

**Kewaunee County Public Safety & Justice Committee Minutes  
March 4, 2020**

The Public Safety & Justice Committee meeting was held on March 4, 2020 in the Integrity Meeting Room, at the Kewaunee County Sheriff's Department.

**Call to Order:** John Mastalir called the meeting to order at 8:16 a.m.

**Members Present:** John Mastalir, Charles Schmitt, Joe Lukes, and Doug Doell. Scott Jahnke arrived late at 8:21 a.m. EOC Director Tracy Nollenberg, Sheriff Matt Joski, and Chief Deputy David Cornelius. Guest in attendance Frank Madzarevic.

**Approve Agenda:** Motion to approve the agenda was made by Doug Doell, a second was made by Joe Lukes. Motion carried

**Approve Minutes:** Motion to approve the minutes from February 5, 2020 by Doug Doell, a second made by Joe Lukes. Motion carried.

**Public Comment:** No public comment.

**Agenda:**

**Justice Reports:** Child Support Coordinator, Cindy Kudick shared her annual report with the committee members. Kudick pointed out some of the highlights of the report, which really do not change much each year. She will be presenting this to the County Board at the March meeting. Kudick was asked if there are any large expenses in her outlay for the future, and the only item was Child Support had a large shredder in the 2020 budget to replace the current one in her office, but it was taken out of 2020 budget, and will be included in the 2021 budget. There were no additional questions for Kudick, and she excused herself at 8:20, as she had Court this morning.

**Emergency Management:**

- a) **Review 2020 Budget:** Nollenberg shared the 2020 Budget for Emergency Management to review. There were no questions by the committee regarding the budget at this time. The only inquiry of Nollenberg was regarding the Clean Sweep Grant for this year, and whether the budget is set for that. She shared the grant has been approved, and the date has been set for 2020. Nollenberg sees no reason the budget would go above what the grant covers. On the day of Clean Sweep, we are able to charge farmers \$1.50 a pound for certain items if brought in, but we have not had to do that in the past.
- b) **NIMS Compliancy:** Nollenberg has set dates for IS100 and NIMS700 classes, and she has sent notices out to the County employees to sign up for these classes.
- c) **Review Training/Exercise Events:** Nollenberg shared April is Severe Weather Awareness Month/Week. She will be holding tornado drills in all county facilities

in April. Nollenberg is working on setting up an Active Shooter training at the Court House with Lt. Jason Veaser of the sheriff's office. She will give more information once that is set. There is also a Senior Officials Workshop for All Hazards training coming up in August. This will be a 7-hour long class. She will get more information out as that date approaches.

- d) Staffing Update: They have begun to set up interviews for the ½ time position currently held by Terri M.
- e) FEMA/WEM Approval Status: Kewaunee County has received their letter of approval on the Hazard Mitigation Plan. She is in the process of getting the declarations signed and sent in.
- f) Sirens Update: Nollenberg has obtained a list of siren numbers, and is in process of visiting the sirens to see if these numbers match those on the sirens, and she should be able to determine "ownership" of the sirens from this. It will just take some time to get out to all the siren sites to check these.

#### Sheriff's Office:

- a) Review of 2020 Budge to date: Sheriff Joski shared the 2020 budget to date, and said there are no unforeseen costs thus far this year. Joski did point out that last Friday, (2/28/2020) the department responded to a fatal fire in the early morning hours and then had a foot pursuit incident in the late afternoon into the evening. Incidents of this type do tend to add to the overtime due to the extra man-power needed in these types of incidents, and we will probably see that reflected in the numbers next month. Joski also informed his truck is in, and the new squads budgeted for this year have been ordered.
- b) Review Overtime: Chief Deputy Cornelius shared the 2020 Overtime Summary through 03/02/2020. Training overtime was up as two deputies attended jail school in January. He also pointed out Investigations is up some, due to the two incidents Sheriff Joski mentioned, the fatal fire and the foot pursuit on 02/28/2020. The Scheduled OT which is at 26.75 hours to date is averaging 8-9 hours a month this year, compared to 20 hours a month last year. Mostly, the OT this year has been due to unusual events/incidents. Charles Schmitt had a question on the school liaison over time and if it was covered in the contract. It was explained there is budgeted overtime in the school liaison contract and those hours are paid from that contract. The school overtime is when the liaison officer has to be present at events outside the school day, such as sporting events, school board meetings, and investigations.
- c) Staffing Update: Sheriff Joski informed the postings for the eligibility list have been done. We received 29 applications, and we will be testing 19 of these. There was one resignation this month. The exit interview revealed it was mostly due to family conflicts, and he was looking for more consistent hours, with weekends free to spend with family. He is going back into the private work sector in sales. Our newest hire, Sam G. is in training, and comes with great experience. Both

Deputies; Brandon Deprey and Logan Hermans will be sworn in at a ceremony scheduled for April 1, at 3 p.m. Members of this committee were encouraged to attend. There will also be another officer recognition at this same ceremony for heroic acts performed by members of this department. Chief Deputy also informed the department has three FMLA issues in three areas of the department, two currently happening and one upcoming.

- d) Update on NG911 Grant Opportunity: Sheriff Joski shared we should be receiving notice soon if we were accepted for this grant. If we are awarded this 60/40 grant, Joski will present that to Finance for the county's 40% share.
- e) Update on Facility Improvement Study Committee: Sheriff Joski then shared the slide presentation prepared by John Kane with Venture which informs of options studied by the Study Committee in Phase II. He will be presenting this same slide presentation at the March 12<sup>th</sup> County Board meeting. Joski then explained the Options the Study Group has been evaluating; and shared some of the pros and cons listed in the presentation that were found in the Phase II of this study. Options 4 (3 level) & 5 (4 level) were to build a new facility on the existing site of the jail. The main issues on these two options were they really do not fit the area, without acquiring surrounding property for parking, and they limit future growth. Option 7 was on a new site (land behind the Admin Center), which would be a single level facility for 52 beds (could expand to 85 in future). Entrance would be off the dead end of Scott Street from First Street, with ample parking. There is discussion yet on whether to include the evidence garage or scale this somewhat and keep the current evidence building. Joski's opinion is the current future expansion costs far outweigh the long term costs to expand. He believes we have to be very careful in the way we "crunch" our numbers so we refine the costs in a realistic way and do this project right. The staffing costs for the different options was shared. This is one of the biggest issues that separate the various options. Mastalir shared it is his belief the staffing will need to be put in place prior to the building being built; and moving into that new facility. The wage costs in this presentation were all worked out by Paul Kunesh, the finance director for the county. Joski shared the county board (with the knowledge it will be changing after the April election) will need to be prepared, and will need to make a decision in the next 60 to 90 days in order to move forward and present a referendum to the public/community based on the option chosen.

**Next Meeting Dates:** The next meeting had already been set for 04/08/2020 at the Emergency Management office at 8:15 a.m. The date was set for the May meeting at the Sheriff's Office at 8:15 a.m. on 05/06/2020.

**Travel Requests:**

Tracy Nollenberg had no travel requests for Emergency Management. Sheriff Joski requested travel for Lt. Jason Veaser to attend Command College in Wisconsin Dells on

the dates of March 15-17, 2020. Motion to approve this travel was made by Scott Jahnke, a second was made by Doug Doell. Motion carried.

**Chairperson's Comments:** John Mastalir shared that this committee only had one more meeting remaining before the county board members change after the election and the committees will be realigned. John thanked everyone for their "teamwork" on this committee.

**Other Matters as Authorized by Law:** Charles Schmitt asked the committee members to write on a slip of paper he handed out, what each member felt was a comfortable amount each felt "the public would approve of" for the total building costs and levy limits for a referendum. All those present did write out their thoughts, and when averaged among "*our opinions*", it was approximately \$28 million and \$800,000. It was again stated that the study group is working to refine the numbers, while being realistic and doing the project right.

Tracy Nollenberg shared the State of WI is not giving sandbags away for the possible impending flooding expected this spring. The EOC does have some sandbags available for the municipalities. The spring flooding issues were discussed briefly. John Mastalir informed Tracy he is aware of a local farmer who has an auto-fill system for filling sandbags, which fills, wraps and piles the bags. He informed Tracy to contact him if she needs that information in the future as a possible source to assist if things get bad.

Nollenberg is also available to Public Health if needed should the Coronavirus become an issue in Kewaunee County.

**Adjourned:** Joe Lukes made the motion to adjourn, and it was seconded by Charles Schmitt. Meeting adjourned at 9:33 a.m.

Minutes provided by:  
Recording Secretary, Mary Berkovitz