

**PUBLIC SAFETY & JUDICIARY COMMITTEE MEETING  
MINUTES - JANUARY 9, 2008**

DATE: January 9, 2008                      TIME: 9:00 a.m.                      PLACE: Conference Room A260  
                 Adams County Courthouse                      400 Main Street                      Friendship, WI 53934

MEMBERS PRESENT:        John West, Florence Johnson, Cynthia Loken, Jerry Kotlowski  
EXCUSED ABSENT:         Harry Davis

OTHERS PRESENT: Sheriff Renner, Chief July, Dennis McFarlin, Nick Segina, Deb Barnes, Dee Helmrick, Janis Cada, Jane Grabarski, Barb Petkovsek, Corp Counsel, Roberta Sindelar, Shirli Suchomeł

1. Call to Order – At 9:02 a.m. Chair John West called the meeting to order.
2. Was the meeting properly announced? – Yes.
3. Roll call: West, Johnson, Loken, Kotlowski, present. Davis was excused absent.
4. Approve the Agenda – **MOTION** by Kotlowski/Loken to approve the January 9, 2008, meeting agenda. MC/Unan.
5. Approve minutes of the November 7, 2007, and December 12, 2007 meetings – **MOTION** by Loken/Johnson to approve the minutes from November 7 and December 12, 2007, Public Safety & Judiciary Committee meeting. MC/Unan.

**Coroner's Report-** Nick Segina presented the Coroner's vouchers. He had a copy of a resolution passed by the Executive Committee to put funding into the Coroner's budget, and he wanted Committee to put a dollar amount into the resolution's wording. Committee declined, noting that the bills were being paid and no dollar amount was necessary. Corp Counsel joined the meeting as Segina was explaining his position on payment of bills for the Coroner's office. Committee had questions on the bills and Segina left the meeting at 9:15 a.m. Chief July explained the difference between Coroners and Medical Examiners. It had been his experience in working with other Coroners that a lot of the time requests for autopsies had been requested from law enforcement or other outside entities. Discussion with Corp Counsel followed.

**Family Court Commissioner** – Dennis McFarlin informed Committee of the high percent of self-representation in Family Court and how much extra time it is taking not having legal counsel in the courtroom. He encouraged the use of video conferencing. Information only, no action taken.

**Child Support** – Deb Barnes submitted her vouchers and explained the Performance Report, and how it affects State and Federal revenues her office can expect. She gave a brief oral report of office activities.

**Clerk of Circuit Court** – Dee Helmrick distributed the Community Service Coordinator's report to Committee and mentioned that the Coordinator is working very well in her position. Helmrick submitted her own and the District Attorney's vouchers and asked Committee to phone Janis Cada when they were ready for her in the meeting. Helmrick reported a Friday District Quarterly Clerk of Court's Meeting she planned on attending with one deputy. Her personnel issue is still pending, as is the criminal issue. Her new staff is working well. Helmrick's new fee schedule is not yet ready, but she will have it for next month's meeting. It needs to go to County Board for approval by resolution.

**Register in Probate** – Not present.

**District Attorney** – Not present.

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**Emergency Management** – Administrative and Financial Coordinator Barb Petkovsek informed Committee that she and the Finance Committee met with Ehlers and Associates about the bond for the Communications project. Ehlers gave the figure of \$3,105,000.00 to include project management and contingency. Refinancing of other bonds is being considered as well as consolidation of promissory notes into the Communications Project bond to get the best interest rate, making the final bond amount \$6,100,000.00. In January a resolution will be introduced at County Board to authorize the note, and in February notes will be sold in Madison through Banker's Bank. Mike Harrigan of Ehlers will be at the January County Board meeting to explain the refinancing. Discussion turned to the existing dispatch center and Petkovsek stated the existing facility will be renovated but not relocated.

Jane Grabarski stated \$1,898.00 was awarded in 2007 for a computer under the EPCRA (Emergency Planning & Community Right To Know Act) grant. She is submitting an All-Hazards Pre-Disaster Mitigation Plan grant application in a federal competition for funding at no cost to the County. Rome Police Department submitted for grant reimbursement of radios at \$2,527.00. Incident Command training Level 300 is coming up January 31-February 1 with Public Health, reimbursed at \$1,325.00. Grants to be submitted include the Exercising Grant where agencies practice working together in emergencies, and the computer grant for 2008.

Grabarski informed Committee of three upcoming activities: Two presentations January 10 at AF Elementary School 5<sup>th</sup> grade, Skywarn Storm Spotter training April 1, and a joint exercise with Columbia and Sauk Counties on handling boating accidents on the Wisconsin River.

Training in Emerging Issues in Emergency Management by Wisconsin Counties Association is coming up in Stevens Point to define the role of County Officials in declaring an emergency. The money is in the budget for this training and total cost depends on how many board members go. **MOTION** by Loken/Kotlowski to approve Emergency Management's vouchers. MC/Unan.

**Sheriff's Department** – The Animal Shelter Report was in Committee's packet. No Animal Control report was available as the officer had been hospitalized and was currently recuperating at home. Tasha Kaehler has been answering animal pick-up calls and deputies from the department have been handling animal complaints.

Sheriff Renner stated that on his one-year anniversary in office he is happy with the relationships he has established with Committee, the County Board, and the public. He reported a traffic fatality on Saturday that Deputy Coroner Marilyn Rogers covered. Sheriff went to FCI with Chief July to attend a meeting with the new Warden Carol Wolinken and they established their expectations for Mutual Aid. Warden Wolinken reported that she requested additional road signage from the Highway Department identifying clear direction to FCI and she commended Highway for doing the job quickly.

Chief July explained the squad leasing options. Municipal leases from both GMAC and Ford were examined, both of which contained the \$1.00 end-of-lease buyout, and he has also researched truck leases. He explained the GMAC 3-year lease option on any vehicle and Ford's 5-year lease on trucks. Lease rates are fixed at corporate levels, GMAC being 10.2% APR and Ford at 5.75%. Ford's rate could go down lower in a price break, with total purchase price of 13 vehicles for under \$100,000.00 per year for three to five years. Five of the proposed leased vehicles are marked for administration. Letters will be sent to local dealerships asking for their offers on Municipal Leasing and when responses have been received Corp Counsel will examine them.

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Chief July went over his 2007 Department Report Power Point presentation to be given at County Board. Information only; no action taken. In answer to a question by Kotlowski, Chief explained DNR versus Municipal Citation revenues.

The MEG officer is traveling to Washington DC February 3-28 for a conference at wages only; travel, meals, and lodging are covered by National Narcotics Officers organization. All radio users' call numbers are changing as of February 15, 2008. The Captain's reports are in Committee's packets. Classification of inmates seems to be going very well so far.

Janis Cada of the District Attorney's office joined the meeting and stated she only had purchase orders and had no training or conference requests. She reported a line item monetary transfer to cover wages for her replacement coverage while she recovered from a surgery.

**MOTION** by Johnson/Kotlowski to approve vouchers for Child Support, Clerk of Court, Register in Probate, District Attorney, and Sheriff's Department. MC/Unan.

**MOTION** by Johnson/Loken to approve Coroner's vouchers to exclude the one for a pager contract pending Corp Counsel's approval. MC/Unan.

Next meeting date is Wednesday, February 13, 2008, 9:00 a.m. in Conference Room A260.

At 10:43 a.m. **MOTION** was made by Loken/Kotlowski 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. ROLL CALL VOTE: Johnson: Yes. West: Yes. Loken: Yes. Kotlowski: Yes. Unanimous. The meeting closed at 10:43 a.m. and all persons not in administration or on Committee left the room. Meeting adjourned from closed session by a **MOTION** from Loken/Kotlowski at 11:14 a.m. ROLL CALL VOTE: Johnson: Yes. West: Yes. Loken: Yes. Kotlowski: Yes. Unanimous.

Submitted by Deputy Sheriff Shirli Suchomel, Acting Secretary

*These minutes are not yet approved by Public Safety & Judiciary Committee (01/15/08)*