



# POLK COUNTY, WISCONSIN

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Dana Frey, County Administrator  
100 Polk Plaza, Suite 220, Balsam Lake, WI 54810  
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## AGENDA AND NOTICE OF MEETING PUBLIC SAFETY AND HIGHWAY COMMITTEE

Government Center  
County Board Room  
Balsam Lake, WI 54810  
2:00 p.m. Tuesday October 6<sup>th</sup>, 2015

**Purpose:** Review and action on selected items as listed below  
**Documents:** Minutes of August 4<sup>th</sup>, 2015, monthly and quarterly reports

ITEM	LEAD PERSON
Call to Order	Committee Chair
Approval of agenda Approval of minutes for August 4 <sup>th</sup> , 2015	
Public comment	
New business	
1. Questions on issues as contained in written monthly and quarterly reports  2. Develop Recommendations and Committee Amendments Concerning the 2016 Proposed County Budget in Functional Areas Assigned to the Committee: Highway; Sheriff's Department; County Judicial System; Clerk of Courts; District Attorney; and Child Support Program.	Committee Chair
Future agenda items- Next meeting November 3 <sup>rd</sup> , 2015	Committee members
Adjourn	

This meeting is open to the public according to Wisconsin State Statute 19.83. Persons with disabilities wishing to attend and/or participate are asked to notify the County Clerk's office (715-485-9226) at least 24 hours in advance of the scheduled meeting time so all reasonable accommodations can be made. Requests are confidential.



**MINUTES**  
**PUBLIC SAFETY AND HIGHWAY COMMITTEE**  
Government Center County Board Room  
Balsam Lake, WI 54810  
2:00 p.m. Tuesday August 4<sup>th</sup>, 2015

**Meeting called to order by Committee Chair Jay Luke at 2:00 P.M.**

**Members present**

Attendee Name	Title	Status
Jay Luke	Chair	Present
John Bonneprise	Vice Chair	Present
William Johnson	Supervisor	Present
Marvin Caspersen	Supervisor	Present
Larry Jepsen	Supervisor	Present

Also present Carole Wondra, County Clerk, Dana Frey, County Administrator, Daniel Steffen District Attorney and Belinda Cash, Victim Witness Coordinator.

**Approval of Agenda-** Chairman called for a motion to approve agenda. **Motion** (Jepsen/Johnson) to approve agenda. Motion carried.

**Approval of Minutes-** Chairman called for a motion to approve the minutes of the July 7<sup>th</sup>, 2015. **Motion** (Bonneprise/Caspersen) to approve the minutes. Motion carried.

**Public Comment** – None

**New Business**

New Business

County Administrator Frey asked for any questions or concerns with regard to the monthly reports. District Attorney Steffen and Belinda Cash addressed the committee to discuss proposal of a \$50,000 Bremer Grant with matching funds for PCJCC. The funds would be used to create a Mental Health Treatment Court.

Administrator Frey went over the 2016 Draft fee schedule. Committee reviewed.

Next meeting: September 1, 2015 2:00 p.m.

**Motion** (Bonneprise/ Jepsen) to adjourn. Meeting adjourned 2:50 p.m.

# Polk County Highway Department

518 Main Street ▪ PO Box 248 ▪ Balsam Lake WI 54810  
Phone (715) 485-8700 ▪ Fax (715) 485-8702

Steve Warndahl, Commissioner

Jim Pankonien – Patrol Superintendent  
Emil “Moe” Norby – Technical Support Manager

Steve Mullenbach – Fleet Supervisor  
Kathy Bohn – Supervisor of Hwy Administration

## MONTHLY REPORT

August 2015

### CONSTRUCTION & RECONSTRUCTION OF COUNTY ROADS

#### CURRENT:

- County Road GG has been paved
- Spray patching has been completed on SH 63
- GG shouldering was started Monday August 17th
- The Culvert on X over Horse Creek has been installed , has been paved, and guard rail installation started August 18th
- Chip and fog seals have been completed SH 63

### ROAD MAINTENANCE & REPAIR

#### CURRENT:

- Spray patches continue to run daily on County and Township roads
- Adopt a highway and roadside cleanup continues
- Mowers are working on the County and State road ditches
- Highway has several projects pending with the State and Towns
- As of today August 18th Don Langel from the ATV Association has not set up a meeting with Highway
- Salt deliveries have started to fill sheds
- Sanders for trucks are being serviced for the upcoming winter season

# Polk County Highway Department

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Steve Warndahl, Commissioner

Jim Pankonien – Patrol Superintendent

Steve Mullenbach – Fleet Supervisor

Emil "Moe" Norby – Technical Support Manager

Kathy Bohn – Supervisor of Hwy Administration

## MONTHLY REPORT

Sept 2015

### CONSTRUCTION & RECONSTRUCTION OF COUNTY ROADS

#### CURRENT:

- Shouldering is completed on State 63
- Shouldering is completed on State 46
- Spray Patching contract continues with the State
- Rut paver has been built for shouldering machine and tested-works well
- Emergency repairs were completed after the record rain in the SE corner of the County on County roads
- After the second record rain the County worked with Clayton township to stabilize a mud slide and replace a culvert were the road had fell in
- Emergency repairs continue during normal work hours in the areas hit by record rain

### ROAD MAINTENANCE & REPAIR

#### CURRENT:

- Spray patches continue to run daily on County and Township roads
- Adopt a highway and roadside cleanup continues
- Mowers are working on the County and State road ditches
- Highway has several projects pending with the State and Towns
- Don Langel and the Commissioner have met and reviewed the ATV on County roads list, it was agreed that two request were not needed. The Commissioner is now waiting to meet with law enforcement to discuss the request.
- Salt sheds are all full
- Sanders for trucks are being serviced for the upcoming winter season

# OFFICE OF THE DISTRICT ATTORNEY

## Polk County Justice Center

October 2015 - Monthly Report

### Prosecution:

- Diversion Program for first time offenders
- New caseload for August: 47 Felony cases, 47 Misdemeanor cases, 10 Criminal Traffic cases, 8 CHIP, and 3 Delinquency
- CHIPS cases handled through Corporation Counsel as of September 1, 2015
- Discussions about creating Mental Health Court
- Implement proper TAC/TIME procedures
- DEC Program

### Victim Witness:

- Update brochures/information for Law Enforcement and victims
- Implement Bikers Against Child Abuse Program
- Shape Drug Endangered Children team
- Restitution configuration for ease of tracking and payout

### Office Procedures / Staff:

- File Clean-Up old files, supplies and equipment
- Classify and categorize prison files

### Administrative / Financial:

- 2016 budget preparation
- Orchestrating better equipment needed for better paperless processing
- Scan all administrative paper/files to paperless folders

# OFFICE OF THE MEDICAL EXAMINER

Chief Medical Examiner

Jonn B. Dinnies, ABMDI

[jonnd@co.polk.wi.us](mailto:jonnd@co.polk.wi.us)

100 Polk County Plaza, Suite 180 · Balsam Lake, WI 54810

Phone: 715 485-9218 · Fax: 715 485-9272

3<sup>rd</sup> Quarter Report

September, 18 2015

This 3<sup>rd</sup> and in particular, the month of July 2015 was the busiest on record. July we handled 35 cases. We had to have 7 autopsies preformed just in this month. We had 3 suicides and 7 accidental deaths which include an airplane crash that claimed 4 lives, a teenage drowning, and two motor vehicle fatalities. We have already needed to request autopsies on 19 cases this year. We're budgeted for 16 cases annually. We are already \$850 over on the amount of money I need to pay our morticians to transport the cases for autopsies.

**Total calls for service year to date: 240**

Gender:	Male	123	Female	117
Autopsies		19		
Hospice deaths		101		
Accidental		19		
Airplane crash		4		
ATV crash		1		
Choking		2		
Fall complications		2		
Drug overdose		2		
ETOH intoxication		1		
Carbon Monoxide		1		

Drowning	1	
Motor vehicle crash	5	
Homicide	1	
Natural	209	
Suicides	9	
Carbon monoxide	1	
Drug overdose	1	
Gunshot	7	(all males)

**Year to date comparisons**

2008	192
2009	189
2010	197
2011	199
2012	193
2013	240
2014	216
2015	240

Respectfully submitted.

Jonn Dinnies, Medical Examiner



**MINUTES**  
**PUBLIC SAFETY AND HIGHWAY COMMITTEE**

Government Center County Board Room  
Balsam Lake, WI 54810  
2:00 p.m. Tuesday October 6<sup>th</sup>, 2015

**Meeting called to order by Committee Chair Jay Luke at 2:00 P.M.**

**Members present**

Attendee Name	Title	Status
Jay Luke	Chair	Present
John Bonneprise	Vice Chair	Present
William Johnson	Supervisor	Present
Marvin Caspersen	Supervisor	Present
Larry Jepsen	Supervisor	Present

Also present Tammy Peterson, Executive Secretary, Andrea Jerrick, Employee Relations Director, Pete Johnson, Sheriff and Maggie Wickre, Finance Manager.

**Approval of Agenda-** Chairman called for a motion to approve agenda. **Motion** (Caspersen/ Bonneprise) to approve agenda. Motion carried by unanimous vote.

**Approval of Minutes-** Chairman called for a motion to approve the minutes of the August 4<sup>th</sup>, 2015. **Motion** (Jepsen/Johnson) to approve the minutes. Motion carried by unanimous vote.

**Public Comment** – None

**New Business**

New Business

Chair Luke asked if anyone had questions on issues as contained in the written monthly and quarterly reports. None were asked.

Finance Manager, Maggie Wickre handed out and discussed the grants, justifications for additional levy, and 2016 budgets for the assigned departments of the committee.

Employee Relations Director, Andrea Jerrick and Sheriff Pete Johnson were on hand and answered questions.

**Motion** ( Bonneprise/Jepsen) to consider and recommend additional levy request in the amount of \$55,610 for repair and replace video teleconference system in Branch 1 to County Board. Motion carried by unanimous vote.

**Motion** (Caspersen/ Johnson) to consider and recommend additional levy request in the amount of \$25,000 for the Community Juvenile Justice Coordination (C.J.J.C) to establish a mental health court to County Board. Motion carried by unanimous vote.

**Motion** (Bonneprise/Jepsen) to consider and recommend additional levy request in the amount of \$110,100 for a fulltime court security deputy in the Law Enforcement Department to County Board. Motion carried by unanimous vote.

Next meeting: November 3<sup>rd</sup>, 2015 at 10:00 a.m.

**Motion** (Bonneprise/Caspersen) to adjourn. Meeting adjourned 2:46 p.m.