

**MINUTES OF THE ONEIDA COUNTY  
PUBLIC SAFETY COMMITTEE MEETING  
JUNE 21, 2018**

**COMMITTEE MEMBERS PRESENT:** Mitch Ives, Billy Fried, Bob Metropulos, Russ Fisher, and Chairman Mike Timmons.

**COMMITTEE MEMBERS ABSENT:**

**OTHERS PRESENT:** Larry Mathein (Medical Examiner), Jen Allen (Branch II), Amy Franzen (Probate), Kathleen Belliveau (Branch I), Denise Briggs (District Attorney), Brenda Behrle (Clerk of Courts), Mike Fugle (Corporation Counsel), Jill Butzlaff (Sheriff's Office).

**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/Fisher, PASSED).

**APPROVE PREVIOUS MEETING MINUTES**

MOTION: To approve the May 10, 2018, Public Safety Committee Meeting Minutes (Fisher/Ives, PASSED).

**ELECTION OF VICE CHAIRPERSON**

MOTION: To elect Bob Metropulos as Vice Chair of the Public Safety Committee (Fried/Ives, PASSED).

**SCHEDULE COMMITTEE MEETING DATE(S)**

The next meeting was scheduled for July 19, 2018.

**BILLS, VOUCHERS AND LINE ITEM TRANSFERS FOR PUBLIC SAFETY DEPARTMENTS**

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

**CORPORATION COUNSEL**

Attendance at the DEC Conference on August 7-9, 2018 in Wausau, WI (Fugle)

Mike Fugle reported this was the Drug Endangered Children Conference that Brian Desmond attends and Desmond wants Fugle to attend, as Fugle's position reflects on children who need protection. There was discussion on social services, law enforcement, and the courts working together. Fugle reported this was a three-day conference in Wausau with no overnight stay and continuing education credits for attending.

MOTION: To approve Mike Fugle's attendance at the DEC Conference on August 7-9, 2018 in Wausau, WI (Timmons/Metropulos, PASSED).

### **REGISTER IN PROBATE**

#### Annual LTE Staffing Request for 2019

Amy Franzen requesting LTE staffing for the Register in Probate Office. This is the 3<sup>rd</sup> year for this position, with specific duties of scanning related back to eFiling. Ives asked when the scanning would be caught up. Franzen reported all eFiling was mandatory starting in 2019, so assumed by then. Franzen also reported that the person who has been in this position all three years has given notice and will not return. The request form was prepared using the 3<sup>rd</sup> year rate, but the fiscal statement reflects the 1<sup>st</sup> year rate, as they will need to hire new. Ives asked the reason the person was leaving. Franzen stated the person knew this was a LTE position and has found other employment.

MOTION: To approve the annual Register in Probate LTE staffing request for 2019 and forward to LRES for their review/approval (Ives/Fisher, PASSED).

### **SHERIFF'S OFFICE**

#### Corrections Officer Vacancy

Jill Butzlaff reported the resignation of corrections officer Jonathan Kroll on June 2, 2018. Kroll resigned to accept a law enforcement position in Ashland County. This is an eight-week vacancy with the expected fill date of July 30, 2018.

MOTION: To approve filling the Corrections Officer Vacancy position as presented and forward to LRES for their review/approval (Fried/Metropulos, PASSED).

Ives asked if it had been put on the agenda to streamline/reduce the redundancy of having this type of position brought to the committee. Timmons stated it needed to go through the admin committee first. Fried will see if this is on the admin agenda.

### **CLERK OF CIRCUIT COURTS**

#### 2019 Staffing Request (Bailiffs and LTE Support Staff)

Brenda Behrle presented the ongoing annual staffing request for LTE Bailiffs and Support Staff. Behrle attached summary of the number of hours through past years and the fiscal statement.

Bailiffs - Behrle stated the courts were lucky to have the bailiffs they do, as the person needs to be flexible and called in on short notice.

LTE Support Staff – This is for the scanning person. Behrle is pushing for one more year. Currently working on civil cases and the back room in Clerks office. Unless something comes up, this would be the last year the scanning person would be needed. Position is 384 hours per year.

MOTION: To approve the annual Clerk of Courts staffing request for 2019 (Bailiffs and LTE Support Staff) as presented and to forward to LRES for their review/approval (Fisher/Ives, PASSED).

### **MEDICAL EXAMINER**

#### Update on Vilas County Service Agreement

Larry Mathein reported that between Finance Director Darcy, Vilas Finance Director Jason Hilger, Vilas Corp Counsel, Oneida Corp Counsel, and himself, the numbers and verbiage have been settled at \$95,000 per year for a two-year agreement. Vilas County is bringing this to their Finance Committee today, so as to stay on the same page. Nothing has been signed yet. Vilas will be the first to sign, then to County Board, then to this committee. Mathein will contact Desmond to be sure that is the correct way to do this. The hold up on the agreement was the Vilas coroner would give different numbers each time he was asked for them. There was discussion on the price, what was included, revenue, charges, billing, clauses in contract for adjustments. Mathein reported both counties were trying to have this hammered out before their budgets needed to be in place.

MOTION: Informational update only. No motion made.

#### Discussion on Possible Transfer of 2011 Ford to Social Services

Mathein reported that the old Ford Expedition was kept for his office to use to assist with transports if needed. Mathein reported they are relying more on livery service or law enforcement for transports, and the old vehicle has only gone out once. DOSS is looking for a vehicle and this one is very road worthy, four-wheel drive, heavier. Mathein spoke with Mary Rideout, they went to Darcy and discussed. Kelly Blue Book value ranged from \$4,300.00 for trade-in to \$7,400 for private party sale. They went middle ground and decided on \$5,000.00. Rideout is fine with a transfer of funds and is taking this to her committee. Mathein stated the \$5,000.00 would be transferred into the future vehicle fund in his budget.

Ives asked why DOSS would need a vehicle and was told that as of right now, social workers transport children they work with in their personal vehicles.

MOTION: To approve the transfer of the 2011 Ford Expedition from the Medical Examiner's Office to the Department of Social Services Office for \$5,000.00 upon approval of Social Services Committee (Timmons/Metropulos, PASSED).

### **PUBLIC COMMENTS**

None

### **ITEMS FOR FUTURE AGENDA(S)**

Vilas County Service Agreement Update from Mathein.

**ADJOURN**

**10:07 a.m.** MOTION: To adjourn the meeting (Fried/Metropulos, PASSED).

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Mike Timmons, Chairman

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Andi Seidel, Committee Secretary

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Bob Metropulos, Vice-Chairman