

WINNEBAGO COUNTY BOARD OF SUPERVISORS
JUDICIARY & PUBLIC SAFETY COMMITTEE

DATE: AUGUST 10, 2015

TIME: 9:00 A.M.

PLACE: WINNEBAGO COUNTY SHERIFF'S OFFICE
RICHARD MEYER COMMUNITY RESOURCE ROOM
4311 JACKSON STREET, OSHKOSH

PRESENT: BILL WINGREN
TOM ELLIS
LARRY SMITH
PAUL EISEN
BILL ROH

ALSO PRESENT: JOHN MATZ - SHERIFF
TODD CHRISTOPHERSON – SHERIFF
BARB SPANBAUER – SHERIFF
SUE ERTMER – COUNTY CLERK
MELISSA KONRAD – CLERK OF COURTS
JOHN BODNAR – CORPORATION COUNSEL
JULIE PAGEL – REGISTER OF DEEDS
CHRIS LARSON – REGISTER OF DEEDS
LINDA KRIZ – DISTRICT ATTORNEYS
CHRISTIAN GOSSETT – DISTRICT ATTORNEYS
GUY HEGG – COUNTY BOARD

1. Call to Order

Chairman Bill Wingren called the meeting to order at 9:00 a.m. and it was verified that the meeting was properly noticed.

2. Approval of minutes of July 13, 2015 meeting

A motion to approve the minutes was made by Larry Smith, seconded by Bill Roh. All in favor, motion carried 5-0.

3. Public comments on agenda items

None

4. Communications

Bill Wingren commented on a newspaper article regarding the Canadian National railroad paying \$6,000 in fines with a profit of \$337 million.

5. 2016 Budget Review – Corporation Counsel

Reviewed the Corporation Counsel Budget with John Bodnar.

6. Budget Transfer of \$867.00 for various travel accounts – County Clerk - Sue Ertmer

Sue Ertmer explained the transfer is due to travel expenses for all of her employees who attended a state training regarding the new Marriage License program and also for her travels the Legislative Conference in February.

A motion to approve the budget transfer of \$867.00 was made by Bill Roh, seconded by Larry Smith. All in favor, motion carried 5-0.

7. 2016 Budget Review – County Clerk – Sue Ertmer

Reviewed the County Clerk Budget with Sue Ertmer.

8. 2016 Budget Review – District Attorney – Christian Gossett

Due to no documentation provided before the Judiciary Meeting, it was decided there would not be a review of the District Attorney's Budget.

9. 2016 Budget Review – Register of Deeds – Julie Pagel

Reviewed the Register of Deeds Budget with Julie Pagel and Deputy Chris Larson. Julie also announced her retirement as of January of 2016.

10. 2016 Budget Review – Clerk of Courts – Melissa Konrad

Reviewed the Clerk of Courts Budget with Melissa Konrad. There will be a Records & Retention Clerk position request within the Clerk of Courts 2016 budget.

11. Purchase replacement 40 gallon tilting skillet to prepare jail meals for \$12,632.00. Money will be taken from inmate trust account; will not be using \$16,000.00 previously approved in 2015 budget to replace dishwasher conveyor – Sheriff John Matz

Sheriff John Matz explained the need for replacing the tilting skillet, which is not repairable, stating the maintenance department was able to repair the dishwasher conveyor which is what the money was originally set aside for to purchase a new conveyor. With maintenance able to repair the dishwasher conveyor, it frees up that money to replace the tilting skillet.

A motion to approve the purchase of a \$12,632.00 tilting skillet was made by Paul Eisen, seconded by Larry Smith. All in favor, motion carried 5-0.

12. 2016 Budget Review – Sheriff's Department – John Matz

Reviewed the Sheriff's Department Budget with John Matz. New position requests for 4 - Court House Security employees will be requested for the Sheriff's Department 2016 budget.

Chairman Bill Wingren asked that item #14 be moved up as a committee member had to leave for another meeting.

14. Sheriff's Report

Sheriff Matz stated his budget review meeting with Mark Harris is on August 18th.

Sheriff Matz handed out spreadsheets to the committee to review how much it costs to train a new employee, the number of backgrounds we have done and the impact on open positions to overtime

costs. He also handed out the new employee performance evaluations based on merit pay from the Human Resources Department and the Sheriff's Office evaluation form.

Sheriff Matz also indicated there will be a Hmong Soccer Tournament being held Labor Day weekend out at the CUSA complex.

13. Board Rule Process

Bill Wingren suggested at the Special Orders Meeting he will ask for any suggestions for rule changes to be submitted on one piece of paper for each rule, that meeting will be September 1st. He would like the suggestions back to him by September 7th. Then the suggestions will be collated and brought to the Judiciary Committee on September 14th for the initial review. A meeting will then be scheduled in February of next year at which time it will be voted on as to which rule changes will be brought to the whole board, the new board, in April of 2016.

15. Suggested items for next agenda

Brief rule change review

16. Next Meeting Date

September 14, 2015

17. Adjourn

A motion to adjourn was made at 10:45a.m. by Bill Roh, seconded by Tom Ellis. All in favor, motion carried 5-0.

Respectfully Submitted:

Kimberly Delcore
Winnebago County Sheriff's Office