



# **GREEN LAKE COUNTY**

571 County Road A, Green Lake, WI 54941

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**Original Post Date: 02/06/2020**

**Amended\* Post Date: 02/10/2020**

**The following documents are included in the packet for the  
Judicial Law Meeting on February 12, 2020:**

- 1) Amended Agenda
- 2) Minutes from 01/15/2020
- 3) Correspondence
- 4) Credit Card Authorization
- 5) \*Memorandum from Corporation Counsel regarding set cash deposit amounts
- 6) Department Related Reports
  - a. Clerk of Courts
  - b. Circuit Court/Register in Probate
  - c. Emergency Management
  - d. Sheriff's Office
- 7) Annual Reports
  - a. Circuit Court
- 8) Monthly Sheriff Reports
- 9) Lexipol Policies



# JUDICIAL/LAW ENFORCEMENT AND EMERGENCY MANAGEMENT COMMITTEE

## Judicial/Law Enforcement and Emergency Management Committee

### Meeting Notice

**Date: February 12, 2020 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: 01/15/2020
5. Public Comments 3 Min Limit
6. Correspondence
  - Thank you from Green Lake School District on Self-Defense Class
  - Thank you from HHS on Self-Defense Class
  - Thank you from Terrace Shores Church on Self-Defense Class
7. Credit Card Authorization Request
  - Casie Ewerdt- Register in Probate
8. \*Set cash deposit amounts on ordinance violations
9. Department Related Reports
  - Clerk of Courts
  - Circuit Court/Register in Probate
  - District Attorney
  - Coroner
  - Emergency Management
  - Sheriff's Office
10. Annual Reports
  - Circuit Court
11. Monthly Sheriff Reports
12. Expense & Revenue Monthly Reports
13. Budget Adjustments
14. Lexipol Policies and Procedures
  - 334 Public Alerts
  - 336 Victim and Witness Assistance
15. Future Meeting Dates:
  - Regular Meeting March 11, 2020, at 10:30AM
16. Future Agenda items for action & discussion:
17. 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

JANUARY 15, 2020

The regular Judicial/Law Enforcement and Emergency Management Committee meeting was called to order by Chairman Larry Jenkins at 10:30 a.m. on January 15, 2020 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

Absent: Keith Hess  
Kathy Morris

Others Present:

Sheriff Mark Podoll	Cathy Schmit – Co. Administrator
Lori Evans, Admin. Ass't to Sheriff	Deputy Taylor Wallace
Gary Podoll – Emergency Management	Chief Deputy Matt Vande Kolk
Harley Reabe – County Board Chairman	Sgt. Kevin Manning
John Willett– Coroner	Detective Josh Ward
Tony Daily – Berlin Journal	Deputy Mike Prachel
Deputy – Jason Preuss	Deputy Tyler Hoerig
Amy Thoma – Clerk of Circuit Court	

## PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited by the group.

## MINUTES

**Motion/Second (Wendt/Wallace)** to approve the minutes of the December 11, 2019 with the following amendments, Page 2, remove Amy Thoma from reports as she was not present at the meeting. Page 3, last line under budget adjustments, committee agreed to remove, not move the budget adjustments from the agenda. No negative votes. Motion carried.

## PUBLIC COMMENTS

None

## CORRESPONDENCE

None

## DEPARTMENT RELATED REPORTS

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

The following added additional information regarding what happened in their offices since the last meeting.

Amy Thoma – Clerk of Circuit Court

Gary Podoll – Emergency Government

John Willet – Coroner

Sheriff Mark Podoll- Introduced newly promoted Patrol Deputy Taylor Wallace

Chief Deputy Matt Vande Kolk

## CREDIT CARD AUTHORIZATION FOR DEPUTY TAYLOR WALLACE

The Sheriff's Department presented a Credit Card Authorization request for newly promoted Deputy Sheriff Taylor Wallace with a limit of \$1,500.

**Motion/Second (Wallace/Wendt)** to approve the Credit Card Authorization Request for Deputy Wallace. No negative votes. Motion carried. The request will be forwarded on to Finance for approval.

## **MONTHLY SHERIFF REPORTS**

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

## **EXPENSE AND REVENUE MONTHLY REPORTS**

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

## **BUDGET ADJUSTMENTS**

Emergency Management Director Gary Podoll had a line item transfer request in the budget. The request was to transfer \$689.48 from his Radio Maintenance contract account to three other accounts. He asked that \$180.48 be transferred to his telephone account; \$508.00 be transferred to his travel account and \$1.00 be transferred to his seminars account, for a total of \$689.48.

***Motion/Second (Wendt/Wallace)*** to approve the Request for Line Item Transfer and forward it on to the Finance Committee for approval. No negative votes. Motion carried.

## **LEXIPOL**

None

## **FUTURE MEETING DATE AND AGENDA ITEMS**

The next regular meeting is set for February 12, 2020 at 10:30 a.m. in the County Board Room of the County Justice Center, 571 County Road A, Green Lake.

## **MEMORIAL PRESENTATION TO DETECTIVE WARD, K-9 MAX AND ALL OTHER GREEN LAKE COUNTY K-9'S**

At 11:00 a.m. the group moved to the Front Office of the Green Lake County Sheriff's Office to make a presentation to Detective Ward and his recently deceased K-9 Max for the team's service to Green Lake County. All of the other current K-9 Officers were introduced to the Committee and others present. The Sheriff unveiled the south wall, which will honor Green Lake County Sheriff's Office K-9 Deputies, both past and present.

## **ADJOURN**

Meeting adjourned at 11:07 a.m.  
Respectfully submitted,  
Lori Evans, Administrative Assistant, Green Lake County Sheriff's Office.

DRAFT

## Vande Kolk, Matt

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**From:** Holdorf, Chad  
**Sent:** Thursday, January 23, 2020 6:23 AM  
**To:** Vande Kolk, Matt  
**Subject:** FW: Wednesday the 22nd

Matt – Got this from the teacher of the class I spoke to yesterday about self-defense.  
Any questions, let me know.  
Thanks  
Chad

**From:** Helbach, Morna  
**Sent:** Wednesday, January 22, 2020 2:29 PM  
**To:** Holdorf, Chad <choldorf@co.green-lake.wi.us>  
**Subject:** Re: Wednesday the 22nd

Detective Holdorf,  
The presentation was great, informative and interesting. The students really enjoyed it and the best part for me was it aligned with some of the lessons I taught them in 6th grade in social and emotional learning. I love it when that happens! I hope you are willing to come back again next year, we can't teach enough on things like how to recognize a bad situation, what to do if you find yourself in one, how to carry yourself, and other self protection practices.

Have a great week and thanks again. Morna

**Morna Helbach**  
Green Lake School District  
Elementary School Counselor  
International Student Coordinator  
IB CAS Coordinator  
920-294-6411

## Vande Kolk, Matt

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**From:** Holdorf, Chad  
**Sent:** Thursday, January 23, 2020 12:16 PM  
**To:** Vande Kolk, Matt  
**Subject:** FW: Thank you!

From the training this morning.

**From:** Petit, Sarah <spetit@co.green-lake.wi.us>  
**Sent:** Thursday, January 23, 2020 11:50 AM  
**To:** Holdorf, Chad <choldorf@co.green-lake.wi.us>  
**Subject:** Thank you!

Detective Holdorf,

I wanted to thank you for the excellent training today. You do a FANTASTIC job! I also attended your active shooter training when I worked at Fortifi Bank. Again one of the best trainings- life saving knowledge. My dad, Tony Caswell, worked for Waushara County SO for 32 years, retired in 2008, passed away in 2010. Since little on he had naturally taught me many of "once a cop, always a cop" kind of things to watch for. I'm very appreciative of law enforcement and all that you do each and every day, thank you!!

Stay safe & Enjoy your vacation!

Thank you,  
Sarah

Sarah Petit  
Data Entry Specialist/Insurance Verification Representative  
Green Lake County Department of Health & Human Services  
571 County Road A  
Green Lake, WI 54941  
Phone: 920.294.4070 | Fax: 920.294.4139

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## Vande Kolk, Matt

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**From:** Holdorf, Chad  
**Sent:** Tuesday, January 28, 2020 12:11 PM  
**To:** Vande Kolk, Matt  
**Subject:** FW: Thanks

From the presentation last night.

**From:** Ryan Jingst <[ryan.jingst@co.green-lake.wi.us](mailto:ryan.jingst@co.green-lake.wi.us)>  
**Sent:** Tuesday, January 28, 2020 11:31 AM  
**To:** Holdorf, Chad <[choldorf@co.green-lake.wi.us](mailto:choldorf@co.green-lake.wi.us)>  
**Subject:** Thanks

Chad-

I just wanted to send you a note to say a big "THANKS." You did a great job for our training last night. We have our next meeting set up already and we will set into place an action plan. I hope that I don't have to see you in that sort of a situation though. On another note... we are still baffled about the lady that showed up and was disrespectful and was disruptive to your presentation. I wonder if you might be talking about this in the office this morning...crazy huh? We still have NO IDEA who she was, but it was a great lesson for the security team. I actually had a thought that it might have been something you set up....just to be a funny guy.

Have a great week - and thanks for all you do to serve and protect.

truly grateful,

Ryan Jingst

## EMPLOYEE AGREEMENT

I, (employee name) Casandra Ewerdt, agree to comply with the following terms and conditions regarding my use of the County credit card.

- I understand that I will be making financial commitments on behalf of Green Lake County and will strive to obtain the best value for the County.
- I understand that Green Lake County is liable for all charges made on the card. However I will be responsible for charges lacking proper documentation.
- I agree to use this card for approved purchases only and agree not to charge personal purchases. I understand that the County Clerk's Office will audit the use of this card and report and take appropriate action on any discrepancies.
- I agree to notify my Department Head and the County Administrator's Office immediately should any apparently fraudulent activity or charges related to the credit card arise or otherwise come to my attention.
- I will follow the established procedures for the use of the card. Failure to do so may result in either revocation of my use of County credit cards and/or other disciplinary actions.
- I have been given a copy of the Green Lake County Credit Card Policy and Procedures and understand the requirements for the card use.
- I agree to return the card immediately upon request or upon termination of employment (including retirement), or upon transfer to another department.
- I agree to return any credit card that has been canceled or expired to the County Administrator's Office as soon as possible for audit review.
- If the card is lost or stolen, I agree to notify the County Administrator and Department Head immediately.

Employee Signature: Casandra Ewerdt Date: 02/03/2020

Department: Register in Probate/Circuit Court

Card # Issued: \_\_\_\_\_

## Request for Credit Card Approval

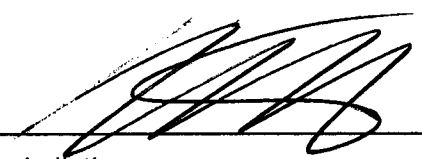
Department: Register in Probate/Circuit Court

Committee: Jud/Law

Name of Card Holder	Title of Postion	Credit Card Limit
Casandra J. Ewerdt	Register in Probate & Judicial Assistant	\$1,000.00

**Justification for Credit Card(s):**

Our office would like a credit card for purposes of conferences, booking hotel rooms and also ordering any supplies when needed.

Department Head Approval: 

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

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

Date Approved By Finance Committee: \_\_\_\_\_



**GREEN LAKE COUNTY**  
**OFFICE OF CORPORATION COUNSEL**

*Dawn N. Klockow*  
*Corporation Counsel*

*Office: 920-294-4067*  
*FAX: 920-294-4069*

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**MEMORANDUM**

TO: The Honorable members of the Judicial/Law Enforcement and Emergency Management Committee

FROM: Dawn N. Klockow

DATE: February 7, 2020

RE: Cash deposits for citations, CR19-0978

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Greetings,

As a result of consultation with a department head on the procedure to issue a citation for an ordinance violation for an ordinance under that department's supervision, I discovered that the County's ordinance adopting Wis. Stat. §66.0113 for issuing citations for County Ordinance violations is missing a provision required under the statute. Wis. Stat. s. 66.0113 (1)(c) requires that an ordinance "contain a schedule of cash deposits that are to be required for the various ordinance violations, plus costs, fees, and surcharges imposed under ch. 814, for which a citation may be issued. The ordinance shall also specify the court, clerk or court, or other official to whom cash deposits are to be made and shall require that receipts be given for cash deposits."

The Green Lake County Sheriff's Department has been using an Ordinance Fee Schedule for issuing citations, but to the best of my knowledge, the fee schedule is not part of the county ordinances. I respectfully request that the Judicial/Law Enforcement & Emergency Management Committee set the cash deposit amount for each of the forfeitures listed in the Sheriff's Department Ordinance and Fee Schedule, which I will integrate into an ordinance amendment for the Administrative Committee's consideration, since there are nine committees that will be involved in this process.

**Green Lake County Ordinance Fee Schedule**

February 7, 2020

<b>Number</b>	<b>Ordinance Name</b>	<b>Further Info</b>	<b>Base Fee</b>	<b>Costs</b>	<b>Total</b>
32-10	Emergency Management				
93-15	Adult Oriented Establishments				
98-7	Alarm Systems				
103-13C(1)(2)	Animals - Rabies Control-Vaccination Required		\$ 75.00	\$ 157.00	\$ 232.00
103-14E	Animals - Rabies Control-Fail to quarantine		\$ 150.00	\$ 176.50	\$ 326.50
103-15	Animals - Crimes Against (Chapters 95 and 951)	As per bond Book			
103-16A	Animals - Any warm blooded animals except dogs at Large	1st Offense	\$ 50.00		
103-16A	Animals - Any warm blooded animals except dogs at Large	Subsequent Offenses	\$ 200.00		
<b>103-16B</b>	Animals - Any warm blooded animals including dogs causing a nuisance	1st Offense	\$ 50.00		
<b>103-16B</b>	Animals - Any warm blooded animals including dogs causing a nuisance	Subsequent Offenses	\$ 200.00		
<b>103-16C</b>	Animals - Any warm blooded animals including dogs vicious	1st Offense	\$ 50.00		
<b>103-16C</b>	Animals - Any warm blooded animals including dogs vicious	Subsequent	\$ 200.00		
103-22B	Animals - Interferes with Law Enforcement		\$100		
103-22C	Animals - Tampering with signs		\$50.00		
103-22D	Animals - releasing without authorization		\$100		
103-29	Animals - Keeping of restricted Animals		\$200		
<b>103-31</b>	<b>Animals</b>				
103-3A	Animals - Dog Causing Damage-Long form DA				
103-3B	Animals - Dog causing Injury - Long form DA				
103-4A	Animals - Dogs only at Large and/or untagged	1st Offense	\$ 50.00	\$ 150.50	\$ 200.50
103-4A	Animals - Dogs only at Large and/or untagged	Subsequent	\$ 200.00	\$ 63.50	\$ 263.50
109-4A	Assemblies - License Required		\$ 1,000.00	\$ 397.50	\$ 1,397.50
<b>109-10</b>	<b>Assemblies, Mass Public</b>				
<b>118-1</b>	<b>Checks, Fraudulent</b>				
118-1A	Checks, Fraudulent less than 500		\$ 50.00	\$ 150.50	\$ 200.50
118-1B	Checks, Fraudulent 500 or greater		\$ 250.00	\$ 265.50	\$ 515.50
123-5	County Jail - Delivering Articles to Inmates		\$ 100.00	\$ 100.50	\$ 200.50
<b>123-6</b>	<b>Delivering Articles to Inmates</b>				
123-7	County Jail - Possession of drugs, alcohol, weapons, other contraband		\$ 200.00		
<b>123-9</b>	<b>County Jail - Possession of Drugs, Alcohol or weapons</b>				

**Green Lake County Ordinance Fee Schedule**

February 7, 2020

<b>Number</b>	<b>Ordinance Name</b>	<b>Further Info</b>	<b>Base Fee</b>	<b>Costs</b>	<b>Total</b>
130-1	Drugs & Paraphernalia - Poss of Drug Paraphernalia		\$ 350.00	\$ 228.50	\$ 578.50
130-2A	Drugs & Paraphernalia - Poss of Controlled Substance		\$ 350.00	\$ 228.50	\$ 578.50
130-2B	Drugs & Paraphernalia - Poss of Marijuana		\$ 350.00	\$ 228.50	\$ 578.50
<b>130-3</b>	<b>Drugs and Drug Paraphernalia</b>				
138-4	Fairgrounds - General Regulations - No Alcohol or illegal drugs		\$ 100.00	\$ 100.50	\$ 200.50
163-2A	Intoxicating Beverages - Providing Alcohol to Minors-Non business	1st Offense	\$ 100.00	\$ 163.50	\$ 263.50
163-2A	Intoxicating Beverages - Providing Alcohol to Minors-Non business	Susequent	\$ 200.00	\$ 63.50	\$ 263.50
163-2B	Intoxicating Beverages - Fail to take action to prevent minor from consuming	1st Offense	\$ 100.00	\$ 352.50	\$ 452.50
163-2B	Intoxicating Beverages - Fail to take action to prevent minor from consuming	Subsequent	\$ 200.00	\$ 252.50	\$ 452.50
163-2C	Intoxicating Beverages - Providing Alcohol to Minors-a business	1st Offense	\$ 100.00	\$ 1,551.50	\$ 1,651.50
163-2C	Intoxicating Beverages - Providing Alcohol to Minors-a business	Subsequent	\$ 200.00	\$ 1,451.50	\$ 1,651.50
163-3	Intoxicating Beverages - Alcohol Violations, Under 18	4th Offense	\$ 150.00	\$ 176.50	\$ 326.50
163-3A(1)	Intoxicating Beverages - Underage Possession	1st Offense	\$ 100.00	\$ 289.50	\$ 389.50
163-3A(1)	Intoxicating Beverages - Underage Possession	Susequent	\$ 200.00	\$ 189.50	\$ 389.50
163-3A(2)	Intoxicating Beverages - Underage procures or attempts to procure	1st Offense	\$ 100.00	\$ 541.50	\$ 641.50
163-3A(2)	Intoxicating Beverages - Underage procures or attempts to procure	Subsequent	\$ 200.00	\$ 441.50	\$ 641.50
163-3A(3)	Intoxicating Beverages - False representation of age	1st Offense	\$ 100.00	\$ 132.00	\$ 232.00
163-3A(3)	Intoxicating Beverages - False representation of age	Subsequent	\$ 200.00	\$ 32.00	\$ 232.00
<b>163-5</b>	<b>Alcohol Violations</b>				
163-7B	Intoxicating Beverages - Closing Hours-Class A Retailers (Stores)		\$ 100.00	\$ 100.50	\$ 200.50
163-7C	Intoxicating Beverages - Closing Hours-Class B & C Retailers-(Bars)		\$ 100.00	\$ 100.50	\$ 200.50
163-7D	Intoxicating Beverages - Hours-Carry-out alcohol from licensed premises (Bar)		\$ 100.00	\$ 100.50	\$ 200.50
<b>163-8</b>	<b>Closing hours</b>				
163-9A	Intoxicating Beverages - Nude Dancing -		\$ 600.00	\$ 293.50	\$ 893.50
163-9B	Intoxicating Beverages - Nude Dancing - Female breasts		\$ 500.00	\$ 393.50	\$ 893.50
<b>163-12</b>	<b>Nude Dancing in Licensed Establishments</b>				
168-6A	Juveniles - Curfew violation by minor		\$ 75.00		
168-6B	Juveniles - Curfew violation by parents		\$ 100.00		
168-6C	Juveniles - Curfew violation by business owner		\$ 100.00		
<b>168-9</b>	<b>Juveniles - Curfew</b>				

**Green Lake County Ordinance Fee Schedule**

February 7, 2020

<b>Number</b>	<b>Ordinance Name</b>	<b>Further Info</b>	<b>Base Fee</b>	<b>Costs</b>	<b>Total</b>
187-1	Parks & Recreation - Overnight Camping		\$ 100.00	\$ 226.50	\$ 326.50
187-8.1A	Parks & Recreation - County Parks - no hunting		\$ 50.00	\$ 150.50	\$ 200.50
187-8.1B	Parks & Recreation - No hunting or hunting stands/blinds on County owned Land		\$ 50.00	\$ 150.50	\$ 200.50
187-8.1C	Parks & Recreation - No laying of traps on County owned land		\$ 50.00	\$ 150.50	\$ 200.50
187-8.1D	Parks & Recreation - Co. Parks No discharge of firearms or crossbows		\$ 50.00	\$ 150.50	\$ 200.50
187-8.1D	Parks & Recreation - Co. Parks No firearms without a permit		\$ 50.00	\$ 150.50	\$ 200.50
187-8A	Parks & Recreation - County Parks swimming hours		\$ 50.00	\$ 182.00	\$ 232.00
187-8B	Parks & Recreation - County Parks-Adult Supervision for groups		\$ 50.00	\$ 150.50	\$ 200.50
187-8C	Parks & Recreation - County Parks-Park Hours Sunrise to 9:00 p.m.		\$ 50.00	\$ 150.50	\$ 200.50
187-8D	Parks & Recreation - County Parks -keep clean		\$ 50.00	\$ 150.50	\$ 200.50
187-8E	Parks & Recreation - County Parks-privately owned equip. can't be stored		\$ 50.00	\$ 150.50	\$ 200.50
187-8F	Parks & Recreation - County Parks -No alcohol except beer in cans		\$ 50.00	\$ 150.50	\$ 200.50
187-8G	Parks & Recreation - County Parks-No profane language		\$ 50.00	\$ 150.50	\$ 200.50
187-8H	Parks & Recreation - County Parks-No ice shacks after April 1		\$ 50.00	\$ 150.50	\$ 200.50
187-8I	Parks & Recreation - County Parks - no excessive noise		\$ 50.00	\$ 150.50	\$ 200.50
187-8J	Parks & Recreation - County Parks-no pets Memorial Day to Labor Day		\$ 50.00	\$ 150.50	\$ 200.50
187-8K	Parks & Recreation - County Parks-no carnivals		\$ 50.00	\$ 150.50	\$ 200.50
187-8L	Parks & Recreation - County Parks-no camping or house trailers not in parking lots		\$ 50.00	\$ 150.50	\$ 200.50
187-8M	Parks & Recreation - County Parks- boat trailer parking		\$ 50.00	\$ 150.50	\$ 200.50
187-8M	Parks & Recreation - County Parks-15 minutes to load/unload		\$ 50.00	\$ 150.50	\$ 200.50
187-8O	Parks & Recreation - County Parks - use restroom facilities		\$ 25.00	\$ 144.00	\$ 169.00
187-8P	Parks & Recreation - County Parks - no glass or brining in trash, no trash in water		\$ 50.00	\$ 150.50	\$ 200.50
187-8Q	Parks & Recreation - County Parks - no political, religious, or commercial signs		\$ 50.00	\$ 150.50	\$ 200.50
187-9C	Parks & Recreation - Damage to property		\$ 50.00		
192-6	Peace and Good Order - Trespassing				
192-7	Peace and Good Order - Dangerous Weapons				
192-10	Disorderly conduct				
192-11	Peace & Good Order - Resist or Obstruct		\$ 150.00		
192-13	Peace and Good Order - Obstructing				
192-14	Peace & Good Order - Create disturbance with any motor vehicle		\$ 125.00	\$ 138.50	\$ 263.50
192-15	Motor Vehicle Noise				

**Green Lake County Ordinance Fee Schedule**

February 7, 2020

<b>Number</b>	<b>Ordinance Name</b>	<b>Further Info</b>	<b>Base Fee</b>	<b>Costs</b>	<b>Total</b>
192-17	Peace & Good Order - Harrassment/Intimindation	1st Offense	\$ 125.00	\$ 138.50	\$ 263.50
192-17	Peace & Good Order - Harrassment/Intimindation	Subsquent	\$ 300.00	\$ (36.50)	\$ 263.50
192-19	Peace & Good Order - Property Damage		\$ 100.00	\$ 163.50	\$ 263.50
192-1A	Peace & Good Order - Hunting without consent		\$ 125.00	\$ 138.50	\$ 263.50
192-1B	Peace & Good Order - Trespassing		\$ 125.00	\$ 138.50	\$ 263.50
192-1C	Peace & Good Order - Hunting after being told not to		\$ 125.00	\$ 138.50	\$ 263.50
192-1D	Peace & Good Order - Enter with a vehicle without pemission (doughnuts in fields)		\$ 125.00	\$ 138.50	\$ 263.50
192-18	Harrassment				
192-20	Property Damage				
192-21	Peace & Good Order - Unlawful Use of Telephone		\$ 200.00	\$ 189.50	\$ 389.50
192-22	Prohibited Acts - Unlawful Use of Telephone				
192-23	Absconding without Paying Rent		\$ 75.00	\$ 157.00	\$ 232.00
192-23	Bail Jumping		\$ 500.00	\$ 1,532.50	\$ 2,032.50
192-23	Battery		\$ 750.00	\$ 332.50	\$ 1,082.50
192-23	Certain Slot Machines on Licensed Premises		\$ 400.00	\$ 241.50	\$ 641.50
192-23	Cheating Tokens		\$ 150.00	\$ 176.50	\$ 326.50
192-23	Cigarette and Tobacco Products Retailers Licenses		\$ 150.00	\$ 176.50	\$ 326.50
192-23	Defamation		\$ 350.00	\$ 732.50	\$ 1,082.50
192-23	Definitions Relating to Gambling		\$ 300.00	\$ 215.50	\$ 515.50
192-23	Discharge of Bodily Fluids		\$ 400.00	\$ 241.50	\$ 641.50
192-23	Encouraging Violation of Probation or Parole		\$ 750.00	\$ 332.50	\$ 1,082.50
192-23	Entry into Locked Coin Box		\$ 750.00	\$ 332.50	\$ 1,082.50
192-23	Entry into Locked Site		\$ 750.00	\$ 17.50	\$ 767.50
192-23	Entry into Locked Vehicle		\$ 750.00	\$ 332.50	\$ 1,082.50
192-23	Failure to Report to Jail by Probationer for Misdemeanor Conviction		\$ 750.00	\$ 332.50	\$ 1,082.50
192-23	Failure to Report to Jail where Defendant Received a sentence less than 10 days		\$ 450.00	\$ 254.50	\$ 704.50
192-23	Falsely Assuming to Act as Public Officer or Employee		\$ 450.00	\$ 254.50	\$ 704.50
192-23	Financial Transaction Card Crimes		\$ 750.00	\$ 332.50	\$ 1,082.50
192-23	Fireworks Regulated		\$ 300.00	\$ 215.50	\$ 515.50
192-23	Forgery		\$ 750.00	\$ 332.50	\$ 1,082.50
192-23	Fraud on Innkeeper		\$ 400.00	\$ 241.50	\$ 641.50



**Green Lake County Ordinance Fee Schedule**

February 7, 2020

<b>Number</b>	<b>Ordinance Name</b>	<b>Further Info</b>	<b>Base Fee</b>	<b>Costs</b>	<b>Total</b>
192-23	Fraudulent Insurance & Employee Benefit Claims		\$ 750.00	\$ 332.50	\$ 1,082.50
192-23	Giving False Information for Publication		\$ 400.00	\$ 241.50	\$ 641.50
192-23	Hazing		\$ 250.00	\$ 202.50	\$ 452.50
192-23	Impersonating Peace Officer		\$ 450.00	\$ 254.50	\$ 704.50
192-23	Laser Pointers		\$ 400.00	\$ 241.50	\$ 641.50
192-23	Leaving a Loaded Firearm within Reach of a Child		\$ 150.00	\$ 176.50	\$ 326.50
192-23	Lewd and Lascivious Behavior		\$ 400.00	\$ 241.50	\$ 641.50
192-23	Making Lewd, Obscene or Indecent Drawings		\$ 150.00	\$ 176.50	\$ 326.50
192-23	Negligent Handling of Burning Materials		\$ 150.00	\$ 176.50	\$ 326.50
192-23	Negligent Operation of a Vehicle		\$ 225.00	\$ 196.00	\$ 421.00
192-23	Negligently Allowing Escape		\$ 400.00	\$ 241.50	\$ 641.50
192-23	Obscene Material or Performance		\$ 150.00	\$ 176.50	\$ 326.50
192-23	Operating Vehicle without Owners Consent		\$ 750.00	\$ 332.50	\$ 1,082.50
192-23	Permitting Premises to be used for Commercial Gambling		\$ 750.00	\$ 332.50	\$ 1,082.50
192-23	Possess Burglary Tools		\$ 500.00	\$ 267.50	\$ 767.50
192-23	Possession of a Dangerous Weapon by a Child		\$ 400.00	\$ 241.50	\$ 641.50
192-23	Possession of a Dangerous Weapon on School Premises		\$ 400.00	\$ 241.50	\$ 641.50
192-23	Receiving Property from Children		\$ 750.00	\$ 332.50	\$ 1,082.50
192-23	Receiving Stolen Property		\$ 300.00	\$ 215.50	\$ 515.50
192-23	Restrictions on Sale or Gift of Cigarettes or Tobacco Products		\$ 300.00	\$ 215.50	\$ 515.50
192-23	Retail Theft		\$ 300.00	\$ 215.50	\$ 515.50
192-23	Sending Obscene or Sexually Explicit Electronic Messages		\$ 150.00	\$ 176.50	\$ 326.50
192-23	Solicitation of Drinks Prohibited		\$ 225.00	\$ 196.00	\$ 421.00
192-23	Strip Search by School Employee		\$ 300.00	\$ 215.50	\$ 515.50
192-23	Theft of Property		\$ 300.00	\$ 215.50	\$ 515.50
192-23	Trespass to Dwellings		\$ 300.00	\$ 215.50	\$ 515.50
192-23	Unlawful Use of Computerized Communications Systems		\$ 300.00	\$ 215.50	\$ 515.50
192-23	Violating Laws Governing State or County Institutions		\$ 125.00	\$ 170.00	\$ 295.00
192-23	Violation of Nonsecure Custody Order		\$ 300.00	\$ 215.50	\$ 515.50
192-24	Peace and Good Order - Offenses against state laws subject to forfeiture				
192-26A	Peace & Good Order - No weapons in prohibited areas		\$ 500.00	\$ (205.00)	\$ 295.00

**Green Lake County Ordinance Fee Schedule**

February 7, 2020

<b>Number</b>	<b>Ordinance Name</b>	<b>Further Info</b>	<b>Base Fee</b>	<b>Costs</b>	<b>Total</b>
192-26B	Peace & Good Order - No faximiles of weapons in prohibited areas		\$ 500.00	\$ (205.00)	\$ 295.00
192-9	Peace & Good Order - Disorderly Conduct		\$ 150.00		
196-1	Peddlers - License Required		\$ 75.00	\$ 157.00	\$ 232.00
196-6A	Peddlers - License can not be used by anothre person		\$ 75.00	\$ 157.00	\$ 232.00
196-6B	Peddlers - Have to have permission to be on property		\$ 75.00	\$ 157.00	\$ 232.00
196-6C	Peddlers - Peddler refuses to leave		\$ 75.00	\$ 157.00	\$ 232.00
<b>196-8</b>	<b>Peddlers, Canvassers and Transient Merchants</b>				
206-1	Public Assistance - Fraud		\$ 500.00	\$ (110.50)	\$ 389.50
217-3	Road Names & Building Numbers		\$ 100.00	\$ 163.50	\$ 263.50
228-5	Smoking & Tobacco Products - County Building		\$ 20.00	\$ 130.10	\$ 150.10
228-9A	Smoking & Tobacco Products - Juveniles buy or attempt to buy		\$ 20.00	\$ 130.10	\$ 150.10
228-9B	Smoking & Tobacco Products - Juveniles falesly representing their age		\$ 20.00	\$ 130.10	\$ 150.10
228-9C	Smoking & Tobacco Products - Juveniles possession of		\$ 20.00	\$ 130.10	\$ 150.10
<b>228-12</b>	<b>Purchase/Possession of Tobacco Products by Juveniles</b>				
232-4	Snowmobiles	Adopts Chapter 350, Use DNR Cita	\$ -	\$ -	\$ -
<b>232-6</b>	<b>Snowmobiles</b>				
232-8	Use of Recreation trails		\$ 50.00	\$ 150.50	\$ 200.50
235-6A	Garbage in County trash recepticles not allowed		\$ 50.00		
235-6B	Garbage - do not abandon garbage on property that is not your own		\$ 50.00		
248-1	Truancy - Contributing to Truancy		\$ 125.00	\$ 170.00	\$ 295.00
248-2	Truancy - Parent / Guardian Liability		\$ 125.00	\$ 170.00	\$ 295.00
248-3	Truancy - Habitual Truancy - see ordinance for penalties - non monetary				
257-8	Vehicles, All-Terrain - Use of Trails	Adopts Section 23.33 WI Stat, use	\$ 50.00	\$ 150.50	\$ 200.50
260-09	Vehicle & Traffic - Speed restrictions-Use Uniform Traffic Deposit Schedule		\$ 200.00	\$ 189.50	\$ 389.50
260-11.1	Vehicle & Traffic - Parking		\$ 10.00	\$ 140.10	\$ 150.10
260-3	Vehicle & Traffic - Liability of Vehicle Owner		\$ 50.00	\$ 150.50	\$ 200.50
260-4	Vehicle & Traffic - Safety Checks		\$ 50.00	\$ 150.50	\$ 200.50
260-7A	Vehicles & Traffic - non compliance of lawful order of a traffic officer		\$ 75.00		
260-7B	Vehicles & Traffic - non compliance of an official traffic sign or signal		\$ 75.00		
260-7C	Vehicles & Traffic - Knowingly flee or interfere		\$ 100.00		
<b>260-5</b>	<b>Motor Vehicle Equipment</b>				

**Green Lake County Ordinance Fee Schedule**

February 7, 2020

<b>Number</b>	<b>Ordinance Name</b>	<b>Further Info</b>	<b>Base Fee</b>	<b>Costs</b>	<b>Total</b>
266-4	Watercraft - DNR Ticket		\$ -	\$ -	\$ -
266-6	Watercraft-Slow no Wake - River in City Limits of Berlin in Princeton-DNR ticket				
98-5A	Alarms		\$ 200.00	\$ 189.50	\$ 389.50
No ord. #	Animals - Reporting Animal Bite Incidents-				
If a subsequent violation is not shown, then the bond on all repeated offenses is the same as the original offense					

\\Blit\cycom\WPDocs\D013\P002\[Sheriff's Department Spreadsheet of deposit amounts.xlsx]Sheet1



# 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

February 5, 2020

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

RE: Department Update

Dear Committee Members:

All is going well with our office and there is nothing further to report other than the following:

## NUMBER OF CASES FILED SINCE JANUARY 15, 2020

Case Type	
Criminal Felony	17
Criminal Misdemeanor	13
Criminal Traffic	11
Traffic	85
Forfeiture	15
Juvenile Ordinance	0
Civil	9
Complex Forfeiture	27
Small Claims	24
Family	10
Paternity	2

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

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# Green Lake County Circuit Court

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

**MARK T. SLATE**

*Circuit Court Judge*

February 3, 2020

Honorable Larry Jenkins  
Jud/Law Committee  
571 County Road A  
Green Lake, WI 54941

RE: Department Update

Dear Committee Members:

Since the holidays, the case loads in the office have increased. The Court's calendar has also increased with various hearings. The Register in Probate is beginning to have the required annual reports be returned to our office. Each year a person under guardianship is required to have an annual report completed by the guardian.

I am still assisting Marquette County regarding criminal matters. Every other week, I travel to Marquette County to preside over these cases and help fill-in various times when needed.

I am pleased to report that our office is doing well. Should you have any questions please do not hesitate to contact me.

Very truly yours,

Mark T. Slate  
Circuit Court Judge

MTS/cje



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

*Gary V. Podoll*  
*Director*

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

---

**DATE:** February 3, 2020

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

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

**SUBJECT:** Monthly Report

1. The EPCRA Grant money arrived and was deposited. All grant monies are in for 2019.
2. Working with Dalton Fire Department and Markesan Fire Department on their credentialing ID's.
3. National Weather Service Tornado Spotting Class for Green Lake County will be on Monday April 13, 2020 at the Grand River Fire Station in Markesan.

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

Sincerely,

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

February 5, 2020

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

- The very large investigation that includes numerous jurisdictions and a number of arrests, is still ongoing. There is now a total of 10 suspects in custody at this time. Due to sensitive information and an ongoing investigation we are unable to provide any further details at this time. One suspect remains at large with a warrant issued.
- Jeremiah Hanson has returned to his deputy role.
- We had 2 incidents involving Meth arrests and 6 OWI arrests

See you at the meeting,

*Mark A. Podoll, Sheriff*

**Sheriff Mark A. Podoll**



# Green Lake County Circuit Court

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

**MARK T. SLATE**

*Circuit Court Judge*

## CIRCUIT COURT | FAMILY COURT COMMISSIONER | REGISTER IN PROBATE 2019 ANNUAL REPORT

The Circuit Court is the trial court of general jurisdiction in Wisconsin. It has original jurisdiction in both civil and criminal matters unless exclusive jurisdiction is given to another court. It also reviews State agency decisions and hears appeals from municipal courts. Jury trials are conducted only in circuit court.

Attached to this report is a list of the cases that have been handled by the Register in Probate and Juvenile Clerk. Case filings fluctuate from year to year and it is hard to see any consistent trend over the years.

There have been a few changes with regards to the court system in 2019. The Former Register in Probate left her position. Casandra Ewerdt was hired and has been on the job for a few months now. She is still learning all of the duties of the position, but has picked upon those duties very well.

The Family Court Commissioner covers many hearings in family law cases, such as divorces and also hears restraining orders, mediation for family law and small claims cases, and covers emergency hearings when the Judge is not available.

Should you have any questions or concerns please do not hesitate to contact me, the Family Court Commissioner, or the Register in Probate. We would be happy to assist you in any way we can.

Honorable Mark T. Slate  
Circuit Court Judge

Honorable Henry H. Conti  
Family Court Commissioner

Casandra J. Ewerdt  
Register in Probate  
Juvenile Clerk



## Register in Probate's Annual Report 2019

Below are the case numbers for 2018 and 2019 that the Register in Probate oversees.

<i>Case Type</i>	<b>2018</b>	<b>2019</b>
Probate	17	15
Informal	35	50
Mental Commitments	53	53
Termination of Parental Rights	5	6
Adoptions	6	5
Juvenile Children in Need of Protection and Services	21	25
Juvenile Delinquents	19	25
Guardianships	7	4
Juvenile Guardianships	2	3

The Register in Probate continues the process of getting all Court records scanned and entered electronically. To date the Register in Probate converted most case types to electronic files.

The case load for 2019 was slightly higher than in 2018, with 15 more informal probates being started in 2019.



**Accidents and Complaints for Patrol**

2020	Colhouer	Hanson	Hoerig	Kiener	Kuklinski	Majeskie	Manning	Prachel	Preuss	Schroeder	Wallace	Weiner	Young	Total	Avg/Officer
Jan	23	3	26	3	22	22	24	22	23	13	8	21	25	235	18
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
<b>Total</b>	<b>23</b>	<b>3</b>	<b>26</b>	<b>3</b>	<b>22</b>	<b>22</b>	<b>24</b>	<b>22</b>	<b>23</b>	<b>13</b>	<b>8</b>	<b>21</b>	<b>25</b>	<b>235</b>	<b>18</b>
<b>Avg/Month</b>	<b>23</b>	<b>3</b>	<b>26</b>	<b>3</b>	<b>22</b>	<b>22</b>	<b>24</b>	<b>22</b>	<b>23</b>	<b>13</b>	<b>8</b>	<b>21</b>	<b>25</b>	<b>235</b>	<b>18</b>

**Paper Service for Patrol**

2020	Colhouer	Hanson	Hoerig	Kiener	Kuklinski	Majeskie	Manning	Prachel	Preuss	Schroeder	Wallace	Weiner	Young	Total	Avg/Officer
Jan	16	0	9	0	10	4	3	1	10	1	0	6	7	67	5
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
<b>Total</b>	<b>16</b>	<b>0</b>	<b>9</b>	<b>0</b>	<b>10</b>	<b>4</b>	<b>3</b>	<b>1</b>	<b>10</b>	<b>1</b>	<b>0</b>	<b>6</b>	<b>7</b>	<b>67</b>	<b>5</b>
<b>Avg/Month</b>	<b>16</b>	<b>0</b>	<b>9</b>	<b>0</b>	<b>10</b>	<b>4</b>	<b>3</b>	<b>1</b>	<b>10</b>	<b>1</b>	<b>0</b>	<b>6</b>	<b>7</b>	<b>67</b>	<b>5</b>

**Citations for Patrol**

2020	Colhouer	Hanson	Hoerig	Kiener	Kuklinski	Majeskie	Manning	Prachel	Preuss	Schroeder	Wallace	Weiner	Young	Total	Avg/Officer
Jan	4	0	14	0	7	24	2	18	15	8	1	22	8	123	9
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	4	0	14	0	7	24	2	18	15	8	1	22	8	123	9
Avg/Month	4	0	14	0	7	24	2	18	15	8	1	22	8	123	9

**Warnings for Patrol**

2020	Colhouer	Hanson	Hoerig	Kiener	Kuklinski	Majeskie	Manning	Prachel	Preuss	Schroeder	Wallace	Weiner	Young	Total	Avg/Officer
Jan	3	0	26	0	6	36	1	10	19	6	2	28	12	149	11
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	3	0	26	0	6	36	1	10	19	6	2	28	12	149	11
Avg/Month	3	0	26	0	6	36	1	10	19	6	2	28	12	149	11

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

2020	Colhouer	Hanson	Hoerig	Kiener	Kuklinski	Majeskie	Manning	Prachel	Preuss	Schroeder	Wallace	Weiner	Young	Total	Avg/Officer
Total Annual Contacts	46	3	75	3	45	86	30	51	67	28	11	77	52	574	44
Avg. per Month	46	3	75	3	45	86	30	51	67	28	11	77	52	574	44

**BOAT LAUNCH/MUNICIPAL ORDINANCE CITATIONS**

2020	Colhouer	Hanson	Hoerig	Kiener	Kuklinski	Majeskie	Manning	Prachel	Preuss	Schroeder	Wallace	Weiner	Young	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	0
Avg/Month	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

**Accidents and Complaints for Detectives**

2020	Cody	Holdorf	Ward	Cohl	Roky	Tess
Jan	1	1	0	3	5	2
Feb						
March						
April						
May						
June						
July						
Aug						
Sept						
Oct						
Nov						
Dec						
Total	1	1	0	3	5	2
Average	1	1	0	3	5	2

**Arrests for Detectives**

2020	Cody	Holdorf	Ward	Cohl	Roky	Tess
Jan	2	0	0	0	1	0
Feb						
March						
April						
May						
June						
July						
Aug						
Sept						
Oct						
Nov						
Dec						
Total	2	0	0	0	1	0
Average	2	0	0	0	1	0



Green Lake County  
 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 January 2020**

<b>Deputy contacts for this month</b>	<b>575</b>
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<b>Types of Contacts this month</b>	<b>Number of Contacts</b>
Adult Transport	24
Agency Assistance, Mutual Aid	21
Medical Emergency	21
Citizen Assist	19
Car/Deer Accident	16
Traffic Misc	15
911 Follow up	13
Animal Problem	10
Fire	10
Traffic Accident w/Damage	10
Welfare Check	9
Agency Assist Person Charged	7
Emp Check	7
K9 Assist	7
OWI Alcohol	6
Suspicious Person/Circumstance	5
Alarm	4
Lockout	4
Probation/Parole Violation	4
Traffic Violation	4
Wanted Person	4
Information Report	3
Miscellaneous	3
Controlled Substance Problem	2
Voluntary Diversion Plan	2
Failure to Report to Jail	2
Juvenile Problem	2

**Sheriff Mark A. Podoll**



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

**Types of Contacts this month continued**

Traffic Accident w/Injuries	2
Property Damage, Non Vandalism	2
Records Check	2
Vandalism	2
Alcohol Offense	1
Bail Jumping	1
Computer Agency Assist	1
Computer Forensics	1
Dead Body	1
Disturbance	1
Drugs-Agency Assist	1
Emergency Detention Involuntary	1
Found Property	1
Fraud	1
Harassment	1
Check on Huber Inmate	1
K9 School Search	1
K9 Person Charged	1
K9 Presentation	1
Noise Complaint	1
Odor Complaint	1
Open Door	1
Scam	1
Sex Assault	1
Sex Offense	1
Theft	1
Time System Entry	1
Traffic Patrol Requested	1
Traffic Hazard	1
Temporary Restraining Order	1
Violation of Court Orders	1

**Sheriff Mark A. Podoll**

**GREEN LAKE COUNTY JAIL MONTHLY STATISTICS**

MONTH/ YEAR	ADP	HUBER	HUBER/EMP INCOME	FEMALE	LOCK DOWN	MEALS	EMP	GL INMATES TRANSFERREC	Brown Co. Days SAFEKEEPERS	Billed for Brown Co. Safekeepers	Calumet Co Days Safekeepers	Billed for Calumet Safekeepers
Jan-20	75	7	\$3,560.00	18	50	6316	4	1.2				
Feb-20												
Mar-20												
Apr-20												
May-20												
Jun-20												
Jul-20												
Aug-20												
Sep-20												
Oct-20												
Nov-20												
Dec-20												
Totals												
Average	75	7	\$3,560.00	18	50	6316	4	1	0	\$ -	0	\$ -

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





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 January 2020  
 Correctional Facility**

<b>Average Daily Population in the Jail for this month</b>	<b>75</b>
--	-----------

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

Charge	Number of Charges
Sex Offense	15
Warrants	13
Probation/Parole	10
Drug related	8
Obstructing	6
Assault	4
Disorderly Conduct	4
ES Sanction Hold	4
DUI	3
Resisting/Interfering w/Police	3
Destruct/Damage/Vandalize Prop	1
Theft	1

**Sheriff Mark A. Podoll**

## Public Alerts

### 334.1 PURPOSE AND SCOPE

**Best Practice**

The purpose of this policy is to provide guidelines for alerting the public to important information and soliciting public aid when appropriate.

### 334.2 POLICY

**Best Practice** **MODIFIED**

Public alerts may be employed using the Emergency Alert System (EAS), Wisconsin Crime Alert Network (WCAN), Code Red (tm), AMBER Alert, Silver Alert, local radio, television and press organizations and other groups, to notify the public of incidents, or enlist the aid of the public, when the exchange of information may enhance the safety of the community. Various types of alerts may be available based upon each situation and the alert system's individual criteria.

### 334.3 RESPONSIBILITIES

**Best Practice**

#### 334.3.1 MEMBER RESPONSIBILITIES

**Best Practice**

Members of the Green Lake County Sheriff's Office should notify their supervisor, Shift Sergeant or Detective Division supervisor as soon as practicable upon learning of a situation where public notification, a warning or enlisting the help of the media and the public could assist in locating a missing person, apprehending a dangerous person or gathering information.

#### 334.3.2 SUPERVISOR RESPONSIBILITIES

**Best Practice**

A supervisor apprised of the need for a public alert is responsible to make the appropriate notifications based upon the circumstances of each situation. The supervisor shall promptly notify the Sheriff, the appropriate Division Administrator and the Public Information Officer when any public alert is generated.

The supervisor in charge of the investigation to which the alert relates is responsible for the following:

- (a) Updating alerts
- (b) Canceling alerts
- (c) Ensuring all appropriate reports are completed
- (d) Preparing an after-action evaluation of the investigation to be forwarded to the appropriate Division Administrator

## Public Alerts

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### 334.4 AMBER ALERT™ PLAN

**Best Practice** **MODIFIED**

America's Missing: Broadcast Emergency Response (AMBER Alert) is the recruitment of public assistance to locate an abducted child via a widespread media alert.

The Wisconsin AMBER Alert Plan is a voluntary partnership between law enforcement agencies and broadcasters to send out an emergency alert to the public when a child is abducted and is not used for cases that involve runaways or in most parental abduction cases unless the child's life is in danger.

#### 334.4.1 DEFINITIONS

**State** **MODIFIED**

Definitions related to this policy include:

**Abduction** - The removal or retention of a child for any unlawful purpose (Wis. Stat. § 948.30).

**Child/juvenile** - A person age 17 years or younger whose location has not been determined and who is believed to have been abducted and is in danger of serious bodily harm or death.

#### 334.4.2 CRITERIA

**State** **MODIFIED**

The Wisconsin AMBER Alert Plan requires the following criteria to exist before activation can occur:

- (a) The child must be 17 years of age or younger
- (b) The child must be in danger of serious bodily harm or death
- (c) The Office has enough descriptive information about the child and the person who is suspected of abducting the child, and/or the suspect vehicles, to believe a broadcast will help locate the child

The AMBER Alert is not to be used for runaways or family abductions unless the child's life is in danger.

The single point of contact to request activation of an AMBER Alert is the Wisconsin State Patrol Traffic Management Center (WSPTMC) (1-844-977-4357)..

#### 334.4.3 PROCEDURE

**State** **MODIFIED**

Upon receiving and verifying a report of an abducted child that meets the criteria of an AMBER Alert, the Green Lake County Sheriff's Office shall:

- (a) Immediately enter the child into the TIME/NCIC Missing Person database with the AMBER Alert flag. Entry of the alert data into TIME/NCIC will generate an automatic notification to the National Center for Missing and Exploited Children (NCMEC) and the FBI and will expand the search for an abducted child from the local, state or regional level to the national level.

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- (b) Division of Criminal Investigations representative will approve or deny the request and provide the officer with the information to access the online form.
- (c) Deputy will complete the online form.
- (d) Obtain, whenever possible, consent from the parents, parent, guardian or other person having legal custody of the abducted child. Request the consenting person to sign a Child Photo and Name Release Form agreeing to the release of the child's name, photographs, descriptions and other information necessary to support the AMBER Alert public broadcast and search. The inability to obtain verbal or signed consent because the person who is capable of providing consent cannot be located shall not prohibit the activation of an AMBER Alert.
- (e) Request additional resources and services from:
  - (a) The FBI
  - (b) The Wisconsin Clearinghouse for Missing and Exploited Children and Adults (WCMECA), [www.missingpersons.doj.wi.gov](http://www.missingpersons.doj.wi.gov) , 800-THE-HOPE (800-843-4673)
    - (a) WCMECA staff and special agents from the Wisconsin Division of Criminal Investigation will be assigned to provide technical, analytical and investigative assistance.
  - (c) The NCMEC, [www.missingkids.com](http://www.missingkids.com) , 800-THE-LOST (800-843-5678)
    - (a) Project ALERT - America's Law Enforcement Retiree Team
    - (b) Team Adam - Missing Child Rapid Response System
  - (d) A Child is Missing, [www.achildismissing.org](http://www.achildismissing.org)
- (f) All AMBER Alert Update and Deactivation Forms must be e-mailed, faxed or sent via teletype to the WSPTMC.
- (g) Retain a copy of all AMBER Alert forms, faxes, teletypes, e-mails and pertinent case information for review by the Wisconsin AMBER Alert Review Committee.

#### 334.4.4 MEDIA AND PUBLIC NOTIFICATIONS

##### **State**

The following actions are designed to alert the public and media and will assist with investigation of the abduction:

- (a) The Public Information Officer, Shift Sergeant or Detective supervisor will prepare an initial press release that includes all available information which might aid in locating the child, such as:
  1. The child's identity, age and description.
  2. Photograph if available.
  3. The suspect's identity, age, and description, if known, and photograph if available.

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4. Pertinent vehicle description.
  5. Details regarding time of abduction, location of incident, direction of travel, potential destinations, if known.
  6. Whether there is reason to believe the suspect has a relationship to the victim.
  7. Name and telephone number of the Public Information Officer or other authorized individual to handle media liaison.
  8. A telephone number for the public to call with leads or information.
- (b) Fax or e-mail the press release to the media and local law enforcement agencies.
  - (c) Fax or e-mail updates regarding the search and investigation to the previously contacted media and law enforcement agencies.
  - (d) Establish the following communication methods for the public and media to contact the Office:
    - (a) A primary 24-hour telephone number for the public to provide tips and information on the missing child. If an 800 number is available, it should be provided to the public.
    - (b) A confidential telephone number for Public Information Officer contact. This number shall be restricted to use by media outlets and other law enforcement agencies to make follow-up contact with the Office for information and updates.
    - (c) A confidential telephone number restricted to use by other law enforcement agencies to contact this office quickly and without restriction with information that could be crucial to the investigation or the safety of the victim.
    - (d) An e-mail address and fax number for use in the investigation of the abduction.

#### 334.4.5 EXTENSION OF ALERT

**State** **MODIFIED**

If it is determined that an extension beyond the initial five-hour period is needed, approval must be obtained from WisDOJ Division of Criminal Investigation director who approved the original AMBER Alert activation.

#### 334.4.6 TERMINATION OF ALERT

**State** **MODIFIED**

The Shift Sergeant or Detective Division supervisor should request that the AMBER Alert system activation be terminated with respect to a particular abducted child if:

- (a) The child is recovered or the abduction is otherwise resolved.
- (b) It is determined that the alert system is no longer an effective tool for locating and recovering the child.

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All AMBER Alert cancellations shall be submitted on the AMBER Alert Deactivation Form to the WSPTMC via fax, e-mail or teletype to ensure that all participants are apprised of the cancellation of the alert as soon as possible.

### 334.4.7 LAW ENFORCEMENT INFORMATION

**State**

Current procedures and AMBER Alert forms are located on WisDOJ's Wisconsin Law Enforcement Network (WILENET) <http://wilenet.org> or the Wisconsin TIME system.

### 334.4.8 PUBLIC INFORMATION

**State**

The public may be directed to AMBER Alert Wisconsin at [www.amberalertwisconsin.org](http://www.amberalertwisconsin.org) and [www.amberalert.gov](http://www.amberalert.gov) for the most updated information regarding an activation of the AMBER Alert system.

### 334.4.9 ALERT REVIEW

**State**

The Wisconsin AMBER Alert Review Committee is responsible for analyzing all Wisconsin AMBER Alert activations for appropriateness, smooth operation of the AMBER Alert System and any other criteria the committee deems necessary.

After activation of the AMBER Alert System, the Division Administrator or the authorized designee is required to appear at the next scheduled Wisconsin AMBER Alert Review Committee meeting to offer suggestions on improving the system and to aid the Wisconsin AMBER Alert Review Committee in reviewing the alert.

### 334.4.10 AMBER ALERT FORMS

**Agency Content**

WILENET is the official location holding all forms for the Wisconsin AMBER Alert program.

- (a) <https://wilenet.org/secure/html/doj/amberalert/clearinghouse.html>

The below basic AMBER Alert forms are also available in the Lexipol forms file located in the Sheriff's public S-Drive:

- (a) Law Enforcement Protocol
- (b) AMBER Alert request
- (c) Broadcast Script
- (d) Victim Information
- (e) Suspect Information
- (f) Vehicle Information
- (g) Authorization for Photo and Information Release

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### 334.5 SILVER ALERT PLAN

**Agency Content**

#### 334.5.1 SILVER ALERT PLAN

**Agency Content**

The Wisconsin Silver Alert Plan was enacted into law and took effect on August 1, 2014. The Silver Alert Plan is designed to assist in safely locating Alzheimer's and Dementia individuals who become missing. Similar to an Amber Alert, Silver Alerts go out through e-mail, text message, or fax using the Wisconsin Crime Alert Network. Silver Alerts may also be broadcast through television, radio, digital billboards, lottery display terminals and DOT highway message boards.

Requests for Silver Alerts will be made to the Wisconsin Department of Justice, Division of Criminal Investigation (DCI) through the Wisconsin State Patrol Traffic Management Center (1-844-977-4357). If the Silver Alert is approved, DCI will handle issuance of the Silver Alert. As Alzheimer's and dementia are not limited to those 60 years and older, where individuals are missing and at risk but do not meet the criteria for a Silver Alert, your agency is encouraged to issue a Missing/Endangered alert through the Wisconsin Crime Alert Network. DCI can send out such an alert on your behalf if needed.

#### 334.5.2 SILVER ALERT CRITERIA

**Agency Content**

The below criteria must be met for a Silver Alert to be issued:

- (a) The missing person is 60 years of age or older.
- (b) The missing person is believed to have Alzheimer's, dementia, or another permanent cognitive impairment that poses a threat to their health and safety.
- (c) There is reasonable belief that the missing person's disappearance is due to their impaired cognitive condition.
- (d) The Silver Alert request is made within 72 hours of the individual's disappearance.
- (e) There is sufficient information available to disseminate to the public that could assist in locating the missing person.
- (f) The missing person has been entered into NCIC.

#### 334.5.3 RESPONSIBILITIES

**Agency Content**

Deputy, Detective, or other involved staff shall take the missing person report per established policy and procedure.

Communications Division staff shall enter the missing person report information into NCIC.

Supervisory staff shall be notified of the alert authorization and provide guidance as needed.

Communications Division staff shall communicate with the Wisconsin State Patrol Traffic Management Center as necessary to begin the Silver Alert process.

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Deputy, Detective, or supervisory staff shall communicate with the Division of Criminal Investigation (DCI) or Wisconsin State Patrol Traffic Management Center to ensure accurate information is relayed, corrected, and/or updated. If approved by DCI, access will be granted to the entry form which will be submitted online.

#### 334.5.4 FORMS

##### Agency Content

The Wisconsin Silver Alert plan is located on WILENET along with all of the official forms.

- (a) <https://wilenet.org/>

The Green Lake County Sheriff's Office Public S-Drive contains a checklist and supporting forms.

#### 334.5.5 TRAINING

##### Agency Content

WILENET, under Silver Alert, holds a 20 minute training video on Silver Alert.

#### 334.6 WCAN PLAN

##### Agency Content

The Wisconsin Crime Alert Network from the Wisconsin Department of Justice allows local, state, federal, and tribal law enforcement agencies to send out crime alert bulletins to businesses and the public targeting recipients based upon type of business and location.

Law Enforcement Officers from throughout the State of Wisconsin are able to send out alerts about crime and criminal suspects. The officer will select which of approximately 50 groups should receive the alert. Groups will include pharmacies, convenience stores, and banks, as well as organizations and agencies such as neighborhood watch, hospitals and schools/universities, and private citizens. Officers can also upload photos to send with the alert. Next the officer will select a geographic area to receive the alert. Once the officer sends the alert it goes out instantaneously to recipients.

##### 334.6.1 WCAN PLAN CRITERIA

###### Agency Content

While specific criteria has not been established, a distinction must be made between law enforcement sensitive topics and general public information. The correct distribution list may then be selected based upon the amount of detail given and the target audience.

- (a) WCAN is located on WILENET or on line at [www.wisconsincrimealert.gov](http://www.wisconsincrimealert.gov) or may be reached by e-mail at [info@wisconsincrimealert.gov](mailto:info@wisconsincrimealert.gov)

##### 334.6.2 WCAN RESPONSIBILITIES

###### Agency Content

Deputy, Detective, or other involved staff shall gather any necessary information per established policy and procedure.

Supervisory staff shall approve or deny the alert authorization and provide guidance as needed.



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Communications Division staff shall communicate with the DCI as necessary to begin the WCAN process or enter the necessary particulars into the WCAN system.

- (a) A detailed explanation of WCAN entry, including log-in access, is located within the Green Lake County Sheriff's Communications Resource Manual located in the Sheriff's Office Public S-Drive.

Deputy, Detective, Communications or other staff shall communicate with the Division of Criminal Investigation (DCI) or Dane County Communications to ensure accurate information is relayed, corrected, and/or updated.

### 334.6.3 WCAN CONCLUSION

#### Agency Content

Detective, Deputy, or Communications staff shall cancel the WCAN alert as necessary upon resolution of the case.

### 334.7 SILVER ALERTS

#### State

Silver Alerts are used to provide a statewide system for the rapid dissemination of information regarding a missing person who is 60 years of age or older and believed to have Alzheimer's Disease, dementia or another permanent cognitive impairment which poses a threat to his/her health and safety (Wis. Stat. § 175.51).

#### 334.7.1 CRITERIA

##### State

A Silver Alert should be issued when:

- (a) A reasonable belief that the missing person's disappearance is due to his/her impaired cognitive condition
- (b) The Silver Alert request is made within 72 hours of the individual's disappearance
- (c) Sufficient information is available to disseminate to the public that could assist in locating the missing person

#### 334.7.2 PROCEDURE

##### State

Members shall disseminate reports regarding at-risk missing adults in the Wisconsin Crime Alert Network (Wis. Stat. § 165.785; Wis. Stat. § 175.51).

### 334.8 HIT-AND-RUN ALERTS

#### State

Members investigating a hit-and-run should ensure an alert from the Wisconsin Crime Alert Network is initiated whenever the below criteria is met (Wis. Stat. § 346.67; Wis. Stat. § 346.70).

#### 334.8.1 CRITERIA

##### State

The following criteria apply (Wis. Stat. § 175.51):

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- (a) A person has been killed due to the accident.
- (b) There is sufficient information available to help locate the suspect or vehicle.
- (c) An alert could help prevent further harm or aid in an arrest.

### 334.8.2 PROCEDURE

**State**

Initiation of the alert is made through the Wisconsin Crime Alert Network (Wis. Stat. § 165.785).

## Victim and Witness Assistance

### 336.1 PURPOSE AND SCOPE

**Best Practice**

The purpose of this policy is to ensure that crime victims and witnesses receive appropriate assistance and information available through government and private resources and to meet all related legal mandates.

### 336.2 POLICY

**Best Practice**

The Green Lake County Sheriff's Office is committed to providing guidance and assistance to the victims and witnesses of crime. The employees of the Green Lake County Sheriff's Office will show compassion and understanding for victims and witnesses and make reasonable efforts to provide the support and information identified in this policy.

### 336.3 CRIME VICTIM LIAISON

**Best Practice**

The Sheriff may appoint a member of the Office to serve as the crime victim liaison. The crime victim liaison will serve as the point of contact for individuals requiring further assistance or information from the Green Lake County Sheriff's Office regarding benefits from crime victim resources. This person shall also be responsible for maintaining compliance with all legal mandates related to crime victims and/or witnesses.

### 336.4 CRIME VICTIMS

**Best Practice**

Deputies should provide all victims with the applicable victim information handouts.

Deputy should never guarantee a victim's safety from future harm, but may make practical safety suggestions to victims who express fear of future harm or retaliation. Deputy should never guarantee that a person qualifies as a victim for purpose of compensation or restitution, but may direct him/her to the proper written office material or available victim resources.

#### 336.4.1 SPECIFIC REQUIREMENTS REGARDING VICTIMS

**State**

Deputies shall ensure that the victim information handout is delivered to victims as soon as practicable but not later than 24 hours after initial contact with the victim (Wis. Stat. § 950.08(2g)).

Sex crime victims require additional actions as identified in the Sexual Assault Investigations Policy.

Victims of sexual assault, human trafficking and child sexual abuse have the right to be accompanied by a victim advocate when being interviewed by a deputy of the Green Lake County Sheriff's Office or other law enforcement agency. If the victim advocate obstructs or delays the

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interview, or fails to comply with the Child Abuse Policy and/or Sexual Assault Investigations Policy regarding the confidentiality of information relating to an investigation, he/she may be excluded from the interview and a different victim advocate may be permitted to accompany the victim at the victim's request (Wis. Stat. § 950.045(1)).

#### **336.5 VICTIM INFORMATION**

##### **State**

The Administration supervisor shall ensure that victim information handouts are available and current. These should include as appropriate:

- (a) Shelters and other community resources for victims of domestic abuse.
  - 1. The information shall include the availability of shelters and services from lists provided by the Wisconsin Department of Children and Families and the Wisconsin Department of Justice (Wis. Stat. § 968.075).
- (b) Community resources for victims of sexual assault.
- (c) Assurance that sexual assault victims will not incur out-of-pocket expenses for forensic medical exams, and information about evidence collection, storage and preservation in sexual assault cases (34 USC § 10449; 34 USC § 20109).
- (d) An advisement that a person who was arrested may be released on bond or some other form of release and that the victim should not rely upon an arrest as a guarantee of safety.
- (e) A clear explanation of relevant court orders and how they can be obtained.
- (f) Information regarding available compensation for qualifying victims of crime (Wis. Admin. Code § JUS 11.11).
- (g) VINE® information (Victim Information and Notification Everyday), including the telephone number and whether this free service is available to allow victims to check on an offender's custody status and to register for automatic notification when a person is released from jail.
- (h) Notice regarding U-Visa and T-Visa application processes.
- (i) Resources available for victims of identity theft.
- (j) A place for the deputy's name, badge number and any applicable case or incident number.
- (k) The mandated notices contained in Wis. Stat. § 950.08(2g) for crime victims which includes a list of victim's rights under Wis. Stat. § 950.04(1v).
- (l) Notice of legal rights and remedies available to domestic abuse victims that includes the statement: "If you are the victim of domestic abuse, you may contact a domestic violence victim service provider to plan for your safety and take steps to protect yourself, including filing a petition under s. 813.12 of the Wisconsin statutes for a domestic abuse injunction or under s. 813.125 of the Wisconsin statutes for a harassment injunction" (Wis. Stat. § 968.075).

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- (m) Information on the Wisconsin Department of Justice Address Confidentiality Program for victims of abuse (Wis. Stat. § 165.68).

### **336.6 WITNESSES**

**State**

Deputy should never guarantee a witness' safety from future harm or that their identity will always remain confidential. Deputy may make practical safety suggestions to witnesses expressing fear of future harm or retaliation.

Deputy should investigate allegations of witness intimidation and take enforcement action when lawful and reasonable.

Deputies may provide witnesses with a witness information handout explaining their rights pursuant to Wis. Stat. § 950.04(2w) when appropriate.

### **336.7 WITNESS INFORMATION**

**State**

The Administration supervisor shall ensure that witness handouts are available and current. The handout should include the rights of witnesses contained in Wis. Stat. § 950.04(2w).