

**Law Enforcement/ Emergency Management Committee Minutes  
March 12, 2019**

The Law Enforcement/Emergency Management Committee meeting was held on March 12, 2019 in the Integrity Meeting Room, at the Kewaunee County Sheriff's Department.

**Call to Order:** John Mastalir called the meeting to order at 8:19 a.m.

**Members Present:** John Mastalir, Scott Jahnke, Charles Schmitt (arrived late at 8:23), Joe Lukes, , EOC Director Tracy Nollenberg, Sheriff Joski, and Chief Deputy David Cornelius. Doug Doell was not present. Corporation Counsel, Jeffrey Wisnicky was present at the beginning to explain a new county ordinance.

**Approve Agenda:** Motion to approve the agenda was made by Joe Lukes, second by Scott Jahnke. Motion carried

**Approve Minutes:** Motion to approve the minutes from February 12, 2019 by Scott Jahnke, 2<sup>nd</sup> made by John Mastalir. Motion carried.

**Public Comment:** No public comment.

**Agenda:**

**Law Enforcement:**

- a.) Review and Approve ATV/UTV Ordinance: Since Corp Counsel Wisnicky was present, we addressed this agenda item first. Wisnicky shared a copy of the Chapter 25, All-Terrain Vehicles and Snowmobiles ordinance in its final draft. He explained after numerous meetings and revisions, this is the final copy to be forwarded for approval for the use of ATV/UTV's on county roadways. One main change was made so it reads times of use are 1 hour before sunrise until 1 hour after sunset. The ordinance is pursuant to state statutes 23.33(11) and 350.18, which allows use of any state or county roads posted 35 mph or less. With this ordinance in place in the county, it will give law enforcement the ability to act upon violations in a uniform manner. Many of the townships were waiting for this ordinance to be adopted before allowing ATV/UTV travel on roadways in their towns. All townships adopting this will need proper signage at every road entering their towns. Wisnicky was looking for approval from the Law Enforcement committee of this ordinance, in order to move it on to Personnel. Joe Lukes made the motion to pass the ATV/UTV ordinance as presented, to Personnel. A second was made by Scott Jahnke. Motion carried. Wisnicky then **excused** himself from the meeting.
- b.) Review 2019 Budget to Date: Sheriff Joski shared the January 2019 budget to date. Only one line item stood out, which was wages at 293% already. This is due to the patrol schedule changing to their new schedule. They used to be in

the "salary" line, but now since their pay is based on their "hours" and not the "salaried amount" their pay is coming from the wages. The only personnel pay coming from the Salary line will be the four command staff, as they are paid on a salaried schedule. Finance Director, Paul Kunesch will be making the adjustments between the two line items for next budget.

- c.) Review of Overtime by Category: Chief Deputy Cornelius shared the 2019 overtime summary as of 3/12/19. He is very pleased with the numbers so far. The new schedule patrol is using has reduced many of the overtime hours. Now if an officer calls in sick, it usually only affects 4 hours, and sometimes none, as we are able to shift in four hour blocks to avoid overtime. Holiday pay has shown no change since January 1<sup>st</sup>. The training OT is due to state certification shoots. The instructor is working OT at times to cover the three shifts, and get everyone certified. The 69 hours of scheduled OT is mostly from the jail. This should slow with the return of Tyler to the jail, and Wyatt taking his spot on shift. We will be hiring a male and female in the very near future, which should also help.
- d.) Review Monthly Jail Census: A handout with the Average Daily Inmate Population showing year to date statistics through 03/12/19 was shared. The average daily population does fluctuate up and down, and currently at 39.42%. Sheriff Joski reports all of our female inmates are being housed in Door County at a cost of approximately \$35 55/day. A discussion regarding the housing costs at area jails, and creative options we have used due to the inefficiency of our current jail took place, and how some of these issues will be addressed in Venture's first phase. It was asked if Venture uses these averages also. It was reiterated the current jail building is "dangerous" and is a safety issue to the workers in the facility in the state it is in, not just the inmate numbers and averages.
- e.) Staffing Update: Sheriff Joski and Chief Deputy Cornelius both expressed they just completed a great round of interviews. The department will be hiring a male from this group, and a few weeks later a female will be offered a position. Mark Jandrin moved back into the court security position that was re-opened this year. Tyler Tuttle has returned to the sheriff's department from Algoma Police. His experience has been awesome, as he pretty much slid right back in. One of our sergeants has been looked at by Brown County, and it is possible we may lose this officer in the near future.
- f.) Facility Planning Committee Update: John Mastalir shared in their meeting approximately one week ago, members toured the jail. It is believed that three-fourths of the group had never stepped foot in the jail prior to this tour. Some of the comments from the group were "we have a problem" here, and I am "embarrassed as a taxpayer we even are operating this jail like this", "we are on borrowed time" with this buildings security issues. Most were concerned with the security problems that exist and the safety of the workers in that building. The group spent approximately an hour and a half on this tour. It was very eye-opening to those that toured. It was noted the next planning committee meeting is scheduled for April 8<sup>th</sup> at 5:00 p.m. in the Human Services meeting room. Venture will present data they have collected thus far for the first phase of their study.

Sheriff Joski shared it is important to get involved and be informed on this jail study, so we do this right. He as a sheriff says he has a statutory obligation to have a facility for the safety of the staff. Various concerns such as the current dual roles of dispatchers/jailers now, and how that won't be the case with a new facility. Salaries will have to be adjusted/separated between positions held. One committee member present understands all the concerns for a new jail and believes we need one, but "anything beyond function" he is against.

#### Emergency Management:

- a.) Review 2019 Budget to date: Director Nollenberg asked if anyone had any questions on the budget update that was emailed to them. No questions were asked.
- b.) NIMS Compliancy: Nollenberg stated the County employees are at 91.8%, Elected officials at 83.4% and the County Board is 45%. She had set times aside to conduct NIMS training last month, and no one signed up for it.
- c.) Status of review of municipal Emergency Management plans: Nollenberg informed that 11 of the 14 municipalities are updated, which is 78%.
- d.) Review Upcoming training/exercise events: All of the trainings and evaluations are set for the months of April, May and into June.
- e.) Status of Yearly review/updated of Kewaunee County Emergency Operations Plan: We have this completed and sent in to Wisconsin Emergency Management, and now WEM has to submit this to FEMA.
- f.) Update on 2019 Clean Sweep Grant/date selection: Kewaunee County will hold our Clean Sweep on Friday, May 10, 2019 this year. It will be at the Riverview Transfer Station (former county landfill site) from 10:00 a.m. until 2:00 p.m. Nollenberg gave examples of some of the items that will be accepted this year. She mentioned that farmer's will be allowed 200 pounds free, and then be charged \$1.50 per pound after that. She is compiling a list of other clean sweep/collection events in the area to hand out at ours in May. Nollenberg encourages anyone participating to do the online registration for our event. She also mentioned our Clean Sweep Grant was \$1,000 less than last year's amount. Nollenberg is also looking for additional volunteers to assist the day of the event.

**Next Meeting:** The motion was made by Joe Lukes to have the next meeting on 04/09/19 at the Emergency Management office at 8:15 a.m. The May meeting date was proposed to be held on 05/14/19, at the Sheriff's Office at 8:15 a.m. Nollenberg informed the committee that the typical second Tuesday (June 11) when we would hold our meeting in June does not work for the EOC to host as the Point Beach evaluation is that day. We then chose the proposed date of June 12 at 8:15 at the EOC.

**Travel Requests:** Sheriff Joski had travel requests for Mary Berkovitz and Angie Mueller to attend the Annual Civil Process Conference in Stevens Point, April 17 & 18<sup>th</sup>, along with Trish Schmidt and Jacob Jandrin to attend the WI Jailers Association Conference in Manitowoc March 17-19. A motion to approve these travel requests was made by Scott Jahnke, and a second was made by Joe Lukes. Motion carried.

Tracy Nollenberg did not have any travel requests.

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

**Chairperson's Comments:** John Mastalir mentioned the committee realignment will be enacted soon. A general discussion took place regarding this change. The possible affects of our input from law enforcement with the jail planning committee was a concern. Also, we would no longer be able to switch between our two departments, and there will have to be a common meeting place, likely the jury assembly room. It will have to be discussed who will be responsible for taking minutes once this change is in place.

**Adjourned:** Charles Schmidt made the motion to adjourn, and it was seconded by Joe Lukes. Meeting adjourned at 9:27 a.m.

Minutes provided by:  
Recording Secretary, Mary Berkovitz