



**Kewaunee County**  
**Public Safety & Justice Committee Meeting**  
**July 12, 2019**  
**MINUTES**

Kewaunee County Administration Center, 810 Lincoln Street, Kewaunee, WI 54216  
Conference Room

**Call to Order:** Chair Mastalir called the meeting to order at 8:00 a.m.

**Roll Call:** Members Present –John Mastalir, Chuck Scmitt, Joe Lukes. Other Present - Robert Weidner, Virginia Haske, Daniel Olsen, Tom Romdenne, Lee Luft, Matt Joski, Dave Cornelius, Paul Kunesh, Scott Feldt, Tracy Nollenberg, Jennifer Gonzalez, Frank Mazdarevic.

**Approval of July 12, 2019 Finance Agenda:** Lukes moved and Romdenne seconded to approve the agenda. Motion carried.

**Approval of June 7, 2019 Finance Committee Minutes:** Luft moved and Olson seconded to approve the minutes. Motion carried.

**Public Comment:** Gonzalez reported to the committee regarding the three price quotes she received to produce a video providing the public information related to the jail study process. The quotes ranges from \$3000 to \$5000. The projected timeframe would be two to four weeks. General discussion followed as to how to get the information out to local community groups. Olson asked if there are other options than hiring a video production company. The Sheriff answered that the students from Kewaunee High School have put together a video and the Sheriff's office will be posting it when completed/

A five minute break was taken.

**Finance Director's Report**

**Monthly Financial Report – May 2019:** Kunesh reported the sales tax collection for June 2019 was \$94,800 for a year end total of roughly \$748,000. There is approximately \$85,000 in the contingency fund. There are no red flags within department budgets. Kunesh did report that the leases for the new copiers had not been incorporated into the department budgets , but will be done in the 2020 budget. The auditors found four items when they conducted their audit. All four items totaled \$4,000 and were minor. Kunesh informed the committee that the promoter of the racetrack has missed a payment but the deposit will cover the shortfall at this time. Kunesh gave an update of the timekeeping system. The county is moving forward with testing and August will likely be the start date.

**Medical/Dental Financial Report – May 2019:** A new report was introduced to the committee. Kunesh reviewed the report with the committee and how to interpret the information. The area of the report that the committee should focus on is the "Estimated Reserve Change" section. This section indicates if the insurance premiums collected are covering the expenses the County is required to pay. It is administration's intention to provide this report monthly.

**Overtime Report – June 2019:** Committee reviewed the overtime report. Comment was shared that Sheriff's Department overtime is decreasing with the new schedule.

**Discuss Creation of County Economic Development Loan Program:** Feldt explained to the Committee with the revolving loan fund now closed., the County has no loan program to assist in economic development. The County Administrator and Finance Director have begun to look at new loan fund rules if a new fund is to be created. Kunesh indicated that new parameters should be part of the new



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fund beyond the number of jobs created or retained, including the increase in property value. General discussion followed as to the need of the fund how the fund should be structured and who should be part of the rule making process. The Committee directed administration to draft language regarding loan rules, parameters and the total amount of money in the fund.

**Approval of Funding for Housing Study (Bay Lakes Regional Planning):** Feldt requested funding to conduct a countywide housing study. The purpose of the study is to better understand why development is happening in some parts of the county and not others. Is there a need for specific types of housing (e.g. apartments for seniors) and what can the County do to encourage more development. This request is a follow up to a presentation made to the County Board by the Administrator on this issue. General discussion followed as to housing and development within the county. It was asked whether this will be brought before the County Board. Feldt responded that it is not required but that he wants it to go before the Board to keep the issue on the minds of Board supervisors. Olson moved and Luft seconded to approve funding for a countywide housing study to be performed by Bay Lakes Regional Planning up to \$14,500. The funding will come from the contingency fund and the request will come before the County Board. Motion carried.

**Discuss with Public Safety & Justice Committee Local Ordinances and Enforcement Costs:** Feldt reviewed previous Finance Committee discussions regarding the possible enactment of a local ordinance allowing all-terrain vehicle (ATV) use on county roads within townships. It was requested that the Finance Committee and Public Safety & Justice Committee meet together to discuss the issue. Sheriff Joski started off by explaining the rationale behind the creation and adoption of a county ordinance regarding ATV use. Joski referred to the Illegal Burning Ordinance as an example. A countywide ordinance allows the Sheriff's Department to take action against violations. State law allows local jurisdictions to authorize use that the County may not agree with. Regardless, the Sheriff will need to respond. An ordinance creates a uniform rule for all the townships instead of separate rules for each township.

Lukes indicated the Town of Casco has passed the ordinance. And he does not foresee a large increase in ATV use. Romdenne asked why is there a push to have ATVs on the roads. Joski responded that towns are allowing the use and state law gives them the authority to do so. There was lengthy discussion regarding the safety concerns of having ATVs on county roads. Concerns were raised that farm equipment, automobiles, bicycles and now ATVs are allowed on roads. The County should not be supporting additional vehicles on the roads. Weidner pointed out items of concern in an email regarding enforcement of the ordinance and various items deputies will need to enforce. They include: speed limits, staying single file on a paved road, having a safety certification if born after 1988, the minimum age being 16, riding within hours of operation and detection of any driving under the influence violations. These concerns must be incorporated by two full-time officers that patrol the entire county.

A question was raised whether the County could charge the towns for enforcement of the ordinance. The Sheriff explained the issue of charging for enforcement of some county ordinances and not others. It was pointed out that any citations the Sheriff's Department issues would be revenue generated by the County to pay for enforcement costs. Discussion again followed about safety concerns. Olson asked why is the county adding an unsafe use onto the road. A response was that it is already being done, to which Olson responded that allowing the use because it is already being done is not an excuse. Weidner added that the county does not know what the costs of enforcement or the revenues from enforcement will be. Joski



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added that regardless, his office will respond to service calls. Discussion followed as to tracking the number of calls and/or citations regarding the ordinance. Discussion returned as to safety concerns. Sheriff again responded his job is the safety of county citizens regardless if an ordinance is in place or not.

Discussion took place whether any action needs to be taken by either committee. It was determined no action is need as the issue will be on the August County Board agenda.. It was requested that Corporation Counsel weigh in on any legal liability for the County.

**Review Vendor Payments:** Committee reviewed the previous month's vendor payments. No questions were raised.

**Approve Supplemental Payroll:** Luft moved and Romdenne seconded to approve the supplemental payroll. Motion carried.

**Next Meeting:** August 9, 2019 at 8:00 a.m. and September 17, 2019 at 8:00 a.m.

**Such Other Matters as Authorized by Law:** None.

**Adjournment:** Motion by Romdenne seconded by Luft to adjourn the meeting. Motion carries. Meeting adjourned at 10:00 a.m.

Respectfully submitted,

Scott Feldt