

## **NOTICE OF MEETING**

LAW COMMITTEE

**May 3, 2023 - 4:00 PM**

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

LEC-West Conference Room

To Join the Meeting Remotely:

Dial: +1 636-452-0229  
Enter PIN: 587 225 471#

*Members of the Committee may be appearing remotely. Persons wanting to observe the meeting may come to the Law Enforcement Center or listen remotely.*

### **\*Agenda\***

- Call to order
- Pledge of Allegiance
- Certification of Compliance with Open Meeting Law
- Approval of Minutes
- Correspondences/Communications

### **Sheriff**

- Sheriff's Report  
*(The Sheriff's Report is a summary of key activities. No action will be taken by the Law Committee resulting from the report, unless it is a specific item on the agenda.)*
- Consideration from Communications Council to allow Branch Fire Department to add Sheboygan County Fire Primary/Secondary and talk groups to their radios
- Consideration from Communications Council on a System Key Application and Agreement form for vendors looking to add Sheboygan County Radio Channels
- Consideration from Communications Council on Nielson Communications, Inc. request for access to system key
- Consideration of Amending Chapter 12, Emergency Medical Services Council
- 1<sup>st</sup> Quarter Variance Report
  
- Consideration of approving vouchers
- Consideration of attendance of members at other meetings or functions
- Adjourn

Prepared by:  
Jodi LeMahieu  
Recording Secretary

Gerald Jorgensen  
Committee Chairman

Note: persons with disabilities needing assistance to attend or participate are asked to call 459-3895 prior to the meeting so that accommodations may be arranged.

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.

## SHEBOYGAN COUNTY LAW COMMITTEE MINUTES

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

**April 5, 2023**

**Called to Order: 4:00 PM**

**Adjourned: 4:44**

MEMBERS PRESENT: **In Person:** Chairman Gerald Jorgensen, Vice Chairman Paul Gruber, Secretary Wendy Schobert, Member Carl Nonhof

MEMBERS ABSENT: Jacob Immel

ALSO PRESENT: Chad Broeren, Cory Roeseler, Natascha Rowell, Jeremy Fetterer, Chris Koenig, Steve Steinhardt, Jodi LeMahieu

### **Call to Order**

Chairman Jorgensen called the meeting to order.

### **Pledge of Allegiance**

All in attendance recited the Pledge of Allegiance.

### **Certification of Compliance with Open Meeting Law**

The meeting notice was posted on April 4, 2023 at 9:15 a.m. in compliance with the open meeting law.

### **Approval of Minutes**

Motion by Gruber, second by Nonhof, to approve the minutes from the previous meeting. Motion carried with no negative votes.

### **Correspondences/Communications**

Sheriff Roeseler informed the Committee of recent resignations/retirements.

### **Clerk of Circuit Court**

Motion by Nonhof, second by Schobert, to approve the Vacant Position Request (VPR) for Lead Court Clerk and any domino effect. Motion carried with no negative votes.

### **Sheriff**

Sheriff Roeseler provided information to the Committee reference jail population graphs.

Motion by Schobert, second by Gruber, to approve the Vacant Position Request (VPR) for Administrative Assistant. Motion carried with no negative votes.

Discussion was held reference benefit time payouts to employees.

Discussion was held reference the Public Health Vending Machines Grant.

Motion by Gruber, second by Nonhof, to approve the HazMat Response System Services Agreement. Motion carried with no negative votes.

Motion by Gruber, second by Schobert, to approve the appointment of Tom Hass, representing First Responders, to the EMS Council. Motion carried with no negative votes.

Motion by Nonhof, second by Gruber, to approve the appointment of Tom Hass, representing hospitals, to the Local Emergency Planning Committee (LEPC). Motion carried with no negative votes.

Motion by Schobert, second by Gruber, to approve the appointment of Katrina Gilbank, representing Local Environmental Groups, to the Local Emergency Planning Committee. Motion carried with no negative votes.

### **Vouchers**

Motion by Schobert, second by Nonhof, to approve the vouchers. Motion carried with no negative votes.

### **Approval of Attendance at Other Meetings or Functions**

There were no requests for approval of attendance at other meetings or functions.

### **Adjournment**

Motion by Gruber, second by Nonhof, to adjourn. Motion carried with no negative votes.

Jodi LeMahieu  
Recording Secretary

Wendy Schobert  
Committee Secretary

1                   **SHEBOYGAN COUNTY    ORDINANCE NO. \_\_\_\_\_ (2023/24)**

2  
3           **Re:    Amending Chapter 12, Emergency Medical Services Council**

4  
5           **WHEREAS**, the Sheriff’s Department has reviewed County Code Section 12 regarding  
6 the Emergency Medical Services Council and has determined an update to the code language  
7 is appropriate.

8  
9           **NOW, THEREFORE**, the County Board of Supervisors of the County of Sheboygan  
10 does ordain as follows:

11  
12                   Section 1.    **Amending Code.** Section 12 of the Sheboygan County Code of  
13 Ordinances is hereby amended as follows (additions indicated by shading, deletions by  
14 strike out):

15  
16           12.01   **CREATION OF COUNCIL.** There is hereby established a County Emergency Medical  
17 Services Council to be appointed by the Chairperson of the County Board and confirmed by the County  
18 Board to serve Sheboygan County representing the following agencies, disciplines, or areas of expertise,  
19 but not to exceed a total of 20 members:

- 20  
21                   (a)    County Board.  
22                   (b)    Hospital Administration.  
23                   (c)    Sheboygan Fire Department.  
24                   (d)    Sheboygan County Fire Departments.  
25                   (e)    Law Enforcement – City **City, Village or Town**  
26                   (f)    Law Enforcement - County.  
27                   (g)    Private Ambulance Services.  
28                   (h)    Rescue Services.  
29                   (i)    County Bar Association.  
30                   (j)    Consumers interested but not involved in provision of EMS Services.  
31                   (k)    City Government.  
32                   (l)    Village Government.  
33                   (m)    Town Government.  
34                   (n)    Emergency Management and Highway Safety Coordination.  
35                   (o)    First Responder.  
36                   (p)    Nursing.  
37                   (q)    County Medical Society.  
38                   (r)    County Medical Society.  
39                   (s)    Industry.  
40                   (t)    Member at-large.

41  
42           12.02   **COUNCIL ORGANIZATION.** The officers of the Council shall be a chairperson, vice  
43 chairperson, and secretary who shall annually be elected by members of the Council.

44  
45           12.03   **DUTIES.** The Council shall have the following duties:

46  
47                   (a)    To act as an advisor to the County Traffic Safety Commission concerning matters  
48 of County Emergency Medical Services.

49  
50                   (b)    To advise the Health and Human Services Board and Law Committee on all  
51 matters of County Emergency Medical Services when appropriate and shall work with the Law

52 Committee in an advisory capacity in the administration of ambulance and rescue services  
53 agreements.  
54

55 (c) To have responsibility for county-wide coordination and planning of EMS services  
56 and in carrying out such responsibilities it shall develop and annually update a county-wide plan  
57 and act as the resource agency under state- and area-wide plans for Emergency Medical  
58 Services.  
59

60 (d) To carry out such other duties as may from time to time be assigned to it by the  
61 County Board or Law Committee.  
62

63 12.04 STAFF SERVICES. The professional staff services, i.e. secretarial services including  
64 distribution of minutes and other such duties required by the Council, shall be provided by the Sheboygan  
65 County Sheriff's Department.  
66

67 12.05 COUNCIL MEETINGS. The Council shall hold regular meetings quarterly at such times  
68 and places as it determines. Special meetings may be called pursuant to any additional rules of order as  
69 may be adopted by the Council. Meetings will be open and notices of said meetings shall be posted in  
70 advance of the meeting.  
71

72 12.06 RULES OF ORDER AND OPERATING PROCEDURES. The Council may, by majority  
73 vote, establish such additional Rules of Order and operating procedures as it determines necessary  
74 except such rules shall not be inconsistent with the authority herein granted.  
75

76 Section 2. **Effective Date.** The herein Ordinance shall take effect \*upon  
77 enactment.  
78

79  
80 Respectfully submitted this 16th day of May, 2023.  
81

82  
83 **LAW COMMITTEE**  
84

85  
86 \_\_\_\_\_  
87 Gerald Jorgensen, Chairperson

86 \_\_\_\_\_  
87 Paul A. Gruber, Vice-Chairperson

88  
89 \_\_\_\_\_  
90 Wendy Schobert, Secretary

89 \_\_\_\_\_  
90 Jacob Immel

91  
92 \_\_\_\_\_  
93 Carl Nonhof

94  
95 Opposed to Introduction:  
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97 \_\_\_\_\_  
98  
99 Countersigned by:

100  
101 \_\_\_\_\_  
102 Vernon C. Koch, Chairperson

103 R:\CLIENT\08299\00021\00210556.DOC

April 21, 2023, draft

**VARIANCE REPORT FOR DEPARTMENT -- SHERIFF  
FOR THE QUARTER ENDING 03/31/2023**

**MINING**

G/L CATEGORY	VARIANCE FROM BUDGET	EXPLANATION OF VARIANCE
<b>Intergovernmental Revenues</b>		
State Grants	3,169.28	Received the State Law Enforcement grant with the department submitting reimbursable expenses. It missed being included in the budget.
<b>Public Charges for Services</b>		
Public Safety	(51,933.45)	Decline in ES Sanctions, juvenile boarders, and collection of inmate fees.
<b>Interest and Other Revenue</b>		
Other Misc. Revenue	10,400.54	Provided more than anticipated security for private businesses. Due to a higher jail population, receiving higher phone commission.
<b>Personnel Related Expenditure</b>		
Wages	(12,062.20)	Due to vacancies in Corrections and Dispatch. This would be a positive variance, but the department has had to pay out \$83,373 for retirements.
Overtime	(224,857.14)	Due to vacancies in Corrections and Dispatch.
Benefits	(16,235.65)	Due to vacancies in Corrections and Dispatch.
<b>Operating Expenses</b>		
Purchased Services	(9,907.52)	Increased jail population has created higher than budgeted inmate meal costs. Aurora Medical was holding on to OWI blood draw invoices and finally provided them to the department for payment.
Repairs and Maintenance	(38,770.85)	Needed to purchase more than budgeted squad parts in the first quarter. The budget should catch up by year end.
General Operating	34,683.28	Seeing a savings in gas at this time due to lower gas prices.

Fixed Charges	19,725.02	Decrease of individuals placed on electronic monitoring which creates a decreased cost in rental of equipment.
<b>Interdepartmental Charges</b>		
Employee Related Insurance	69,461.62	Due to vacancies in Corrections and Dispatch.
Repairs & Maintenance Charges	(1,119.32)	More than anticipated highway labor needed at tower sites, impound, and the Detention Center.
System Operation Charges	1,246.55	Less than anticipated printing needs for the department.
<b>Capital Outlay</b>	413,029.40	Squads have not been purchased at this time.
<b>Variances Less Than Justification Threshold</b>	<b>60,720.23</b>	
<b>TOTAL</b>	<b>257,549.79</b>	