



## **MANITOWOC COUNTY PUBLIC SAFETY COMMITTEE MEETING NOTICE**

DATE: January 9, 2019

TIME: 5:00 p.m.

PLACE: Manitowoc County Public Health Building (Room 205)  
1028 South 9th Street, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered at the meeting:

1. Call to order and roll call.
2. Consideration and correction, if any, of December 12, 2018 committee meeting minutes.
3. Public Comment.
4. Report from Clerk of Court Lynn Zigmunt.
5. Report from Coroner Curtis Green.
6. Report from Family Court Commissioner Charles Wingrove.
7. Announcements: Next meeting – February 13, 2019
8. Adjournment.

Date: January 3, 2019

Randy Vogel, Chairperson

Prepared by: Patricia Koppa  
Register in Probate

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

Persons who are members of another governmental body, but who are not members of this committee, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

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Manitowoc County Public Safety Committee  
Manitowoc County Public Health Building, Room 205

January 9, 2019 5:00 p.m.

Attendance: Chairperson Randy Vogel, Supervisor Rick Henrickson, Supervisor Dave Nickels, Supervisor James Falkowski, and Supervisor Tye Geimer.

Others in attendance: Family Court Commissioner Charles Wingrove, Coroner Curtis Green, Clerk of Court Lynn Zigmunt, Sheriff Dan Hartwig, Patricia Koppa

Chairperson Randy Vogel called the meeting to order at 05:00 p.m. Roll call circulated. Prior to beginning the agenda, asked that each person introduce self since some newer faces were in the room.

Minutes: Chairperson Randy Vogel asked if there were any corrections to the minutes of the December 12, 2018 committee meeting, and none being offered, asked for a motion to approve. Motion was made by Supervisor James Falkowski and seconded by Supervisor Rick Henrickson and unanimously approved.

Clerk of Court Lynn Zigmunt reported. For 2018, like 2017 the department will be under budget. One factor was that the over-time paid was low despite two maternity leaves and the criminal unit being two long term employees with a lot of vacation; meaning others step in to help keep up. The office has a limited term part time employee to work on back scanning criminal cases. E-filing and electronic storage of documents has resulted in efficiencies as are generally able to process all documents the same day they are filed. New electronic processes for appeals transmittal and change of venue create significant time savings as well as reduced costs. Commented on staff change in the Financial position in 2017 and changes that brought to the office. Drug Court is a change in the system and very different for the participants. Digital recorder system in B-15 for about a year, one will be going into Branch 1 in the near future. Allows court officials to review record without a written transcript. Allows flexibility in absence of traditional court reporter whether due to emergency or a unfilled position. There is a shift from transcription to digital monitoring / transcribing as well. CCAP is funding and supporting the equipment in circuit judge courtrooms while the county purchased the commissioner hearing room unit but CCAP does provide technical support. Supervisors had some questions. There are 18 fulltime employees in the clerk of court office. Interpreters remain a significant expense but Court Operations changed the reimbursement formula in 2018. This was not in effect until late in the year, but should reduce the burden on the county budget. Discussed needs for staff if the DA gets another attorney or if another judge is approved. Have been cross-training which has improved overall ability to cover the courts but there are retirements coming in the office as well so need to remain flexible.

Coroner Curtis Green reported on his office. There were approximately 80 fewer deaths countywide in 2018 than 2017 but the office remained very busy due to the number of complex cases. Because the Fond du Lac facility was not performing autopsies for much of the year, Milwaukee was utilized. This changed the logistics and time commitment to the cases. Fond du Lac has reopened, but due to the forensic pathologist's lower level of experience, will likely continue to use Milwaukee for more complex matters. Cost is similar. Statistics were emailed to the committee members and the Coroner reviewed the highlights. Some death determinations are still pending and will change some of the final figures. Highlights: 423 cremation exams, 19 indigent deaths, 31 forensic autopsies, reduction of tissue donation cases, 14 suicides, 8 homicides, 14 drug related deaths 8 of which were overdoses. (Believes 2 of the pending matters will also be overdoses deaths) The levels of drugs in individual's systems is often extremely high indicating tolerances built up over time.. 42 accidental deaths, not including drug related. The policy change regarding reporting of hospice deaths and eliminating the requirement of Coroner on site response has been a significant time saving as there were 396 hospice deaths. Majority of reports and other documentation has been digitized nearly eliminating the need to charge for record release to families. Hoping to implement a remote access system during 2019 which will make it possible for coroner and deputies to work from any location. Questions: There are currently 6 deputies. Looking for one more as there is someone considering retiring. Metal implants in a person to be cremated are not extracted prior to cremation. However, the metal is removed from the ashes. Morgue occupancy in 2018 was 434 days. Will be keeping this statistic going forward. The statistical breakdown for suicide "indicators" is a state created form. Information from families is used by coroner to select categories.

Family Court Commissioner Charles Wingrove introduced the changes in the Family Court beginning with the change to a single full time commissioner. This let him use the redundant office furniture and equipment to create a limited purpose hearing room. The hope is that it solves some of the congestion issues created when Bail or emergency hearings run over. As a means of encouraging co-parenting by divorcing parties is referring to them as "mother" and "father" which seems to create an understanding of the expectation. Wants to see the court used properly; not merely for the airing of grievances. There are better forms of dispute resolution. Stipulations are to be encouraged in place of contested hearings including by self-represented persons. Significant focus on statutory compliance in some areas that have been historically overlooked. Increase the use of mandatory forms when available. Has met with the police chiefs to explain that some family court orders have the weight of other injunctions such that violation is a crime, not merely a civil matter.

Chair Vogel presented the Resolution Supporting Request For Additional Assistant District Attorneys. Resolution Authorizing Acceptance Of GBRO (Green Bay Resident Office) Task Force Grant Funds. No one had any questions for Sheriff Hartwig. Motion was made by Supervisor Rick Henrickson, seconded by Supervisor Dave Nickels and unanimously approved.

Chair Vogel presented the Resolution Authorizing Acceptance of 2019 COPS Office Anti-Heroin Task Force Grant And Anti-Meth Task Force Grant Funds. Again there were no questions. Motion was made by Supervisor James Falkowski, seconded by Supervisor Rick Henrickson and unanimously approved.

Chair Vogel asked Sheriff Hartwig if he had anything he wanted to add. The Sheriff noted that he would report in February as he was just sworn in on Monday. When asked said he will be wearing a uniform Monday through Thursday, polo on Friday and see what the future holds. It was a change to even be out of the vest.

The next meeting will be February 13 as there are reports to be heard from the Sheriff and Emergency Services Director. District Attorney LaBre will be invited to attend if desired. Vice Chair Henrickson will preside.

Adjournment: Supervisor Tye Geimer moved to adjourn, Supervisor Rick Henrickson seconded the motion. Motion passed and the meeting adjourned at 06:00 p.m.

Respectfully Submitted

A handwritten signature in cursive script that reads "Patricia Koppa". The signature is fluid and elegant, with a large initial "P" and a long, sweeping underline.

Patricia A. Koppa, Register in Probate  
For Supervisor James Falkowski, Committee Secretary



## **MANITOWOC COUNTY PUBLIC SAFETY COMMITTEE MEETING NOTICE**

**DATE:** February 13, 2019

**TIME:** 5:00 p.m.

**PLACE:** Manitowoc County Public Health Building (Room 205)  
1028 South 9th Street, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered at the meeting:

1. Call to order and roll call.
2. Consideration and correction, if any, of January 9, 2019 committee meeting minutes.
3. Public Comment.
4. Report from District Attorney Jacalyn LaBre.
5. Report from Sheriff Dan Hartwig.
6. Announcements: Next meeting – March 13, 2019
7. Adjournment.

Date: February 5, 2019

Randy Vogel, Chairperson

Prepared by: Patricia Koppa  
Register in Probate

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

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Manitowoc County Public Safety Committee  
Manitowoc County Public Health Building, Room 205

February 13, 2019 6:00 p.m.

Attendance: Supervisor Rick Henrickson, Supervisor Dave Nickels, Supervisor James Falkowski, and Supervisor Tye Geimer.

Excused: Chairperson Randy Vogel.

Others in attendance: Patricia Koppa, District Attorney Jacalyn LaBre and Sheriff Dan Hartwig.

Supervisor Dave Nickels called the meeting to order at 05:03 p.m. in the absence of the Chair and Vice Chair. Roll call circulated. Vice Chair Henrickson arrived after the meeting began.

Minutes: Supervisor Nickels asked if there were any corrections to the minutes of the January 9, 2019 committee meeting, and none being offered, asked for a motion to approve. Motion was made by Supervisor James Falkowski, seconded by Supervisor Tye Geimer, and unanimously approved.

Supervisor Nickels called three times for public comment. There was none and comment was closed at 5:04.

Report by District Attorney Jacalyn LaBre. She submitted her staffing request. At this point the State budget is in flux; too early to know what to expect. A Comprehensive Crime package was assembled to try to address the assistant District Attorney shortage, Public Defender private appointment reimbursement rate, and the judicial need. Package has been introduced to Assembly, Senate and Governor.

Filings from 2018: 849 felonies, continuing to increase, 714 misdemeanors, also an increase, 542 criminal traffic cases which is steady. Two retirements of note: Ann Bajdan, the victim witness coordinator retired but fortunate to hire, Mary Ann Groth, an experienced victim support specialist from Milwaukee. Assistant Mike Griesbach retired; replaced by Tony Lambrecht previously of the Public Defenders office. Tony had been a law enforcement officer prior to becoming a lawyer and was interested working in a prosecutorial capacity.

During 2018 began seeing positive results from drug court. Are doing the best they can in keeping up with hearing requirements given they are significantly understaffed for the caseload. The two staff Paralegals shoulder a lot of work.

DA LaBre then answered questions from the supervisors. Drug delivery is the most frequent charge, followed by burglary and robbery, which are also related to drug trafficking. Methamphetamine and heroin are the most common drugs. While less numerous, sexual assault and child abuse cases are time intensive. Of course the unusual number of homicides, along with the drug overdose deaths are also intensive and using significant resources.

Sheriff Dan Hartwig made his initial report to the committee. Addressing the financial questions first, closed out 5% over 2018 budget. This is primarily overtime due to departures.

21 individuals left, 16 were hired; overtime is needed to fill the shifts. So far, it appears that there will be a similar pattern for this year. Five retirements already. This results in personnel movement. Amy Mathias to Mary R's position. Two patrol deputies promoted to Lieutenant. Another issue with not having part time officers available is that patrol officers are needed to do transport.

Currently are short seven deputies on patrol; two individuals are off on military deployments overseas and will return. Two additional are in field training. There are two others starting new on road as of Sat. February 9<sup>th</sup>. Will have another starting in 2/24 and a May graduate will come in.

Started a new recruitment list ... only three applied, reopened and have 12 total. Given the percentage of any list that are ultimately eligible, this is a concern. Suggests we begin to sponsor candidates for training as is done by many agencies. Will begin discussions on this.

There are five corrections openings in the jail with one male position is about to be filled. An additional person is out on training. So overtime is an issue currently on that side as well.

Sheriff Hartwig has had a busy first month. Has implemented some changes. Found that there is an insurance program for Sheriff Offices that automates policies and procedures for law enforcement and jail operations; this will help the department comply with federal and state requirements. They will also notify the agency of changing requirements. Anticipates savings and improved compliance as a result.

Has partnered with a Carfax program for law enforcement agencies to integrate with their system for accident reports. As this accounts for about 50% of the record requests annually, approximately 1000 requests, should be a significant time saver.

Implemented position title changes away from what was commonly used in a municipal police agency setting to Chief Deputy and Major; the more traditional military style system for Sheriff Offices.

Started a Facebook page pursuant to county policy, comments get removed after 24 hours. A spoof page was discovered and shut down with help of the state Department of Justice. Signed interoperations agreements with Emergency Management and with the Sheboygan County Sheriff.

Recently awarded a grant from DOJ designated to counter Drug Trafficking. Funds are for equipment. Watch for resolution, likely for the March meeting.

The Sheriff's Employee Association has voluntary membership, for 2019 nearly doubled numbers. Interprets this as excitement regarding a new administration.

Responding to Supervisor's questions, asked to compare stress levels of those on patrol vs corrections. Explained screenings and the education needs. LE tasks require only a sworn officer; unable to use security contractual agencies.

Currently is working on 2018 annual report. Transport is falling on reserve officers and when they are unavailable must use patrol. Vehicles encounter the wear. Chevy Tahoes have been great in the weather. Transport remains at high levels.

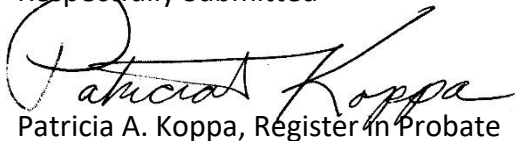
Villages of Francis Creek and Valders contract with Sheriff office for coverage, this is minimal, used for overtime. And as this is comped by those municipalities, is a win for all.

Jail assessment fund is "healthy" with a new deposit. Will be able to do some additional renovation to cameras, showers.

Vice-Chair Henrickson noted the next meeting will be March 13 same time and place. Travis Waack, Emergency Services Director will give a report in addition to any other business.

Adjournment: Supervisor James Falkowski moved to adjourn, Supervisor Tye Geimer seconded the motion. Motion passed and the meeting adjourned at 05:34 p.m.

Respectfully Submitted

A handwritten signature in black ink, appearing to read "Patricia A. Koppa". The signature is fluid and cursive, with a large initial "P" and "K".

Patricia A. Koppa, Register in Probate

For Supervisor James Falkowski, Committee Secretary





## **MANITOWOC COUNTY PUBLIC SAFETY COMMITTEE MEETING NOTICE**

DATE: March 13, 2019

TIME: 5:00 p.m.

PLACE: Manitowoc County Public Health Building (Room 205)  
1028 South 9th Street, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered at the meeting:

1. Call to order and roll call.
2. Consideration and correction, if any, of February 13, 2019 committee meeting minutes.
3. Public Comment.
4. Discussion and possible action on resolutions from Sheriff's Office:
  - a. Resolution Authorizing Acceptance Of The Law Enforcement Enhance/Facilitate Drug Task Force Trafficking Investigations Grant Funds
  - b. Resolution Authorizing Acceptance Of Nnai Mat Re-Entry Grant Funds
5. Report from Emergency Services Director Travis Waack.
6. Announcements: Next meeting – April 10, 2019
7. Adjournment.

Date: March 7, 2019

Randy Vogel, Chairperson

Prepared by: Patricia Koppa  
Register in Probate

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Manitowoc County Public Safety Committee  
Manitowoc County Public Health Building, Room 205

March 13, 2019 5:00 p.m.

Attendance: Vice- Chairperson Rick Henrickson, Supervisor Dave Nickels, Supervisor James Falkowski, and Supervisor Tye Geimer, County Board Chair Jim Brey.

Excused: Chairperson Randy Vogel Supervisor.

Others in attendance: Patricia Koppa, Emergency Services Director Travis Waack and Sheriff Dan Hartwig.

Vice Chair Rick Henrickson called the meeting to order at 05:00 p.m. Roll call circulated.

Minutes: Vice Chair Henrickson asked if there were any corrections to the minutes of the February 13, 2019 meeting and, none being offered, asked for a motion to approve. Motion was made by Supervisor James Falkowski and seconded by Supervisor Tye Geimer and unanimously approved.

Vice Chair Henrickson called three times for public comment. Closed public comment at 5:01 as no one wished to speak.

Vice Chair Henrickson presented the Resolution Authorizing Acceptance Of The Law Enforcement Enhance/Facilitate Drug Task Force Trafficking Investigations Grant Funds from the Sheriff's Office. Sheriff Hartwig noted that this money will be used to fund the purchase of a vehicle and GPS units. Motion was made by Supervisor Geimer, seconded by Supervisor Dave Nickels. County will need to spend the money and will then be reimbursed by the State. No match is required. Called for vote on motion; unanimously approved.

Sheriff went on to present the second resolution, Resolution Authorizing Acceptance Of Nnai Mat Re-Entry Grant Funds. This is the Vivitrol trial grant. Allows inmates to be given a dose prior to release. 14 pilot counties. Anticipate this will assist in preventing immediate relapse and reoffending upon release.

Brief discussion. Motion by Supervisor Falkowski, second by Supervisor Geimer and unanimous approval.

Vice Chair Henrickson then recognized Emergency Services Division Director Travis Waack for his report. First update since July; small tornado in Kiel in August; wind event in Sept that damaged the expo grounds. Worked with weather service since the storm did not trigger a warning but was damaging. Several Haz Mat events Sept... a liquid asphalt on 43; metro drug and meth lab clean up - the first time unit has been involved. May be more in the future. No one to bill in this instance, unlike with "spillers." Assemblyman Tittl will take this concern to the State to see what can be done. Also may consider county ordinance revision.... Bill landlords? Severe weather resulted in Manitowoc and Two Rivers opening warming centers – however, only one individual, semi-driver who had an breakdown used. Kiel also opened a center due to power outage.

Emergency operation plan completely re-authored... was out of date particularly as to the "radiological" response. This year the nuclear exercise: 5/21&22 is dry run exercise. June 10 &11 will be FEMA evaluated exercise. Non-nuclear exercises: Ice based exercise very successful. Interface emergency services with nursing homes, Hazmat drill in Rockwood with Sheboygan County. Held an active shooter exercise at Mishicot HS. Drama students participated. Day one field exercise. Day two at EOC to manage after event activities... donations, volunteers, media etc. Also held exercise with Manitowoc City staff in EOC and dealing with a city level disaster.

EOC: nuclear plant funding helps keep it up to date. Will have wireless phone system; additional communications equipment added in near future.

Emergency Management is active on FB, giving service messages followed by preparedness tips.

Municipal emergency managers have been appointed and is now working to engage/train. 3/14 first meeting on damage assessment documentation. This is necessary for reimbursement requests. Travis has helped get funds during the May 2018 flooding.

Dispatch – is fully staffed. Other counties are currently under staffed and having difficulty hiring. 2019 budget provides for all to be full-time. Eases scheduling. Staff level that allows for illness, other absence, and allows “weekend” (two consecutive days off) without ordering in. Supervisors are not in office area, now have functional console and are active in service. The office is available for other administrative tasks. Travis obtained EMD certification (emergency medical dispatcher) continuing to break down the us/them barriers. Task sheets were reviewed and up dated. Anticipate annual review going forward.

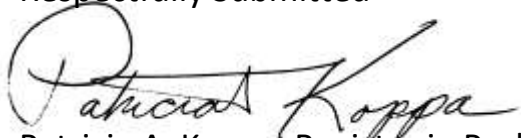
Dispatch is attending the meetings of Fire departments, police. etc. to be viewed as a partner and trying to take the lead. Wants to sort out issues to improve coordination. Including basis radio training, the maps, resources. Trying to get the plans to reflect reality of response...hard to face the manpower shortages, but need to in order to have functioning plans. Will update the department roles/description in the county code and will make emergency management a bigger part of the community.

Questions from supervisors. Discussion of the warming houses. Future of communication systems – cellular vs radio. Noted system is performing well at this time. Dish realignment and tower improvement seems to have resolved the problem.

Vice Chair Henrickson indicated the next meeting, if required, will be April 10, 2019.

Adjournment: Supervisor Geimer moved to adjourn, Supervisor Falkowski seconded the motion. Motion passed and the meeting adjourned at 05:36 p.m.

Respectfully Submitted

A handwritten signature in cursive script, reading "Patricia A. Koppa". The signature is written in dark ink and is positioned above the printed name.

Patricia A. Koppa, Register in Probate

For Supervisor James Falkowski, Committee Secretary



## **MANITOWOC COUNTY PUBLIC SAFETY COMMITTEE MEETING NOTICE**

DATE: April 9, 2019  
TIME: 6:00 p.m.  
PLACE: Manitowoc County Heritage Center (Room 207)  
1701 Michigan Avenue, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered at the meeting:

1. Call to order and roll call.
2. Consideration and correction, if any, of March 13, 2019 committee meeting minutes.
3. Public Comment.
4. Discussion and possible action on Clerk of Court Resolution Authorizing The Clerk Of Court To Contract With Wisconsin Department Of Revenue For The Collection Of Unpaid Debt.
5. Announcement of next regular meeting date – May 8, 2019
6. Adjournment.

Date: May 9, 2018

Randy Vogel, Chairperson

Prepared by: Patricia Koppa  
Register in Probate

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

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Manitowoc County Public Safety Committee  
Manitowoc County Heritage Building, Room 207

April 9, 2019 6:00 p.m.

Attendance: Chairperson Randy Vogel, Vice- Chairperson Rick Henrickson, Supervisor James Falkowski, and Supervisor Tye Geimer.

Excused: Supervisor Dave Nickels.

Others in attendance: Patricia Koppa, Clerk of Court Lynn Zigmunt, Ted Zigmunt and Sheriff Dan Hartwig.

Chairperson Randy Vogel called the meeting to order at 06:00 p.m. Roll call circulated.

Minutes: Chairperson Vogel asked if there were any corrections to the minutes of the March 13, 2019 meeting and, none being offered, asked for a motion to approve. Motion was made by Supervisor Rick Henrickson and seconded by Supervisor James Falkowski and unanimously approved.

Chair Vogel called three times for public comment. Closed public comment at 6:01 as no one wished to speak.

Chair Vogel presented the Resolution Authorizing The Clerk Of Court To Contract With Wisconsin Department Of Revenue For The Collection Of Unpaid Debt from Clerk of Court's office. Ms. Zigmunt explained this would allow participation in an expanded collection program offered by the State. County Board authorization is a program requirement. Motion by Supervisor Henrickson to approve and forward to County Board. Second provided by Supervisor Geimer. Unanimous approval.

Chair Vogel indicated the next meeting, if required, will be May 8, 2019.

Adjournment: Supervisor Falkowski moved to adjourn, Supervisor Henrickson seconded the motion. Motion passed and the meeting adjourned at 06:04 p.m.

Respectfully Submitted



Patricia A. Koppa, Register in Probate

For Supervisor James Falkowski, Committee Secretary



## **MANITOWOC COUNTY PUBLIC SAFETY COMMITTEE MEETING NOTICE**

DATE: June 12, 2019

TIME: 5:00 p.m.

PLACE: Manitowoc County Public Health Building, Room 205  
1028 South 9th Street, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered at the meeting:

1. Call to order and roll call.
2. Consideration and correction, if any, of April 9, 2019 committee meeting minutes.
3. Correspondence, if any.
4. Public Comment.
5. Announcement: next regular date – July 10, 2019 if there is an agenda.
6. Jail Inspection Tour.
7. Adjournment.

Date: June 5, 2019

Randy Vogel, Chairperson

Prepared by: Patricia Koppa  
Register in Probate

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Manitowoc County Public Safety Committee  
Manitowoc County Public Health Building

June 12, 2019 5:00 p.m.

Attendance: Chairperson Randy Vogel, Vice Chair Supervisor Rick Henrickson  
Supervisor Dave Nickels, Supervisor James Falkowski, and Supervisor Tye Geimer.

Others in attendance: Register in Probate Patricia Koppa, Sheriff Dan Hartwig,  
Emergency Services Director Travis Waack

Chairperson Randy Vogel called the meeting to order at 05:00 p.m. Roll call  
circulated.

Minutes: Chairperson Randy Vogel if there were any corrections to the minutes  
of the April 9, 2019 committee meeting, and none being offered, asked for a  
motion to approve. Motion was made by Supervisor Tye Geimer and seconded by  
Supervisor James Falkowski and unanimously approved.

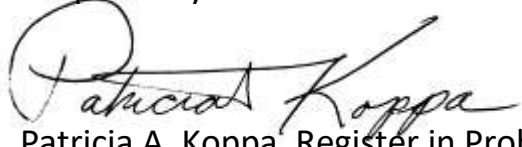
Chair Vogel called for public comment three times and as no one present wished  
to speak closed public comment at 5:02.

Chair Vogel addressed the next meeting. Will not be available for a meeting on  
July 10 but wondered if a meeting prior to the County Board session on July 16  
would work? Sheriff Hartwig and Director Waack indicated they would like to give  
reports at that time and that they were available. Meeting will be at 5:30 to allow  
enough time in room 205 of the Heritage Center.

Group then departed for the annual jail tour and inspection led by Sheriff Hartwig.  
The tour was informative and positive marks given on inspection report.

Adjournment: Supervisor Geimer moved to adjourn, Supervisor Falkowski  
seconded the motion. Motion passed and the meeting adjourned at 06:21 p.m.

Respectfully Submitted

A handwritten signature in cursive script, reading "Patricia A. Koppa". The signature is written in dark ink and is positioned above the printed name.

Patricia A. Koppa, Register in Probate

For Supervisor James Falkowski, Committee Secretary





## **MANITOWOC COUNTY PUBLIC SAFETY COMMITTEE MEETING NOTICE**

DATE: July 16, 2019  
TIME: 5:30 p.m.  
PLACE: Manitowoc County Heritage Center  
(Second Floor Break Room)  
1701 Michigan Ave, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered at the meeting:

1. Call to order and roll call.
2. Consideration and correction, if any, of June 12, 2019 committee meeting minutes.
3. Correspondence, if any.
4. Public Comment.
5. Budget and staffing update from Sheriff Dan Hartwig.
6. Discussion and possible action regarding Sheriff's Office RESOLUTION ACCEPTING DONATIONS FOR THE MANITOWOC COUNTY SHERIFF'S OFFICE K9 UNIT
7. Department update from Emergency Services Director Travis Waack.
8. Discussion of next meeting; next regular date – August 14, 2019
9. Adjournment.

Date: July 3, 2019

Randy Vogel, Chairperson

Prepared by: Patricia Koppa  
Register in Probate

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Manitowoc County Public Safety Committee  
Manitowoc County Heritage Center, Room 205

July 16, 2019 5:30 p.m.

Attendance: Chairperson Randy Vogel, Supervisor Dave Nickels, Supervisor James Falkowski, and Supervisor Tye Geimer.

Excused: Supervisor Rick Henrickson.

Others in attendance: Patricia Koppa, Emergency Services Director Travis Waack, Sheriff Dan Hartwig.

Chair Randy Vogel called meeting to order at 5:30. Roll circulated for signature. Supervisor Rick Henrickson is excused.

Tye Geimer moved to approve the June 12, 2019 minutes, James Falkowski seconded the motion and all present voted to approve.

No one wished to make public comment and closed at 5:31.

Sheriff Hartwig reported on the Sheriff's Office - Movement of staff continues. Short two female officers in the jail. Another officer is on medical leave. Eight have been hired and need to get their education requirements completed. Three are out on military leave - one will be back September 1, another by end of the year, and the third just deployed for 3 months. Four patrol officers are in field training. Retirements/separations continue at a high level which resulted in promotions, though some have to be delayed in order to provide adequate coverage at each level. Starting new hiring process as have gone through the list. Two deputies have completed field training. A transfer from another county and a dispatcher transferring into support staff were among other changes. Recent applications were up with Social Media advertising (thanks Emergency Services for template.) Budget will be over in a number of areas including retirement payouts resulting in about \$100,000 additional benefits and overtime of \$75,000 to date among other line items. The Tahoe squad vehicles are doing well so may be some savings in vehicle maintenance. Expect to see changes in the 2020 budget regarding health care, mental health care and LTC training due to additional needs and costs. Sheriff Hartwig will email the information from report to be shared with committee members.

Chair Vogel presented the Sheriff's **RESOLUTION ACCEPTING DONATIONS FOR THE MANITOWOC COUNTY SHERIFF'S OFFICE K9 UNIT**. James Falkowski moved to approve the resolution for presentation to the County Board, Tye Geimer provided the second. Motion passed unanimously. Committee wishes to thank Dr. and Rosemary Nelson, C & S Machining LLC, and Roslyn Faken for their donations.

Emergency Services Director Travis Waack – Last March had 3 back to back responses. March 14 was the incident of explosives on S. 29th Street in Manitowoc. Resulted in \$4600 bill that could not go out for collection from Hazmat unit. March 15<sup>th</sup> Ice jams with lots of co-ordination. Had EOC up for about 12 hrs. Approximately one week later, City of Manitowoc encountered ice jams as well. High water rescues in both locations. Diesel fuel spill in Newton. Spiller billed.

Nuclear exercises in May and June. Practice and evaluated drill. No identified issues in our response found by FEMA. New procedures all paid off. 5/2 Maritime table top with the Coast Guard. Nuke focus as well. Walked through what if plume over the lake. Ended up being the June exercise. July tabletop with Nursing Home facilities to meet their training requirement. Hazard mitigation – 5 year rotation and being modified. Will come for vote late 2019.

In Joint Dispatch, recently filled two vacancies with one starting in August. Noted improvement in applications – credits social media work. 30% under budget as of June 1. Change with Supervisors working has made a big difference. Training pod has been getting used as a mini EOC as well. Radio system is a project with Gerry and Bill of Public Works; redundancy and tower communication improved. Some channels were reallocated to volunteer fire depts. Emergency beacon for those depts. also.

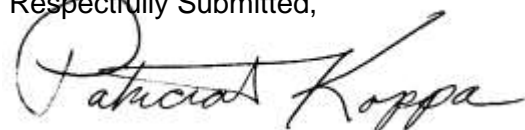
Joint Dispatch Board. In April, Waack asked the board to assist with Emergency Management planning. Also to increase representation from each municipality to one each from Fire and LE rather than only one who was usually LE. Request was tabled until June. At June meeting, presented letter to TW and Chairman Brey asking for status quo to remain in place and indicating EM should not try to limit the Board's authority. Peter Conrad helped with a response to this as it totally misconstrued the request. Chair Vogel has seen both letters. Waack notes that county responsibility for radio bands regardless of which agency uses. There has not been supervision and interoperability in the past. If Joint Dispatch Board isn't interested in assisting in the EMD - asks for creation of a "Radio Policy" committee. The committee would be appointed by the County Executive.

Discussion followed – Ask what the issue was from Joint Dispatch Board. Why did they object? Some of the objections may go back in time with the structure of the department. Going ahead to get a resolution to create the committee since the underlying problem needs to be corrected. Waack did share the letter read at the June meeting. Will bring the resolution proposal back to the next meeting... committee would create database of users, work on the dispatch policies between agencies etc. With County holding the license this is the county responsibility.

General supervisor questions led to discussion of other water concerns and what could be done.

Motion to adjourn made by James Falkowski, second by Dave Nickels adjourned at 6:19.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Patricia A. Koppa". The signature is written in dark ink and is positioned above the printed name.

Patricia A. Koppa, Register in Probate  
For Supervisor James Falkowski, Committee Secretary



**MANITOWOC COUNTY**  
**PUBLIC SAFETY COMMITTEE**  
**AMENDED MEETING NOTICE**

DATE: August 20, 2019

TIME: 6:00 p.m.

PLACE: Manitowoc County Heritage Center

~~(Second Floor Break Room)~~ **Lower Level Education Room**

1701 Michigan Ave, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered at the meeting:

1. Call to order and roll call.
2. Consideration and correction, if any, of July 16, 2019 committee meeting minutes.
3. Discussion and possible action regarding Sheriff's Office RESOLUTION ACCEPTING DONATIONS FOR THE MANITOWOC COUNTY SHERIFF'S OFFICE K9 UNIT.
4. Discussion and possible action regarding Emergency Services ORDINANCE AMENDING MANITOWOC COUNTY CODE § 20.14(2) (EMERGENCY COMMUNICATIONS CORRIDORS).
5. Discussion of next meeting; next regular date – September 11, 2019.
6. Adjournment.

Date: August 14, 2019

*Amended: August 19, 2019*

Randy Vogel, Chairperson

Prepared by: Patricia Koppa  
Register in Probate

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

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Manitowoc County Public Safety Committee  
Manitowoc County Heritage Building – Education Center

August 20, 2019 6:00 p.m.

Attendance: Chairperson Randy Vogel, Supervisor Rick Henrickson, Supervisor Dave Nickels, Supervisor James Falkowski, and Supervisor Tye Geimer.

Others in attendance: Patricia Koppa, Sheriff Dan Hartwig.

Chairperson Randy Vogel called the meeting to order at 06:00 p.m. Roll call circulated.

Minutes: Chairperson Randy Vogel inquired whether there were any corrections to the minutes of the July 16, 2019 committee meeting, and none being offered, asked for a motion to approve. Motion was made by Supervisor Tye Geimer and seconded by Supervisor Rick Henrickson and unanimously approved.

Chair Vogel presented the Resolution Accepting Donations For The Manitowoc County Sheriff's Office K9 Unit. This donation was in the amount of \$1000 from August Richter. Motion was made by Supervisor Rick Henrickson, seconded by Supervisor James Falkowski. Question from Supervisor Henrickson regarding status and vet care for the K-9s. Sheriff Hartwig indicated there are currently two dogs, believes vet care is currently provided by Memorial Drive Clinic. Vote on the motion; carried unanimously.

Chair Vogel presented the Ordinance Amending Manitowoc County Code § 20.14(2) (Emergency Communications Corridors). This is a correction of a clerical error in the code. Motion was made by Supervisor Rick Henrickson, seconded by Supervisor James Falkowski. No discussion and unanimously approved.

Next regular meeting will be September 11 at 5:00 pm if there is an agenda.

Adjournment: Supervisor Dave Nickels moved to adjourn, Supervisor Rick Henrickson seconded the motion and the meeting adjourned at 06:04 p.m.

Respectfully Submitted



Patricia A. Koppa, Register in Probate

For Supervisor James Falkowski, Committee Secretary



## **MANITOWOC COUNTY PUBLIC SAFETY COMMITTEE MEETING NOTICE**

DATE: September 17, 2019  
TIME: 6:00 p.m.  
PLACE: Manitowoc County Heritage Center  
(Second Floor Break Room)  
1701 Michigan Ave, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered at the meeting:

1. Call to order and roll call.
2. Consideration and correction, if any, of August 20, 2019 committee meeting minutes.
3. Discussion and possible action regarding Sheriff's Office RESOLUTION ACCEPTING DONATIONS FOR THE MANITOWOC COUNTY SHERIFF'S OFFICE K9 UNIT.
4. Discussion of next meeting; next regular date – October 9, 2019.
5. Adjournment.

Date: September 10, 2019

Randy Vogel, Chairperson

Prepared by: Patricia Koppa  
Register in Probate

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Manitowoc County Public Safety Committee  
Manitowoc County Heritage building – Education Center

September 17, 2019 6:00 p.m.

Attendance: Chairperson Randy Vogel, Supervisor Rick Henrickson, Supervisor Dave Nickels, and Supervisor James Falkowski.

Absent: Supervisor Tye Geimer.

Others in attendance: Patricia Koppa.

Chairperson Randy Vogel called the meeting to order at 06:00 p.m. Roll call circulated.

Minutes: Chairperson Randy Vogel inquired whether there were any corrections to the minutes of the August 20, 2019 committee meeting, and none being offered, asked for a motion to approve. Motion was made by Supervisor Rick Henrickson and seconded by Supervisor James Falkowski and unanimously approved.

Chair Vogel presented the Resolution Accepting Donations for the Manitowoc County Sheriff's Office K9 Unit. This donation is from Shipbuilders Credit Union and A&W Restaurant in the amount of \$1,600. Motion was made by Supervisor Rick Henrickson, seconded by Supervisor James Falkowski. Vote on the motion; carried unanimously.

Next regular meeting will October 9 at 5:00 pm if there is an agenda.\*

Adjournment: Supervisor Dave Nickels moved to adjourn, Supervisor Rick Henrickson seconded the motion and the meeting adjourned at 06:02 p.m.

Respectfully Submitted



Patricia A. Koppa, Register in Probate

For Supervisor James Falkowski, Committee Secretary

\*This date was corrected by Chair Vogel at the County Board meeting to October 8 before the County Board meeting set for that day.



## **MANITOWOC COUNTY PUBLIC SAFETY COMMITTEE MEETING NOTICE**

DATE: November 5, 2019  
TIME: 6:00 p.m.  
PLACE: Manitowoc County Heritage Center  
(Second Floor Break Room)  
1701 Michigan Ave, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered at the meeting:

1. Call to order and roll call.
2. Consideration and correction, if any, of September 17, 2019 committee meeting minutes.
3. Discussion and action regarding Sheriff's Office RESOLUTION ACCEPTING DONATIONS FOR THE MANITOWOC COUNTY SHERIFF'S OFFICE K9 UNIT
4. Discussion and action regarding Sheriff's Office RESOLUTION 2019/2020-36 CANCELING CHECKS NOT PRESENTED WITHIN TWO YEARS OF ISSUANCE
5. Discussion and action regarding Emergency Services RESOLUTION INCREASING 2019 APPROPRIATION FROM EMERGENCY MANAGEMENT PERFORMANCE GRANT
6. Announcement and discussion of next meeting; next regular date – December 11, 2019.
7. Adjournment.

Date: October 30, 2019

Randy Vogel, Chairperson

Prepared by: Patricia Koppa  
Register in Probate

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

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## **Manitowoc County Public Safety Committee**

Manitowoc County Heritage Center, Second Floor Break Room

November 5, 2019 6:00 p.m.

Attendance: Chairperson Randy Vogel, Supervisor Dave Nickels, Supervisor Rick Henrickson, Supervisor James Falkowski, and Supervisor Tye Geimer.

Others in attendance: Patricia Koppa

Chairperson Randy Vogel called the meeting to order at 06:00 p.m. Roll call circulated.

Minutes: Chairperson Randy Vogel inquired if there were any corrections to the minutes of the September 17, 2019 committee meeting, and none being offered, asked for a motion to approve. Motion was made by Supervisor Tye Geimer and seconded by Supervisor James Falkowski and unanimously approved.

Chair Vogel presented the RESOLUTION ACCEPTING DONATIONS FOR THE MANITOWOC COUNTY SHERIFF'S OFFICE K9 UNIT. Noted that these resolutions may not be required going forward due to a proposal from the Executive Committee. Motion to approve and send to County Board was made by Supervisor Falkowski, seconded by Supervisor Geimer and unanimously approved.

Chair Vogel next presented the RESOLUTION 2019/2020-36 CANCELING CHECKS NOT PRESENTED WITHIN TWO YEARS OF ISSUANCE. Supervisor Rick Henrickson moved to refer to the County Board for passage. Second by Supervisor Dave Nickels. Motion unanimously passed.

Third resolution is from Emergency Services. Travis Waack is meeting with another committee and will come up when done if there are questions. Motion to approve RESOLUTION INCREASING 2019 APPROPRIATION FROM EMERGENCY MANAGEMENT PERFORMANCE GRANT was made by Supervisor Falkowski and seconded by Supervisor Henrickson. No discussion and motion unanimously passed.

Chair Vogel indicated that due to Internet/Email security training the December meeting should be on December 11 at 5 pm. Ms. Koppa has some information to present and he will ask the Sheriff to attend and explain the situation with the squad cars as well as a general update. Meeting will be at the Public Health building.

Adjournment: Supervisor Henrickson moved to adjourn, Supervisor Tye Geimer seconded the motion. Motion passed and the meeting adjourned at 06:07 p.m.

Respectfully Submitted

A handwritten signature in black ink, appearing to read 'Patricia Koppa', with a stylized, flowing script.

Patricia A. Koppa, Register in Probate  
For Supervisor James Falkowski, Committee Secretary



## **MANITOWOC COUNTY PUBLIC SAFETY COMMITTEE MEETING NOTICE**

DATE: December 11, 2019  
TIME: 5:00 p.m.  
PLACE: Manitowoc County Public Health Building, Room 205  
1028 S. 9<sup>th</sup> Street  
Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered at the meeting:

1. Call to order and roll call.
2. Consideration and correction, if any, of November 5, 2019 committee meeting minutes.
3. Report of Manitowoc County Sheriff Dan Hartwig
  - a. Personnel status.
  - b. Budget.
  - c. Squad cars.
4. Report of Manitowoc County Register in Probate Pat Koppa
  - a. General office update.
  - b. Presentation of information regarding statewide probate fees.
5. Discussion and possible action regarding statewide probate fees.
6. Announcement and discussion of next meeting; next regular date January 21, 2020.
7. Adjournment.

Date: December 5, 2019

Randy Vogel, Chairperson

Prepared by: Patricia Koppa  
Register in Probate

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

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Manitowoc County Public Safety Committee  
Manitowoc County Public Health Building, Room 205

December 11, 2019 5:00 p.m.

Attendance: Chairperson Randy Vogel, Supervisor Rick Henrickson, Supervisor James Falkowski, and Supervisor Tye Geimer.

Excused: Supervisor Dave Nickels.

Others in attendance: Patricia Koppa, Sheriff Dan Hartwig, Chief Deputy Brian Nack

Chairperson Randy Vogel called the meeting to order at 05:00 p.m. Roll call circulated.

Minutes: Chairperson Randy Vogel if there were any corrections to the minutes of the November 5, 2019 committee meeting, and none being offered, asked for a motion to approve. Motion was made by Supervisor Rick Henrickson and seconded by Supervisor James Falkowski and unanimously approved

Sheriff Dan Hartwig reported on personnel. There will be significant overtime due to the continued retirements, vacancies, and three military deployments experienced this year. However, the jail has had greater than budgeted revenue so that the bottom line is expected to be in the black. There are still openings in the jail for corrections officers. Are in the process of filling. On patrol, the three military deployments have been or soon will be completed. With an officer in training, are at full staff there. The hiring lists for patrol, corrections officers, and for reserve deputies as well, are being created.

Chief Deputy Nack reported on the squad car situation. Were notified in September that the model was to be discontinued and final orders were being taken. After consultation with the comptroller, used the State bidding system and placed order for 7 - 2020 Chevrolet Tahoe at \$35,803 each. The vehicles will be equipped per department specifications. This is lower than the bids received last December for the 2019 models. Total cost of \$250,621 was included in the 2020 budget as approved.

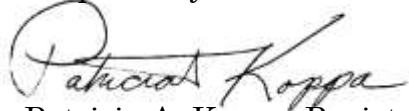
Register in Probate Pat Koppa simply reported that all was well in probate. Koppa provided the committee with a memo regarding procedures that can be commenced in her office without any filing fee. The memo is based upon one compiled by the Door County Register in Probate and is being presented to County Board committees around the state to draw attention to the issue in hopes of gaining support for legislative changes to the fee structure. The memo also mentions several fees that are different in the Clerk of Court office than what is charged by statute in the Probate offices.

After discussion, Chairperson Vogel indicated talking directly with Assemblyman Paul Tittl seemed like it would be more productive than passing a resolution and sending it on. He will call Assemblyman Tittl and ask him to contact Ms. Koppa.

Next meeting: Next date will be determined upon when there is next an agenda to discuss. For January that could be January 8 or before the County Board meeting on January 21.

Adjournment: Supervisor Rick Henrickson moved to adjourn, Supervisor James Falkowski seconded the motion. Motion passed and the meeting adjourned at 05:29 p.m.

Respectfully Submitted

A handwritten signature in cursive script that reads "Patricia A. Koppa". The signature is written in dark ink and is positioned above the printed name.

Patricia A. Koppa, Register in Probate

For Supervisor James Falkowski, Committee Secretary