department Head deal with the County Board and its committees.
- Prepare and administer the annual budget for the office of Register in Probate and Probate Registrar.
- Supervise all Deputy Register in Probate and Probate Registrars, including part-time or temporary employees of the office, in the performance of their duties, work schedules and discipline.

PHYSICAL DEMANDS OF ESSENTIAL FUNCTIONS:

Approximately 90% 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 performed about 10% of the time. Other actions may be required in unusual or non-regular situations. Most work is performed in a sedentary position. Ability to function primarily in situations encountered in a normal office setting.

WORKING CONDITIONS: 95% ~~99%~~ of the time will be inside in a climate controlled building and will involve contact with Green Lake County employees, attorneys, physicians and the general public. 5% ~~1%~~ of the time could be spent attending training sessions.

Work hours may vary depending upon the Court's calendar.

EQUIPMENT USED WHILE PERFORMING ESSENTIAL FUNCTIONS: General office equipment to include personal computer and printer, calculator, copy machine, fax machine, dictation equipment and telephone.

ESSENTIAL SKILLS & ABILITIES

- Detailed knowledge of legal case management principles and standards; working knowledge of laws, regulations and procedures applicable to all types of court cases.
- Ability to make discretionary, independent decisions under stressful circumstances.
- To show initiative and the ability to work independently without supervision
- The ability to prioritize duties based upon time limitations, emergency procedures and complexity of cases.
- Ability to clerk numerous hearings and effectively complete model record keeping.
- Possess excellent writing, listening, and communication skills.

- Ability to establish and maintain effective working relationships with various officials, agencies, media and individuals that work with the department; ability to communicate effectively with attorneys and the general public, both orally and in writing
- Ability to maintain a high level of discretion, confidentiality and integrity
- Knowledge of accounting principles and maintenance of accurate financial records for court-ordered fees and payment plans, as well as the filing of judgments and tax intercepts for the collection of delinquent fees
- Prepare reports to State/Vital Statistics Department on adoptions and termination of parental rights; prepare Annual Report of Actual Costs annually for the Director of State Courts; prepare quarterly reports for the State Public Defender's office
- Ability to; independently prepare correspondence; use a variety of computer programs and word processing software;
- Ability to type.
- Ability and willingness to assist the public in genealogy inquiries/searches
- Learn and fully utilize the capabilities of the CCAP software.
- Ability to train the Judicial Assistant and handle the duties when necessary

QUALIFICATIONS REQUIRED: Graduation from high school, with any combination of education, skill and experience that provides the necessary knowledge, skills and abilities, as determined by the Circuit Court Judge.

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. The County retains and reserves any and all rights to change, modify, amend, add to or delete from any sections of this document as it deems in its judgment to be proper.

September 2019

RESOLUTION NUMBER -2019

**Relating to Creating a Full-time
Communications Officer Position in the Sheriff's Office**

The County Board of Supervisors of Green Lake County, Green Lake, Wisconsin, duly assembled at its regular meeting on this 17th day of December 2019, does resolve as follows:

- 1 **WHEREAS**, since 2017, the average overtime expenditure in the Communications
- 2 Center is just under \$100,000 per year, and
- 3 Fiscal note is attached.
- 4 Majority vote is needed to pass.

Approved by Personnel Committee

Disapproved by Personnel Committee

Roll Call on Resolution No. -2019

Submitted by Judicial/Law
Enforcement Committee:

Ayes , Nays , Absent , Abstain

Passed and Adopted/Rejected this 17th
the day of December, 2019.

Larry Jenkins, Chair

Sue Wendt, Vice-chair

County Board Chairman

Kathy Morris

ATTEST: County Clerk
Approve as to Form:

Keith Hess

Corporation Counsel

Peter Wallace

5 **WHEREAS**, current Communications Officers are working significant overtime hours to
6 provide coverage in the Sheriff's Communications Center, and,

7 **WHEREAS**, creating another Communication Officer position will enable the Sheriff's
8 Department much needed flexibility in scheduling, to reduce the overtime hours in the
9 Communications Center and help retain current staff.

10 **NOW THEREFORE BE IT RESOLVED** that the Green Lake County Board of
11 Supervisors creates a position of one full-time Communications Officer commencing on
12 April 1, 2020, using budgeted communications center overtime funds to cover the costs
13 of the new position.

14 **FISCAL NOTE:**

GREEN LAKE COUNTY SHERIFF'S OFFICE FISCAL IMPACT STATEMENT 2020									
FULL-TIME COMMUNICATIONS OFFICER									
COMMENCING ON OR ABOUT APRIL 1, 2020									
JOB TITLE	RATE	HOURS	ANNUAL SALARY	R-employer	SOCIAL SECURITY	HEALTH	LIFE	TOTAL FRINGE	TOTAL
Communications Officer/Clerk	22.96	1560	35,817.60	2,417.69	2,740.05	15,107.00	38.40	20,303.13	56,120.73
Communications OT			49,056.60	3,311.32	3,752.83			7,064.15	56,120.75

GREEN LAKE COUNTY JOB DESCRIPTION

TITLE: COMMUNICATIONS OFFICER

DEPARTMENT: GREEN LAKE COUNTY SHERIFF'S OFFICE

LOCATION: GOVERNMENT CENTER

SUPERVISOR: COMMUNICATIONS ADMINISTRATOR

SUMMARY:

Under the supervision of the Communications Administrator responds to incoming and out-going emergency and non-emergency calls and ensures that every call receives proper response and proper priority in relation to current and on-going activities of the communication center, working a schedule in accordance with the needs of the Sheriff's Office.

DUTIES AND RESPONSIBILITIES: (ILLUSTRATIVE AND NOT INCLUSIVE)

- Answers 911 emergency calls, dispatching appropriate police, fire, medical or other emergency units; answers non-emergency calls, and provides information
- Logs and maintains radio and telephone communications.
- Operates and maintains telecommunications system with mobile patrols and other agencies, keeping track of squads' out-of-service and in-service calls and other required radio transactions.
- Attends to status of each Sheriff's Office, police department, fire department and emergency medical service on-duty vehicles; pages and dispatches emergency personnel; enters calls for service and assigns officers to cases.
- Maintains warrant, missing persons and stolen property files; performs data entry; operates TIME system to enter and obtain driver information, vehicle registration, warrants, etc., providing information to officers.
- Monitors surveillance cameras; and monitors fire annunciator alarm panel.
- Performs other duties, as assigned.

SKILLS AND ABILITIES:

- Ability to establish and maintain effective working relationships with various officials, agencies, co-workers and the general public on a daily basis in a positive manner.
- Ability to communicate effectively orally and in writing in English.
- Ability to understand, retain and follow written oral instruction in English.
- Thorough knowledge of the operations and requirements of a Communications Center to ensure efficient and effective operation at all times.

- Ability to react quickly, efficiently and calmly in an emergency situation and adopt an effective course of action.
- Ability to maintain a high level of confidentiality in all aspects of job functions.
- Working knowledge of County and Sheriff's Office rules, policies and procedures with the ability and skill to apply them to various situations.
- Considerable knowledge of police communication methods and techniques.
- Ability to summarize calls and communicate essential messages effectively;
- Ability and/or knowledge of county's geography and roadway system, including GIS system; ability to understand and apply knowledge of proper radio procedures and laws which govern radio operations.
- Proficient skill entering information into computer, ability to use computer software; ability to accurately type 40 wpm
- Ability to work semi-independently making sound decisions using good judgment; ability to budget time and schedule to efficiently complete tasks.
- Ability to act confidentially, performing assignments with accuracy, patience, tact, integrity, use of good discretion and courtesy; ability to exercise good judgment.
- Knowledge of criminal and civil law
- Ability to meet department standards of physical condition.
- Skill in the use of general office equipment including but not limited to: copy machine, computer terminal, internet, TIME System and all other software programs used by the Sheriff's Office, audio and video recording systems, fax machine, telephone, radio, paging, and alarm systems, and any other technical equipment or software as may be necessary.

QUALIFICATIONS:

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

EXPERIENCE / JOB KNOWLEDGE: Civil or military law enforcement work involving operation of communication/computer equipment OR any equivalent combination of education and experience that provides the necessary knowledge, skills and abilities. Visual acuity must be correctable to 20/20 Must obtain CPR, AED and Advanced TIME certifications within one year of hire.

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 occur 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.

Management's assignment of essential functions is not designed to limit the manner in which duties may be accomplished. Management shall comply with all applicable workplace laws and shall communicate with any employee with a disability to determine the availability of a reasonable accommodation(s) to allow the employee to perform the essential functions of the job.

ENVIRONMENTAL DEMANDS: 100% of the time will be inside and will involve contact with other workers and the general public.

This is a public service position. Employees are required to be courteous, cooperative, and respectful at all times with the public and clients. This includes establishing and maintaining courteous, cooperative, and respectful working relationships 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 provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability, or genetics. In addition to federal law requirements, Green Lake County complies with applicable state and local laws governing nondiscrimination in employment in every location in which the Green Lake County has facilities. This policy applies to all terms and conditions of employment.

June 2015



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

October 2, 2019

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

RE: Department Update

Dear Committee Members:

I will be unable to attend the meeting on October 9th as I will be attending the Clerk of Circuit Court conference.

My office has been busy printing and mailing out approximately 1,700 juror qualification questionnaires for the 2020 jury year. Each of the returned questionnaire are then manually entered into the system, with the exception of the few that are returned electronically. We will be sending a second mailing to those who have not completed the questionnaire in the next couple weeks.

NUMBER OF CASES FILED SINCE SEPTEMBER 4, 2019

Case Type	
Criminal Felony	8
Criminal Misdemeanor	7
Criminal Traffic	14
Traffic	117
Forfeiture	13
Juvenile Ordinance	1
Civil	12
Complex Forfeiture	0
Small Claims	27
Family	5
Paternity	1

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

Very truly yours,

Amy S. Thoma

Amy S. Thoma
Clerk of Circuit Court

AST



Green Lake County Circuit Court

571 County Road A, Green Lake, WI 54941 (920) 294-4044

October 3, 2019

MARK T. SLATE

Circuit Court Judge

Honorable Chairman Larry Jenkins
Judicial/ Law Enforcement and Emergency Management Committee
Green Lake County Courthouse
Green Lake, WI 54941

RE: Register in Probate

Dear Chair Jenkins:

This letter is to inform you that the current Register in Probate, Samantha Gerth, will be resigning from her position effective October 11, 2019. I will be accepting applications for the position in the near future and hopefully will have somebody in the position prior to the end of this year.

Because of this I would ask that his matter be placed on the next Judicial/Law Enforcement and Emergency Management Committee agenda so we can discuss the following issues:

1. I will be making some minor modifications to the job description and attached is a copy of those changes. The parts that were deleted were crossed out and those that are underlined were added.
2. Amy Thoma, the Clerk of Court, has agreed to assume the responsibilities of the Register in Probate until a new one is hired. She has done this previously. During that period of time she had received a weekly stipend which was the difference between the Register in Probate and Judicial Assistant payment. That comes to approximately \$5.46 an hour or \$218.40 per week. I would ask that this be approved during the period of time when she is the acting Register in Probate.
3. Prior to hiring the current Register in Probate there was a full time Register in Probate and full time Judicial Assistant. When Mrs. Gerth was appointed to the position of Register in Probate the Judicial Assistant position was not filled. However, I think it is worth noting that depending on what occurs in the future we may have to discuss whether or not the Judicial Assistant position needs to be filled.

Other than the resignation of the current Register in Probate, all things are running smoothly in the court system and as always should you have any questions or concerns please do not hesitate to contact me.

Very truly yours,

Mark T. Slate
Circuit Court Judge

MTS/scg
cc: County Administrator-Cathy Schmit



GREEN LAKE COUNTY
OFFICE OF EMERGENCY MANAGEMENT

Gary V. Podoll
Director

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

DATE: October 1, 2019

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

FROM: Gary V. Podoll, Emergency Management Director

SUBJECT: Monthly Report

1. I have submitted my 2019 Plan of Work Grant program information for the Grant Closeout.
2. I attended a meeting with the Green Lake School System, Green Lake Fire Chief and Green Lake Police Chief on September 24, 2019, going over Emergency Planning.
3. I have been helping the City of Princeton on their new siren setup. I met with Princeton City Officials and the Siren Company on September 23, 2019.
4. I attend the WEMA one day Conference in Stevens Point. There were presentations on the Managing the Jayme Closs search in Barron County and also the Husky Refinery Explosion that happened in Superior. Both were very interesting presentations.

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

Sincerely,

A handwritten signature in black ink that reads "Gary".

Gary V. Podoll
Emergency Management Director
Green Lake County



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

October 3, 2019

To Judicial and Law Enforcement Committee Members,
Re: Green Lake County Sheriff's Office events since the September meeting:

- Three Boat Calls in one day, Big Green – see attached Releases
- 09/26/19 – an adult male entered the Government Center with a marijuana pipe in his possession. An arrest referral was made.

See you at the meeting,

Mark A. Podoll, Sheriff

Sheriff Mark A. Podoll



Green Lake County

Sheriff

571 County Road A · PO Box 586 · Green Lake, WI 54941 · 920-294-4000

To: Media

From: Green Lake County Sheriff's Office

**Re/Event: Big Green Lake Water Response Incidents #192942,
#192945, #192946**

Date/Time of Incident: Wednesday, 09/18/19

Address: Big Green Lake, Green Lake County, Wisconsin

Date of Release: 09/19/19

Release #: 1-1

Information: On Wednesday, September 18, 2019, the Green Lake County Sheriff's Office responded to three individual calls on Big Green Lake involving citizens in distress.

At 10:18am, Green Lake Sheriff's E911 Center took a call of scuba divers in trouble north of the Horner Road boat landing. Law enforcement and emergency services/rescue responded to the scene when the scuba divers were immediately located being safe. An investigation into the matter revealed that the scuba divers and a fishing vessel were at the legal distance limit required for diving when the fishing vessel, while trolling, pulled a down rigger weight with lure into the submerged divers, hooking one individual. The scuba diver immediately surfaced when concern developed over exposure to his rapid ascent and the "bends". No injuries were reported concerning this incident and the subject was not transported for medical attention.

At 3:27pm, Green Lake Sheriff's E911 Center received a call reporting that a catamaran sailing vessel had tipped over and a male party was in distress. The location of this call was in the south-west corner of Big Green Lake near Cth.K and Dodge Memorial Park. With emergency services/rescue paged and law enforcement responding, another citizen in a pontoon boat assisted the male party with the sailing boat and both



Green Lake County

Sheriff

571 County Road A · PO Box 586 · Green Lake, WI 54941 · 920-294-4000

came to shore. No injuries were reported and no medical transport took place.

At 4:30pm, same date, Green Lake County Sheriff's E911 took a call from a citizen on a boat reporting that he had picked up a scuba diver, in the water, near Emerald Shores. The diver reported being under water for about an hour and that when he surfaced, the boat he dove from was gone and missing. The scuba diver was safe and was taken to shore. In an attempt to locate the boat, the Green Lake Sheriff's water patrol responded and did locate the boat near the Roger Williams Inn on the north shore. A determination was made that during increasing winds from the south, anchoring was lost and the boat, a 18 foot pontoon, floated over a half mile, adrift over deep water, until bottom was touched again by the anchors off of the north shore.

Sheriff Mark Podoll is quoted as saying, "while no injuries were reported as a result of the above three calls, things could have been much worse." Sheriff Podoll continued, "what I appreciate about our community here is that everyone is watching and doesn't take a pass on getting involved or calling in to the Sheriff's Office".

As autumn sets in, activity on lakes and rivers remains high. Sheriff Podoll wishes to remind all users of Green Lake County waterways that preparation, awareness of weather and lake conditions, and good safety practices are key in having a fun and successful outing.

Release Prepared by: **Mark P. Putzke, Chief Deputy**
Green Lake County Sheriff's Office



Green Lake County

Sheriff

571 County Road A · PO Box 586 · Green Lake, WI 54941 · 920-294-4000

To: Media

From: Green Lake County Sheriff's Office

Re/Event: Vehicle theft, pursuit, ramming of patrol car #193091

Date/Time of Incident: Tuesday, October 1, 2019, 1:11pm

Address: Hill St., City of Green Lake, Wisconsin

Date of Release: 10/01/19

Release #: 1-1

Information: On Tuesday, October 1, 2019, 1:11pm, the Green Lake County Sheriff's dispatch center received a report of a cognitively impaired 17 year old male who left his home on foot. This male individual is known to local law enforcement. The City of Green Lake Police responded.

With the City of Green Lake Police traveling to a location frequented by the male party, the Green Lake County Highway Department, Green Lake Police spotted the individual driving a red three-quarter ton pick-up belonging to the Green Lake County Highway Department. Green lake Police attempted to stop the male party when he struck a dump truck and then rammed the City of Green Lake Police squad. The truck left the Green Lake County Highway shop traveling west on Hill St. when the City of Green Lake squad repositioned to the front of the Highway truck. The suspect then rammed the squad from the rear, now pushing the squad westbound. With the squad and truck separating, the suspect continued west and became stuck at the end of Hill St. Green Lake City Police then disabled the County Highway truck and took the suspect into custody.

Major damage is associated to the incident of which the Wisconsin State Patrol is writing the vehicle crash incidents and the Green Lake County Sheriff's Office will be referring charges to include operate without owners consent and others. This investigation is still in progress.



Green Lake County

Sheriff

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No injuries were reported as a result of this incident and the male subject involved is being evaluated currently.

**Release Prepared by: Mark P. Putzke, Chief Deputy
Green Lake County Sheriff's Office**



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 August 2019**

Deputy contacts for this month	495
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Types of Contacts this month	Number of Contacts
Agency Assistance, Mutual Aid	35
Medical Emergency	25
Adult Transport	22
Citizen Assist	22
911 Follow up	21
Suspicious Person/Circumstance	13
Animal Problem	12
Car/Deer Accident	12
Fire	11
K9 Assist	11
Lockout	10
Disturbance	7
Traffic Accident w/Damage	7
Traffic Patrol Requested	7
Welfare Check	7
Alarm	5
EMP Check	5
OWI Alcohol	5
Wanted Person	5
Controlled Substance Problem	4
Records Check	4
Theft	4
Traffic Violation	4
Vandalism	4
Agency Assist Person Charged	3
Traffic Misc	3
Trespassing	3

Sheriff Mark A. Podoll



Green Lake County
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Types of Contacts this month continued

Boat Complaint	2
Computer Forensics	2
Unmanned Aircraft System	2
House Check	2
K9 Person Charged	2
Probation/Parole Violation	2
Time System Entry	2
Traffic Hazard	2
Temporary Restraining Order	2
ATV Complaint	1
Child Abuse or Neglect	1
Disorderly Conduct	1
Emergency Detention Involuntary	1
Voluntary Diversion Plan	1
Found Property	1
Harassment	1
Check on Huber Inmate	1
Int Crimes Against Children	1
Investigation Death	1
Information Report	1
Juvenile Transport	1
Juvenile Problem	1
K9 School Search	1
Lost Property	1
Miscellaneous	1
Obstructing	1
Odor Complaint	1
Drugged Driving	1
Traffic Accident w/Injuries	1
Theft - Identity	1
Threatening	1
Warrant Pick Up Out of County	1
Weapon Offense	1

GREEN LAKE COUNTY SHERIFF'S OFFICE SQUAD CAR MILEAGE 2019

Officer	Badge No.	JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC
Putzke	40	54,236	54,731	55,204	55,962	56,513	56,929	57,495	58,292	58,974			
Hoerig	41	12,780	14,680	17,594	20,823	23,480	25,378	27,450	30,526	32,679			
Kuklinski	43	117,800	120,200	121,850	124,910	127,100	128,384	132,400	134,280	136,600			
Colhouer	45	9,525	11,870	14,444	16,503	17,260	21,333	23,900	26,675	28,450			
Hanson	46	7,548	9,219	12,462	14,952	17,916	19,187	21,261	23,865	25,503			
Ward	47	24,307	25,855	26,609	27,061	27,969	28,204	29,846	30,296	31,549			
Young	49	185,492	187,397	189,006	190,252	190,962	191,025	192,246	out of service	out of service			
Cody	51	18,054	19,364	21,041	21,849	23,923	24,648	25,423	26,853	28,132			
Holdorf	52	16,556	16,895	17,430	18,000	18,660	19,769	19,975	20,417	20,818			
Kiener	53	46,960	48,108	49,341	51,182	53,600	55,914	58,399	61,820	63,084			
Manning	54	17,725	18,830	19,975	21,322	24,125	24,750	27,400	30,050	31,915			
Schroeder	56									1,135			
Majeskie	57	154,000	156,971	156,950	158,751	159,000	159,000	159,000	out of service	out of service			
Weiner	58	137,880	140,421	140,942	141,254	143,430	144,935	145,947	147,366	150,586			
Podoll	60	15,925	17,254	19,193	21,039	23,133	24,019	26,894	29,134	30,605			
Preuss	61	9,125	12,332	14,780	18,180	20,301	21,132	24,448	26,788	29,498			
Vande Kolk	62	12,460	15,383	18,391	20,140	23,263	25,845	27,128	29,429	31,007			
Prachel	64	162,882	164,951	166,632	168,660	171,080	173,130	175,470	177,810	179,985			
Dodge Trans Van	96	85,651	87,929	90,558	91,941	92,707	95,407	97,154	98,475	100,379			
CTU Ford Transit		1,589	1,607	1,641	1,682	1,782	1,816	1,833	1,955	1,955			
Spare Squad		209,628	211,212	211,212	211,843	211,843	211,863	211,901	212,607	212,940			
Chevy Impala		157,901	157,901	157,901	157,901	157,901	157,969	157,989	158,011	158,354			
Spare Ford Taurus	15	170,981	173,113	175,301	177,839	180,851	183,055	185,575	186,902	187,366			

Accidents and Complaints for Patrol

2019	Colhouer	Hanson	Hoerig	Kiener	Kuklinski	Majeskie	Manning	Prachel	Preuss	Schroeder	Vande Kolk	Weiner	Young	Total	Avg/Officer
Jan	22	17	24	12	30	9	7	21	13	33	19	11	16	234	18
Feb	23	23	22	16	29	21	18	28	21	25	24	3	25	278	21
March	31	12	21	18	14	20	14	20	15	15	23	0	10	213	16
April	16	14	48	0	28	15	20	34	23	34	19	1	27	279	21
May	40	33	35	3	21	28	12	39	22	31	27	30	15	336	26
June	28	29	23	1	34	35	32	31	21	24	41	11	35	345	27
July	35	40	19	1	32	9	43	37	31	32	26	28	31	364	28
Aug	56	30	36	0	19	40	17	36	14	19	12	31	28	338	26
Sept	23	30	19	1	23	13	23	23	22	11	12	42	26	268	21
Oct														0	0
Nov														0	0
Dec														0	0
Total	274	228	247	52	230	190	186	269	182	224	203	157	213	2655	204
Avg/Month	30	25	27	6	26	21	21	30	20	25	23	17	24	295	23

Paper Service for Patrol

2019	Colhouer	Hanson	Hoerig	Kiener	Kuklinski	Majeskie	Manning	Prachel	Preuss	Schroeder	Vande Kolk	Weiner	Young	Total	Avg/Officer
Jan	9	7	0	5	8	7	0	12	21	13	11	3	14	110	8
Feb	3	1	4	1	0	2	4	4	0	7	6	0	1	33	3
March	6	4	0	2	4	2	0	1	3	2	1	0	4	29	2
April	1	2	1	0	6	3	0	7	5	4	0	0	0	29	2
May	6	1	0	0	3	1	0	1	0	1	2	3	0	18	1
June	1	1	1	2	2	2	1	0	2	0	1	5	3	21	2
July	2	3	1	0	2	0	0	1	6	5	0	2	1	23	2
Aug	5	4	2	0	0	5	1	5	0	3	1	2	2	30	2
Sept	3	4	0	0	0	1	2	2	6	2	2	3	2	27	2
Oct														0	0
Nov														0	0
Dec														0	0
Total	36	27	9	10	25	23	8	33	43	37	24	18	27	320	25
Avg/Month	4	3	1	1	3	3	1	4	5	4	3	2	3	36	3

Citations for Patrol

2019	Colhouer	Hanson	Hoerig	Kiener	Kuklinski	Majeskie	Manning	Prachel	Preuss	Schroeder	Vande Kolk	Weiner	Young	Total	Avg/Officer
Jan	6	2	10	0	9	10	1	7	3	5	5	5	11	74	6
Feb	4	6	0	2	6	17	3	8	7	7	9	2	3	74	6
March	11	2	3	1	1	18	7	8	4	3	6	0	9	73	6
April	3	3	3	0	7	18	10	11	7	3	10	1	14	90	7
May	6	3	15	0	6	43	8	14	8	3	8	21	12	147	11
June	4	11	6	0	10	15	11	13	3	5	3	16	7	104	8
July	6	4	6	0	6	15	15	13	8	8	9	3	6	99	8
Aug	7	7	4	0	2	34	8	12	3	9	3	6	17	112	9
Sept	10	4	1	0	14	18	10	9	4	8	2	8	2	90	7
Oct														0	0
Nov														0	0
Dec														0	0
Total	57	42	48	3	61	188	73	95	47	51	55	62	81	863	66
Avg/Month	6	5	5	0	7	21	8	11	5	6	6	7	9	96	7

Warnings for Patrol

2019	Colhouer	Hanson	Hoerig	Kiener	Kuklinski	Majeskie	Manning	Prachel	Preuss	Schroeder	Vande Kolk	Weiner	Young	Total	Avg/Officer
Jan	13	27	9	0	7	25	4	23	6	13	8	5	8	148	11
Feb	2	11	2	2	14	20	11	15	9	4	9	1	10	110	8
March	13	22	1	0	1	19	10	13	10	9	19	0	7	124	11
April	3	5	9	0	7	19	27	15	11	12	23	0	11	142	11
May	14	18	23	0	10	47	14	37	21	13	21	21	17	256	20
June	15	8	16	0	7	15	13	28	4	9	3	8	13	139	11
July	12	7	8	0	7	5	18	34	9	13	16	2	9	140	11
Aug	11	15	5	0	3	35	3	16	6	9	2	6	2	113	9
Sept	8	11	1	0	17	22	14	16	9	1	4	6	1	110	8
Oct														0	0
Nov														0	0
Dec														0	0
Total	91	124	74	2	73	207	114	197	85	83	105	49	78	1282	100
Avg/Month	10	14	8	0	8	23	13	22	9	9	12	5	9	142	11

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

2019	Colhouer	Hanson	Hoerig	Kiener	Kuklinski	Majeskie	Manning	Prachel	Preuss	Schroeder	Vande Kolk	Weiner	Young	Total	Avg/Officer
Total Annual Counts	458	421	378	67	389	608	381	594	357	395	387	286	399	5120	396
Avg. per Month	51	47	42	7	43	68	42	66	40	44	43	32	44	569	44

BOAT LAUNCH/MUNICIPAL ORDINANCE CITATIONS

2019	Colhouer	Hanson	Hoerig	Kiener	Kuklinski	Majeskie	Manning	Prachel	Preuss	Schroeder	Vande Kolk	Weiner	Young	Total	Avg/Officer
Jan														0	0
Feb														0	0
March														0	0
April														0	0
May														0	0
June					4	3			1	2				10	1
July					6				4	3		1		14	1
Aug	2				2					2				6	0
Sept														0	0
Oct														0	0
Nov														0	0
Dec														0	0
Total	2	0	0	0	12	3	0	0	0	5	7	0	1	30	2
Avg/Month	1	0	0	0	3	1	0	0	0	1	2	0	0	8	1

Accidents and Complaints for Detectives

2019	Cody	Holdorf	Ward	Cohl	Roky	Tess
Jan	3	2	2	4	12	0
Feb	3	1	1	11	6	1
March	5	1	8	7	8	0
April	3	3	1	21	17	4
May	2	2	1	10	15	7
June	4	4	1	6	6	2
July	3	3	7	9	8	2
Aug	3	2	2	4	11	3
Sept	0	2	2	4	8	2
Oct						
Nov						
Dec						
Total	26	20	25	76	91	21
Average	3	2	3	8	10	2

Arrests for Detectives

2019	Cody	Holdorf	Ward	Cohl	Roky	Tess
Jan	0	0	1	0	5	0
Feb	2	0	0	2	2	0
March	0	0	3	0	3	0
April	3	4	0	0	2	1
May	0	0	0	0	4	0
June	0	1	0	0	4	0
July	0	1	1	0	5	1
Aug	1	0	0	1	2	0
Sept	1	0	0	1	1	0
Oct						
Nov						
Dec						
Total	7	6	5	4	28	2
Average	1	1	1	0	3	0

GREEN LAKE COUNTY JAIL MONTHLY STATISTICS

MONTH/ YEAR	ADP	HUBER	HUBER/EMP INCOME	FEMALE	LOCK DOWN	MEALS	EMP	GL INMATES TRANSFERRED	Calumet Co Days Safekeepers	Billed for Calumet Safekeepers	Brown Co. Days Safekeepers	Billed for Brown Co Safekeepers
Jan-19	64	11	\$5,174.51	13	45	5336	1	3	119	\$ 5,117.00		
Feb-19	69	10	\$5,590.76	16	24	5127	1	3	160	\$ 6,880.00		
Mar-19	65	8	\$5,919.72	15	46	5088	3	2	153	\$ 6,579.00		
Apr-19	62	9	\$5,582.22	15	42	5034	1	4	215	\$ 9,245.00		
May-19	62	11	\$6,199.71	12	39	5266	2	2	259	\$ 11,137.00		
Jun-19	62	13	\$8,347.97	10	35	4971	2	3	275	\$ 11,825.00		
Jul-19	73	10	\$8,310.00	18	43	5996	2	1	431	\$ 18,533.00	70	3010
Aug-19	80	9	\$6,086.00	22	51	6901	1	1	393	\$ 16,899.00	159	6837
Sep-19	77	7	\$4,271.50	23	52	6592	1	0	425		139	
Oct-19												
Nov-19												
Dec-19												
Totals									2430	\$ 86,215.00	368	\$ 9,847.00
Average	68	10	\$6,164.71	16	42	5590	2	2	270	\$ 10,776.88	123	\$ 4,923.50

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

Average Daily Population in the Jail for this month	77
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Inmates in custody for (some inmates have more than one charge)

Charge	Number of Charges
Probation/Parole	23
DUI	5
Traffic Offense	5
Warrants	4
Communications Offense	2
Obstructing	2
Drug related	1
ES Sanction Hold	1
Pornography/Obscene Material	1
Resisting/Interfering w/Police	1
Theft	1
Threatening	1