

**PUBLIC SAFETY & JUDICIARY COMMITTEE MEETING
MINUTES - August 8, 2007**

DATE: August 8, 2007 TIME: 9:00 a.m. PLACE: A260
 Adams County Courthouse 400 Main Street Friendship, WI 53934

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

OTHERS PRESENT: Sheriff Renner, Chief July, Captain Beckman, Dennis McFarlin, Nick Segina, Deb Barnes, Terry Warner, Jane Grabarski, Dee Helmrick, Mark Thibodeau, Janis Cada, Roberta Sindelar, Shaun Long, Shirli Suchomel

1. Call to Order – At 9:04 a.m. Chair John West called the meeting to order.
2. Was the meeting properly announced? – Yes.
3. Roll call: West, Johnson, Loken, Kotlowski, and Davis present.
4. Approve the Agenda – **MOTION** by Loken/Kotlowski to approve the August 8, 2007, meeting agenda. MC/Unan.
5. Approve minutes of the July 11, 2007, meeting – **MOTION** by Davis/Loken to approve the minutes from July 11, 2007, Public Safety & Judiciary Committee meeting. MC/Unan.

Coroner's Report - Deputy Coroner Nick Segina reported that Coroner Terry Scheel is home from the hospital and in a wheelchair. Terry requested transportation by the County's handicap bus route to get to the courthouse and Chair John West advised Segina to pursue this request with Eric Furtkamp of Social Services. Segina found a supplier of coroner's equipment and asked approval to seek pricing and terms, which Committee granted and advised him to inform the Administrator/Finance Coordinator when the information arrives. Segina reported that two deputy coroners wish to cut back their hours, stating another deputy coroner might have to be appointed in their place. Committee signed Coroner's vouchers after some revisions. **MOTION** by Davis/Loken to approve the Coroner's vouchers. MC/Unan.

Family Court Commissioner – Attorney Dennis McFarlin explained his report and budget proposal. **MOTION** by Johnson/Kotlowski to approve Family Court Commissioner's budget and send it to the appropriate department. MC/Unan.

Child Support – Child Support Director Deb Barnes submitted vouchers and explained the Performance Measures report for July. The three-day Annual Fall Conference in October will be in Elkhart Lake covering policy and legal updates, which Barnes plans to attend with Attorney Dan Wood. The conference funding is in her 2007 budget. **MOTION** by Loken/Johnson to approve Barnes and staff to attend the Annual Fall Conference. MC/Unan. Barnes reported that the new secretary is working out very well. Committee signed the vouchers. Barnes explained her 2008 budget proposal and the 66% matching funds feature from the State. She left the meeting to re-work the layout of the budget, to return later in this meeting with the new format.

Clerk of Circuit Court – Helmrick was called out of the meeting, to return later.

Register in Probate – Register in Probate Terry Warner presented her vouchers. She explained recoupments and her proposed 2008 budget. She reported a project the judge has in mind to obtain grant money for a Community Center for juveniles to give them a place to go. West advised Warner to increase her 2008 revenue amount and Warner agreed to adjust her budget proposal per his advice. **MOTION** by Loken/Davis to accept the Register in Probate's 2008 budget and forward it to the Administrator/Finance Coordinator. MC/Unan.

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District Attorney – District Attorney Thibodeau explained his proposed 2008 budget. Janis Cada submitted the vouchers, which Committee signed. Thibodeau stated that the Victim-Witness Coordinator's position is grant funded two times a year for salary and supplies. **MOTION** by Johnson/Loken to approve the District Attorney's 2008 budget as presented, with the proposed co-op student's salary presented to the Administrator/Finance Coordinator to determine where in the budget to put that salary. MC/Unan.

Clerk of Court - Clerk of Court Dee Helmrick submitted her vouchers to Committee, which they signed, and she distributed the Community Service Coordinator's report. Helmrick reported two open positions that were posted internally and one newly formed position that is currently advertised in the newspaper. Helmrick will attend the District Meeting in Green Lake on Friday, which covers financial and legal updates. She explained the preliminary first draft of her 2008 proposed budget. West advised her that when her budget is finished she should take it to the Administrator/Finance Coordinator no later than August 20, 2007.

MOTION by Johnson/Davis to take a five-minute recess. MC/Unan. Meeting recessed at 11:30 a.m. Meeting reconvened at 11:38 a.m.

Emergency Management - Jane Grabarski reported that Communication System bids originally due August 15, 2007, are now expected one month later. The reason for this extension was to obtain very thorough and accurate bids, which time constraints did not allow with the earlier due date. The 2006 Radio Interoperability Grant is done. She explained three recent grants. There are three exercises in the month of August: a tabletop exercise on the 15th simulating an emergency at Grande Cheese; a DNR mock fire drill on the 18th; and a full-scale Public Health mass clinic on the 23rd. Grabarski will hold a booth at the County Fair. She submitted her vouchers to Committee and they were signed. She then presented and explained her 2008 budget. **MOTION** by Johnson/Davis to approve the Emergency Management 2008 budget as presented and send it to the Administrator/Finance Coordinator. MC/Unan.

MOTION BY Johnson/Davis to approve vouchers from Clerk of Circuit Court, Child Support, Register in Probate, and District Attorney. MC/Unan.

MOTION by Davis/Loken to approve Emergency Management vouchers. MC/Unan.

Deb Barnes returned to the meeting with her revised 2008 budget. Committee examined it and Davis/Johnson made the **MOTION** to approve the 2008 Child Support budget and send it to the Administrator/Finance Coordinator. MC/Unan.

Sheriff's Department - Sheriff Darrell Renner provided a news release of a recent marijuana eradication. He sought Committee approval to send two employees to Utah for yearly Spillman training, which is paid for in the annual fee to Spillman including conference fee, motel, and airfare for a final cost of only \$300, which is in the budget. Renner reported a new hire, Ryan Greeno; and a new lieutenant starting September 4, 2007. Four road officers are in training; one position is still open. Jail is short one officer. **MOTION** by Loken/Johnson to approve two employees' out-of-state travel to Utah for Spillman training. MC/Unan.

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Recreation Officer Shaun Long took the floor, introduced himself to Committee, and outlined some of his duties. He explained the need for two ATVs and presented proposals for consideration. He sought approval to seek bids on two ATVs and a Rescue-boggan, as well as a double-place trailer. He estimated a total cost for these at \$25,000, which Chief July budgeted into 2007. The DNR reimburses all but the rescue sled. **MOTION** by Loken/Davis to approve Deputy Long to proceed with getting bids for the recommended equipment based on current County policy. MC/Unan.

Chief Deputy July stated his report would be covered in the budget presentation.

Captain Beckman had his new Receivable Summary Report in Committee's packet with Safekeeper figures and other revenue generated in July. He reported that the HVAC in Pod is still a problem, and Maintenance is still working on it. Hiring status: one position is open in Jail from Scott Sipla's promotion, and one will be open in September. Testing is finished and interviews are scheduled for ten applicants.

Committee reports were in the packets.

Chief July and Captain Beckman conducted the Budget presentation/discussion. Committee suggested revisions. Per Committee Chair, John West, the Sheriff's Department is to include the Court Video Conference System, and the Courthouse Facility Card Key System in the proposed 2008 budget. These projects may be moved to another department later in the budget process.

MOTION by Loken/Davis to approve the Sheriff's Department 2008 budget with revisions by Committee. MC/Unan.

The next meeting is Wednesday, September 12, 2007, at 9:00 a.m. in Conference Room A260.

MOTION to approve the Sheriff's Department vouchers was made by Johnson/Kotlowski. MC/Unan.

MOTION by Loken/Johnson to convene in closed session per Wis. Stat. 19.85(1)(c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility: discuss personnel issues of hiring, promotion, resignation, and retirement: Discuss Lt. Nowak's resignation; and Wis. Stat. 19.85(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: Contract strategies for upcoming 2008 contract. **ROLL CALL VOTE:** Kotlowski: Yes. Loken: Yes. West: Yes. Johnson: Yes. Davis: Yes. Meeting closed at 2:03 p.m. Shirli Suchomel left the meeting; Committee, Sheriff, Chief, and Captain remained.

Per Chief Deputy July, the Committee adjourned out of closed session in a **MOTION** by Loken/Kotlowski. **ROLL CALL VOTE:** Kotlowski: Yes. Loken: Yes. West: Yes. Johnson: Yes. Davis: Yes. Meeting adjourned at 2:32 p.m.

Submitted by Deputy Sheriff Shirli Suchomel, Acting Secretary
These minutes are not yet approved by Public Safety & Judiciary Committee (08/14/07)