



# JUDICIAL/LAW ENFORCEMENT AND EMERGENCY MANAGEMENT COMMITTEE

March 12, 2008

The regular Judicial/Law Enforcement and Emergency Management Committee meeting was called to order by Chairman Thom at 4:30PM on Wednesday March 12, 2008, in the County Board Room, Courthouse, Green Lake, WI.

## Roll Call:

Present     Gene Thom, Chairman  
               Debra Schubert, Vice-Chairman  
               Howard Sell  
               Eugene Schroeder  
               Richard Gorr

## Others Present:

Mark Podoll, Sheriff	Lori Evans, Adm. Asst.
Mark Putzke, Chief Deputy	Winn Collins, DA
Sue Wendt, Secretary	Jeff Haase, Asst. Corp. Counsel
Orrin W. Helmer, Co Brd Chair	Terri Stellmacher, Child Support Adm.
Darlene Strey, Coroner	Lynn Dutcher, Victim Witness Coord.
William Smith, Deputy Coroner	

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

## AGENDA

*Motion/Second (Sell/Schubert)* to approve the amended agenda. All Ayes. Motion carried.

## MINUTES

Minutes from February 13, 2008. *Motion/Second (Schubert/Schroeder)* to approve minutes as presented. All Ayes. Motion carried.

## PUBLIC COMMENTS

None.

## APPEARANCES

None.

## FILLING VACANT POSITIONS

Terri Stellmacher, Child Support Administrator, requested permission to post the vacant job of Child Support Financial Specialist/Case Manager , in her department. The committee reviewed the job description and agreed on the need for the position to be filled. Terri would like to post the job March 27th. *Motion/second (Schroeder/Sell)* to recommend to Personnel Committee that the job of Child Support Financial Specialist/Case Manager be filled. All Ayes. Motion carried.

## CORRESPONDENCE

Correspondence in packet:

Thank you from Green Lake Chamber of Commerce to Deputy Sarah Guenther, regarding coordinating the community service helpers for the Winterfest event. They did a great job.

Email from Deputy Vande Kolk regarding appreciation from Ms. Rank for the professionalism of the Sheriff Department in coming to her aid when her vehicle rolled over on STH 23.

## OUT OF STATE TRAVEL

Detective Josh Ward has been appointed our new K-9 Officer. He will be traveling to Humboldt, Iowa twice, once to be introduced to our new dog and bring him back to his new home in Green Lake County and once to train with her. Lodging \$50 per night, meals reimbursed as per County Ordinance.

Sheriff Podoll requests to attend The National Sheriff's Conference June 28-July 2, 2008 in Indianapolis, Indiana. Anticipated costs: Registration \$275, Lodging \$164 per night. Meals and gas reimbursed per County Ordinance.

*Motion/second (Schubert/Gorr)* to approve the Out of State training for Detective Josh Ward and Sheriff Podoll with reimbursements per County Ordinance. Forward to March County Board. All Ayes. Motion carried.

## DEPARTMENT COMMENTS

Lynn Dutcher, Victim Witness Coordinator, requested to put up a display in the front lobby of the Courthouse for Crime Victim Week, April 13 – 19, 2008. The display will consist of a cardboard tree put on the wall with various colored leaves depicting different types of crimes, with the date of the crime printed on them. Maintenance will be informed to move the table in the lobby so the display can be put up. Dutcher also wanted to thank the Sheriff Dept. for the community service workers who helped cut out the leaves for the display. *Motion/second (Schroeder/Schubert)* to approve the display for Crime Victim Week. All Ayes. Motion carried.

Winn Collins, DA reported that the Fingerprint System in the DA's office is not working well with the new updated computer system from the State. They wish to be included in the Highway and Maintenance time clock system when it is implemented. Collins will work with Marge Bostelmann in getting system implemented.

Bond Forfeitures of \$13,000 will be filed with the Clerk of Courts in April and the money deposited with the Treasurer, and will be credited to the Clerk of Courts contingency account.

The Sheriff reported:

1. He wants to thank Lori Evans for the great job she did in getting the Trip Program Tax money for juveniles back.
2. The Transport Division is trained and working on their own. They are coordinating their trips to make them more efficient. They are working very well.

Terry Stellmacher, Child Support Administrator, requested to carryover 6 days of her vacation, due to the shortage of staff in her office. *Motion/second (Sell/Schroeder)* to approve the carryover of 6 vacation days, to be used within 90 days, for Terri Stellmacher and forward to Personnel committee. All Ayes. Motion carried.

## **EXPENSE & REVENUE MONTHLY REPORTS**

Expense & Revenue Reports were reviewed by the committee for each department. Schubert questioned the Repair Maintenance Services which were over budget. Lori Evans will check this out and report back at the next meeting. *Motion/second (Schubert/Gorr)* to accept the expense and revenue reports. All Ayes. Motion carried.

## **MONTHLY SHERIFF REPORTS**

Reports on accidents, complaints, paper services, citations, warnings for patrol, transports and Jail Population reports were reviewed by the committee. Population for February was 45. *Motion/second (Schubert/Gorr)* to approve the monthly reports as presented. All Ayes. Motion carried.

The Sheriff handed out the Uniform Specifications Sheet that describes the items officers may purchase with their uniform allowance. Schubert feels that some items are not needed by communication workers and would like to see this renegotiated at the next time the Union Contracts are negotiated.

## **PURCHASE REQUESTS**

K-9 Request permission to purchase a new dog for our Canine Program. The cost of the dog, equipment and training is \$5,341.00. Funds for this program will come from Crime Prevention and Canine donated funds.

Squad Kennel To equip detective vehicle with a cage for the new canine. These funds will be reimbursed through donations. Bids: Ray Allen \$667.35; Activedogs.com \$626.45 Sheriff Department recommends purchase from Ray Allen.

PA system For use in the Safety Building Lower Level as it is very difficult to hear speakers during meetings and training sessions. This will be portable so it can be used out in the field when necessary. Account No. 08-100-52100-810-000 Bids: DBL Distributing \$379.80; Audio Links \$549.99.

Sofa for soft interview room. To furnish the soft interview room to make the victims, especially females and children try to be more at ease during interviews. One half paid for by Human Services. Account No. 08-100-09-52700-810-000 (1/2) Bids: Farrell's \$798.00; Goodrich \$1,195.00 Schubert asked that they check with WG&R for a lower price and bring back to next meeting.

19" widescreen flat-panel HDTV To allow for videoconferencing to be installed in the large courtroom. Account No. 08-101-05-51230-999-001 Bids: Best By \$263.49; Buy.com \$294.00; Buy.com \$299.99 Best By TV was on sale until 3/2/08. The savings was approximately \$60. Gene Thom was called to approve purchasing the TV during the sale.

*Motion/second (Schubert/Gorr)* to approve the above purchases, except the Sofa, and forward to P&I for approval. All Ayes. Motion carried.

## RESOLUTIONS/ORDINANCES

Ordinance amending the Code of Green Lake County, Chapter 98, Section 4 Alarm System., was reviewed by the committee. *Motion/second (Schubert/Gorr)* to forward on to County Board. All Ayes. Motion carried.

Resolution Requesting the State of Wisconsin Department of Corrections Increase Reimbursement Payments for State Probation and Parole Prisoners held in the Green Lake County Jail, was reviewed by the committee. *Motion/second (Schubert/Gorr)* to forward on to County Board. All Ayes. Motion carried.

Resolution Increasing County Cremation Fees, was reviewed by the committee. Schubert requested that "perdiem will not be paid for signing cremation permits" be added to the resolution. *Motion/second (Schubert/Gorr)* to forward on to County Board as amended.

## MONTHLY VOUCHERS

The committee reviewed the monthly claims for payment for the Coroner. Listing was signed, dated March 12, 2008, in the amount of \$1,390.70.

The committee reviewed the monthly claims for payment for the Judge, Circuit Court. Listing was signed, dated March 12, 2008, in the amount of \$2,936.46.

The committee reviewed the monthly claims for payment for the Clerk of Courts. Listing was signed, dated March 12, 2008, in the amount of \$2,016.95.

The committee reviewed the monthly claims for payment for Child Support. Listing was signed, dated March 12, 2008, in the amount of \$1,048.34.

The committee reviewed the monthly claims for payment for District Attorney. Listing was signed, dated March 12, 2008, in the amount of \$243.72.

The committee reviewed the monthly claims for payment for the Sheriff's Department. Listing was signed, dated March 12, 2008, in the amount of \$44,676.06.

*Motion/second (Schubert/Gorr)* to approve all the above claims. All Ayes. Motion carried.

## **FUTURE AGENDA ITEMS FOR ACTION & DISCUSSION**

Truck Topper purchase, Sofa purchase, Long Range Plan Discussion

## **NEXT MEETING DATE**

Next regular meeting set for April 9, 2008 at 4:30 PM .

## **CLOSED SESSION**

*Motion/second (Schubert/Gorr)* to move into closed session per ss.19.85 (1)(c) Interviews PT Communication Officer, Personnel matters (g) Confer with legal counsel. Roll Call - 5 Ayes, 0 Nays. Motion passed. 5:20 PM.

## **RESUME OPEN SESSION**

*Motion/second (Sell/Gorr)* to move into open session. Roll Call - 5 Ayes, 0 Nays. Motion passed. 5:50 PM

*Motion/second (Schubert/Schroeder)* accept the administrations ranking of the candidates and choose from that ranking on the continuing eligibility list to fill their needs. All Ayes. Motion carried

## **ADJOURN**

*Motion/Second (Schubert/Schroeder)* to adjourn. All Ayes. Motion carried. Meeting adjourned at 5:55 PM

Respectfully submitted,

Sue Wendt, Secretary