



MANITOWOC COUNTY PUBLIC SAFETY COMMITTEE MEETING NOTICE

DATE: Wednesday, January 10, 2024

TIME: 5:00 p.m.

PLACE: Manitowoc County Communications and Technology Building
Room 111, 1024 S. 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.

Attendees are reminded that cell phones should be placed on silent in consideration of all.

The following matters may be considered at the meeting:

1. Call to order and roll call.
2. Consideration and correction, if any, of November 8, 2023 committee meeting minutes.
3. Correspondence:
 - a. Sheriff's Office Monthly Reports.
 - b. Monthly Financial Reports.
4. Public Comment.
5. Report from Emergency Management Director Rhonda Green.
6. Next meeting announcement: Wednesday, February 14, 2024 – District Attorney Jacalyn LaBre.
7. Regular meeting.
8. Adjournment.

Date: January 4, 2024

James Falkowski, 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.

A majority of the members of the County Board of Supervisors, or of any of its committees, may be present at the meeting to listen, observe and participate. If a majority of any such body is present, their presence constitutes a "meeting" under the Open Meeting Law as interpreted in *State ex rel. Badke v. Greendale Village Board*, 173 Wis. 2d 553 (1993), even though the visiting body will take no action at this meeting.

Manitowoc County Public Safety Committee
Manitowoc County Communications and Technology Building

January 10, 2024 5:00 p.m.

Attendance: Present: Chairperson James Falkowski, Supervisor Mickey Lillibridge, Supervisor Leo Naidl, and Supervisor Norb Vogt. Supervisor Nick Muench was excused.

Others in attendance: Patricia Koppa, Rhonda Green and Brenden Riley.

Chair James Falkowski called meeting to order at 5:00 p.m. Roll call circulated.

Minutes of prior meeting: Chair Falkowski asked if there were any changes or corrections to the minutes of the prior meeting from November 8, 2023. None offered and the minutes were approved upon motion of Supervisor Norb Vogt and second by Supervisor Leo Naidl with all present voting in favor.

The Chair noted that the monthly reports and monthly financials were sent to all members.

Call for public input. No one from the public was present and public input was closed.

Chair Falkowski asked Rhonda Green, Emergency Services Director for her update. Ms. Green introduced Brenden Riley, the Deputy Director who gave the department report. Mr. Riley noted current focus is updating the Bay Lakes District Hazard mitigation plan. Several grants are being closed out: EMP (Emergency Management Programs) and EPCRA (Emergency Planning and Community Right to Know Act.) Between the two, cover nuclear and Tier 2 material hazard emergency releases. Services in this area are contracted.

Both Director Green and Mr. Riley are heavily involved in community outreach to provide educational information for all emergencies from storms to a potential nuclear event. Have been coordinating with Fire and EMS teams. Director Green is scheduled for a radio appearance as well as at a local group home talk.

Both were required to complete Wisconsin Emergency Management Certification within two years of hire. Ms. Green has been certified and Mr. Riley needs to only complete in person programming which has yet to be scheduled and is likely to be in Madison. Both were hired in later 2023. There will be a conference to attend in Dallas regarding nuclear readiness; attendance for both will be paid for by Point Beach.

Discussion with supervisors regarding information recently provided to citizens in the Point Beach zones and the feedback and questions raised. There is a database to help locate those in need of assistance. Noted that many agencies have been reaching out and the EMS drone has been busy assisting in various incidents. Also noted supervisors and employees may need training and greater awareness of emergency responses. Conclusion for all is that greater awareness does lead to better results; continued efforts are important.

Supervisor Vogt moved to adjourn; Supervisor Naidl seconded. Meeting was adjourned at 5:31 p.m.

Respectfully Submitted,
Patricia Koppa for
Supervisor Norb Vogt, Committee Secretary



MANITOWOC COUNTY PUBLIC SAFETY COMMITTEE MEETING NOTICE

DATE: Wednesday, February 14, 2024
TIME: 5:00 p.m.
PLACE: Manitowoc County Communications and Technology Building
Room 111, 1024 S. 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.

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The following matters may be considered at the meeting:

1. Call to order and roll call.
2. Consideration and correction, if any, of January 10, 2024 committee meeting minutes.
3. Correspondence:
 - a. Sheriff's Office Monthly Reports.
 - b. Monthly Financial Reports.
4. Public Comment.
5. Report from District Attorney Jacalyn LaBre.
6. Next meeting announcement: Wednesday, March 13, 2024, Report by Coroner Curt Green.
7. Adjournment.

Date: February 8, 2024

James Falkowski, 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 Communications and Technology Building

February 14, 2024 5:00 p.m.

Attendance: Present: Chairperson James Falkowski, Supervisor Mickey Lillibridge, Supervisor Nick Muench, Supervisor Leo Naidl, and Supervisor Norb Vogt.

Others in attendance: Patricia Koppa, Jacalyn LaBre.

Chair James Falkowski called meeting to order at 5:01 p.m. Roll call circulated.

Minutes of prior meeting: Chair Falkowski asked if there were any changes or corrections to the minutes of the prior meeting from January 10, 2024. None offered and the minutes were approved upon motion of Supervisor Norb Vogt and second by Supervisor Nick Muench, all present voting in favor.

The Chair noted that the monthly reports and monthly financials were sent to all members.

Call for public input. No one from the public was present and public input was closed.

Chair Falkowski gave the floor to District Attorney Jacalyn LaBre for her report. DA LaBre began with filing details from 2023 which closed with an overall increase in filings: 958 felonies, 558 misdemeanors, 628 criminal traffic cases and 127 juvenile petitions. Felony and criminal traffic filings were up, misdemeanors down slightly and no change in juvenile delinquency filings. 2024 is starting unusually busy; there are 126 felony filings to date, as well as 68 misdemeanor, 101 criminal traffic and 20 juvenile petitions. DA LaBre provided a brief explanation of the consideration of police referrals prior to filing a case. Noted that there is no investigator for the office, rely on law enforcement. This would be a county funded position. While it would be beneficial, even fiscal limitations, must prioritize the need. A second victim witness coordinator is needed before even a part time investigator. The absence of an investigator makes it difficult to investigate matters such as referrals for open meeting violations.

Since the last report former ADA Anthony Lambrecht assumed his position as judge and Attorney Seth Reinhard joined the office taking the role of traffic prosecutor. Noted the office was under budget by \$32,000. Explained the benefit to staff work space from move to paper on demand. Supervisor Falkowski asked about the role of DA office in the appellate process and responsibility for post-conviction motions at circuit court level.

After thanking DA LaBre, Chair noted the next meeting on March 13, 2024. Coroner Curt Green will be reporting if available.

Supervisor Vogt moved to adjourn; Supervisor Muench seconded. Meeting was adjourned at 5:25 p.m.

Respectfully Submitted,
Patricia Koppa for
Supervisor Norb Vogt, Committee Secretary



MANITOWOC COUNTY PUBLIC SAFETY COMMITTEE MEETING NOTICE

DATE: Wednesday, March 13, 2024

TIME: 5:00 p.m.

PLACE: Manitowoc County Communications and Technology Building
Room 111, 1024 S. 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.

Attendees are reminded that cell phones should be placed on silent in consideration of all.

The following matters may be considered at the meeting:

1. Call to order and roll call.
2. Consideration of and corrections, if any, to February 14, 2024 committee meeting minutes.
3. Correspondence:
 - a. Sheriff Office Monthly Reports.
 - b. Monthly Financial Reports.
4. Public Comment.
5. Consideration and Action on requests from Sheriff:
 - a. Ordinance Amending Manitowoc County Code Section 4.13 (Fees).
 - b. Resolution Authorizing Fees for Services Performed by the Manitowoc County Sheriff's Office.
 - c. Ordinance Amending Manitowoc County Code Section 6.275 (Prostitution).
6. Report from Coroner, Curt Green.
7. Next meeting announcement: Wednesday, April 10, 2024, Report by Clerk of Court April Higgins.
8. Adjournment.

Date: March 5, 2024

James Falkowski, Chairperson

Prepared by: Patricia Koppa
Register in Probate

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Manitowoc County Public Safety Committee
Manitowoc County Communications and Technology Building

March 13, 2024 5:00 p.m.

Attendance: Present: Chairperson James Falkowski, Supervisor Mickey Lillibridge, Supervisor Nick Muench, Supervisor Leo Naidl, and Supervisor Norb Vogt.

Others in attendance: Patricia Koppa, Coroner Curt Green, Sheriff Dan Hartwig, Det. Brandon Radtke, Deputy Coroner Amanda Ziarnik, and County Board Chair Tyler Martell.

Chair James Falkowski called meeting to order at 5:01 p.m. Roll call circulated.

Minutes of prior meeting: Chair Falkowski asked if there were any changes or corrections to the minutes of the prior meeting from February 14, 2024. None offered and the minutes were approved upon motion of Supervisor Nick Muench and second by Supervisor Norb Vogt, all present voting in favor.

The Chair pointed out that this is Supervisor Vogt's last meeting as he is retiring from the County Board. There is a treat to share after the meeting.

Supervisor Falkowski noted that the monthly reports and monthly financials were sent to all members.

Call for public input. No one from the public was present and public input was closed.

Chair Falkowski presented the Ordinance Amending Manitowoc County Code Section 6.275 (Prostitution.) Motion was made to approve by Supervisor Nick Muench with a second by Supervisor James Lillibridge. Sheriff Dan Hartwig offered additional information and Detective Brandon Radtke explained some of the operations used in enforcement and how having an ordinance assists in enforcement rather than charging under Wis Stats. 944.30.. After discussion, vote taken and motion to send Ordinance to County Board approved.

Then took up the Ordinance Amending Manitowoc County Code Section 4.13 (Fees), which would adopt the Sheriff's Office fee schedule. Supervisor Leo Naidl moved to approve the proposal with as second by Supervisor Lillibridge. Discussion that the changes appeared reasonable and it had been 8 years since there was a change. All voted in favor.

A draft of the resolution setting the new Sheriff's fees had been received. Supervisor Vogt moved to approve the fee increase, Supervisor Muench seconded the motion and all approved.

Chair Falkowski asked Coroner Curt Green for his report. Coroner Green presented a number of statistical reports to the committee members. He also introduced Deputy Coroner Amanda Ziarnik, who has been assisting with some reporting duties. Beginning with the statistical information, Coroner Green gave details regarding the deaths handled by his office including cremations and hospice deaths which he must review pursuant to statute. Most hospice deaths are from the illnesses anticipated, but many more people die in hospice care than in the past. For example, 473 in 2023 compared to 211 in 2008. Cremation is also more common; 476 in 2023 compared with 255 in 2008. (This is actually down from 621 in 2022) While not usually requiring extensive investigation, these matters do take time.

Involving greater investigation, there were 21 drug related deaths not counting suicide by overdose. These can be very complex investigations. Coroner Green described several situations and described the changes in the user population over the years. Suicides are also investigated. There is no trend, but there were 13 in 2023. The office did look at deaths involving gun shots over the decades. Found that since 1990, there have been 198 gun shot related deaths in the county 174 of which were suicides.

Coroner Green provided extensive breakdown of the traffic fatalities over time as well as the 2023 numbers. His office has significant amounts of data which is all manually maintained. The state wants a great deal of that information but doesn't provide a collection mechanism. In order to keep up, will be looking to purchase software in the next budget. Part of the certification process prior to cremation involves extensive documentation which is taking time from other duties and the state is looking to impose some very short time limits. and penalties for failure to comply. Can't operate without the software going forward.

One important community task performed by the office is law enforcement education. Have been providing training to the local agencies. Deputies help with this as well as with the record and report management. Coroner Green discussed the office structure comparing coroner to medical examiner. Noted this will be his last term and the county may want to consider moving to a medical examiner.

Other notes of interest: One legislative change could end up requiring that bodies be kept of extended periods. This could cost a great deal. There are also concerns when a decedent is an undocumented immigrant. Embalming is required as well as certification by coroner. Need to work with the Chicago consulate office. Again two examples of changes that make it more difficult to do the job and keep the office properly staffed. Will want to consider all of this when deciding how to operate in the future.

After thanking Coroner Green, Chair Falkowski noted the next meeting on April 10, 2024. The report will be by Clerk of Court April Higgins.

Supervisor Muench moved to adjourn; Supervisor Vogt seconded. Meeting was adjourned at 6:39 p.m.

Respectfully Submitted
Patricia Koppa for
Supervisor Norb Vogt, Committee Secretary



MANITOWOC COUNTY PUBLIC SAFETY COMMITTEE MEETING NOTICE

DATE: Wednesday, April 10, 2024

TIME: 5:00 p.m.

PLACE: Manitowoc County Communication and Technology Building
Room 111, 1024 S. 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.

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The following matters may be considered at the meeting:

1. Call to order and roll call.
2. Consideration of and corrections, if any, to March 13, 2024 committee meeting minutes.
3. Correspondence:
 - a. Sheriff Office Monthly Reports.
 - b. Monthly Financial Reports.
4. Public Comment.
5. Report from Clerk of Court April Higgins.
6. Next meeting announcement: In lieu of the regularly scheduled May meeting, the committee and County Board members along with the public are encouraged to attend the Law Enforcement Officer's Memorial Service in the courtyard between the jail and the courthouse on May 15, 2024 at 2:45 p.m.
7. Adjournment.

Date: April 3, 2024

James Falkowski, Chairperson

Prepared by: Patricia Koppa
Register in Probate

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Manitowoc County Public Safety Committee
Manitowoc County Communications and Technology Building

April 10, 2024, 5:00 p.m.

Attendance: Present: Chairperson James Falkowski, Supervisor Nick Muench, Supervisor Leo Naidl, and Supervisor James (Mickey) Lillibridge.

Others in attendance: April Higgins

Chair James Falkowski called meeting to order at 5:02 p.m. Roll call circulated.

Minutes of prior meeting: Chair Falkowski asked if there were any changes or corrections to the minutes of the prior meeting from March 13, 2024. None offered and the minutes were approved upon motion of Supervisor Nicholas Muench and second by Supervisor Leo Naidl with all present voting in favor.

The Chair noted that the monthly reports and monthly financials were sent to all members.

Call for public input. No one from the public was present. Public input closed at 5:04.

April Higgins, Clerk of Court reported regarding her office, and overall operating within the confines of the budget, with the exception of overtime and indigent counsel fees. Due to some retirements and an unexpected departure, there have been some new staff coming on; which require additional time and training to get fully up to speed timely. Ms. Higgins stated they continue to struggle with case/work load due to lack of sufficient staff, so staff is working late, through lunch, coming in early to ensure things are processed timely. Failure to get things processed timely can have a “trickle down effect” with backing everything up, i.e. defendant’s not getting their programing started while incarcerated if the prisons are not receiving JOCs (Judgements of Conviction) in a timely manner, etc. Reiterates she has an amazing staff that remains dedicated to getting the job done. Ms. Higgins communicates closely with her staff and the judicial officials and others involved to try to keep ahead of such matters. As for indigent counsel matters, she is working with Judges on getting Judges to order defendants to pay something as they may be indigent now, but not a month from now, and so on. Explains the Clerk of Court is seeing monies coming in from SDC and Tax Intercept payments from defendants they may have never gotten payments from. Supervisors asked questions and received additional information. Thanked Ms. Higgins for her report and urged her to convey the committee’s appreciation to staff. Supervisor Falkowski encouraged other supervisors to stop in to the COC Office and other offices to meet the staff and “see them in action”. Ms. Higgins seconded his statement and welcomed them to stop in anytime.

Next meeting: In lieu of meeting, attend Law Enforcement Memorial at the Sheriff’s Office at 2:45 p.m., on May 15, 2024.

Jail inspection on June 12, 2024, and Meeting at 5:00 p.m., at Communications and Technology Building.

Motion to adjourn by Nicholas Muench, seconded by Mickey Lillibridge.

Adjourned 5:25 p.m.



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

DATE: Wednesday, June 12, 2024

TIME: ~~5:00 p.m.~~ **5:30 p.m.**

PLACE: Manitowoc County Communications and Technology Building
Room 111, 1024 S. 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.

Attendees are reminded that cell phones should be placed on silent in consideration of all.

The following matters may be considered at the meeting:

1. Call to order and roll call.
2. Consideration of and corrections, if any, to April 10, 2024 committee meeting minutes.
3. Correspondence.
 - a. Sheriff Office Monthly Reports.
 - b. Monthly Financial Reports.
4. Public Comment.
5. Election of Committee Officers:
 - a. First Vice-Chair.
 - b. Second Vice-Chair.
6. Report from Sheriff Dan Hartwig:
 - a. Budget and staffing update.
 - b. Jail Inspection Tour: Committee and any members of the County Board of Supervisors will walk to jail for facilities tour.
7. Next meeting announcement: July 10, 2024 – Circuit Court Judge
8. Adjournment.

Date: June 6, 2024

Amended: June 10, 2024

James Falkowski, Chairperson

Prepared by: Patricia Koppa
Register in Probate

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Manitowoc County Public Safety Committee
Manitowoc County Communications and Technology Building

June 12, 2024, 5:30 p.m.

Attendance: Present: Chairperson James Falkowski, Supervisor Nick Muench, Supervisor Mike Grambow, Supervisor Dylan Hammel, and Supervisor Tim Jadowski

Others in attendance: April Higgins, Sheriff Dan Hartwig

Chair James Falkowski called meeting to order at 5:00 p.m. Roll call circulated.

Minutes of prior meeting: Chair Falkowski asked if there were any changes or corrections to the minutes of the prior meeting from April 10, 2024. None offered and the minutes were approved upon motion of Supervisor Nicholas Muench and second by Chairman James Falkowski with all present voting in favor.

The Chair noted that the monthly reports and monthly financials were sent to all members.

Call for public input. No one from the public was present. Public input closed at 5:31.

Vote held for First Vice Chair: Supervisor Hammel nominated Supervisor Jadowski; Supervisor Muench seconds. All present vote in favor. Supervisor Jadowski - First Vice Chair.

Vote held for Second Vice Chair: Supervisor Grambow nominated by Supervisor Jadowski; Supervisor Hammel seconds. All present vote in favor. Supervisor Grambow – Second Vice Chair.

Sheriff Dan Hartwig gives report to committee. Provides a brief overview of the Sheriff's Office for the new members of the committee. Discusses the hiring practices of the county and the operations side of the Sheriff's Office. Sheriff Hartwig indicates the Sheriff's Office is going to have several retirements coming up this year, including one in administration and an open position in the Metro Drug Unit created by the retirement of Dave Remiker. Chairman Falkowski stated he would like to have Remiker's replacement to come to a meeting and meet the committee. Sheriff Hartwig understands, but indicates the reasons why that may not be possible. Supervisor Muench inquires why Sheriff Hartwig thinks the Sheriff's Office has the turn over it does. Sheriff Hartwig indicates the biggest reason is the issue of pay. Supervisor Jadowski inquires about juvenile detention and where juveniles in our county are housed. Sheriff Hartwig explains Manitowoc County no longer has a juvenile detention and juveniles in Manitowoc County are currently housed at the Sheboygan County Juvenile Detention Center.

At this time, the meeting is continued to the Manitowoc County Jail for a tour and inspection.
(Inspection Report attached hereto)

Next meeting: Our next meeting is scheduled for July 10, 2024, at 5:00 p.m., at the Communication and Technology Building – with Judicial Representatives

Motion to adjourn by Supervisor Hammel, Second by Supervisor Grabowski.

Adjourned 7:25 p.m

Respectfully submitted,
April Higgins
Clerk of Circuit Court



**MANITOWOC COUNTY
PUBLIC SAFETY COMMITTEE
MEETING NOTICE**

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TIME: 5:00 p.m.

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The following matters may be considered at the meeting:

1. Call to order and roll call.
2. Consideration of and corrections, if any, to June 12, 2024 committee meeting minutes.
3. Correspondence:
 - a. Corrections Confinement Report
 - b. Monthly Financial Report and Summary
4. Discussion about having public forums from Wisconsin Department of Agriculture, Trade, and Consumer Protection (DATCP) about scams, identity theft, home improvement, and online shopping safety.
5. Public Comment.
6. Judicial Representation:
 - a. Report from Circuit Court Judges present
7. Next meeting announcement: To Be Determined
8. Adjournment.

Date: June 28, 2024

James Falkowski, Chairperson

Prepared by: April R. Higgins
Clerk of Circuit Court

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Manitowoc County Public Safety Committee
Manitowoc County Communications and Technology Building

July 10, 2024, 5:00 p.m.

Attendance: Present: Chairperson James Falkowski, Supervisor Nick Muench, Supervisor Mike Grambow, Supervisor Dylan Hammel, and Supervisor Tim Jadowski

Others in attendance: April Higgins, Sheriff Dan Hartwig, Mickey Lillibridge, Honorable Robert Dewane, Honorable Jerilyn Dietz, Honorable Anthony Lambrecht

Chair James Falkowski called meeting to order at 5:00 p.m. Roll call circulated.

Minutes of prior meeting: Chair Falkowski asked if there were any changes or corrections to the minutes of the prior meeting from June 12, 2024. None offered and the minutes were approved upon motion of Supervisor Nicholas Muench and second by Supervisor Mike Grambow with all present voting in favor.

The Chair noted that the monthly reports and monthly financials were sent to all members.

Call for public input. No one from the public was present. Public input closed at 5:10 p.m..

Chairman Falkowski discusses the project for the committee regarding consumer protection, common scams and frauds targeting seniors, the vulnerable population, etc. Chairman Falkowski has spoken with the ADRC about getting information to their clients. The supervisors will need to make sure certain requirements are met when reaching out to place to hold presentations, such as ADA complaint, wifi availability, need to make sure to publicize presentations, and work with the presenter to get the presentations scheduled. Remember there is no budget for this.

Circuit Court Judges speak with the committee. Discussions regarding emergency response times, panic buttons, bailiffs response times, the down side of only having three bailiffs to cover five courtrooms. No security/screening when entering the courthouse. Supervisor Hammel sees this a big issue. Courthouse should be a single point entry. Sheriff Hartwig informs the committee that he has the equipment, he received nuclear plant. The Judges, Sheriff, and Clerk of Court speak about some volatile situations we face on a daily basis.

Judges speak to the committee about their backgrounds. Judges speak to the committee in depth about Drug Court and invite the committee members to come observe. Discussions had about the new Drug Court administrator speaking with the committee

Next meeting: September 11, 2024, at 5:00 p.m., at the Communication and Technology Building – with Register in Probate

Motion to adjourn by Supervisor Hammel, Second by Supervisor Grambow.

Adjourned 6:24 p.m

Respectfully submitted,
April Higgins
Clerk of Circuit Court



MANITOWOC COUNTY PUBLIC SAFETY COMMITTEE MEETING NOTICE

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2. Consideration of and corrections, if any, to July 10, 2024 committee meeting minutes.
3. Correspondence:
 - a. Corrections Confinement Report
 - b. Monthly Financial Report and Summary
4. Resolution regarding reclassification of 3 FTE Patrol Lieutenants to the title of Captain (Sheriff's Dept.) - A joint committee recommendation of personnel and public safety committees.
5. Discuss the upcoming outreach presentations "Common Scams & Frauds Targeting Seniors" the committee is sponsoring.
6. Public Comment.
7. Next meeting announcement: September 11, 2024
8. Adjournment.

Date: August 7, 2024

James Falkowski, Chairperson

Prepared by: April R. Higgins
Clerk of Circuit Court

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Manitowoc County Public Safety Committee
Manitowoc County Communications and Technology Building

August 14, 2024, 5:00 p.m.

Attendance: Present: Chairperson James Falkowski, Supervisor Nick Muench, Supervisor Mike Grambow, Supervisor Dylan Hammel, and Supervisor Tim Jadowski

Others in attendance: April Higgins, Sheriff Dan Hartwig, County Board Chair Tyler Martell, Supervisor Scott Schiesl

Chair James Falkowski called meeting to order at 5:00 p.m. Roll call circulated.

Minutes of prior meeting: Chair Falkowski asked if there were any changes or corrections to the minutes of the prior meeting from July 10, 2024. None offered and the minutes were approved upon motion of Supervisor Nicholas Muench and second by Supervisor Tim Jadowski with all present voting in favor.

The Chair noted that the monthly reports and monthly financials were sent to all members.

Call for public input. No one from the public was present. Public input closed at 5:01 p.m.

Chairman Falkowski discusses the resolution before the committee for approval. This resolution is essentially reclassifying three Patrol Lt. positions, into Captain positions. Sherriff Hartwig gives an overview of what this will mean/look like to the committee. Supervisor Muench moves to approve the resolution; Supervisor Grambow seconds. All present voting in favor.

Chairman Falkowski discusses "Common Scams and Frauds Targeting Seniors." This was very well received and everyone on the committee did a great job getting these set up. Supervisor Muench and Chairman Falkowski planning to attend one of the presentations. Chairman Falkowski indicates these will be open to all County Board members; it is a public event. County Board Chair Martell suggests having one of the presentations recorded and placed on the county website for those who cannot attend. Chair Falkowski to speak to the presenter regarding possibility of recording. (Supervisor Muench excuses himself from the meeting)

Sheriff Hartwig addresses the committee regarding upgrading technology, i.e. body cams (which the county doesn't currently have), squad cams, and unlimited cloud storage. There will be a demonstration showcasing some of this new technology they are seeking on 09/04/2024. He further talks about a new Mental Health Program, similar to an EAP, for the Sheriff's Office. These two things are going to be added as budget line items for the sheriff's office.

Next meeting: September 11, 2024, at 5:00 p.m., at the Communication and Technology Building – with Register in Probate

Motion to adjourn by Supervisor Jadowski, Second by Supervisor Grambow.

Adjourned 5:30 p.m

Respectfully submitted,
April Higgins
Clerk of Circuit Court



MANITOWOC COUNTY PUBLIC SAFETY COMMITTEE MEETING NOTICE

DATE: Wednesday, September 11, 2024

TIME: 5:00 p.m.

PLACE: Manitowoc County Communications and Technology Building
Room 111, 1024 S. 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.

Attendees are reminded that cell phones should be placed on silent in consideration of all.

The following matters may be considered at the meeting:

1. Call to order and roll call.
2. Consideration of and corrections, if any, to August 14, 2024 committee meeting minutes.
3. Correspondence:
 - a. Corrections Confinement Report
 - b. Monthly Financial Report and Summary
4. Update on presentations from Wisconsin Department of Agriculture, Trade, and Consumer Protection (DATCP) about scams, identity theft, home improvement, and online shopping safety.
5. Public Comment.
6. Register in Probate:
 - a. Report from Register in Probate – Patricia Koppa
7. Next meeting announcement: October 9, 2024
8. Adjournment.

Date: September 4, 2024

James Falkowski, Chairperson

Prepared by: April R. Higgins
Clerk of Circuit Court

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.

A majority of the members of the County Board of Supervisors, or of any of its committees, may be present at the meeting to listen, observe and participate. If a majority of any such body is present, their presence constitutes a "meeting" under the Open Meeting Law as interpreted in *State ex rel. Badke v. Greendale Village Board*, 173 Wis. 2d 553 (1993), even though the visiting body will take no action at this meeting.

Manitowoc County Public Safety Committee – **Corrected 9/17/2024**
Manitowoc County Communications and Technology Building

September 11, 2024, 5:04 p.m.

Attendance: Present: Chairperson James Falkowski, Supervisor Nick Muench, and Supervisor Tim Jadowski. Supervisor Mike Grambow was excused for this meeting. Supervisor Dylan Hammel was ~~not present~~ or **excused**.

Others in attendance: April Higgins, Supervisor Mickey ~~Lillbridge~~ **Lillibridge**

Chair James Falkowski called meeting to order at 5:04 p.m. Roll call circulated.

Minutes of prior meeting: Chair Falkowski asked if there were any changes or corrections to the minutes of the prior meeting from August 14, 2024. None offered and the minutes were approved upon motion of Supervisor Nicholas Muench and second by Supervisor Tim Jadowski with all present voting in favor.

The Chair noted that the monthly reports and monthly financials were sent to all members.

Call for public input. No one from the public was present. Public input closed at 5:06 p.m.

Chairman Falkowski discusses the presentations that have occurred thus far regarding the scams/frauds; they have gone very well and have been well attended. He has received a lot of positive feedback from participants. There are two more presentations scheduled on 09/25/2024, in Whitelaw and Two Rivers. Chairman Falkowski informs the committee that he stopped at the Register of Deeds Office to ask them about “title protection.” Chair Falkowski was informed the Register of Deeds offers a free title lock.

Register in Probate report to be rescheduled.

Next meeting: October 9, 2024, at 5:00 p.m., at the Communications and Technology Building.

Motion to adjourn by Supervisor Muench, Second by Supervisor Jadowski.

Adjourned 5:16 p.m

Respectfully submitted,
April Higgins
Clerk of Circuit Court



MANITOWOC COUNTY PUBLIC SAFETY COMMITTEE MEETING NOTICE

DATE: Wednesday, October 9, 2024

TIME: 5:00 p.m.

PLACE: Manitowoc County Communications and Technology Building
Room 111, 1024 S. 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.

Attendees are reminded that cell phones should be placed on silent in consideration of all.

The following matters may be considered at the meeting:

1. Call to order and roll call.
2. Consideration of and corrections, if any, to September 11, 2024 committee meeting minutes.
3. Correspondence.
 - a. Corrections Confinement Report
 - b. Monthly Financial Report and Summary
4. Discussion on the final outcome of the committee outreach regarding the scam prevention program presentations.
5. Public Comment.
6. Register in Probate:
 - a. Report from Register in Probate - Patricia Koppa
7. Family Court Commissioner
 - a. Report from Family Court Commissioner - Luke LeFevre
8. Next meeting announcement: November 13, 2024 - Sheriff Dan Hartwig
9. Adjournment.

Date: October 1, 2024

James Falkowski, Chairperson

Prepared by: April R. Higgins
Clerk of Circuit Court

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 Communications and Technology Building

October 9, 2024 5:00 p.m.

Attendance: Present: Chairperson James Falkowski, Supervisor Dylan Hammel, Supervisor Tim Jadowski, Supervisor Nick Muench. Excused: Supervisor Mike Grambow.

Others in attendance: Sheriff Dan Hartwig, Register in Probate Patricia Koppa, Family Court Commissioner Luke LeFevre, Supervisor Mickey Lillibridge, County Board Chair Tyler Martel, County Executive Robert Ziegelbauer.

Chair James Falkowski called meeting to order at 5:00 p.m. Roll call circulated.

Minutes of prior meeting: Chair Falkowski asked if there were any changes or corrections to the minutes of the September 11, 2024 meeting. None offered and the minutes were approved upon motion of Supervisor Nick Muench and second by Supervisor Dylan Hammel, all present voting in favor.

Chair Falkowski noted that the monthly reports and monthly financials were sent to all members. There were no questions regarding the reports.

The Chair noted the 2025 budget is now being reviewed. A member had questions. County Executive Ziegelbauer was asked to attend the meeting to discuss. Supervisor Hammel noted items by the Sheriff, such as body cameras, were not in the budget. Discussions were held and it was determined the cameras could wait. Sheriff Hartwig explained how the delay will affect cost. Hammel questioned the interpreter expenses at the jail. Sheriff noted that the 2024 budget will include an overrun of approximately \$500,000 for a variety of reasons.

More information and budget details can be gathered through the finance office and individuals could attend other committee meetings as well. With consideration given for the opportunity of departments (optionally) to express the priority of their budget requests, a scheduled meeting was set to October 29th to review/discuss any proposed request.

Chair Falkowski reported on the concluded public outreach programs, regarding Common Scams and Frauds targeting seniors. Overall, they were well received and attended. There were residual snacks from the event, and donated to the ADRC meals kitchen.

Call for public input. No one from the public was present and public input was closed.

Register in Probate Patricia Koppa reported regarding her office focusing on the budget. The succession in the deputy position has affected the budget in some ways, but from a personnel cost aspect seems to be balancing out: lower wages but higher benefit costs. Limited term employee will continue to be used, if possible, to finish scanning work. Collections are falling behind so office is working on that as a current project.

Chair Falkowski introduced Commissioner Luke LeFevre who gave a report regarding his office. Divorces and weddings both seem to be increased this year. Noted his budget sees little change except in the area of salaries and this includes the increase for court reporter compensation. While showing 3% it is the first increase in 3 years. Currently the support from child support monies covers about 70% of the budget.

After thanking the department directors, Chair Falkowski discussed the additional meeting regarding the budget. The committee will meet on October 29 and also provide the Department Directors an opportunity to attend if desired. The next meeting will be November 13, 2024. The report will be by Sheriff Hartwig.

Supervisor Hammel moved to adjourn; Supervisor Tim Jadowski seconded. Meeting was adjourned at 5:45 p.m.

Respectfully Submitted,

April Higgins
Clerk of Circuit Court



MANITOWOC COUNTY PUBLIC SAFETY COMMITTEE MEETING NOTICE

DATE: Tuesday, October 29, 2024

TIME: 5:00 p.m.

PLACE: Manitowoc County Communications and Technology Building
Room 111, 1024 S. 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.

Attendees are reminded that cell phones should be placed on silent in consideration of all.

The following matters may be considered at the meeting:

1. Call to order and roll call.
2. Open Meetings Law Compliance affirmed.
3. Correspondence:
 - a. Budget Financial Report
4. Public Comment.
5. Consideration of Departments 2025 Proposed Budgets:
 - a. Oversight budget Department (Clerk of Circuit Court, Coroner, District Attorney, Emergency Management, Family Court, Register in Probate, and Sheriff's Office)
 - b. A department invitational to briefly summarize only their department's priority budget requests. May respond to **fiscal** questions.
 - c. Discussion regarding the Departments' proposed budgets and 'if any' action by the committee.
6. Next meeting: November 13, 2024 at 5:00 p.m.
 - a. Sheriff Hartwig
7. Adjournment.

Date: October 17, 2024

James Falkowski, Chairperson

Prepared by: April R. Higgins
Clerk of Circuit Court

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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Special Manitowoc County Public Safety Committee Meeting Manitowoc County Communications and Technology Building

October 29, 2024 5:00 p.m.

Attendance Present: Chairperson James Falkowski, Supervisor Mike Grambow, Supervisor Dylan Hammel, Supervisor Tim Jadowski, Supervisor Nick Muench.

Others in attendance: County Executive Robert Ziegelbauer, Finance Director J.J. Gutman, Sheriff Dan Hartwig, Coroner Curt Green, District Attorney Jacalyn LaBre, Supervisor Mickey Lillibridge, Supervisor Scott Schiesl, Supervisor County Board Chair Tyler Martel.

Chair James Falkowski called meeting to order at 5:00 p.m. Roll call circulated; open meeting law compliance affirmed.

Chair Falkowski noted that the budget financials were sent to all members. There were no questions regarding those reports.

Call for public input, after several announcements for public input without any response, it was closed.

Consideration of Department Budgets:

It was an option to present department requests, with a required supporting Excel file for fiscal support of the department request.

Invitations to departments were sent October 20th, 2024 with required criteria to present budget requests. With eight areas of oversight and responsibility, they include Clerk of Circuit Court, Circuit Court Judges, Coroner, District Attorney, Emergency Management, Family Court Commissioner, Register in Probate, and Sheriff's Department. Four departments and the Judicial are elected officials and department heads.

All budgets, as presented for 2024-2025 including department request, were sent and received by all committee members.

The Coroner was the only department that met the October 25th, 2024, deadline for submission and receipt of Excel and supporting information to committee members.

Coroner Curt Green presented his position for increasing a deputy to a .8 position. According to the budget request form, it is a current deputy. The deputy will be putting in extra time, and he explained the reasons for the request – increasing autopsy and state regulations. In order to forecast personnel costs for the upcoming year, the committee and other members, including County Executive Ziegelbauer, discussed the budget and provided revenue estimates, fee structures, and extenuating circumstances.

A motion by Supervisor Muench and seconded by Supervisor Hammel to advise the Finance Committee to increase the Coroner's budget by \$25K with fund balance offset, passed unanimously.

By virtue of privilege, Chair Falkowski suggested that although the Sheriff did not meet the meeting criteria, members should have receipt of Excel or other documents sufficiently prior to the meeting (received October 29th, 2024 @ 1:16 PM); the Chair permitted the department to speak.

The Axon Enterprise service, which includes body cameras, squad cams, interview cams, tasers, and cloud storage, is the principal proposal. The noted fiscal figure was in the budget request for line item (53084), which included a \$233,000 yearly recurring cost for lease and subscription items.

There were three expenditure options available, and it was noted that by the next year, the possibility for contract terms could increase.

Expectations are that since these are leased and linked to cloud subscriptions, the costs would fluctuate with each future budget cycle. One impression is it can be deployed with the goal of next year.

County Executive Ziegelbauer expressed that the original plan was to study other providers and their terms or other possible fiscal options similar as pre-payment or other savings.

Other fiscal budget item categories were discussed with satisfactory information.

Chair Falkowski motioned for no action on the request and to reconsider this principal item in next year's budget, seconded by Supervisor Muench. Passed: 3-Falkowski, Grambow, and Muench, 2-Hammel and Jadowski.

After thanking everyone for participating, an announcement for the regular committee meeting on November 13th is with Sheriff Hartwig.

Supervisor Muench moved to adjourn; Supervisor Grambow seconded. Meeting was adjourned at 6:15 p.m.

Respectfully submitted,

James Falkowski
Chairman

Minutes taken by District Attorney Jacalyn LaBre.



MANITOWOC COUNTY PUBLIC SAFETY COMMITTEE MEETING NOTICE

DATE: Wednesday, November 13, 2024

TIME: 5:00 p.m.

PLACE: Manitowoc County Communications and Technology Building
Room 111, 1024 S. 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.

Attendees are reminded that cell phones should be placed on silent in consideration of all.

The following matters may be considered at the meeting:

1. Call to order and roll call.
2. Open Meetings Law Compliance affirmed.
3. Correspondence:
 - a. Corrections Confinement Report
 - b. Monthly Financial Report and Summary
4. Public Comment.
5. Resolution 2024-CR-5A Ord repealing and Recreating s. 4.13(9) – Coroner Fees.
6. Resolution 2024-CR-6A Res Adopting 2025 Coroner Fee Schedule.
7. Sheriff – Dan Hartwig:
 - a. Report
8. Next meeting: December 11, 2024, 5:00 p.m.
9. Adjournment.

Date: November 7, 2024

James Falkowski, Chairperson

Prepared by: April R. Higgins
Clerk of Circuit Court

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Manitowoc County Public Safety Committee
Manitowoc County Communications and Technology Building

November 13, 2024, 5:00 p.m.

Attendance: Present: Chairperson James Falkowski, Supervisor Nick Muench, Supervisor Mike Grambow, Supervisor Dylan Hammel; Supervisor Tim Jadowski – **excused**.

Others in attendance: April Higgins Clerk of Court, County Board Chair Tyler Martell, Sheriff Dan Hartwig, Lt. Andy Beck, Supervisor Scott Schiesl, Coroner Curt Green, Supervisor Mickey Lillibridge

Chair James Falkowski called meeting to order at 5:00 p.m. Roll call circulated.

Open Meetings Law Compliance affirmed.

The Chair noted that the monthly reports and monthly financials were sent to all members.

The Minutes of the October 29, 2024, meeting will be approved at the next scheduled committee meeting.

Call for public input. No one from the public was present. Public input closed at 5:01 p.m.

Chairman Falkowski informs the committee we have two agenda items to discuss; Resolution 2024-CR-5A Ord repealing and Recreating s. 4.13(9) – Coroner Fees, and Resolution 2024-CR-6A Res Adopting 2025 Coroner Fee Schedule. Coroner Curt Green addresses the committee. Motion to approve Resolution 2024-CR-5A; Supervisor Nick Muench, Second by Supervisor Dylan Hammel, with all present voting in favor. Motion to approve Resolution 2024-CR-6A; Supervisor Nick Muench, Second by Mike Grambow, with all present voting in favor.

Chairman Falkowski introduces Lt. Andy Beck, new head of the Metro Drug Unit, to the committee. Lt. Beck addresses the committee regarding State and Federal forfeitures, the differences between them, and the way any seized monies are divided between the Metro Drug Unit and the School fund, if the judgment of the seized monies are granted to the Metro Drug Unit. Lt. Beck further informs the committee of new policies and procedures that are in place with regard to the handling of seized monies.

Sheriff Hartwig addresses the committee with regard to staffing, upcoming retirements, and promotions. Sheriff Hartwig then explained the budget, revenues, shortfalls, grants, reimbursements, and the remaining amount of the budget. Sheriff Hartwig explained in great detail where/why a lot of the Sheriff's Office overtime comes from, as well as difficult items to budget for, such as fuel, food, duty gear, and swat gear. Sheriff Hartwig informed the committee that for the budget for 2026, they will be discussing body cams, etc. Discussion of some note worthy cases the Sheriff's Office has dealt with this year and the use of some useful technology, such as drones.

Next meeting: **TBD**

Motion to adjourn by Supervisor Dylan Hammel; Second by Supervisor Mike Grambow.

Adjourned 5:59 p.m

Respectfully submitted,
April Higgins
Clerk of Circuit Court