



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

DATE: January 8, 2013

TIME: 5:00 p.m.

PLACE: Manitowoc County Courthouse (Room B-15)  
1010 South 8th 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, December 11, 2013 committee meeting minutes.
3. Correspondence
4. Public Input.
5. Report from Sheriff Robert Hermann
  - a. Update on 2014 Squad Bids/Purchase.
  - b. Discussion and possible action on future vehicle purchases.
  - c. Discussion on 2013/2014 budgets.
  - d. Discussion on current deputy eligibility list and hiring
  - e. Discussion on department staffing and other ongoing concerns
6. Report from Coroner Curtis Green
  - a. Discussion of deputy Coroner wage schedule
  - b. Department operations and budget report
7. Announcements – Next meeting date – February 12, 2014.
8. Adjournment

Date: January 2, 2014

Rick Henrickson, 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.

Manitowoc County Public Safety Committee  
Manitowoc County Courthouse, Room B-15, City of Manitowoc

Minutes of the January 8, 2014 meeting

Attendance: Chairperson Rick Henrickson, Supervisor Mark Kopecky, Supervisor Randy Vogel, Supervisor James Baumann and Supervisor Dave Nickels.

Also Present Register in Probate/Circuit Court Commissioner Patricia Koppa, Sheriff Robert Hermann, Coroner Curtis Green.

Additional Persons Present: Jail Administrator Jason Jost, County Executive Robert Ziegelbauer, Personnel Director Sharon Cornils, Corporation Counsel Steven Rollins.

Call to Order: Chairperson Rick Henrickson called the meeting to order at 5:00 p.m.

Approve Minutes of December 11, 2013 Public Safety Committee meeting: Supervisor Mark Kopecky moved to approve the minutes of the December 11, 2013 Public Safety Committee meeting, second by Supervisor James Baumann. Upon vote, the motion carried unanimously.

Public Input: Chairperson Henrickson called three times for public input. Seeing none, public input was closed at 5:01 p.m.

Department Reports:

Sheriff's Department:

a. Update on 2014 Squad Bids/Purchase. Sheriff Robert Hermann reported that at the opening of the squad car bids during the December meeting, it was not noticed that the Sheboygan Chevrolet bid did not include all the equipment included in the Ewald bids. However they will add the equipment and honor their original bid amount. Supervisors asked questions about the omissions.

b. Discussion and possible action on future vehicle purchases. Sheriff Hermann reported that two additional vehicles have reached the end of life and should be replaced. He obtained quotes from both Ewald Automotive (Oconomowoc) and Maritime Ford (Manitowoc) for these two vehicles as follows:

|                                    |                |                      |
|------------------------------------|----------------|----------------------|
| 2014 Ford F-150 4 x 4 crew cab     | Ewald \$29,026 | Maritime \$28,684.88 |
| 2014 Ford Utility Police           |                |                      |
| Interceptor All-Wheel Drive 4 door | Ewald \$27,238 | Maritime \$27,313.41 |

The truck would be for towing trailers (replacing a 15 year old vehicle) and the Interceptor would be a Canine Unit squad, generally lasting 5 - 6 years. Prices reflect identical equipment. In both instances, the Sheriff recommends using the local dealer. Supervisors and the Sheriff discussed vehicle use and need in detail. Supervisor Kopecky moved that the committee approve the purchase of both vehicles from Maritime Ford as recommended. After a second by Supervisor Baumann, the motion passed unanimously.

c. Discussion on 2013/2014 budgets. 2013 will end with the budget very close to expectations, possibly even in the black. Final numbers are not in and will be provided when available. Too soon to say anything about 2014.

d. Discussion on current deputy eligibility list and hiring. Interviews are scheduled for later this month. After that, background checks will be completed and offers made. It is hoped to have names on the list at that time as well as the new employees. The department will also begin working with personnel to create a corrections officer eligibility list.

e. Discussion on department staffing and other ongoing concerns. The jail staff is short - there are three empty positions and one being held open to accommodate an employee on an extended leave. The supervisor position was filled by promotion. One corrections officer was recently terminated from employment. Since there are few vacations this time of year, have been able to staff as needed.

#### Coroner's Office:

a. Department operations and budget report. Coroner Curtis Green provided the committee members with the monthly budget print out as of November. Nothing unusual to report.

b. Discussion of deputy coroner wage schedule. Coroner Green gave the supervisors a print out of survey results from 65 responding counties regarding payment to deputy coroners. There are many methods. He again reviewed the history of compensation to his deputies since 2012. Current system places them in the bottom five percent. He feels this is inadequate and has been seeking changes during 2013 and there were funds in the budget to permit.

Chairperson Henrickson asked Corporation Counsel Rollins to explain the committee's role in setting compensation. Attorney Rollins indicated that this committee makes a recommendation to the Personnel committee that then sets the wage on behalf of the County Board.

Coroner Green continued his remarks: deputies should be paid more since their extensive expertise saves the county money by avoiding the need to contract for services. He is asking that the "on-call" rate be increased from \$1.00 per hour to \$1.50 per hour and that the step increase schedule be eliminated and replaced with a schedule that he will offer in the future similar to what is done in other departments.

Chairperson Henrickson asked Personnel Director Sharon Cornils to provide her position. County Executive Robert Ziegelbauer asked to be recognized first. He previously provided the committee with email records of the conversations with the coroner. The current schedule is still fairly new and should be allowed to remain in place. All parties agreed to it at the outset. Ms. Cornils then provided the current schedule and the list of deputies with current rates and increases since January 1, 2012. Hours of service is tracked by the payroll supervisor so that raises will be given timely. Supervisors asked questions.

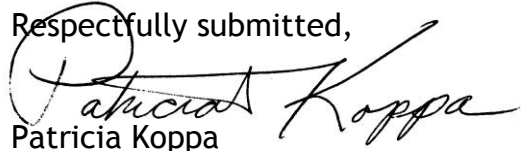
Coroner Green made additional comments as did County Executive Ziegelbauer. The Supervisors asked more questions. Supervisor Dave Nickels and Supervisor Baumann asked that the Coroner be directed to return with a specific request and that the discussion focus on moving forward. Chairperson Henrickson directed Coroner Green to bring a proposal to the February meeting.

Corporation Counsel asked to be recognized. He wanted to note that he took exception to statements that he refused to meet with the coroner. He will provide the full email exchanges about two proposed meetings. The coroner left without attending one and declined to schedule the second. Further discussion ensued.

Announcements: Chairperson Hendrickson reminded everyone of the next meeting scheduled for February 12, 2014 at 5:00 pm in Room B-15 of the County Courthouse.

Adjournment: Supervisor Randy Vogel moved to adjourn, Supervisor Baumann seconded the motion. Motion passed upon unanimous voice vote and the meeting adjourned at 6:08 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Patricia Koppa". The signature is written in a cursive style with a large, stylized initial "P".

Patricia Koppa  
Manitowoc County Register in Probate



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

DATE: February 12, 2014  
TIME: 5:00 p.m.  
PLACE: Manitowoc County Courthouse (Room B-15)  
1010 South 8th 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, January 8, 2014 committee meeting minutes.
3. Correspondence –
  - a. Communication regarding Court Commissioner Wage Schedule implementation as affected by the 2014 Budget adoption.
  - b. Register in Probate's 2013 Annual Report.
  - c. Sheriff Department's 2013 Annual Report.
4. Public Input.
5. Discussion and possible action regarding Emergency Services requests
  - a. Resolution for out of state travel by Nancy Crowley (NREP Conference in Salt Lake City, Utah April 5-11, 2014.)
  - b. Resolution for out of state travel for JDC supervisor (annual Aegis Conference in Boca Raton, FL April 6-8.)
  - c. Resolution Increasing Emergency Management 2014 Appropriation From Florida Power & Light.
6. Report from Emergency Services Director Nancy Crowley
  - a. Update on planning for the 2015 Hostile Action Based exercise with PBNP.
  - b. Update on the decommissioning of KPS.
  - c. Review of 2013 Emergency Management Budget.
  - d. Review of 2013 Joint Dispatch Center Budget.
  - e. JDC overview.
7. Supervisor Baumann, Emergency Management Director Crowley and Sheriff Robert Hermann: Discussion on the 2013 overtime hours accrued by joint dispatch, jail and deputies and how they could be reduced in 2014.
8. Report from Sheriff Robert Hermann
  - a. Discussion and possible action regarding Education Expense Reimbursement for Deputy Marcus Anderson.
  - b. Discussion on 2013/2014 budgets.
  - c. Discussion on current deputy eligibility list and hiring.
9. Discussion and possible action regarding Coroner requests
  - a. Resolution for out of state travel by William Manis (death investigation conference in St. Louis.)
  - b. Deputy coroner wage schedule.
10. Discussion and possible action regarding creation of a Criminal Justice Coordinating Council. Presentation by Circuit Court Commissioner Patricia Koppa.
11. Announcements – Next meeting date – March 12, 2014.
12. Adjournment

Date: February 5, 2014

Rick Henrickson, 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.

Manitowoc County Public Safety Committee  
Manitowoc County Courthouse, Room B-15, City of Manitowoc

Minutes of the February 12, 2014 Meeting

Attendance: Chairperson Rick Henrickson, Supervisor Mark Kopecky, Supervisor Randy Vogel, Supervisor James Baumann and Supervisor Dave Nickels.

Also Present: Register in Probate/Circuit Court Commissioner Patricia Koppa, Sheriff Robert Hermann, Coroner Curtis Green, Emergency Management Division Director Nancy Crowley

Additional Persons Present: Ann Larson, Nancy Slattery

Call to Order: Chairperson Henrickson called the meeting to order at 5:00 p.m.

Approve Minutes of January 8, 2014 Public Safety Committee meeting: Supervisor Mark Kopecky moved to approve the minutes of the January 8, 2014 Public Safety Committee meeting, second by Supervisor James Baumann. Upon vote, the motion carried unanimously.

Correspondence –

Communication regarding Court Commissioner Wage Schedule implementation as affected by the 2014 Budget adoption.  
Register in Probate's 2013 Annual Report.  
Sheriff Department's 2013 Annual Report.

Public Input: Chairperson Henrickson called three times for public input. Seeing none, public input was closed at 5:02 p.m.

Chairperson Henrickson noted that the coroner has asked to be moved up on the agenda. No one objected and the agenda is amended.

Coroner Curt Green presented a Resolution for out of state travel by William Manis (death investigation conference in St. Louis.) Mr. Manis is the former fire chief with extensive emergency services experience. He recently was deputized and will be acting as a deputy coroner as he receives the relevant training. Supervisor Kopecky moved to approve the resolution for presentation to the County Board, second by Supervisor Dave Nickels. After discussion, Chairperson Henrickson called for a vote and the motion carried unanimously.

Coroner Curt Green then addressed the agenda item noted as the Deputy coroner wage schedule. He is no longer asking for a new schedule given his need to get additional deputies trained. Asked

instead for support for a proposal to increase the on-call payment to deputies from \$1.00 per hour to \$1.50. This increase will help retain deputies. Supervisor Baumann moved and Supervisor Kopecky seconded his motion forwarding the proposal to the Personnel Committee for consideration. Further discussion followed. Upon vote the motion passed unanimously.

Emergency Services Division Director Nancy Crowley presented three resolutions:

1. Resolution for out of state travel by Nancy Crowley (NREP Conference in Salt Lake City, Utah April 5-11, 2014.) Supervisor Baumann moved to approve the resolution for presentation to the County Board, second by Supervisor Kopecky. No discussion. Upon vote, the motion carried unanimously.
2. Resolution for out of state travel for Connie Bashaw (JDC Supervisor) (annual Aegis Conference in Boca Raton. FL April 6-8.) Supervisor Vogel moved to approve the resolution for presentation to the County Board, second by Supervisor Baumann. No discussion. Upon vote, the motion carried unanimously.
3. Resolution Increasing Emergency Management 2014 Appropriation From Florida Power & Light.  
Appropriation relates to the Point Beach Nuclear Plant. Supervisor Nickels moved to approve the resolution for presentation to the County Board, second by Supervisor Vogel. No discussion. Upon vote, the motion carried unanimously.

Emergency Services Division Director Nancy Crowley Reported on matters affecting the division.

1. Update on planning for the 2015 Hostile Action Based exercise with PBNP.
2. Update on the decommissioning of KPS.
3. Review of 2013 Emergency Management Budget.
4. Review of 2013 Joint Dispatch Center Budget.
5. JDC overview.

Supervisors discussed each matter. The Hostile Action Based exercise will make use of the C & T building as well as on-site facilities for a command center at the Point Beach Plant. As far as JDC staffing, Part-time employees are working nearly full time. There will be changes in the accounting system so that it does not appear to be a budget issue when this is done. There has been a reduction of overtime by more than 1000 hours.

Supervisor Baumann indicated that he had wanted to discuss overtime hours accrued by joint dispatch, jail and deputies and how they could be reduced in 2014 with Emergency Management Director Crowley and Sheriff Robert Hermann: However, upon further review he sees the significant reduction that has been made over the last few years and commends both departments. Discussion as to whether additional staff is needed to continue the efforts going forward. Sheriff Hermann indicated that certain officers performing multiple specialty tasks are worth the overtime as opposed to having additional persons for those tasks. Sometimes overtime in the department is paid by grants for special enforcement activities rather than from tax levy dollars. Such funding is not reflected on the overtime reports but further detail is available if needed.

Sheriff Herman presented his report:

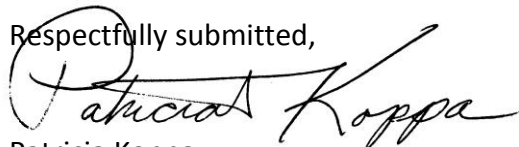
1. Education Expense Reimbursement for Deputy Marcus Anderson. This is a contractual obligation under the WPPA agreement. Supervisor James Baumann moved and Supervisor Randy Vogel seconded that the committee approve the reimbursement. Discussion. Motion passed unanimously.
2. Discussion on 2013/2014 budgets. The Sheriff reported the department was within budget for 2013.
3. Discussion on current deputy eligibility list and hiring. Two qualified persons have been found. Background checks are in progress. One could be hired in March, the other upon graduation in May.

Circuit Court Commissioner Patricia Koppa presented the committee with information regarding creation of a Criminal Justice Coordinating Council. Nancy Slattery and Ann Larson were permitted to assist as they have been involved in some other meetings on the matter. This council would help the court system and other departments provide better results addressing crime and related issues in the community. The Supervisors had many questions and suggestions for Ms. Koppa and the others as they pursue creation of the council. Ms. Koppa will report back as work moves ahead on getting support for the proposal.

Announcements: Chairperson Hendrickson announced that the next meeting is scheduled for March 12, 2014 at 5:00 pm in Room B-15 of the County Courthouse.

Adjournment: Supervisor James Baumann moved to adjourn, Supervisor Mark Kopecky seconded the motion. Motion passed upon unanimous voice vote and the meeting adjourned at 6:17 p.m.

Respectfully submitted,

A handwritten signature in black ink, reading "Patricia Koppa". The signature is written in a cursive style with a large, looped initial "P".

Patricia Koppa

Manitowoc County Register in Probate





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

DATE: March 12, 2014  
TIME: 5:00 p.m.  
PLACE: Manitowoc County Courthouse (Room B-15)  
1010 South 8th 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 12, 2014 committee meeting minutes.
3. Correspondence
4. Public Input.
5. Report from Register in Probate/Circuit Court Commissioner Patricia Koppa:
  - a. Update on proposal to create Criminal Justice Coordination Council.
  - b. Report Probate processing changes/improvements.
6. Report from Sheriff Robert Hermann:
  - a. Discussion and possible action regarding Ordinance Amending County Code to adopt State Statutes by Reference.
  - b. Discussion on 2013/2014 budgets.
  - c. Discussion on current deputy eligibility list and hiring.
7. Announcements – Next meeting date – April 9, 2014

Date: March 5, 2014

Rick Henrickson, Chairperson

Prepared by: Patricia Koppa  
Register in Probate

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Manitowoc County Public Safety Committee  
Manitowoc County Courthouse, Room B-15, City of Manitowoc

Minutes of the March 12, 2014 Meeting

Attendance: Chairperson Rick Henrickson, Supervisor Mark Kopecky, Supervisor Randy Vogel, Supervisor James Baumann and Supervisor Dave Nickels.

Also Present: Register in Probate/Circuit Court Commissioner Patricia Koppa, Sheriff Robert Hermann,

Call to Order: Chairperson Henrickson called the meeting to order at 5:00 p.m.

Approve Minutes of February 12, 2014 Public Safety Committee meeting: Supervisor James Baumann moved to approve the minutes of the February, 2014 Public Safety Committee meeting, second by Supervisor Mark Kopecky. Upon vote, the motion carried unanimously.

Correspondence – None

Public Input: Chairperson Henrickson called three times for public input. Seeing none, public input was closed at 5:02 p.m.

Circuit Court Commissioner Patricia Koppa

**Update on proposal to create Criminal Justice Coordination Council.**

County Executive Bob Zieglebauer and all other contacted likely member are interested and willing to participate. County Board Chair Paul Hansen has yet to be contacted. The judiciary will have a rough resolution and bylaws as part of presentation to the County Board on April 22, 2014, the first regular session of new board. The resolution will be brought to the May Public Safety meeting and then the May County Board meeting hopefully able to move along over summer months.

**Report on Probate processing changes/improvements.**

Office has begun scanning. This actually is more work as are also keeping the paper rather than disposing of it. That means the filing step is still required. Judges have asked that paper be retained for one year. Only once the paper file is not retained will the real savings appear. However, this has given opportunity to send some items by email within the system where there is no fee involved. It is now possible to print a copy without pulling file, locating specific document, removing it, going to copy machine, etc. Judges can see a file at any time without having it brought up. There is potential to save time later. Ultimately, it will save space because we won't keep paper copies and will save money by not having to have file folders. The saving time/saving money should happen according to counties where it has been in use for several years.

Sheriff Herman presented his report:

**Discussion and possible action regarding Ordinance Amending County Code to adopt State Statutes by Reference.** Motion by Dave Nickels and second by Randy Vogel. Brief discussion followed by vote; motion unanimously passed.

**Discussion on 2013/2014 budgets.** There will be a few adjustments after the final audit, but it appears that the 2013 budget ended approximately \$140,000 to the good: both above anticipated revenue and lower than budgeted expenses. This will benefit the general fund.

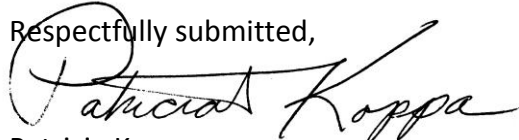
No 2014 figures were obtained, but the already stretched personnel budget will be strained with three open patrol positions. There remains a position open in the jail as well.

**Discussion on current deputy eligibility list and hiring.** Have two candidates and will be offering positions to both upon passage of the remaining tests. Must get more since there are three deputy positions. Also beginning process to create a list for correction officers. These persons are needed both to openings and a family leave absence. Sheriff Hermann responded to supervisor questions.

Announcements: Chairperson Hendrickson announced that the next meeting is scheduled for April 9, 2014 at 5:00 pm in Room B-15 of the County Courthouse. If all retain positions, and only Supervisor Vogel is opposed, able to meet as a committee. May would be the new committee. Chairperson Hendrickson thanked all members of the committee for their service during the last two years and indicated it would be a pleasure to have them all remain.

Adjournment: Supervisor Vogel moved to adjourn, Supervisor Kopecky seconded the motion. Motion passed upon unanimous voice vote and the meeting adjourned at 5:28 p.m.

Respectfully submitted,

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

Patricia Koppa

Manitowoc County Register in Probate



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

DATE: April 9, 2014  
TIME: 5:00 p.m.  
PLACE: Manitowoc County Courthouse (Room B-15)  
1010 South 8th 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 March 12, 2014 committee meeting minutes.
3. Correspondence
4. Public Input.
5. Report from Register in Probate/Circuit Court Commissioner Patricia Koppa:
  - a. Discussion of Resolution Authorizing Out-Of-State Travel (Stacy Ledvina, Patricia Koppa, Thomas Mann)
  - b. Discussion on creation of Criminal Justice Coordinating Council.
  - c. Discussion on public works department and proposed courthouse facility needs study.
6. Report from Sheriff Robert Hermann:
  - a. Discussion and possible action on Resolution Accepting Donation From Sean and D. Camille Pattee (Special Operations Squad)
  - b. Discussion and possible action regarding Education Expense Reimbursement for Deputy Marcus Anderson.**
  - c. Discussion on 2014 budgets.
  - d. Discussion on deputy and correction officer eligibility lists and hiring.
6. Announcements – Next meeting date – May 14, 2014.
7. Adjournment

Date: April 3, 2014

***Amended: April 3, 2014 @ 4:45 p.m.***

Rick Henrickson, Chairperson

Prepared by: Patricia Koppa  
Register in Probate

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Manitowoc County Public Safety Committee  
Manitowoc County Courthouse, Room B-15, City of Manitowoc

Minutes of the April 9, 2014 meeting

Attendance: Chairperson Rick Henrickson, Supervisor Mark Kopecky, Supervisor Randy Vogel, Supervisor James Baumann and Supervisor Dave Nickels.

Also Present Register in Probate/Circuit Court Commissioner Patricia Koppa, Sheriff Robert Hermann

Additional Persons Present: Maura Yost;

Call to Order: Chairperson Henrickson called the meeting to order at 5:00 p.m.

Approve Minutes of March 12, 2014 Public Safety Committee meeting: Supervisor James Baumann moved to approve the minutes of the March 12, 2014 Public Safety Committee, second by Supervisor Mark Kopecky. Upon vote, the motion carried unanimously.

Public Input: Chairperson Henrickson called three times for public input. Seeing none, public input was closed at 5:02 p.m.

Department Reports:

*Register in Probate/Circuit Court Commissioner Patricia Koppa* reported on

- A Resolution Authorizing Out-Of-State Travel (Stacy Ledvina, Patricia Koppa, Thomas Mann) which was approved by the Human Services Board. Supervisor Randy Vogel stated he is concerned the travel and training regarding alternative consequences for juveniles is nearly as expensive as maintaining a detention facility. There was further discussion and the chair may request more information from Stacy Ledvina regarding the progress seen in the county.
- The creation of Criminal Justice Coordinating Council is on track. Assuming the new County Board Chair agrees, Judge Mark Rohrer will present at the April 22, 2014 County Board meeting with a resolution to be presented in May to this committee and the Board.
- Discussion with public works department director regarding Courthouse updates and proposed courthouse facility needs study. The probate office is getting a small gate to present a barrier so patrons are aware they should not walk up to the desks. Additional security, including a panic button, will be discussed as monies are available.

*Sheriff Robert Hermann* reported on:

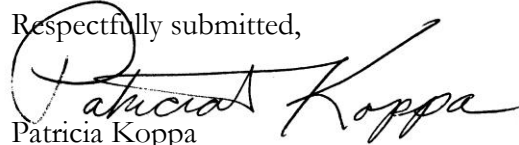
- Resolution Accepting Donation From Sean and D. Camille Pattee (Special Operations Squad) Donation is in the amount of \$300. Motion to approve Resolution for referral to the County Board was made by Supervisor Vogel with a second by Supervisor Baumann. Supervisor Dave Nickels raised the question of whether there is a de minimus amount which can be accepted without committee approval. No one is aware of such a rule at this time. Sheriff Hermann stated that he believed this would require a change in the county code. Motion was passed unanimously.

- Education Expense Reimbursement for Deputy Marcus Anderson. This is a contractual obligation. Motion to approve reimbursement made by Supervisor Kopecky, seconded by Supervisor Vogel and passed unanimously.
- 2014 budgets. Sheriff believes budget is on track with the bottom line very good as is typical for this point in the year. This is likely to change during the summer vacation period. Having the extra deputy in Metro is helping with the overtime situation. Supervisors also asked questions regarding obtaining an armored vehicle as referenced by Lt. Remiker at another meeting.
- Deputy and correction officer eligibility lists and hiring. Hired two new deputies who will be starting in April. Still have one opening and are starting the process over to get a new list and the next candidate. The reserve pool is small but will try to make as much use of it as possible while the spot is open. For the corrections officers, the interviews are being completed and the background checks will begin to finalize a list and begin filling those openings.

Announcements: Chairperson Hendrickson thanked the supervisors for their service on the committee for the last two years. He expects that the next meeting will be May 14, 2014 at 5:00 pm in Room B-15 of the County Courthouse.

Adjournment: Supervisor James Baumann moved to adjourn, Supervisor Mark Kopecky seconded the motion. Motion passed upon unanimous voice vote and the meeting adjourned at 5:36 p.m.

Respectfully submitted,

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

Patricia Koppa  
Manitowoc County Register in Probate



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

DATE: May 14, 2014  
TIME: 5:00 p.m.  
PLACE: Manitowoc County Courthouse (Room B-15)  
1010 South 8th 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.
  - a. Election of Vice Chair*
  - b. Election of Secretary*
2. Consideration and correction, if any, of April 9, 2014 committee meeting minutes.
3. Correspondence.
4. Public Input.
5. Discussion and possible action regarding Resolution Creating Criminal Justice Coordinating Council presented by Court Commissioner Koppa.
6. Report from Sheriff Robert Hermann.
  - a. Discussion and possible action on jail health care contract.
  - b. Update and discussion on Sheriff's Office 2014 budget.
7. Announcements – Next meeting date – June 11, 2014.
8. Adjournment.

Date: May 8, 2014

***Amended: May 12, 2014 @ 3:16 p.m.***

Rick Henrickson, Chairperson

Prepared by: Patricia Koppa  
Register in Probate

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Manitowoc County Public Safety Committee  
Manitowoc County Courthouse, Room B-15, City of Manitowoc

Minutes of the May 14, 2014 meeting

Attendance: Chairperson Rick Henrikson, Supervisor Randy Vogel, Supervisor Mark Kopecky, Supervisor Dave Nickels and Supervisor James Falkowski.

Also Present Register in Probate/Circuit Court Commissioner Patricia Koppa, Sheriff Robert Hermann.

Additional Persons Present: Judge Mark Rohrer, Nancy Slattery, Supervisor Jim Brey.

Call to Order: Chairperson Rick Henrikson called the meeting to order at 5:00 p.m. Attendance sheet circulated.

Election of Officers: Chairperson Henrikson asked for nominations for the position of Committee Vice Chair. Supervisor Mark Kopecky nominated Supervisor Randy Vogel. There were no other nominations and a unanimous vote was entered.

Chairperson Henrikson then asked for nominations for the position of Committee Secretary. Supervisor Vogel nominated Supervisor Dave Nickels. No other nominations were offered and Supervisor Nickels was elected by unanimous vote.

Approve Minutes of April 9, 2014 Public Safety Committee meeting: Supervisor James Falkowski moved to approve the minutes of the April 9, 2014 Public Safety Committee, second by Supervisor Vogel. Upon vote, the motion carried unanimously.

Public Input: Chairperson Henrikson called for public input. Supervisor Brey wished Supervisor Nickels a happy birthday. All members of the committee joined in the well wishes.

Chairperson Henrikson called three times for additional comments. Seeing none, public input closed at 5:04 p.m.

Department Reports: Court Commissioner Patricia Koppa presented the Resolution Creating Criminal Justice Coordinating Council. Judge Rohrer made additional comments. Discussion began regarding how the council would relate to the juvenile justice program and the concern of some supervisors regarding out of state travel for training in that area. Options for obtaining additional information were discussed. Supervisor Nickels moved that the Resolution be presented to the County Board, Supervisor Kopecky seconded. The discussion continued with all supporting the concept for a council but expressing concerns regarding how training for new proposals would be obtained. Chairperson Henrikson called for the vote and the motion passed unanimously.



Sheriff's Department: Sheriff Robert Hermann presented a Resolution Authorizing Amendment to Inmate/Detainee Health Service Contract. There is a significant need for mental health services among the inmates at the jail. While comprehensive services are beyond the scope of the Sheriff's duties, more is needed than can be done under the current contract. The provider is able to add the services with an amendment to the contract. Supervisor Kopecky moved that the Resolution be sent to the County Board and a second was made by Supervisor Nickels. Discussion followed with some input as to the need based upon experiences from a judicial perspective from Judge Rohrer. Upon calling for the vote, the motion was passed unanimously.

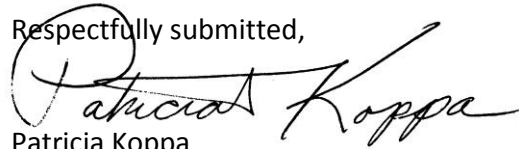
Sheriff Hermann briefly discussed the status of the department budget. It is right on track for this time of the year. Answered questions from the supervisors.

Announcements: Chairperson Hendrickson reminded everyone of the next meeting scheduled for June 11, 2014 at 5:00 pm in Room B-15 of the County Courthouse. This will be followed by the annual jail tour and inspection. All supervisors will be invited to attend. Additionally, if a tour of the morgue can be arranged with the coroner, that will take place on the same day.

Supervisor Brey noted that the Memorial for Fallen Law Enforcement Officers will take place at 2:45 on May 15, 2014. This is a public event and quite moving.

Adjournment: Supervisor Vogel moved to adjourn, Supervisor KOPECKY seconded the motion. Motion passed upon unanimous voice vote and the meeting adjourned at 5:38 p.m.

Respectfully submitted,

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

Patricia Koppa

Manitowoc County Register in Probate



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

DATE: June 11, 2014  
TIME: 5:00 p.m.  
PLACE: Manitowoc County Courthouse (Room B-15)  
1010 South 8th 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 May 14, 2014 committee meeting minutes.
3. Correspondence
4. Public Input.
5. Report from Court Commissioner Koppa regarding Criminal Justice Coordinating Council.
  - a. Judge Rohrer's meeting with the Chief's association .
  - b. First Meeting set for June 17, 2014.
  - c. Grant status.
6. Report from Sheriff Robert Hermann.
  - a. Resolution Authorizing Out-Of-State Travel (Joseph Keil), discussion and action.
  - b. Report and discussion on donation received.
  - c. Update and discussion on Sheriff's Office 2014 budget.
  - d. Update and discussion of hiring status.
7. Discussion regarding new meeting location.
8. Announcements – Next meeting date – July 9, 2014.
9. Jail Tour and Inspection – led by Sheriff Robert Hermann.
10. Morgue Tour – led by Coroner Curtis Green.
11. Adjournment

Date: June 5, 2014

Rick Henrickson, 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.

Manitowoc County Public Safety Committee  
Manitowoc County Courthouse, Room B-15, City of Manitowoc

Minutes of the June 11, 2014 meeting

Attendance: Present: Chairperson Rick Henrickson, Supervisor Mark Kopecky, Supervisor James Falkowski and Supervisor Dave Nickels. Supervisor Randy Vogel, excused.

Also Present Register in Probate/Circuit Court Commissioner Patricia Koppa, Sheriff Robert Hermann, Coroner Curtis Green, County Executive Robert Ziegelbauer, Supervisor Jim Baumann and Supervisor Melvin Waack

Additional Persons Present: Maura (Chip) Yost;

Call to Order: Chairperson Henrickson called the meeting to order at 5:06 p.m.

Approve Minutes of May 14, 2014 Public Safety Committee meeting: Supervisor Dave Nickels moved to approve the minutes of the May 14, 2014 Public Safety Committee, second by Supervisor Jim Falkowski . Upon vote, the motion carried unanimously.

Public Input:

Chairperson Henrickson called for public input. Maura Yost spoke regarding a new venture by Lakeshore CAP, Project Renew which will be a thrift shop with all proceeds being applied to youth programing. Work at the store may qualify for community service hours for youth on court order.

Chairperson Henrickson called three times for additional comments. Seeing none, public input closed at 5:08 p.m.

Department Reports:

Commissioner Patricia Koppa provided the committee with a brief update regarding the Criminal Justice Coordinating Council. A first meeting has been set for June 17, 2014 at 5:00 p.m. It is not known which two police chiefs will be selected to fill the designated positions on the Council because the Chiefs meeting is not until July. All of the chiefs will be invited to attend the initial meeting. An announcement is expected any day regarding the recipients of funding under the Treatment and Diversion grant from the Department of Justice. An application was submitted on behalf of Manitowoc County.

Sheriff's Office: Sheriff Robert Hermann presented a resolution for out of state travel for Joseph Keil. Supervisor Nickels moved to refer the resolution to the County Board. Supervisor Michael Kopecky seconded the motion. Motion passed unanimously.

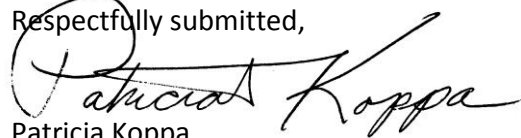
The Sheriff explained about another donation that was received and that after having reviewed the County Code Ethics provisions it is not necessary to have a resolution but to simply advise the committee and notify the comptroller. A \$1000 donation was received for operation of the SWAT team. Notice will be provided to the comptroller as required. Sheriff Hermann also reported briefly on the current budget status and how difficult it is with the open positions. Two new deputies are in training and a new list is being prepared for both the corrections officers and deputies. Agility tests for the deputy candidates will take place on June 19. Supervisors asked questions which were answered by the Sheriff.

Chair Henrickson asked Commissioner Koppa to discuss the need for a new meeting location. She indicated that as previously discussed, courtroom security is being reviewed. Moving meetings out of B-15 ( the present meeting location) would allow for modifications to improve security during court proceedings. Supervisors were all willing to move and agreed to move meetings to the Public Health Building Conference Room beginning with the July meeting.

Announcements: Chairperson Henrickson reminded everyone of the next meeting scheduled for July 9, 2014 at 5:00 pm in the Public Health Building Room 207..

Adjournment: Upon request of the Chair, Supervisor Falkowski moved to adjourn, Supervisor Kopecky seconded the motion. Motion passed upon unanimous voice vote and the meeting adjourned at 5:25 p.m. The jail and morgue tours were conducted with guests and remaining members of the committee. A quorum was not present and no business was conducted during the tours.

Respectfully submitted,

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

Patricia Koppa  
Manitowoc County Register in Probate



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

DATE: August 13, 2014

TIME: 5:00 p.m.

PLACE: Manitowoc County 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 July 9, 2014 committee meeting minutes.
3. Correspondence:
  - a. Jail population report.
  - b. Department financial reports for the month of June 2014.
  - c. JDAI inter-site conference materials from Commissioner Patricia Koppa.
4. Public Input.
5. Report from Clerk of Court Lynn Zigmunt:
  - a. Discussion and possible action regarding Resolution Opposing Proposed Lapse in State Funding to Circuit Court System.
  - b. Update and discussion on Clerk of Court's Office 2014 budget, case filing and operations.
6. Report from Sheriff Robert Hermann:
  - a. Discussion on Narcotics Officers Conference hotel accommodations.
  - b. Update and discussion on Sheriff's Office 2014 budget and staffing.
7. Announcements – Next meeting date – September 10, 2014.
8. Adjournment

Date: August 7, 2014

Rick Henrickson, 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.

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

Minutes of the August 13, 2014 meeting

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

Also Present: Clerk of Court Lynn Zigmunt, Sheriff Robert Hermann

Additional Persons Present: Jeff Beyer, Ted Zigmunt

Call to Order: Chairperson Henrickson called the meeting to order at 4:59 p.m.

Approve Minutes of July 9, 2014 Public Safety Committee meeting: Supervisor Mark Kopecky moved to approve the minutes of the July 9, 2014 Public Safety Committee, second by Supervisor James Falkowski. Upon vote, the motion carried unanimously.

Correspondence: Previously sent to committee members

Jail population report

Department financial reports for the month of June 2014

JDAI inter-site conference materials from Commissioner Patricia Koppa

Public Input: Chairperson Henrickson called three times for public input. Seeing none, public input was closed at 5:05 p.m.

Department Reports:

Clerk of Court's Office: Clerk of Court Lynn Zigmunt presented a resolution Opposing Proposed Lapse in State Funding to Circuit Court System. Ms. Zigmunt explained the situation and Supervisor Dave Nickels moved to approve the resolution for presentation to the county board. Supervisor Randy Vogel seconded and upon vote, the motion was approved unanimously.

Ms. Zigmunt reported on the Clerk of Court's Office 2014 budget, case filing and operations. Revenues are down, yet keeping the budget on track. Explained use of additional hours at regular pay and overtime to this point in the year. Update on move to scanned documents to replace paper files and implementation of e-filing.

Sheriff's Department: Sheriff Robert Hermann explained to the committee situation with attendance at Narcotics Officers Conference and that while Green Bay is under 50 miles from Manitowoc County, the cost of hotel accommodations is justified. There are late evening meetings and the cost is covered by another entity. All narcotics officers will be attending training. No action is needed regarding this.

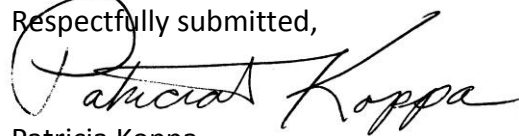
Update and discussion on Sheriff's Office 2014 budget and staffing. The budget remains on track, though July and August will be difficult months. The Squad cars have been received. Issues continue due to the new hires and family leave as previously discussed. August means fair time. Cost is higher and the extra hire dollars were removed from 2014 budget. Working with Personnel Department to create an incentive for deputies and other staff to give early notice of retirement to allow timely recruitment and hiring.

Finally, there are fire exercises and canine search exercises in the former Health Department building prior to demolition.

Announcements: Chairperson Hendrickson reminded everyone of the next meeting scheduled for September 10, 2014 in Manitowoc County Public Health Building, Room 205.

Adjournment: Supervisor Nickels moved to adjourn, Supervisor Falkowski seconded the motion. Motion passed upon unanimous voice vote and the meeting adjourned at 5:50 p.m.

Respectfully submitted,

A handwritten signature in black ink, reading "Patricia Koppa". The signature is written in a cursive style with a large, looped initial "P".

Patricia Koppa

Manitowoc County Register in Probate



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

DATE: September 10, 2014  
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 August 13, 2014 committee meeting minutes.
3. Correspondence (previously forwarded)
  - a. Jail population report
  - b. Department financial reports for the month of July 2014
4. Public Input.
5. Report from Court Commissioner Patricia Koppa regarding status and activities of the Criminal Justice Coordinating Council
6. Report from Sheriff Robert Hermann.
  - a. Sheriff's Office indoor Firearms Range closure, safety issues, and repair estimates.
  - b. Update and discussion on Sheriff's Office 2014 budget and staffing.
7. Announcements – Next meeting date – October 8, 2014.
8. Adjournment

Date: September 3, 2014

Rick Henrickson, 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.



Manitowoc County Public Safety Committee  
Manitowoc County Public Health Building, Room 205  
1028 S. 9th Street, Manitowoc

## Minutes of the September 10, 2014 meeting

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

Also Present: Register in Probate Patricia Koppa, Sheriff Robert Hermann, Jail Administrator Jason Jost, County Executive Bob Ziegelbauer.

Call to Order: Chairperson Henrickson called the meeting to order at 4:58 p.m.

Approve Minutes of August 13, 2014 Public Safety Committee meeting: Supervisor James Falkowski moved to approve the minutes of the August 13, 2014 Public Safety Committee, second by Supervisor Randy Vogel. Upon vote, the motion carried unanimously.

Public Input: Chairperson Henrickson called three times for public input. Seeing none, public input was closed at 4:59 p.m.

### Department Reports:

Criminal Justice Coordinating Council: Commissioner Patricia Koppa reported on the Criminal Justice Coordinating Council. The Council has successfully approved a Mission statement and adopted by-laws. Additional committee members must be named by the County Board Chair and the Manitowoc County Bar Association. The citizen member must be selected and members and others should make their suggestions known. Potential candidates will be at the next meeting on October 1 at 4:30 at the Communication and Technology Building.

Sheriff's Department: Sheriff Robert Hermann reported that the indoor firing range was determined to be unsafe and has been shut down. There are estimates for restoring the facility and for a slight upgrade to address current needs. These range from approximately \$80,000 to \$102,000. There are no funds in current budget. This will be in the 2015 budget request from the Sheriff's office. Sheriff answered supervisor questions regarding ongoing training and other options for continuing into the future.

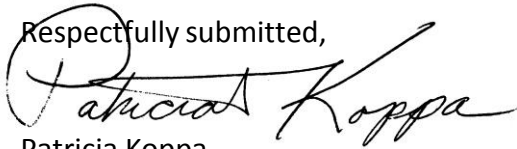
Sheriff again reported on the hiring situation and staffing. The ongoing issue with filling positions is affecting the budget. There are delays in filling positions so the shifts are filled at overtime rates. Since many revenue payments are bunched later in the year, it currently looks as though budget will be exceeded by more than the Sheriff anticipates by year end. As far as hiring, the advertising process has begun for both the Jail and Patrol units. The Sheriff and Supervisors discussed options at length. Staffing levels and response to calls was also discussed.

Finally, the Sheriff acknowledged sending information regarding the effect that the wage plan implementation has on employees of his office.

Announcements: Chairperson Henrickson reminded everyone of the next meeting scheduled for October 8, 2014 at 5:00 p.m. in Room 205 of the Public Health Building..

Adjournment: Supervisor Mark Kopecky moved to adjourn, Supervisor James Falkowski seconded the motion. Motion passed upon unanimous voice vote and the meeting adjourned at 5:34 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Patricia Koppa". The signature is written in dark ink and is positioned to the right of the typed name.

Patricia Koppa

Manitowoc County Register in Probate



## MANITOWOC COUNTY PUBLIC SAFETY COMMITTEE MEETING NOTICE

DATE: October 8, 2014  
TIME: 5:00 p.m.  
PLACE: Manitowoc County 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 September 10, 2014 committee meeting minutes.
3. Correspondence (previously forwarded)
  - a. Jail population report
  - b. Department financial reports for the month of August 2014
4. Public Comment.
5. Report from Court Commissioner Patricia Koppa regarding status and activities of the Criminal Justice Coordinating Council.
6. Report from Sheriff Robert Hermann.
  - a. Resolution **ORDINANCE AMENDING MANITOWOC COUNTY CODE § 4.13(3) (Sheriff's Department Fees - Jail Expense Reimbursement)**.
  - b. Update and discussion on Sheriff's Office 2014/15 budgets and staffing.
7. Announcements – Next meeting date – November 12, 2014.
8. Adjournment

Date: October 2, 2014

Rick Henrickson, 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.

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

Minutes of the October 8, 2014 meeting

Attendance: Chairperson Rick Henrickson, Supervisor Mark Kopecky, Supervisor Randy Vogel, and Supervisor Dave Nickels.

Excused: Supervisor James Falkowski

Also Present Register in Probate/Circuit Court Commissioner Patricia Koppa, Sheriff Robert Hermann, County Executive Bob Ziegelbauer

Call to Order: Chairperson Henrickson called the meeting to order at 5:00 p.m.

Approve Minutes of September 10, 2014 Public Safety Committee meeting: Supervisor Dave Nickels moved to approve the minutes of the September 10, 2014 Public Safety Committee, second by Supervisor Mark Kopecky. Upon vote, the motion carried unanimously.

Correspondance: Chairperson Henrickson verified all received the correspondence prior to the meeting.

Public Input: Chairperson Henrickson called three times for public input. Seeing none, public input was closed at 5:01 p.m.

Department Reports:

Criminal Justice Coordinating Council: Commissioner Patricia Koppa gave an update on the activities of the Criminal Justice Coordinating Council. The citizen member, Daniel Kopecky, has been conditionally chosen. The members want verification of background as he was the only candidate that had been a consumer of criminal justice services and was chosen on that basis. If there are issues, the council will reconsider other candidates. The member of the private bar must be confirmed, but will be either Phil Hoff or John Bilka, or perhaps one will back up the other. Finally an executive committee was selected. District Attorney Jacalyn LaBre is Chair of the Council, with Judge Mark Rohrer serving as vice chair. The other members of the executive committee are Supervisor Vogel, Manitowoc Chief of Police Tony Dick and Attorney Ann Larson of the Public Defenders office. The Executive Committee will meet on October 23 and the council will meet on Wednesday November 5. The regular council meeting are being moved to Wednesday going forward.

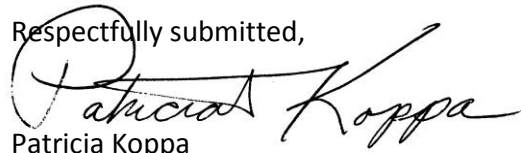
Sheriff's Office: Sheriff Robert Hermann presented a resolution offered by the County Executive to increase the jail fees to \$25 per day. The Sheriff gave some background regarding earlier media attention to the issue and answered Supervisors questions. Supervisor Vogel asked Chairperson Henrickson to allow County Executive Ziegelbauer to address the proposal. The County Executive explained that the moderate increase would provide additional revenue to the jail operation and by no means covers the full cost of housing an inmate. Supervisor Kopecky moved to approve the Resolution for presentation to the County Board. No second was made. Motion failed for lack of a second.

Sheriff Hermann then reported on the 2014 budget and hiring as well as his submitted budget request for 2015. The hiring process for both patrol and corrections is moving along. The positions for corrections shall be filled shortly and the patrol candidates are in the pre-screening phase. Revenues at the Jail for 2014 have been higher than expected which should put the office under budget for the year. The 2015 budget as adjusted by the County Executive for submission does present some concerns, but, as always, he will do his best.

Announcements: Chairperson Henrickson reminded everyone of the next meeting scheduled for November 12, 2014 at 5:00 pm in Room 205 of the Public Health Building..

Adjournment: Supervisor Dave Nickels moved to adjourn, Supervisor Randy Vogel seconded the motion. Motion passed upon unanimous voice vote and the meeting adjourned at 5:20 p.m.

Respectfully submitted,

A handwritten signature in black ink, reading "Patricia Koppa". The signature is written in a cursive style with a large, looped initial "P".

Patricia Koppa

Manitowoc County Register in Probate



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

DATE: November 12, 2014

TIME: 5:00 p.m.

PLACE: Manitowoc County 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 October 8, 2014 committee meeting minutes.
3. Correspondence (previously forwarded)
  - a. Jail population report
  - b. Department financial reports for the month of September 2014
4. Public Comment.
5. Report from District Attorney Jacalyn LaBre: General overview of DA budget state/county and request to State for additional Assistant DA.
6. Discussion and possible action regarding District Attorney's request for support of her request for additional staffing.
7. Announcements – Next meeting date – December 10, 2014.
8. Adjournment

Date: November 7, 2014

Rick Henrickson, 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.

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

Minutes of the November 12, 2014 meeting

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

Also Present Register in Probate/Circuit Court Commissioner Patricia Koppa, District Attorney Jacalyn LaBre, Supervisor Rick Gerroll

Call to Order: Chairperson Henrickson called the meeting to order at 5:03 p.m.

Approve Minutes of October 8, 2014 Public Safety Committee meeting: Supervisor Randy Vogel moved to approve the minutes of the October 8, 2014 Public Safety Committee, second by Supervisor Mark Kopecky. Upon vote, the motion carried unanimously.

Correspondence: Chairperson Henrickson verified receipt of the communications by members and that no one had any questions.

Public Comment: Chairperson Henrickson called three times for public comment. Seeing none, public comment was closed at 5:04 p.m.

Department Reports:

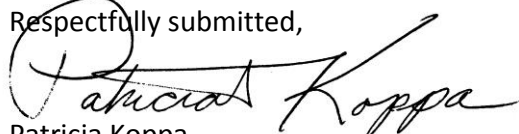
District Attorney's Office: DA Jacalyn LaBre Attorney LaBre reported on the structure for funding the District Attorney's office. The assistant DAs as well as her own salary and benefits are provided by the State and the remainder of expenditures including staff salaries and benefits are funded by the County. State wide shortage of Assistants is measured at 137, Manitowoc County is understaffed 2.3. The next state budget should fund more assistant DAs. She is going to request 2 additional for her office. Her hope would be to get one. If she gets one, current staff and space can be stretched to make it work. Two additional attorneys would not fit in current space, but the chance of getting two is very small.

Ms. LaBre asked for the committee's support for her request. After discussion, Ms. LaBre will prepare a resolution for the County Board on the matter. Supervisor Randy Vogel moved that the committee support the resolution asking the governor and legislature to include two additional assistant DA's for Manitowoc County as requested by DA LaBre. Supervisor Mark Kopecky seconded the motion and it passed unanimously without further discussion.

Announcements: Chairperson Henrickson reminded everyone of the next meeting scheduled for December 10, 2014 at 5:00 pm in Room 205 of the Public Health Building..

Adjournment: Supervisor Randy Vogel moved to adjourn, Supervisor Mark Kopecky seconded the motion. Motion passed upon unanimous voice vote and the meeting adjourned at 5:25 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Patricia Koppa', written in a cursive style.

Patricia Koppa  
Manitowoc County Register in Probate



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

DATE: December 10, 2014  
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 November 12, 2014 committee meeting minutes.
3. Discussion of Correspondence.
4. Public Comment.
5. Report from Sheriff Robert Hermann.
  - a. Opening squad car bids and discussion of proposed purchase.
  - b. Discussion on Sheriff Office operations (budget, hiring and staffing.)
6. Announcements – Next meeting date –February 11, 2015.
7. Adjournment.

Date: December 4, 2014

***Amended: December 5, 2014***

Rick Henrickson, Chairperson

Prepared by: Patricia Koppa  
Register in Probate

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

Minutes of the December 10, 2014 meeting

Attendance: Chairperson Rick Henrickson, Supervisor Mark Kopecky, Supervisor Randy Vogel and Supervisor Dave Nickels.

Excused: Supervisor James Falkowski.

Also Present Register in Probate/Circuit Court Commissioner Patricia Koppa, Sheriff Robert Hermann, County Board Chair Jim Brey, County Executive Bob Ziegelbauer

Call to Order: Chairperson Henrickson called the meeting to order at 5:03 p.m.

Approve Minutes of November 12, 2014 Public Safety Committee meeting: Supervisor Randy Vogel noted that the draft minutes omitted the motion to prepare and forward to the County Board a resolution in support of District Attorney LaBre's State Budget request for two additional assistant district attorneys. Supervisor Vogel had made the motion with a second by Supervisor Mark Kopecky and unanimous passage. This correction was noted and Supervisor David Nichols moved to approve the minutes of the November 12, 2014 as amended. Supervisor Mark Kopecky seconded the motion. Upon vote, the motion carried unanimously. The amended minutes will be forwarded to the County Clerk for publication.

Correspondence: Chairperson Henrickson noted that in addition to the reports, there was an email earlier in the day from Supervisor Falkowski regarding the possibility he would miss the meeting.

Public Comment: Chairperson Henrickson called three times for public comment. Seeing none, public comment was closed at 5:06 p.m.

Department Reports:

Sheriff's Office: Sheriff Robert Hermann presented the bids received in the County Clerk's office for the 2015 squad car purchases. Two envelopes were received and were opened in the presence of the committee. The first was from Sheboygan, Mike Born Chevrolet. The bid for seven (7) 2015 Chevrolet Caprice with the police package is \$189,280. The second bid was from Ewald Motors in Oconomowoc and included four separate bid packages (all 2015 model vehicles) – Ford Taurus Interceptor \$160,727 (\$22,961 each); Dodge Charger \$169,680 (\$24,240 each); Chevrolet Impala \$139,020 (\$19,860 each); and Chevrolet Caprice \$189,882 (\$27,126)

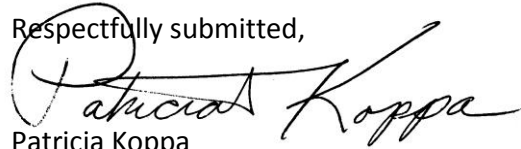
There was extended discussion reviewing reasoning for continuing to use Chevrolet Caprice vehicles rather than switching to a less expensive model. This includes the ability to transfer equipment from current squads as well as the vehicles being larger. Supervisor Nichols moved to purchase the vehicles from Sheboygan Chevrolet. Motion seconded by Supervisor Kopecky. There was some additional discussion regarding delivery delays and other questions. Vote taken and motion passed unanimously.

Sheriff Hermann went on to report about the hiring status. Two .9 FTE positions remain open in patrol, with one position expected to be filled in January. Corrections has one position open, but there will be two in January. Currently are advertising the openings. There are two candidates currently in the preliminary stages (one testing and one background check.)

Announcements: Chairperson Henrickson announced the next meeting will be scheduled for February 11, 2015 at 5:00 pm in Room 205 of the Public Health Building and wished everyone in attendance Merry Christmas and Happy New Year. If something arises, a meeting can be set prior to the County Board meeting on January 20, 2015.

Adjournment: Supervisor Randy Vogel moved to adjourn, Supervisor Mark Kopecky seconded the motion. Motion passed upon unanimous voice vote and the meeting adjourned at 5:25 p.m.

Respectfully submitted,

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

Patricia Koppa

Manitowoc County Register in Probate