

**PUBLIC SAFETY & JUDICIARY COMMITTEE MEETING
MINUTES - February 11, 2009**

DATE: February 11, 2009 TIME: 9:00 a.m. PLACE: A260
Adams County Courthouse 400 Main Street Friendship, WI 53934

MEMBERS PRESENT: Al Sebastiani, Florence Johnson, Cynthia Loken, Jerry Kotlowski, Terry James

OTHERS PRESENT: Sheriff Renner, Chief July, Terry Scheel, Deb Barnes, Terry Warner, Jane Grabarski, Humane Society representatives, Dee Helmrick, Shirli Suchomel

1. Call to Order – At 9:00 a.m. Chair Sebastiani called the meeting to order.
2. Was the meeting properly announced? – Yes.
3. Roll call: Sebastiani, Johnson, Loken, Kotlowski, James present.
4. Approve the Agenda – **MOTION** by Kotlowski/Loken to approve the February 11, 2009, meeting agenda. MC/Unan.
5. **MOTION** by James/Johnson to approve the minutes from January 14, 2008, Public Safety & Judiciary Committee meeting. MC/Unan.

Coroner's Report - Adams County Coroner Terry Scheel reported 14 deaths in January. He has referred two cases to Columbia County for investigation on a possible conflict of interest concerning manner of death. He has already checked with Corp Counsel and the District Attorney on both of these cases. One digital camera is broken and he requested approval for replacement; the money is budgeted. He submitted vouchers for January. Concerning a death at Chula Vista, Chair Sebastiani gave Coroner Scheel a printed e-mail and when he read it Scheel stated he hadn't heard of the situation prior to this. He will check on it and report to Committee in the March meeting. When asked, he stated that hospice deaths are handled by phone when hospice workers call the coroner. He had no training requests.

Family Court Commissioner – Dennis McFarlin not present.

Child Support – Deb Barnes submitted her Performance Measures report in Committee's mailboxes. All her comparison figures are up from last January. The CSA check summary was distributed to the committee prior to the start of the meeting. The initial space needs study meeting suggested that her paper files could be scanned to reduce storage problems. She has not pursued a scanning system for the office pending a statewide system that would have tied all records into the KIDS program. Due to budget constraints this project has been delayed indefinitely by the State. She asked Committee's approval to begin fact-finding on the costs to implement the same scanning system into the CSA office that is used by the Register of Deeds office. Money for this was not budgeted into 2009 but she estimated 66% to 100% of the cost would be covered by Performance money. FOR NEXT AGENDA: Child Support Document Scanning.

Clerk of Circuit Court – Not present.

Register in Probate – Terry Warner submitted her Check Summary report and stated that collections are going well in her department. The space needs study included Video Conferencing and Communication Systems for Courtroom B and the DAR system. She reported that court recorders are hired on an hourly basis now and overtime is possible. She recommended a speaker system in Courtroom B because they are currently using a telephone on speaker. Secured storage is an issue with adoption and TPR cases required by law to be kept on site forever, and probates for 100 years. She will also be looking into a record scanning system and she needs a locked room to comply with the mandate

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for secure storage. She has conference training in April paid by non-county funds. Her training in March is paid for by the State of Wisconsin.

District Attorney – Not present.

Emergency Management – Jane Grabarski gave her written report of the Communication upgrade. The Airport Commission met Monday night and granted a variance for the tower at the edge of its restricted zone. The paperwork on the Rome tower site is ready to sign, then equipment and licensing will go through, and the three-tower radio system will start. Grabarski met with Juneau County Emergency Management director. Adams County is seeking five people to become members of the Juneau County team. Jane contacted the local fire departments with this need. An ethanol tanker truck that tipped over required a HAZMAT team to contain the site. Marquette County responded in mutual aid and the trucking company will be billed for that as well as for ambulance and towing that also responded. Grant reports: Jane had nothing to report concerning Emergency Housing Repair. Pre-Disaster Mitigation meeting is set for public stakeholders on March 9, 2009 at the Community Center at 1:30 p.m. A survey went out to municipalities to evaluate risks for natural hazards. This survey is due in two weeks and will be forwarded to North Central Regional. FEMA's final payment was received last week for Dell Prairie and now all municipalities' monies are made whole. FEMA purchased homes in floodplains in other counties; in Adams they denied road repairs and culverts. A four-county tabletop exercise was held January 29, 2009, on Petenwell Dam. About 80 were in attendance. There are two functional exercises coming up, one next month and the other in June on decontamination of people in a chemical spill. Grabarski is working with Faith in Action, a group that is willing to take in donations and distribute them to the qualified recipients in the event of a disaster in the county. She described a computer form to fill out for donations of cash or goods, which will refer the donor to the proper agency. She had no training coming up. Committee had her voucher report.

MOTION by Kotlowski/James to convene in closed session per Wis Stats 19.85(1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility: Discuss personnel matters; and Wis Stats 19.85(1)(e) deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session: Discuss contract negotiations for Local 414. **ROLL CALL VOTE:** Johnson: Yes. Loken: Yes. James: Yes. Sebastiani: Yes. Kotlowski: Yes. Unanimous. The meeting closed at 9:42 a.m. and all parties but Committee and Coroner Scheel left the room. Sheriff Renner was called into closed session when Coroner Scheel left. **MOTION** by Loken/Johnson to reconvene in open session per Wis. Stat 19.85(2) to consider and vote on appropriate matters. **ROLL CALL VOTE:** Johnson: Yes. Loken: Yes. James: Yes. Sebastiani: Yes. Kotlowski: Yes. Unanimous. The meeting opened at 11:10 a.m.

Break at 11:10 a.m. Meeting reconvened at 11:15 when Chair Sebastiani called order.

Sheriff's Department - Sheriff Renner stated that Joseph Lebreck started as a Road Officer Monday, February 9, 2009. Lt. Tully's training is going fast and he will be able to take on late shift by himself next Monday. The Link security system to the courthouse needs to have Sheriff's Department policy in place concerning how to handle calls. The White Creek Lions voted to donate \$1,000.00 to Project Lifesaver and an unofficial tally of the Bowling Tournament Fundraiser money was over \$1,000.00. Sheriff Renner wants to have a Project Lifesaver kit at a south-end Adams County location as well as one at Rome. The kits are \$4,500.00 apiece. Four bands were distributed so far; three children and one

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adult. Bands are tested upon installation and the caregivers test them daily. The department's receiving unit is tested as well.

The Animal Shelter/Animal Control Officer's report was in the Committee packet. Corp Counsel had submitted a Resolution for signature by Committee establishing a Humane Society/Public Safety & Judiciary Committee member liaison person to attend Humane Society meetings. **MOTION** by Kotlowski/Johnson to approve the resolution as presented and forward it to County Board. MC/Unan. Once approved by County Board, it is Committee's discretion as to who the Liaison will be, per Corp Counsel. The Humane Society meets on the second Thursday of the month at 4:15 p.m. at the electric coop building. Minutes of these meetings are now submitted to the County Clerk for inclusion in the County Board packet. Supervisor Kotlowski was excused from the meeting at 11:33 a.m.

Chief Deputy July stated he attended the Airport Commission meeting and the airport car was not addressed then. He has nothing to report to Committee today concerning it. FOR NEXT AGENDA: Airport car.

Wright Express update: In response to a question last month Chief researched the means by which Wright profits by its gas card services. Wright gets a percent of each gas purchase, similar to a regular credit card purchase, and this is settled between vendor and card issuer. The contract is a two-year obligation and the language was changed to include a 60-day, rather than 30-day, notice before expiration or the contract automatically renews. The County is not obliged to use the card, and there is zero cost the county for this contracted service. Chief July will bring this to Committee at the March meeting.

The Chief Deputy of Monroe County contacted Chief July inquiring about inmate jail bed space, asking if we would contract 20 beds to Monroe County in 2010. Sheriff and Chief agreed this would be good for revenue but it might lead to classification problems in the jail. The State mandates classification but doesn't pay to have it done. No one knows what would happen at the State level if classification is not done, because the jail is state-licensed but the Sheriff has authority over the jail. Again State prisoners were discussed, and the disadvantages of housing them here. Chief asked Committee approval to explore Monroe County contract possibilities. **MOTION** by James/Loken to allow Sheriff and Chief to investigate opportunities to house Monroe County inmates and bring the results back in March to the Committee meeting. MC/Unan.

Inmate education: Matching funds for Inmate Education total \$6,332.80. This is in the revenue budget under Contracted Services but the budget did not show a line item for expenses. The money is in the Commissary budget and Chief sought Committee approval to establish an expense line item for these funds. **MOTION** by Loken/James to establish the accounting process necessary for the grant to be done to allow Inmate Education Grant monies into the budget. MC/Unan. Chief is to consult the Finance Director.

A radio upgrade matching fund grant is available that paid for 76% of the radio purchases the last time it was used. The money has to be on hand before the grant is awarded and Chief can voucher it from the Small Equipment line item. Four to five mobile squad units and 10-12 hand-held radios need to be replaced at approximately \$4,000.00 each. **MOTION** by Johnson/Loken to go forward with the radio grant if matching money is in the budget. MC/Unan. Chief is to present specific figures on this project at the March Committee meeting.

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Captain Beckman was doing an interview at the Sheriff's request and Sheriff and the Chief fielded questions on the rest of the agenda items. An ambulance slid into a squad car on private property during a call, and there were no other accidents to report. Four Electronic Monitors are out right now. Ed Baron's replacement was discussed. Advertising could be done if there were a job description for the position. Ed stated he will stay with the department through the September schooling for his replacement, but that will be the last; he is retiring. Discussion followed concerning certification and law enforcement background.

A voucher for \$7,000.00 in repair of a transport car was questioned by Chair Sebastiani. Chief will look into this and report back in March. **MOTION** by James/Loken to approve all vouchers presented at this meeting. MC/Unan.

Clerk of Court Helmrick arrived with her packet for committee and also the District Attorney's. Expense Check reports were included for both departments. She contacted the collection agency who suggested we extend the time of turnover from six months to nine months before they get our cases to pursue. There is no cost to the County; the agency collects 25% of all fees and turns over 75% to the County. Corp Counsel reviewed the new offer and he had no problem with it if Committee accepted it. The Clerk of Court picks which cases to turn over. At first, she sent everything unpaid on the books all the way back to the '80s. If the new contract is signed and the County wishes to quit, the agency has 90 days to collect on cases already turned over to it. **MOTION** by Loken/Johnson to approve the collections agency contract as presented. MC/Unan.

Discussion followed on Community Service. The Community Service and the Clerk of Court's annual report will be on the County Board agenda. Helmrick turned in vouchers. She described a professional shredding service that charges \$60.00 per pallet to shred confidential documents. They will be coming in about a month and she invited other departments to participate. She had no new training requests. The Regional training for Clerks of Court is coming and she will send her collections clerk, small claims clerk, and one other employee to attend the ethics and legalities training provided by the Supreme Court. Expenses will only be for mileage. The Winter Conference is this month and Dee will attend without staying overnight as the weather looks good right now. This was budgeted.

Next Public Safety & Judiciary Committee meeting will be Wednesday, March 11, 2009, at 9:00 a.m. in Conference Room A260.

MOTION by Loken/Johnson to adjourn MC/Unan. Meeting ended at 12:43 p.m.

Submitted by Deputy Sheriff Shirli Suchomel, Acting Secretary
These minutes are not yet approved by Public Safety & Judiciary Committee (02/18/09)