



POLK COUNTY, WISCONSIN

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Dana Frey, County Administrator
 100 Polk Plaza, Suite 220, Balsam Lake, WI 54810
 Phone (715) 485-9212 Email dana.frey@co.polk.wi.us

AGENDA AND NOTICE OF MEETING PUBLIC SAFETY AND HIGHWAY COMMITTEE

Government Center
 County Board Room
 Balsam Lake, WI 54810
 2:00 p.m. Tuesday July 1, 2014

Purpose: *Review and action on selected items as listed below*

Documents: *Minutes of June 10 ,2014 Public Safety and Highway Committee meeting
 Monthly/ Quarterly reports*

ITEM	LEAD PERSON
CALL TO ORDER	Committee Chair
APPROVAL OF AGENDA	
APPROVAL OF MINUTES for June 10 th PSH Committee	
PUBLIC COMMENT	
Questions on written monthly/ quarterly reports	County Administrator
NEW BUSINESS	
1. Recommendation on Resolution in Support of Legislation to Add Additional Judges * 2. Recommendation on Resolution In Opposition to Proposed Lapse in State Funding to Wisconsin Circuit Court System* *If the court docket is too busy, please anticipate a written document of the judiciary in discussion – support – of each respective resolution.	Corporation Counsel/ Honorable Molly E. Galewyrick
3. Tour of Justice System following the meeting	DA, COC, Sheriff, Child Support
FUTURE AGENDA ITEMS	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. The committee may consider matters noticed herein in any order regardless of the placement of such items on this notice.

MINUTES
PUBLIC SAFETY AND HIGHWAY COMMITTEE

Multi-Purpose Room, Justice Center
Balsam Lake, WI 54810
2:00 p.m. Tuesday June 10, 2014

Meeting called to order by Committee Chair Jay Luke.

Members present

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

Also Present Carole Wondra, County Clerk and Dana Frey, County Administrator; Robert Rasmussen, Bill Alleva, Steve Warndahl, Emil Norby & Sheriff, Pete Johnson

Approval of Agenda- Chairman called for a motion to approve agenda. Motion (Caspersen/Johnson) to approve agenda. Motion carried without negative vote.

Approval of Minutes- Chairman called for a motion to approve the minutes of the May 6, 2014 Public Safety and Highway Committee meeting. Motion (Jepsen/Caspersen) to approve the minutes. Motion carried without negative vote.

Public Comment – None offered

Administrator Frey addressed the committee on the use of the monthly reports.

New Business

OWI Prevention Task Force – Robert Rasmussen and Bill Alleva, representing the task force, addressed the committee with their future plans for highway signage aimed at the problems of OWI's and drunk driving.

Grant for Law Enforcement – Sheriff Pete Johnson addressed the committee regarding the grant application (JAG). Planned use of the funds would be for replacement of a K-9.

Annual reports were distributed.

Highway Commissioner, Steve Warndahl addressed the committee to advise the members of what they would be seeing on the highway system tour.

Future Agenda Items – Tour of Justice System and other items as they come forward.

Members on tour, 2:30 p.m., returned to Gov. Center 4:30 p.m.

Motion (Caspersen/Bonneprise) to adjourn. Meeting adjourned 4:30 p.m.



POLK COUNTY, WISCONSIN

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CHILD SUPPORT AGENCY

Malia T. Malone, Director and Assistant Corporation Counsel
1005 West Main Street, Suite 100, Balsam Lake, WI 54810
Phone (715) 485-9210 Email malia.malone@co.polk.wi.us

Monthly Report, July 2014

Training and Education Update

- Intergovernmental Roundtable meeting in Eau Claire on June 11th.
 - Discussion on proper procedures and best practices for working intergovernmental (interstate) cases.
 - Regulations and Policy information provided by Bureau of Child Support state intergovernmental and training specialists.

Upcoming

- WCSEA Board meeting in Madison, July 10-11.
- WCSEA Fall Conference in Cable, October 1-3.

Bureau of Child Support Training Assistance

- Polk County Child Support Financial Specialist, Chad Hoag, and Child Support Case Specialist, Laura Lee Humphrey, traveled to Washburn County to participate in assisting the Bureau of Child Support's planning for future training needs of workers across the state.
 - A roundtable and brainstorming session with workers from St. Croix, Eau Claire, Washburn, Burnett, and Polk Counties.
 - Covered all areas of training needs for new workers within the child support program, including: Establishment, Paternity, Intergovernmental, Financial, and Enforcement.

Technology Updates

- Completion on the updates to CPU towers in the child support agency, moving from Windows XP to Windows 7. – Still working out "kinks" with new software and Wisconsin's KIDS system.
- Orders were placed for new laptop systems - to begin incorporating the use and access to Wisconsin's KIDS system in the courtrooms during child support hearings.

**OFFICE OF
JOANNE RITTEN
CLERK OF CIRCUIT COURT – POLK COUNTY**

TELEPHONE: 715-485-9241 * FAX: 715-485-9262

1005 WEST MAIN STREET – SUITE 300 * BALSAM LAKE, WI 54810

**Monthly Report
May and June 2014**

Public Financial Management

- 2013 Audit completed all went well.
- Working on collection of past due fine/forfeitures.
- Annual report completed – submitted to County Clerk.
- Completion of data for uncashed checks and unclaimed funds to be submitted to county treasurer in January 2015.
- 2014 budget ceilings set and to be completed in July for 2015 budget.

Training of Department Heads and Supervisors.

- Three of five trainings for Dept. heads and supervisors, going well.
- New performance appraisal process in progress.
- Training on new Polk County website.
- Continued cross training of Clerks.

Staff/office procedures.

- Training w/Polk County Sheriffs Dept. to implement new state aligned Vine Protection order – will notify parties of service.
- Scanning old files to make room for new files also easier public access.
- From 1/1/2014 thru 6/10/2014 a total of 2, 757 have been submitted for filing - this includes Criminal, Family, Civil, Small Claims, Traffic and Juvenile.

Jury/Paternity
715-485-9227

Criminal
715-485-9298

Traffic
715-485-9215

Civil/Family
715-485-9204

Small Claims
715-485-9205

Juvenile Clerk
715-485-9290

Chief Deputy
715-485-9287

OFFICE OF THE DISTRICT ATTORNEY

Polk County Justice Center

District Attorney

Daniel P. Steffen
District Attorneys



Assistant

Stephen C. Dorrance

Daniel J. Tolan

Victim Coordinator/Office Manager

Kenneth Sortedahl II

Belinda C. Cash

June 2014 - Monthly Report

Prosecution:

- Continue to work with courts to train on Evidence Based Sentencing Procedures to be used in Polk County.
- Working with Victim Witness, Sheriff Department, and Human Services to establish a Drug Endangered Children team.

Victim Witness:

- Attended Attorney General's Conference on Protecting Our Family's and Public Safety.
- Aiming to implement Bikers Against Child Abuse Program within Polk County Courts in support of child victims.
- Continue to train with Sheriff's department and Clerk of Courts to implement new state aligned Vine Protection Order which will notify respondent of when restraining order has been served.

Office Procedures / Staff:

- Office continues to apply paperless procedures with all 2014 criminal, juvenile, and traffic files. Staff is scanning all paperwork into our Protect Software. District Attorneys are using laptops in court.

Administrative / Financial:

- Analyzing 2014 budget and planning for 2015.

POLK COUNTY SHERIFF'S OFFICE

“Integrity, Honor, and Courage”

1005 WEST MAIN, SUITE 900, BALSAM LAKE, WI 54810 -4403

PETER M. JOHNSON, SHERIFF
STEVEN B. MOE, CHIEF DEPUTY

(715) 485-8300

BUSINESS OFFICE TELEPHONE (715) 485-8350
BUSINESS OFFICE FAX NUMBER (715) 485-8355
DISPATCH TELEPHONE NUMBER

DISPATCH FAX (715) 485-8300

Sheriff's Office Monthly report for July 2014

Corrections

The annual state Jail inspection was completed on June 10, 2014. Although the written report has not been received as of this date, I met with the jail inspector after the inspection for his oral report. The jail inspector advised that Polk County continues to have one of the cleanest and best run jails in the district. The Inspector said his only area of on-going concern is the number of supervisory staff in the jail. We currently have the jail captain and one sergeant, and one open jail sergeant position that is in the process of being filled. One jail sergeant position was unfunded in approximately 2011.

We have finally filled all of the funded positions in the jail. Over the past eight months we have had seven positions come open. Our last open position was just filled and the new jailer has started his training.

Communications

In a recent storm we had a lightening strike, which affected many aspects of our radio system. Most of the immediate issues have been fixed. But it was found that the building is not properly grounded for this. We will be working with Parks and Buildings to rectify the problem. We are currently waiting on estimates from an electrician for this project.

The final new dispatcher hired this year, Carrie Olson, is expected to be done with training in July. The Polk County Dispatch Center will be at full staff except for a part-time position which has been difficult to find a person that would be a good fit in that position. The process

Field Services

We are currently in the middle of a sergeant promotional process to fill a sergeant position that opened after the retirement of Ray Joy. The process is expected to be completed in mid to late August and the new sergeant named. Seven deputies have submitted their letters of interest to be considered for this promotion.

Project Lifesaver – Project Lifesaver is a tool in which people with mental or cognitive disabilities (with the propensity to wander) can be fitted with a transmitter to assist family and emergency personnel in locating them if they become lost. The technology is based on FM radio signals similar to the trackers bear hunters have on their dogs. The client is given a transmitter, which is about the size of a wrist watch. The transmitter can be placed on the client’s wrist or ankle. Should the client wander, the care giver notifies the Sheriff’s Office and deputies respond to the area with the receivers. Each transmitter has a specific frequency and the receivers can be set to that specific transmitter. By use of the receivers the deputies can locate the missing person faster.

Project Lifesaver is a national program and in 48 states. While they won’t go as far as to say this product will always result in finding the person 100% of the time, to date every person fitted with this transmitter and reported missing has been located in an average time of 30 minutes.

The Sheriff’s Office received its initial training and equipment through a grant. Three deputies were trained as instructors for the system and can provide that training to other deputies.

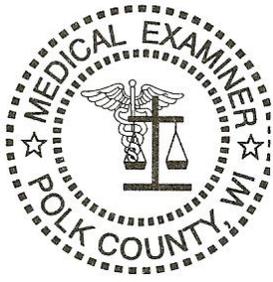
The initial costs to prospective clients are \$300.00 for the first six months, which covers the cost of the transmitter, batteries, and wrist/ankle bands. After the initial six month period the cost is only \$10.00 per month. The Sheriff’s Office will send someone to the client’s residence every month to change the battery and ensure the transmitter is working properly.

We currently have two people signed up with the project and a third showing serious interest. We are also working on forming partnerships with civic groups that may be willing to purchase equipment or “adopt” a family that may not otherwise be able to pay the initial fee. The Polk County Tavern League has made a generous donation of \$1300.00 to purchase a third receiver, which gives us the ability to triangulate the signal rather than “sandwich” it and should result in faster locates if ever needed.

Emergency Management

Emergency Management in cooperation with the Health Department, Medical Examiner, Hospital Safety Officers and the local Funeral Home Directors, has begun work on a Mass Fatality Plan for Polk County. This project will involve identifying and establishing Memorandums of Understanding with local resources to be used as Unified Mortuary Facilities and Family Assistance Centers. More information will be shared as we progress with this project.

-----Nothing Follows-----



OFFICE OF THE MEDICAL EXAMINER

Chief Medical Examiner

Jonn B. Dinnies, ABMDI

jonnd@co.polk.wi.us

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

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

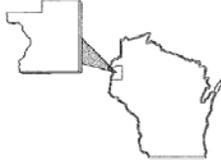
Quarterly Activity Report

June 7, 2014

Total Cases YTD	138
Gender	
Male	66
Female	72
Autopsies	7
Natural	127
Homicide	1
Hospice deaths	50
Cremation permits issued	88
Fees collected	\$16,740.00
Accidental deaths	10
Hip fracture complications	4
MVC	1
Pedestrian vs. MVC	3
Snowmobile crashes	2

Comparisons (TYD) with previous years

2004	99	2008	113	2012	114
2005	82	2009	123	2013	140
2006	84	2010	121		
2007	88	2011	117		



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 JUNE 2014

CONSTRUCTION & RECONSTRUCTION OF COUNTY ROADS

CURRENT:

- CTH W1 – wedge June 23-24, surface July 14-16, shoulder July 28-30
- CTH 01 - prep work for 2015 August 4-7, wedge with remaining 2014 CIP October 20-21
- CTH GG1 – prep culverts and wedge August 18-28
- CTH I6 and I7 chip seals are scheduled for July 2014
- CTH J bridge has been rerated to a Max of 15 ton the department is seeking alternatives to address how to proceed with replacement with no Federal funds available
- CTH X Culvert has fail over Horse creek and we will meet with the DNR to discuss replacement
- Consulted with Monarch Paving regarding proper applications for all 2014 projects

UPCOMING:

- Permit process for safety enhancement project on CTH F at Lake Wapogasset
- Continue to review construction methods to make the Highway's CIP go further and do more
- Update the department's road construction plan

ROAD MAINTENANCE & REPAIR

CURRENT:

- Crack sealing CTH I6 and I7 has been completed
- Spray patching on county and town roads
- Culvert inspection program has been completed on 30% of the county road system
- Because of high water and wind trees continue to fall and need cleanup
- Road side mowing program started on the County system
- Washed out areas of Co C south of Co F are now being repaired
- New salt contract prices are up \$9.69 per ton to \$74.31- Salt prices in 2003 were 32.80 so salt has increased \$ 41.54 per ton over the last 10 years

UPCOMING:

- New crack seal/fiber fill product will be used on the county road system
- Continue culvert inspection program
- Continue to work with towns on maintenance activities such as spray patching, chip seals, DNR permits, bridges and drainage issues

OTHER NOTES:

The department is very pleased to announce Emil (Moe) Norby has received the Lloyd D Gladfelter Award for Government innovation in the development of the use of Cheese Brine for snow and ice control. Moe will receive the award in Madison on July 9th at Pyle Center.

Resolution in Support of Legislation to Add Additional Judges

TO THE HONORABLE SUPERVISORS OF THE COUNTY BOARD OF THE COUNTY OF POLK:

Lady and Gentlemen:

WHEREAS, Polk County ranks near the top in judicial need in the State of Wisconsin; and

WHEREAS, the Director of State Courts is recommending that the legislature add additional judgeships in those counties showing the greatest need according to the Judicial Needs

Assessment; and

WHEREAS, the State of Wisconsin will pay the salary and benefits for the judge and his/her court reporter in addition to providing the needed computers and printers; additional support may be requested of the County; and

WHEREAS, at present, the Polk County Judicial Center has the prerequisite third courtroom available for a third circuit court judge, together with sufficient room for necessary accompanying support personnel; and

WHEREAS, the support of the Polk County Board of Supervisors is required for the Director of State Court's Office to include Polk County in a judgeship bill creating a third circuit court branch; and

WHEREAS, it is the recommendation of the Polk County Public Safety and Highway Committee that the Polk County Board of Supervisors approve this resolution in support of legislation creating additional judgeships; and

WHEREAS, it is the further recommendation of the Polk County Public Safety and Highway Committee that the Polk County Board of Supervisors go on record as requesting that an additional judge be added in Polk County; and

NOW, THEREFORE, BE IT RESOLVED that the Polk County Board of Supervisors does approve this resolution in support of legislation creating additional judgeships and urges the Wisconsin Legislature and Governor Scott Walker to create a third branch of the Circuit Court for Polk County to better serve the needs of the people of Polk County; and

BE IT FURTHER RESOLVED that the Polk County Board of Supervisors directs the County Clerk to forward a certified copy of this resolution to Office of Governor, the respective legislative representatives of Polk County of the Wisconsin Senate and Wisconsin Assembly, the Wisconsin Department of Administration and Wisconsin Counties Association.

BE IT FURTHER RESOLVED that publication of this resolution may occur through posting in accordance with Section 985.02 of the Wisconsin State Statutes.

Funding Source/ Funding Amount:	Not Applicable
Date Reviewed as to Appropriations:	Not Applicable
Committee Recommendation as To Appropriation:	Not Applicable
Effective Date:	Upon Passage
Dated Submitted To County Board	July 15, 2014
Submitted By:	
Review By County Administrator: <input type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended <input type="checkbox"/> Reviewed Only _____ Dana Frey, County Administrator	Review By Corporation Counsel: <input type="checkbox"/> Approved as to Form <input type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended <input type="checkbox"/> Reviewed Only _____ Jeffrey B. Fuge, Corporation Counsel
Acknowledgement of County Board Action	
Mark As Appropriate: <p style="text-align: center;">At its regular business meeting on July 15, 2014, the Polk County Board of Supervisors considered and acted on the above resolution, Resolution No. ____ - ____: Resolution in Support of Legislation to Add Additional Judges, as follows:</p> <input type="checkbox"/> Adopted by a vote of _____ in favor and _____ against. <input type="checkbox"/> Adopted by majority voice vote. <input type="checkbox"/> Defeated by a vote of _____ in favor and _____ against. <input type="checkbox"/> Defeated by majority voice vote	

Action Deferred by Procedural Action, as follows: _____

SIGNED BY:

William F. Johnson, IV, County Board Chairperson

Attest: _____

Carole T. Wondra, County Clerk

Resolution In Opposition to Proposed Lapse in State Funding to Wisconsin Circuit Court System

TO THE HONORABLE SUPERVISORS OF THE COUNTY BOARD OF THE COUNTY OF POLK:

Lady and Gentlemen:

WHEREAS, the 2013-15 State Biennial Budget requires the Wisconsin Court system to return a total of \$11.8 million to the state general fund over the next two-year period, resulting in budget cuts affecting the Polk County Circuit Court System; and

WHEREAS, if said budget cuts are made, the Polk County Circuit Court System will no longer receive State funding at its previous level in the form of circuit court payments; interpreter assistance; and guardian ad litem assistance; and

WHEREAS, the proposed reduction of funding and resulting budget cuts would create an enormous financial challenge to Polk County, potentially resulting in an increased tax levy, while striving to meet the challenge of the state levy cap; and,

WHEREAS, it is in the best interests of Polk County to oppose this proposed budget reduction of the State of Wisconsin.

NOW, THEREFORE, BE IT RESOLVED that the Polk County Board of Supervisors hereby states its opposition to the lapse of Wisconsin judicial branch funding to the State general fund over the next two-year period; and,

BE IT FURTHER RESOLVED, that the Polk County Clerk shall forward a copy of this resolution to Governor Scott Walker, the members of the Wisconsin Assembly and Wisconsin Senate who represent respective districts in Polk County, the Director of State Courts and the Wisconsin counties Association.

Funding Source/ Funding Amount:	Not Applicable
Date Reviewed as to Appropriations:	Not Applicable
Committee Recommendation as To Appropriation:	Not Applicable
Effective Date:	Upon Passage
Dated Submitted To County Board	July 15, 2014
Submitted By:	<p>_____</p> <p>Public Safety and Highway Committee</p> <p>_____</p> <p>_____</p> <p>Dana Frey, County Administrator</p>
Review By County Administrator: <ul style="list-style-type: none"> <input type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended <input type="checkbox"/> Reviewed Only <p>_____</p> <p>Dana Frey, County Administrator</p>	Review By Corporation Counsel: <ul style="list-style-type: none"> <input type="checkbox"/> Approved as to Form <input type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended <input type="checkbox"/> Reviewed Only <p>_____</p> <p>Jeffrey B. Fuge, Corporation Counsel</p>
Acknowledgement of County Board Action	
Mark As Appropriate:	

At its regular business meeting on July 15, 2014, the Polk County Board of Supervisors considered and acted on the above resolution, Resolution No. ____ - ____: Resolution No. ____ - 14:Resolution In Opposition to Proposed Lapse in State Funding to Wisconsin Circuit Court System, as follows:

- Adopted by a vote of _____ in favor and _____ against.
- Adopted by majority voice vote.
- Defeated by a vote of _____ in favor and _____ against.
- Defeated by majority voice vote
- Action Deferred by Procedural Action, as follows: _____

SIGNED BY:

William F. Johnson, IV, County Board Chairperson

Attest: _____

Carole T. Wondra, County Clerk



MINUTES
PUBLIC SAFETY AND HIGHWAY COMMITTEE
Multi-Purpose Room, Justice Center
Balsam Lake, WI 54810
2:00 p.m. Tuesday July 1, 2014

Meeting called to order by Committee Chair Jay Luke.

Members present

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

Also Present Tammy Peterson, Executive Secretary, Dana Frey, County Administrator, and Sheriff Pete Johnson

Approval of Agenda- Chairman called for a motion to approve agenda. Motion (Jepsen/Caspersen) to approve agenda. Motion carried without negative vote.

Approval of Minutes- Chairman called for a motion to approve the minutes of the June 10, 2014 Public Safety and Highway Committee meeting. Motion (Caspersen/Johnson) to approve the minutes. Motion carried without negative vote.

Public Comment – None offered

Administrator Frey addressed the submitted monthly reports.

Mr. Frey also discussed the revenues and expenditures committee reports of Law Enforcement, Clerk of Courts, Medical Examiner, Emergency Management, Child Support, District Attorney and Highway.

New Business

In the absence of Corporate Counsel, Malia Malone and Honorable Molly E. Galewyrick; the County Administrator, Dana Frey spoke on both resolutions and these will be moved to August Committee meeting for recommendation.

Committee went on tour of Justice Center

Future Agenda Items – Tour of Law Enforcement and Jail

Motion (Caspersen/Jepsen) to adjourn. Meeting adjourned 3:30 p.m.