

# MINUTES OF MEETING

## PUBLIC SAFETY & JUDICIARY COMMITTEE

Adams County Courthouse, 400 Main Street, Friendship, WI 53934

**DATE – May 13, 2009**

**TIME: 9:00 a.m.**

**PLACE: Conference Room A260**

COUNTY BOARD MEMBERS PRESENT: Florence Johnson  
Cynthia Loken  
Terry James  
Al Sebastiani

EXCUSED ABSENT: Jerry Kotlowski

OTHERS PRESENT: Joanne Sumpter, County Board Supervisor  
Sheriff Renner, Sheriff's Department  
Chief July, Sheriff's Department  
Captain Beckman, Sheriff's Department  
Deb Barnes, Child Support Director  
Jane Grabarski, Emergency Management Coordinator  
Dee Helmrick, Clerk of Court  
Dennis McFarlin, Family Court Commissioner  
Shirli Suchomel, Administrative Secretary, Sheriff's Dept.  
Sandra Green, Fiscal and Support Services Manager, Sheriff's Dept.

1. Call to Order: 9:00 a.m.
2. Was the meeting properly announced? Yes
3. Roll call: Johnson, Loken, James, Sebastiani present. Kotlowski excused absent.
4. Approve the agenda: MOTION by Johnson/Loken to approve the May 13, 2009 meeting agenda. MC/UN.
5. MOTION by Johnson/James to approve minutes from April 8, 2009, Public Safety & Judiciary meeting. MC/UN.

### CORONER:

- Autopsy bill and monthly vouchers submitted.
- Incident on Monday concerning possible H1N1 virus. Proper protocol was followed. Transported autopsy and was indicated to have died due to pneumonia. As a precautionary measure, samples were sent to CDC for confirmation.
- Training: June 8<sup>th</sup> Spring Coroners conference in Janesville. Money is available for one person.

### FAMILY COURT COMMISSIONER: Dennis McFarlin

- Requesting office space within the courthouse. Purpose: having computer access. Referred to property committee.

### CHILD SUPPORT: Deb Barnes-Child Support Coordinator

- Deb handed out performance numbers and check summaries. Increase in caseload numbers in April 2009 now over 1,100 IV-D cases.
- Funding: State Joint Finance Committee approved a continuing appropriation of state General purpose Revenue which would continue unless the Federal Government would make performance match funding permanent.
- CS received 48 applications for the vacant secretary position and narrowed it down to nine candidates. Testing will be next week then interviews. Scanning and indexing project on hold until someone is hired.
- Office Activities: Regarding H1N1 – Incident Command System (ICS) was activated by Public Health and Barnes assisted with press releases and media as Public Information Officer.

CLERK OF CIRCUIT COURT: Dee Helmrick-Clerk of Court

- Summer conference is in June for 3 days. This is in the budget. No agenda received.
- Kathy returns in about two weeks.
- Submitted monthly report from Community Service Coordinator and list of office expenses paid.

REGISTER IN PROBATE: Not present.

DISTRICT ATTORNEY: Not present.

EMERGENCY MANAGEMENT: Jane Grabarski – Emergency Management Coordinator

- Communications Systems upgrade - Foth Report: Want seven towers when done. Have three now. In about six weeks will have additions of three more which include Big Flats, Strongs Prairie and Richfield. Shelters should be set week of 20<sup>th</sup>
- Hazmat team: Meeting with Fire Chiefs late this month about recruiting team members.
- Adams Amateur Radio - Corporation Counsel discussed their desire to erect a tower on the inactive County site on the Friendship mound and how an agreement would allow them to use the communications system. They (Adams Amateur Radio) need to be granted variances through airport commission and Planning & Zoning, acquire easements with other properties, and provide us with proof of insurance coverage, etc. as everything is about liability if they want to use our land.
- Grants: Successful in getting \$750 grant from Enbridge. Put towards weather radios. Handed out 260 weather radios to households for \$25 each.
- Community Development Block Grant: First checks out this week. Project is progressing. The County is given an administrative fee also for this portion which was \$914.
- All Hazard Mitigation Plan Update: Public meeting 5/21/09 in County Board Room. Putting forth draft of plan. Asking for public input.
- Easton Fire: Showed map of where fire occurred. 106 acres burned. Burning grass clippings. Lost a permanent home and some garages/sheds/vehicles, etc. This person will be held liable.
- H1N1: 496 confirmed in WI. In 18 different counties. One in Adams County. Will go away in next couple of weeks and come back in fall. Conference calls held twice a week re: H1N1. Continue with health precautions and good hygiene. "Novel Virus" – no one has any immunity to this. IE: reason for pandemic.
- Trailer storage: Trailers are on Hwy. and in open elements. Should be in a controlled environment. Both should be in heated areas during winter. Need to find storage space for these trailers. Will send a reminder to property committee and a list was made of possible storage properties to contact.
- South West Region Managers meeting here next Thursday at the Community Center. Thirteen different counties will be attending.
- A Table top exercise with New Chester and Quincy Fire Departments was initiated. Will practice decontamination with a chemical spill next week and will try to involve the hospital.
- No training conferences. Vouchers and purchase order information talked about.
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SHERIFF'S DEPARTMENT: Sheriff Renner and Chief July

- Introduction of Sandra Green, Fiscal & Support Services Manager started May 11, 2009.
- Training - 24 hr legal updates in Dept.
- Joe LeBreck is the new road officer finished field training and out on road. Read a letter to ACSD from a citizen. Praised two officers (LeBreck and Stormoen) on helping out on the road and making a better relationship between the public and ACSD.
- Participated in Government Day. How meetings were run, etc. Students participated and practiced and were given a good idea of how County Government and County Board operate meetings, etc.
- H1N1 : Participated in meetings to update and prepare to keep employees safe. Keep the flu out of the jail if possible. Advised officers of masks and gloves while in the jail area. Instructed to take precautions with any contact of the public.
- Sheriff Renner and Chief July gave a presentation on identity theft at the Rome Town Hall. Feedback was tremendous. Handed out pamphlets on personal safety.

- Presented a lifesaving award to Darin Babcock and Becky Koehn at the Sheriff's Dept. Saved an in-mates life that attempted suicide.
- This week is Law Enforcement week.
- Chief Deputy Report: Approval to advertise animal control officer. Has paperwork ready and will proceed with advertising.
- There we some major changes made to the alarm ordinance. This new one will rescind all prior ordinances. Are violation charges high enough? Sheriff Renner indicates just starting system and will see how it goes. Motion to approve alarm ordinance. All in favor.

Captain Report: Captain Beckman:

- Huber showers: RFP developed – being refined by Chief July. Hopefully complete by end of year.
- Revenue: Listed all revenues in ACSD . Safe keepers down because of contract with another jail. Monroe County interested in contract with us – waiting return phone call. Overtime – Jail= YTD \$19,616. AIC = 58.
- Air conditioning in jail pod: Bid back from Tracy. Will be about \$7,000 to complete. Of that, about \$2,000 is for an electrician to wire it. Out of ACSD budget usually/jail assessment. Will talk to Cindy on June 11<sup>th</sup> to put on agenda for help with funds.
- Accident Report: Two car turkey. One ran over some wood and bent some rims. Will fix rims and mirror on same bill. Others will not be placed because car is being traded out.
- Vouchers: No other questions on vouchers.
- Gasoline System: Have not completed the changeover. Cards have to go into individual vehicles. (July).
- Freezer thaw. \$1600 of food ruined. Tracy fixed and has been working with Treasurer to replace as falls under insurance. Exploring an alarm system on freezer to inform of problem.

Motion by Loken/James to reconvene in closed session per Wis Stats 19.85(1)(c) considering employment, promotion, compensation or performance evaluation date of any public employee over which the governmental body has jurisdiction or exercises responsibility: Discuss personnel matters. Roll call vote: Johnson: Yes. James: Yes. Loken: Yes. Sebastiani: Yes. Meeting closed at 10:25am. Captain Beckman and Shirli Suchomel left the room.

Motion by Sebastiani/Loken to reconvene in open session per Wis. Stat 19.85(2) to consider and vote on appropriate matters. Roll call vote: Johnson: Yes. James: Yes. Loken: Yes. Sebastiani: yes. Meeting opened at 10:55 am.

Next meeting June 10, 2009 at 9:00 a.m. in Conference Room A260.

Motion to adjourn by Johnson/James, MC/UN. Meeting ended at 10:57 a.m.

Submitted by Sandra M. Green, Fiscal and Support Services Manager, Sheriff's Department  
These minutes are not yet approved by Public Safety & Judiciary Committee (5/13/2009).

Cc: Sebastiani / Loken / James / Kotlowski / Johnson / Renner / July / Beckman / McFarlin / Thibodeau / Scheel  
Grabarski / Helmrick / Warner / Barnes / Marti / Dudman / McGhee / Phillippi / Green /

**Final Minutes – May 15, 2009**