

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

DATE: April 9, 2008                      TIME: 1:30 p.m.                      PLACE: 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, Rec. Officer Shaun Long, Dennis McFarlin, Dee Helmrick, Deb Barnes, Terry Warner, Jane Grabarski, Shirli Suchomel

1. Call to Order – At 1:37 p.m. Chair John West called the meeting to order.
2. Was the meeting properly announced? – Yes.
3. Roll call: West, Johnson, Loken, Kotlowski, present. Excused absent: Davis.
4. Approve the Agenda – **MOTION** by Kotlowski/Loken to approve the April 9, 2008, meeting agenda. MC/Unan.
5. Approve minutes of the March 12, 2008, meeting – **MOTION** by Johnson/Loken to approve the minutes from March 12, 2008, Public Safety & Judiciary Committee meeting. MC/Unan.

**Family Court Commissioner** – Dennis McFarlin outlined his duties as General Court Commissioner handling probable cause and restraining orders. Clerk of Court asked if he intends to bill for these services and described ramifications of not doing so. After discussion, they decided to meet and work out a procedure together. No vouchers or conferences.

**Child Support** – Deb Barnes gave her Performance Measures Report to Committee. **MOTION** by Loken/Kotlowski to approve Child Support's check summary report. MC/Unan.

**Clerk of Circuit Court** – Dee Helmrick gave her expense report to Committee. She described an Office Depot billing and crediting situation that should be further scrutinized to assure proper credits to departments. She stated that Community Service is now located in the office across the hall from hers, and Loken advised Committee that the Executive Committee approved this use of the office. Her revenues will improve from the new payment plan fee. The Collections Clerk is tax intercepting, and the collections agency sent a check for \$12,000.00. Gary Silka has resigned as Bailiff; Ted LaDell is the security for the current jury trial and is also learning the Bailiff duties. The 6<sup>th</sup> District Clerks, Jury Clerks, and District Court Administrator are meeting in Conference Room A260 on April 25, 2008, from 10:00 a.m. to 2:00 p.m. She gave the District Attorney's folder to Committee. **MOTION** by Loken/Johnson to approve the check listing of Clerk of Court. MC/Unan.

**Register in Probate** – Terry Warner distributed her expense checks report to Committee. She added March's revenue manually to the report to give a true 1<sup>st</sup> Quarter figure. She will be out of the office Wednesday through Friday at the WJCCA Conference in Appleton. The \$15.00 registration fee is the only expense and it was budgeted. The Wisconsin Register in Probate Conference is scheduled for May 7 through 9 in Lake Geneva, and it was also budgeted for 2008. Warner asked Committee their opinion on whether Registers in Probate should be expressing opinions to the Governor on Senate and Congress issues, and taking a stand on issues. One such issue concerned the viewing of juvenile records. Loken stated Warner should be able to express her thoughts and Committee agreed. **MOTION** by Kotlowski/Loken to approve Register in Probate's report of bills. MC/Unan.

**District Attorney** – **MOTION** by Johnson/Loken to approve the District Attorney's expenditures. MC/Unan.

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**Emergency Management** – A written report from Jane Grabarski was in Committee’s packet with her report of expenditures.

**Sheriff’s Department** – Sheriff Renner reported that Todd Johnson finished his training as a Road Officer. A new Road Officer Jonathan Lewicki will start April 14, and we will then have two Road Officers in training. One jail position applicant was sent a letter of hire without answer as yet, and once these positions are filled the department will be close to full-staffed. Project Life Saver received its first donation from Finance Committee Chair Al Sebastiani in a personal check for \$100.00. Sheriff thanked the sitting committee, stating he appreciated their relationship during their term as Public Safety and Judiciary Committee members. He reported that Animal Control Officer Ed Baron is undergoing surgery April 13 that will require four to five weeks of recuperation. Deb Kaehler of the Animal Shelter will be doing animal pick-ups and Sheriff’s deputies will do the investigations in his absence.

Chief July reported that a standing agenda item will be under Emergency Government from next month forward: “TOWER PROJECT CHANGE ORDERS - The Communication Project: Report(s) to committee on the project by contractor(s) or other persons who have information on the project and the committee will recognize for input, Review and authorize change orders, Discuss and take action as needed to facilitate project operations.” He inquired who is to sign change orders and Committee though it should be the Administrative Coordinator/Director of Finance without involving Corp Counsel.

Chief July requested Committee approval to transfer 2007 MIS monies budgeted for five mobile car computers into the 2008 budget and used for scheduling software previously approved but not purchased due to lack of funding at the time. Finance Committee Chair proposed this use of funding at a Finance meeting attended by the MIS, Chief, and Administrative Coordinator, and he suggested it be approved at this Committee for authorization to proceed. **MOTION** by Loken/Kotlowski to approve the use of funds in the MIS budget for the previously identified usage. MC/Unan.

The resolution that was drafted for the non-lapsing fund by the Administrative Coordinator for Project Life Saver was approved by Finance Committee and will be on the Finance agenda Tuesday April 15, 2008.

Rec. Officer Shaun Long explained the need for replacing the 18 ½-foot Crestliner boat for use on the deep-water lakes in Adams County. Bids for the boat are done without the motor included, as Mercury Marine has the government sales contract and motors are greatly discounted from them. Estimated cost of the boat and a trailer will be \$40,000.00 and is reimbursable from the DNR. **MOTION** by Kotlowski/Loken to have the Rec. Officer get bids for a new patrol boat. MC/Unan.

The next meeting is scheduled for Wednesday, May 14, 2008, at 1:30 p.m.

**Coroner’s Report** – The coroner was not present; Sheriff Renner gave his report to Committee.

Kotlowski inquired about the status of the new squad cars. Chief July stated the trucks that were ordered are in, but the squads have no confirmed delivery date. Kotlowski asked if the Sheriff’s Department has any equipment in the old Highway shop, as that building is going up for sale. **MOTION** by Loken/Johnson to accept the voucher listing. MC/Unan.

**MOTION** by Loken/Johnson to accept the Coroner’s voucher listing. MC/Unan.

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Chair John West was excused at 3:07 p.m.

**MOTION** 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; 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 bargaining issues. **ROLL CALL VOTE:** Johnson: Yes. Loken: Yes. Kotlowski: Yes. Unanimous. Shirli Suchomel left the meeting.

Per Chief Deputy July, the meeting was adjourned from closed session in a **MOTION** by Loken/Kotlowski. **ROLL CALL VOTE:** Johnson: Yes. Loken: Yes. Kotlowski: Yes. Unanimous. Meeting adjourned at 3:24 p.m.

Submitted by Deputy Sheriff Shirli Suchomel, Acting Secretary  
*These minutes are not yet approved by Public Safety & Judiciary Committee (04/11/08)*