

**MINUTES OF THE ONEIDA COUNTY
PUBLIC SAFETY COMMITTEE MEETING
APRIL 16, 2015**

COMMITTEE MEMBERS PRESENT: Chairperson Mike Timmons, Bob Metropulos, Billy Fried and Scott Holewinski.

COMMITTEE MEMBERS ABSENT: Mitch Ives.

OTHERS PRESENT: Gerry VanHarpen (Hodag Country Fest), Karilyne Roberts (Hodag Country Fest), Skip Brunswick (Three Lakes Heritage Fest), Bob Troutman (Tomahawk Fall Ride), Jonathan Anderson (Lakeland Times), Sheriff Hartman, Chief Deputy Hess, Lloyd Gauthier (Sheriff's Office), Mark Neuman (Sheriff's Office), Shari Gorney (Corporation Counsel), Larry Mathein (Medical Examiner), Denise Briggs (District Attorney), Amy Franzen (Register in Probate), Kathy Belliveau (Branch I), Deb Shawl (Branch II), Brenda Behrle (Clerk of Circuit Courts) and Dawn Robinson, Committee Secretary.

CALL TO ORDER

Chairman Timmons called the meeting to order at 9:30 a.m. at the Oneida County Courthouse, Committee Room #2, stated the meeting notice had been posted and mailed in accordance with the Wisconsin Open Meeting Law and noted accommodations would be made for handicap accessibility.

APPROVE AGENDA

MOTION: To approve the Agenda (Metropulos/Fried, PASSED).

APPROVE PREVIOUS MEETING MINUTES

MOTION: To approve the March 10, 2015 Public Safety Committee Meeting Minutes (Fried/Metropulos, PASSED).

SCHEDULE COMMITTEE MEETING DATE(S)

The next meeting was scheduled for May 21, 2015 at 9:30 a.m.

BILLS, VOUCHERS AND LINE ITEM TRANSFERS FOR PUBLIC SAFETY DEPARTMENTS WITH NO AGENDA ITEMS

MOTION: To approve bills, vouchers and line item transfers for Public Safety Departments (Holewinski/Fried, PASSED).

LARGE ASSEMBLY APPLICATIONS

Hodag 50 Country Festival

The County Clerk provided the Hodag "50" Inc. Large Assembly Application, Exhibit #1. Gerry VanHarpen, Karilyne Roberts, Jodi McKinney (Public Health) and County Clerk were present.

Public Health had no concerns and provided the County Clerk with a copy of the Health Department's Report to be part of the application file.

Captain Gauthier indicated the Sheriff's Office had no concerns.

County Clerk reviewed application and has no issues or concerns.

MOTION: To approve the Hodag 50 Large Assembly Application (Metropulos/Fried).

Discussion on motion:

Fried asked the County Clerk if she would be initialing the application after the Committee took action on the application. The County Clerk explained Committee approval is required prior to signing off on the application.

MOTION: To approve the Hodag 50 Large Assembly Application (Metropulos/Fried, PASSED).

Harley Fall Ride

The County Clerk provided the Harley Fall Ride Large Assembly Application, Exhibit #2. Bob Troutman, Jodi McKinney (Public Health) and County Clerk were present.

Troutman explained documents will be updated and submitted to the County Clerk at the time paperwork is submitted to insurance, May 11th, 2015.

Holewinski referred to Addendum A and other documents that required the year date to be changed to 2015.

The County Clerk informed the Committee the Town of Nokomis Board approved the application last night.

The Sheriff's Office and Public Health have no concerns.

Public Health explained last year's grey-water tank concern and mentioned if there are any concerns, Troutman resolves the issue immediately.

MOTION: To approve the Harley Fall Ride Large Assembly Application as presented with final work pending (Holewinski/Metropulos, PASSED).

MOTION: To add approval of bills, vouchers and line item transfers for Clerk of Circuit Courts to Item #5 of today's agenda (Holewinski/Fried, PASSED).

Three Lakes Heritage Festival

The County Clerk provided the Northwoods Heritage Fest Large Assembly Application, Exhibit #3. Skip Brunswick, Jodi McKinney (Public Health) and County Clerk were present.

The County Clerk informed the Committee the festival has a new venue/location.

Public Health has no concerns and stated the new venue was a good option.

Captain Gauthier indicated the Sheriff's Office had no concerns.

Fried inquired to the number of attendees that require a large assembly permit. The County Clerk explained attendee criteria were 1,000 people or more.

Brunswick affirmed there have never been 1,000 attendees at the event at any one time, did have over the full event timeframe. Brunswick changed the venue to the Chamber office property, explained the perks of the new venue and explained he wanted to go through the permit process.

Holewinski inquired how much the permit cost. The County Clerk explained a Large Assembly Permit costs \$100. Holewinski questioned why Brunswick paid \$100 when he does not need to.

There was discussion regarding the number of attendees at other large assembly events.

Brunswick addressed liability and workers compensation insurance coverage.

The County Clerk explained the large assembly permit process/procedure was followed because the Heritage Fest was a new event. Holewinski recommended notifying the County Clerk, after the event, with the number of attendees to see if the event is exempt.

MOTION: To approve the Three Lakes Heritage Festival Large Assembly Application as presented and note a Large Assembly Permit is not needed if event does not exceed 1,000 people (Holewinski/Metropulos).

Discussion on motion:

Holewinski inquired into the number of attendees that require a large assembly permit. The County Clerk did not have a copy of the ordinance for the meeting but felt the number of attendees was 1,000 people in a ten-hour event.

Fried asked if a permit needed to be obtained from the Health Department. McKinney explained if the department is aware of events that exceeds/has a large amount of attendees, staff is present and added, large assembly applications alerts the department there is a large number of people present.

The County Clerk will provide the committee secretary with a copy of the Large Assembly Ordinance to forward onto Committee members.

MOTION: To approve the Three Lakes Heritage Festival Large Assembly Application as presented and note a Large Assembly Permit is not needed if event does not exceed 1,000 people (Holewinski/Metropulos, PASSED).

Sheriff's Office

Acting Pay Employee Handbook Change

The Sheriff, Chief Deputy Hess and Captain Neuman were present. The Sheriff provided the Current Employee Handbook Language, Exhibit #4.

The Sheriff explained the exhibit provides a consistent rate to both new employees and staff with longevity and provides a cost savings to the County.

MOTION: To approve the Acting Pay Employee Handbook Change Language as presented and forward onto the Labor Relations/Employee Services Committee (Holewinski/Fried).

Discussion on motion:

Fried asked if this is consistent with other positions. The Sheriff explained this is not consistent with Deputies/Patrol Rate (starting Sergeant), who are covered by a union contract.

MOTION: To approve the Acting Pay Employee Handbook Change Language as presented and forward onto the Labor Relations/Employee Services Committee (Holewinski/Fried, PASSED).

General Maintenance

The Sheriff, Chief Deputy Hess and Captain Neuman were present. The Sheriff presented a Maintenance List, Exhibit #5.

Holewinski stated no dollar estimates were listed by items.

Captain Neuman informed the Committee he, the Building & Grounds Director and Building & Grounds Staff at the Sheriff's Office put the list together.

There were discussions and questions regarding if budget monies were available to address items on the list, Sheriff's Office plow truck and who maintains it, obtaining quotes on projects and types of materials used.

The Committee went through each item on the list and Captain Neuman provided explanations and additional information. Safety and furniture bolted to the floor was addressed.

Holewinski recommended the Jail desks be stainless steel for durability that requires little to no maintenance and schedule desks for replacement/upgrade. Holewinski suggested adding dollar amounts next to each item and removing items from the list that have been completed.

Fried referred to capital projects/Capital Improvement Plan, complimented and thanked the Sheriff's Office for compiling the list and providing a tour.

Holewinski recommended prioritizing items on the list and indicate which department(s) budget will be paying for items to be completed/upgraded.

There was discussion regarding a maintenance plan and possibly allocating funds for maintenance.

Fried stated now is a good time to complete projects due to the lower number of Jail inmates housed right now. There was discussion regarding inmates earning hour for hour off of jail sentences by painting, etc.

Holewinski requested a list identifying the number of state inmates housed each year since 1999 along with an average calculated for the Committee to review.

Holewinski asked the Sheriff's Office to prioritize the maintenance list, remove completed projects and forward list onto the Building & Grounds Director.

Chairman Timmons reiterated Holewinski's comment regarding the maintenance list.

There were discussions regarding inmate health care and health insurance, booking protocol was explained and the Sheriff informed the Committee of attempts to obtain and house State inmates. The Sheriff stated the Jail is pre-compliant to State regulations and is ready to house State inmates.

Large Assembly Applications

The County Clerk provided Committee members with a copy of the Large Assembly Ordinance, Exhibit #6.

Bills, vouchers and line item transfers for Sheriff's Office

MOTION: To approve bills, vouchers and line item transfers for Sheriff's Office as presented (Fried/Holewinski, PASSED).

PUBLIC COMMENTS

Statewide Tornado Drill today.

ITEMS FOR FUTURE AGENDAS

State inmate numbers.

ADJOURN

10:40 a.m. MOTION: To adjourn the meeting (Metropulos/Holewinski, PASSED).

Mike Timmons, Chairman

Dawn Robinson, Committee Secretary

Bob Metropulos, Vice-Chairman