NOTICE OF MEETING

LAW COMMITTEE

August 3, 2016 - 4:00 PM

Law Enforcement Center 525 North 6th Street Sheboygan, WI 53081

LEC-Administration Conference Room

Agenda

Call to Order
Pledge of Allegiance
Certification of Compliance with Open Meeting Law
Approval of Minutes
Law Committee - Regular Meeting - Jul 20, 2016 4:00 PM

Correspondence/Communications
Public Comments
Clerk of Courts
2nd Quarter 2016 Variance Report

District Attorney

2nd Quarter Variance Report 2016

New Resolutions or Ordinances to be Introduced

Consideration of Resolution No. _____ (2016/17) Supporting Drug Treatment Court for Sheboygan County

Sheriff

Consideration of using drug forfeiture funds for Ident-a-Drug annual access renewal as well as service contract and license for the currency scanner machine

2nd Quarter 2016 Variance Report

Review and Approve Vouchers Approval of Attendance at Other Meetings or Functions Reports on Meetings Attended Adjourn

Prepared by: Jodi LeMahieu Recording Secretary

Vernon Koch Committee Chairperson

NOTE: A majority of the members of the County Board of Supervisors or of any of its committees may be present at this 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.

Wis. Stat. § 19.84 requires that each meeting of a governmental body be preceded by a public notice setting forth the time, date, place, and subject matter of the meeting. This Notice and Agenda is made in fulfillment of this obligation. Electronic versions of this Notice and Agenda may hyperlink to documents being circulated to members in anticipation of the meeting and are accessible to the

public for viewing. Additions, subtractions, or modifications of the hyperlinked materials do not constitute an amendment to the meeting agenda unless expressly set forth in an Amended Notice and Agenda. Members of the public are encouraged to check from time to time before the meeting to see whether the hyperlinked content has been changed from what was originally posted.

Persons with disabilities needing assistance to attend or participate are asked to notify Jodi LeMahieu, 920-459-3895 prior to the meeting so that accommodations may be arranged.

SHEBOYGAN COUNTY LAW COMMITTEE MINUTES

Law Enforcement Center 525 North 6th Street Sheboygan

Administrative Conference Room

July 20, 2016 Called to Order: 4:00 PM Adjourned: 4:32 PM

MEMBERS PRESENT: Chairman Vernon Koch, Vice Chairman Thomas Epping, Secretary Fay

Uraynar, Member Libby Ogea, Member Mark Winkel

MEMBERS ABSENT: None

ALSO PRESENT: Joe DeCecco, Carla Kovalaske, Jim Risseeuw, Todd Priebe, Steve

Steinhardt

Call to Order

Chairman Koch called the meeting to order.

Pledge of Allegiance

All in attendance recited the Pledge of Allegiance.

Certification of Compliance with Open Meeting Law

Chairman Koch certified compliance with the open meeting law. The agenda was posted at 2:35 p.m. on July 18, 2016.

Approval of Minutes

Motion by Winkel, second by Epping, to approve the minutes from the meeting on June 15, 2016.

Motion by Uraynar to amend the minutes from the meeting on June 15, 2016 to include information under Meetings Attended that she, along with Finance Department employees, met with Greg Schnell reference questions on the added transportation department funding needs. Motion failed due to lack of a second to the motion.

The original motion carried 4-1 with Uraynar voting nay.

Correspondences/Communications

Chairman Koch asked Sheriff Priebe if he received a copy of a thank you letter for Deputy Seth Fuller.

Public Comments

There were no public comments.

District Attorney

Motion by Epping, second by Winkel, to approve the Vacant Position Request for Senior Administrative Specialist (Paralegal Aide) with approval for overlap coverage and any subsequent position. Motion carried unanimously.

Sheriff

Inspector Risseeuw informed the Committee members of the resignation of a correctional officer.

Inspector Risseeuw informed the Committee members that the new 911 System installation went smoothly.

Motion by Epping, second by Winkel, to approve the repairs to Squad 41. Motion carried unanimously.

Motion by Winkel, second by Epping, to approve the wage adjustment for correctional officer. Motion carried unanimously.

Motion by Winkel, second by Ogea, to approve the contract extension for William Bruckbauer through the end of August 2016. Motion carried unanimously.

Motion by Uraynar, second by Ogea, to approve the appointment of Randy Narbatovics to the EMS Council, representing Towns. Motion carried unanimously.

New Resolutions or Ordinances to be Introduced

Motion by Winkel, second by Epping, to approve Ordinance Number _____ (2016/17) Updating Portion of Peace and Good Order Ordinance (Marijuana/Synthetic Cannabinoid Possession). Motion carried unanimously.

Vouchers

Motion by Epping, second by Winkel, to approve the vouchers. Motion carried unanimously.

<u>Approval of Attendance at Other Meetings or Functions</u>

There were no meetings attended that needed committee approval.

Reports on Meetings Attended

There were no reports on meetings attended.

Adjournment

Motion by Winkel, second by Uraynar, to adjourn. Motion carried unanimously.

Jodi LeMahieu Recording Secretary Fay Uraynar Committee Secretary

Communication: 2nd Quarter 2016 Variance Report (Clerk of Courts)

VARIANCE REPORT FOR DEPARTMENT -- CLERK OF COURTS FOR THE QUARTER ENDING 06/30/2016

Intergovernmental Revenues Intergovernmental Revenues State Grants Fines, Forfeits, & Penalties Law & Ordinance Violations Public Charges for Services General Government Interdepartmental Revenue Other Interdepartmental Revenue Other Interdepartmental Revenue General Operating General Operating	VARIANCE FROM BUDGET 4,491.57 26,105.68 15,922.95 3,976.36 (31,883.57) 6,781.57	Our interpreter reimbursement was higher than budgeted. Resulting in a positive variance for the period. Use of state tax refund intercept program along with our other daily collection efforts results in a positive variance for the period. Same as above. Positive variance results from Child Support Agency block time resulting in higher charges to the CSA. Greater than budgeted costs for jury trials, psychologists and Guardian ad Litems results in a negative variance for the period. Furniture not yet purchased together wiith lower postage charges and office supplies results in a positive variance for the period.
r Services nent Revenue mental Revenue	15,922.95 3,976.36	a positive variance for the period. e results from Child Support Agency o the CSA.
nses vices	(31,883.57)	Greater than budgeted costs for jury trials, psychologists and Guardian ad Litems results in a negative variance for the period.
ating	6,781.57	Furniture not yet purchased together wiith lower postage charges and office supplies results in a positive variance for the period.
Interdepartmental Charges Insurance & Employee Related	13,706.14	Positive variance in health insurance results from an employee going from family to single plan atong with a retiree replacement choosing single plan.
	175,000.00	Sound system not yet purchased results in a positive varience for the period.
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Clerk Of Courts

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19.4			1.6	17.7	ဖ	1 6.8	12.8	12.8	4.6	8.2		21.6	21.6			21.6		44.6	44.6	44.6		%
35,330.90	35.00	35.00	1,461.79	33,834.11	700.00	33,134.11	31,000.83	31,000.83	7,511.58	23,489.25		40,686.81	40,686.81			40,686.81		83,936.17	83,936.17	83,936,17		Actual Current Period
18.2			œ	17.4	4	17.0	15,9	15.9	3.9	12.1		20.9	20.9			20.9		43.1	43.1	43.1		*
1,092.10-		27.00	1,621.21-	502.11	966,00-	1,468.11	6,918.83	6,918.83	1,154.42-	8,073.25		.49-	.49-			,49-		.17	.17	.17		Variance Current Period
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451000 General Government	451400 Other General Gover	451400 Other General Gover 451405 Miscellaneous Fees	451300 Probate Fees	451200 Court Fees and Cost	451210 Bail Forfeitures	450000 Public Charges for Se 451000 General Government 451200 Court Fees and Cost 451205 Court Fees and Cha	440000 Fines, Forfeits and P	441000 Law and Ordinance Vi	441500 Penal Fines	441300 Ordinance Violation	440000 Fines, Forfeits and P 441000 Law and Ordinance Vi	420000 Intergovernmental Rev	423000 State Grants	423675 Other State Payment	423810 Other State Paymen	423000 State Grants 423075 State Revenue - Gen 423675 Other State Payment	420000 Intergovernmental Rev	410000 Taxes	411000 Property Tax Levy	410000 Taxes 411000 Property Tax Levy 411100 Property Tax - Real	400000 Revenues	Description
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19.3			1.6	17.6		16.7	12.7	12.7	4.6	. 1		22.1	22.1	G		21.5		44.4	44,4	44.4		%
234,472.95	422.34	422.34	15,857.44	218,193.17	3,700.00	214,493.17	170,607.68	170,607.68	49,786.39	120,821.29		255,263.02	255,263.02	11,142.06	11,142.06	244,120.96		503,617.02	503,617.02	503,617.02		Actual Year to Date
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7.3	761.9	761.9	14.3	9.1	63.0	12.9	18.1	18.1	4.3	30,6		1.8	1.8	67.5	67.5							%

Variance Analysis by Company As of 6/30/2016 County of Sheboygan

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Communication: 2nd Quarter 2016 Variance Report (Clerk of Courts)

Variance Analysis by Company As of 6/30/2016 County of Sheboygan

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Clerk Of Courts	SC0191
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88,656.80	88,656.80	88,664,36 7,56-	194,626.34	3,566.63	3,565.63 3,566.63	:	105.00	105.00	105.00	35,330.90	Actual Current Period
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512000 Benefits 512100 General

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R5510512

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Clerk Of Courts

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_	28.7	145,64
532200 Maintenance of Equi 532225 Office Equipment	28.7	145.64
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531500 H&HS / Client Servi		
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531460 Jury	72.0	2,789.88
531435 Evidence / Witness	99.3	454.80-
531410 Banking	100.0	60,00
531400 Other Outside Servi		
531100 Professional Servic	76.7	15,805.54-
531255 Interpretation Ser	4	5.89
531205 Legal	99.4	16,074.43-
531190 Psychologist	14.5	419.00
531125 Civil Process	288.9	156.00-
531100 Professional Servic		
531000 Purchased Services		
530000 Operating Expenses		
510000 Personnel Related Exp	1.9	1,952.51
512000 Benefits	5.4	690.31
512100 General	5.4	690.31
512110 Retirement (Employ	1.4	80.64
512105 Social Security	8.9	609.67
		Current Period
Description	%	Variance
As of 6/30/2016		
Variance Analysis by Company		

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Communication: 2nd Quarter 2016 Variance Report (Clerk of Courts)

County of Sheboygan

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County of Sheboygan Variance Analysis by Company As of 6/30/2016

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596.00	596.00	4,794.00			1,083.00	3,243.00	2,133.00	8.00	1,102.00	8.00	8.00						85.00	85,00					Current Period	Budget	Clerk Of Courts
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.3 74.69	74.69	5 47.96-			5 101.25		344.88-	8.00	158,42	8.00	0.00						85.00	85.00					Current Period	Variance	
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534100 Rentals	534000 Fixed Charges 534100 Rentals 534115 Rental of Equipmen	533000 General Operating	533900 Other	533900 Other 533925 Furniture Under \$5 533930 Equip Under \$500	533890 Books 533870 Books & Periodicals	533870 Books & Periodicals	533725 Postage	533720 Shipping	533705 Office	533500 General Supplies 533700 Office Supplies	Coult teboleci	533500 General Supplies	533450 Fees & Permits	533300 Dues	533305 Membership Dues	533300 Dues	533200 Travel and Meals	533245 Seminars and Train	533220 Lodging - Employee	533215 Meals - Employee	533205 Mileage - Employee	533200 Travel and Meals		Description	
3,581.00 .3		33,530.00 3.0	4,500.00 .4	4,500.00 .4	6,499.00 .6		12,799.00 1.1		6,612.00 .6	49,00		49 00		165.00	165.00		607.00 .1	120.00	164.00	128.00	195.00		Year to Date	Budget %	
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3,578.70	3,578,70	26,748.43	292.36	292.36	6,052.84	6 050 84	17,816.93		5,260.68	405.87		405.87		215.00	215.00		230.00	205.00	25.00				Year to Date	Actual	
نى		2.3			ر ا س	'n	1.0		4		į													%	
2.30	2.30	6,781.57	4,207.64	4 ,500.00 292.36-	446.16	4466	2 382 39		1,351.32	356.8/- /28.3		356.87- 728.3		50.00-	50.00-		377.00	85.00-	139.00	128.00	195.00		Year-to-Date	Variance	
ت	.	20,2	93.5	100.0	6.9	n o	12.2	100,0	20.4	/28.3	3	728.3		30.3	30.3		62.1	70.8	84.8	100.0	100.0			%	

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County of Sheboygan Variance Analysis by Company As of 6/30/2016

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Clerk Of Courts

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4,873.00	4,873.00	3,235.00	687.00	74.00	877.00					1,121.00	59,00	692.00	370.00		32,875.00	32,875.00	1,176.00	359,00	53.00	49.00	1,019.00	30,219.00		30,909.00		596.00		Current Period	Budget
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5,407.10			1,235.43	58.09	878.33					1,123.08	59.42	693.41	370.25		28,205.83	28,205.83	1,175.83	329.00	49.60	46.05	920.70	25,684.65		44,147.09		521.31		Current Period	Actual
2.8	2.8	1.7	GD		.5					6		.4	.2		14.5	14.5	G	.2			5	13.2		22.7		ا د:			%
534.10-	534,10-	.25-	548,43-	15.91	1.33-					2.08-	.42-	1.41-	.25-		4,669.17	4,669.17	.17	30.00	3.40	2.95	98.30	4,534,35		13,238.09-		74.69		Current Period	Variance
11.0	11.0		79.8	21.5	2					'n	7	.2	-7		14.2	14.2		8.4	6.4	6.0	9.6	15.0		42.8		12.5			%
553000 System Operation Cha	553100 System Operation Ch	553150 Data Processing Se	553135 Printing & Duplica	553115 Telephone - Long D	553105 Telephone	553100 System Operation Ch	553000 System Operation Cha	552100 Repairs & Maintenan	552000 Repairs & Maintenanc	551900 Insurance Charges	551930 Deductible Escrow	551920 Property Insurance	551905 General Liability I	551900 Insurance Charges	551000 Employee Related Ins	551100 Benefits - General	551140 Pension Retirement	551130 Unemployment Insur	551125 Worker Compensatio	551115 Group Life Insuran	551110 Dental Insurance	551105 Health Insurance	550000 Interdepartmental Cha 551000 Employee Related Ins 551100 Benefits - General	530000 Operating Expenses	535000 Bad Debt Expense	534000 Fixed Charges	534200 Insurance		Description
29,252.00 2.6	29,252,00 2,6	19,410.00 1.7	4,127.00 .4	446,00	5,269.00 .5					6,736.00 .6	356.00	4,160.00 .4			197,270.00 17.4	197,270.00 17.4	7,056.00 .6	2,158.00 .2	323.00	301.00	6,119.00 .5	181,313.00 16.0		190,239,00 16.8		3,581.00 .3		Year to Date	Budget %
29,656.13 2.5	29,656.13 2.5	19,411.50 1.6	4,609.20 .4	365.45	5,269.98 .4					6,738.48 .6	356.52	4,160.46 .4			183,563.86 15.5	183,563.86 15.5	7,054,98 .6	2,331.38 .2	352.36	326.36	5,974.32 .5	167,524.46 14.1		215,215.56 18.2		3,578.70 .3		Year to Date	Actual %
404 13- 1.4	404.13- 1.4	1.50-	482.20- 11.7	80.55 18.1	.98-					2.48-	.52		1.501		13,706.14 6.9	13,706.14 6.9	1.02	173.38- 8.0	29.36- 9.1	25.36- 8.4	144.68 2.4			24,976.56- 13.1		2,30 .1		Year-to-Date	Variance %

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County of Sheboygan Variance Analysis by Company

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R5510512

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15,531.30	172,532.00					38,895.00	26.00	26.00 26.00	Budget Current Period	SC0191 Clerk Of Courts
ထိ	91.7					20.7			%	
14,941.25	179,685.09					34,762.51	26.50	26.50 26.50	Actual Current Period	
7.7	92.3					17.9	į		%	
590.05-	7,153.09-					4,132.49	.50-	.50-	Variance Current Period	
ယ ့်အ	4.1 5	(5)			U1	10.6 5	1.9	1.9 1.9	%	
600000 Other Financing Source 630000 Optg Transfers from Current Change in Fund Balance	500000 Expense/Expenditure	570000 Depreciation 575000 Machinery & Equip De	566100 Communications Equip 566100 Communications Equip 560000 Capital Outlay	555000 Office Furniture & E	560000 Capital Outlay 565000 Machinery & Equipmen	550000 Interdepartmental Cha	556000 Other Interdepartmen	556000 Other Interdepartmen 556100 Other Interdepartme 556110 Bonding 556100 Other Interdepartme	Description	As of 6/30/2016
124,002.55- 10.9	1,259,061.00 110.9		175,000.00 15.4 175,000.00 15.4 175,000.00 15.4			233,417.00 20.6	159,00	159.00 159.00	Budget % Year to Date	
<u>89.582.82</u> _7,6	1,096,004.71 92.4					220,117.47 18.6	159.00	159.00	Actual % Year to Date	
213,5 <u>85.37</u> 172.2	163,056.29 13.0		175,000.00 100.0 175,000.00 100.0 175,000.00 100.0			13,299.53 5.7	:		Variance % Year-to-Date	

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Communication: 2nd Quarter Variance Report 2016 (District Attorney)

VARIANCE REPORT FOR DEPARTMENT -- DISTRICT ATTORNEY FOR THE QUARTER ENDING 06/30/2016

G/L CATEGORY	VARIANCE FROM BUDGET	EXPLANATION OF VARIANCE	POSITIVE/ NEGATIVE
Public Charges for Services General Government	3,263.28	Positive variance due to more Restitution Surcharge collected for Victim Witness Office and a higher volume of Discovery processed.	Positive
Personnel Related Expenditure Wages	1,344.37	Positive variance due to vacant position.	Positive
Benefits	2,055.23	Positive variance due to vacant position	Positive
Operating Expenses Purchased Services	2,514 31	Lower number of Doctors testimony and /or examinations needed for Jury Trials or court hearings, created a positive variance.	Positive
Interdepartmental Charges Insurance & Employee Related	1,981.31	Positive variance due to vacant position.	Positive
TOTAL	11,158.50		Positive

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SHEBOYGAN COUNTY RESOLUTION NO. (2016/17)

Supporting Drug Treatment Court for Sheboygan County Re:

WHEREAS, since 2011, prosecutions for possession and delivery of heroin and other opiates in Sheboygan County have skyrocketed, and

WHEREAS, Sheboygan County has also experienced a marked increase in property crimes related to heroin and opiate addictions, and

WHEREAS, in addition to the toll that heroin and opiate abuse puts on the criminal justice system, the abuse of heroin and opiates has significant adverse consequences for the individuals and their families who suffer from addictions, as most dramatically reflected by the significant increase in heroin and opiate overdoses and deaths in Sheboygan County since 2011, and

WHEREAS, heroin and other opiates are highly addictive and require intensive and long term treatment, and

WHEREAS, because of the particular challenges that heroin and opiate abuse brings to our community, various Sheboygan County entities, including the Department of Health and Human Services, the District Attorney's Office, the Public Defender's Office, the Department of Corrections (Probation & Parole), private counseling providers and our Circuit Judges have joined to establish a Sheboygan County Drug Treatment Court to collaboratively and comprehensively apply the full power of the criminal justice system to address this powerful addiction, and

WHEREAS, the Criminal Justice Advisory Committee has endorsed this effort,

NOW, THEREFORE, BE IT RESOLVED that the Sheboygan County Board of Supervisors hereby supports the Drug Treatment Court initiative commends the entities involved in the formation of the Drug Treatment Court and believes that this initiative will to provide assistance to those who have succumbed to addiction and their families.

BE IT FURTHER RESOLVED that the County Board Clerk is directed to share a copy of this resolution with the Sheboygan County Circuit Judges and the members of the Criminal Justice Advisory Committee.

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43	Respectfully submitted this	day of August, 2016.
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45 46		LAMICONSTITUTE
46 47		LAW COMMITTEE
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49		Vernon Koch, Chairperson
50		vernori Rocii, Chairpersori
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52		Thomas V. Epping, Vice-Chairperson
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55		Fay Uraynar, Secretary
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58		Libby Ogea
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60 61		Mark C MCallat
62		Mark S. Winkel
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64		Opposed to Introduction:
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July 19, 2016, draft

VARIANCE REPORT FOR DEPARTMENT -- SHERIFF FOR THE QUARTER ENDING 06/30/2016

G/L CATEGORY	VARIANCE FROM BUDGET	EXPLANATION OF VARIANCE	POSITIVE/ NEGATIVE
Intergovernmental Revenues State Grants	(13,390.13)	Less grant expenditures thus less revenue during the first half of the year has caused this negative variance.	Negative
Public Charges for Services Public Safety	(3,140.94)	We've been boarding fewer inmates for the City during the first half of this year causing the negative variance.	Negative
Interest and Other Revenue Donations	(89,999.08)	Donations for the rescue vehicle are being held in a special revenue account until the vehicle is received causing this negative variance. This will balance out later in the year.	Negative
Other Miscellaneous	(80,694.83)	A budget entry was done in June for the sale of old radio equipment. This equipment will not be sold until the new equipment is being used, later this quarter causing the negative variance.	Negative
Interdepartmental Revenue Public Safety Revenue	5,157.80	HHS has given our social welfare detective more cases to investigate the first half of the year causing the positive variance.	Positive
Personnel Related Expenditure Wages	8,295.94	Vacancies in patrol, dispatch and corrections have contributed to the positive variance.	Positive
Overtime	(97,597.14)	This negative variance is due to the vacancies in patrol, dispatch and corrections where coverage is needed 24/7.	Negative

Benefits	12,789.72	Positive variance is due to pre-tax deductions for 125 and deferred compensation.	Positive
Operating Expenses Purchased Services	(112,736.11)	Due to our increased inmate population, our medical and prepared meal costs are higher than budgeted causing the negative variance. There is some offsetting revenue for these additional costs.	Negative
Repair and Maintenance	30,325.12	\$20,000 of this positive variance is for cabling at the detention center for pod kiosks but the cabling won't be complete until possibly the 3rd quarter. The remainder of the variance is due to our equipment maintenance costs being less than budgeted for the half of the year.	Positive
General Operating	41,680.55	The positive variance is due to our fuel and training costs being less than budgeted for the first half of the year.	Positive
Fixed Charges	(28,205.69)	The judges have ordered day reporting for more people which means they are utilizing the electronic monitoring program, so our costs for bracelet rental are more than budgeted causing the negative variance.	Negative
Interdepartmental Charges			
Insurance & Employee Related	17,064.33	The positive variance is due to the vacancies in patrol, corrections and dispatch during the first half of the year.	Positive
Repairs & Maintenance	(1,186.07)	The Highway Dept. has done more work for the Sheriff's Dept. during the first half of the year causing the negative variance.	Negative
System Operation Charges	(4,074.47)	Our need for printed forms and inmate packets has increased as our population has increased causing the negative variance.	Negative
Capital Outlay	237,659.00	The timing of capital purchases has caused the positive variance.	Positive
TOTAL	(78,052.00)		Negative