

WINNEBAGO COUNTY BOARD OF SUPERVISORS
JUDICIARY & PUBLIC SAFETY COMMITTEE
In person & via Zoom/Telephone

DATE: MAY 18, 2022

TIME: 6:00 P.M.

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

PRESENT: BRYAN STAFFORD
JACOB FLOAM
PAUL EISEN
BRIAN DEFFERDING
CONLEY HANSON

ALSO PRESENT: TODD CHRISTOPHERSON – SHERIFF'S
QIAUNA ROSS – SHERIFF'S
LARA VENDOLA-MESSER – SHERIFF'S
TODD CHRISTIE – SHERIFF'S
MIKE ELDER - FACILITIES
TARA BERRY – CLERK OF COURTS
ERIC RASMUSSEN – EMERGENCY MANAGEMENT
CHERYL BREHMER – CORONER
ETHAN HOLLENBERGER – COUNTY EXECUTIVE
SHANAH ZASTERA – COUNTY SUPERVISOR
JULIE MABRY – CHILD SUPPORT
JEFF BUCHOLTZ – VETERANS
JOHN JORGENSEN – BRANCH 5
MIKE COLLARD – INTERM FINANCE DIRECTOR
KOBY SCHELLENGER – COUNTY SUPERVISOR
TIM EICHMAN – SHERIFF'S
JIM CONNER - CITIZEN

1. Call to Order

Chairman Stafford called the meeting to order at 6:00 p.m. and it was verified that the meeting was properly noticed.

2. Consideration of Minutes of April 11, 2022 meeting

A motion to approve the minutes from April 11, 2022 was made by Paul Eisen, seconded by Brian Defferding. Carried 4-0.

3. Public comments on agenda items

John Jorgensen introduced himself to the committee and stated the judges try to attend the Judiciary meetings incase there are any questions that come up they may be able to answer.

4. Communications shared by Committee Members

Chairman Stafford discussed the Emergency Management Committee and stated since it was all the same members, Emergency Management was rolled into the Judiciary Committee. Emergency Management agenda items will now be a regular item of discussion at Judiciary meetings.

Supervisor Eisen made a point of order to move items 9 through 11 on the agenda to be discussed after item 15 to relieve those in attendance to which those agenda items don't pertain to.

At 6:07pm, Jacob Floam arrived to the meeting.

A motion to move agenda items 9 through 11 to after item 15 was made by Paul Eisen, seconded by Jacob Floam. Carried 5-0.

Supervisor Defferding discussed his involvement with the Wisconsin Counties Association and the National Counties Association and advised they too have a Judiciary Committee and they are looking for new members if anyone is interested in joining those committees.

5. Consideration (Vote): Capital Project and Budget Transfer Request (\$1,068,427) to Design and Construct Residential Housing for Released 980 Offenders

Mike Elder discussed the 980 Offender project and the county's responsibility to provide housing to those offenders upon release. Right now there are no other housing options available to place the offenders except for the location where the current trailer is and that trailer is currently housing one 980 sex offender. There are more 980 offenders coming up to be released so the county is being proactive in finding additional solutions for housing the offenders.

Mike discussed the presentation he gave to the board in May regarding responsibility of the county and would like to firm up the design of a 6-studio bedroom residence for the offenders to be built next to the trailer. This residence would resolve any gender conflict having separate rooms and it would be a proactive project for any upcoming releases. The city of Oshkosh is in favor of the 6-studio residence and the cost could fluctuate based on city sewer versus holding tanks. It would cost \$168,000 to run sewer but if holding tanks are needed then that would greatly reduce the price. In the future, they could lease out rooms to other sex offenders in the community with the understanding if there are any 980 offenders being released, they would then need to move in order for the residence to accommodate the 980 offenders.

Supervisor Floam asked if a 6-studio unit is big enough or if there would ever be a need to add on more rooms in the future. Mike Elder responded stating right now the 6 rooms is feasible but they could add on if the need arises.

Supervisor Eisen asked about the zoning issues with the city of Oshkosh. Mike Elder stated the property is deemed to be zoned institutional with subdividing the property for conditional use.

Chairman Stafford asked at what point in the process would they know if they will be utilizing city sewer or holding tanks. Mike Elder stated he would know that more during the designing process. If approved, then they would meet with an architect. It would then need to come back to the committee with more defined items for the project.

Chairman Stafford also asked if there were any further price reductions on the project since the presentation. Mike Elders stated so far there are no changes but knows the building prices keep going up. He stated they will do what they can with the money that is approved. They could run into ADA compliancy issues but they will work with that during the design process.

Supervisor Hanson asked how many offenders are awaiting release and if a 6-studio residence is needed right away. Mike Elder stated he was unsure how many are ready to be released but there are at least 8 awaiting release with 1 or 2 petitioning release soon. From the time they are approved for release, the county then has 120 days to find them housing.

Supervisor Defferding commended the county on their handling of the 980-offender housing issue and knows members of the community would also like to thank them for putting the 980 offenders in the location where they are its close to the Sheriff's Office.

Supervisor Floam asked about the offenders who currently stay at the Town Motel and if they would meet the requirements to be housed in the 6-studio residence. Captain Christie of the Sheriff's Office explained the difference of 980 sex offenders and regular sex offenders. He stated the 980 offenders are patient offenders and the other offenders are non-patient offenders so you wouldn't want to mix the two based on their histories and offenses.

A motion to approve the capital project and budget transfer request for \$1,068,427 to design and construct residential housing for released 980 offenders was made by Paul Eisen, seconded by Jacob Floam. Carried 5-0.

6. Consideration (Vote): Revised Capital Project Request (Revised Probable Cost \$1,830,080); Sheriff Evidence Storage and Coroner Morgue Building – The Evidence Garage Capital Project at the Jail complex, previously approved, has begun the design phase. As a result of the schematic design and needs review, it has become apparent that the County requires a morgue space in addition to evidence storage.

Mike Elder stated the capital project for the evidence storage garage was approved last year but there is a need for a morgue building as well. The Sheriff's Office building was originally supposed to have a morgue added on but the project was not approved. This project would allow the coroner space to do their examinations and investigation and would be an addition to the evidence garage. This project has gone through the facilities committee and was approved.

Cheryl Brehmer spoke about the large number of deaths around Thanksgiving and the problems the county ran into for the decedents. Before the pandemic they relied on funeral homes for removal of the decedents and storage but since then the funeral homes started becoming overwhelmed and would then look to the Coroner's Office for assistance. Cheryl discussed the use of Larry's Livery Service and the expansion Larry's Livery is building in Outagamie County. Larry's charges a transportation fee from removal of the scene to the storage location as well as another transportation cost when they take the decent from storage for autopsy and then back to a funeral home of the families choosing. Cheryl stated the Coroner's Office has looked at every option available and even stated they could convert their Ford Explorer to be able to transport decedents to morgues or to autopsy's if needed. Cheryl stated the addition to the evidence storage garage would include a 17 x 17 exam room and would allow for organ tissue doctors to utilize the room for a set fee. The fee would create revenue for the Coroner's office rather than the doctors using a room at the hospital and paying the hospital the fee to utilize their room.

Supervisor Defferding asked about the roof design on the building to ensure it's a long-lasting roof. Mike Elder stated they would be looking at a rubber membrane roof that should last about 20-30 years. Supervisor Defferding then inquired about the refrigeration system and the maintenance that would come from those. Mike Elder stated the refrigerators would last around 20-30 years as well.

Supervisor Floam stated he just wants to make sure there is a long-lasting building being built for the needs of the Sheriff's Office and Coroner's Office.

Supervisor Eisen discussed the previous concerns in finding a viable option and long-term solution. The most ideal option is having the morgue building within the evidence garage. Supervisor Eisen asked Cheryl what the capacity for storage of decedents would be in the morgue and if other counties would be able to utilize it if there was space available. Cheryl stated the capacity would be 12 to 14 with 2 drawer freezers for longer term decedents and other counties could use it if there is space available.

Chairman Stafford asked what the average stay of a decedent is. Cheryl stated 3 to 5 days but the longest they have ever held a decedent was over a year.

Supervisor Defferding asked about the bid timeline. Mike Elder stated it would go for approval at the county board meeting in June. Then it would go to RFP for design and the design process can take 3 to 4 weeks. It would then go out for bid and allow bidders 6 weeks to respond to the bid. It would then take 6 months to a year to build the garage and morgue building.

A motion to approve the revised Capital Project Request (Revised Probable Cost \$1,830,080) Sheriff Evidence Storage and Coroner Morgue Building was made by Paul Eisen, seconded by Jacob Floam. Carried 5-0.

7. Committee Members – preferred method of receiving materials for meetings?

Chairman Stafford let the committee members know they can opt out of printed copies of agenda items if they prefer electronic copies of the items. The committee members can contact the County Clerk's Office to make any changes to how they are receiving the agenda items.

8. Brief Overview from department heads for their department

- Emergency Management – Eric Rasmussen
- Coroner – Cheryl Brehmer
- Child Support – Julie Mabry
- Sheriff Office – Chief Deputy Todd Christopherson
- Any other department heads here to speak?

Eric Rasmussen reviewed the Emergency Management Department and any upcoming items that may be brought to the committee's attention in the near future.

Cheryl Brehmer reviewed the Coroner's Department and any upcoming items that may be brought to the committee's attention in the near future.

Julie Mabry reviewed the Child Support Department and any upcoming items that may be brought to the committee's attention in the near future.

Chief Deputy Todd Christopherson reviewed and gave a presentation on the Sheriff's Office and any upcoming items and projects that will be brought to the committee's attention in the near future.

Tara Berry reviewed the Clerk of Courts Office and any upcoming items that may be brought to the committee's attention in the near future.

Jeff Bucholtz reviewed the Veteran's Department and any upcoming items that may be brought to the committee's attention in the near future.

12. Consideration (Vote): Resolution requesting Sheriff John Matz to read the Declaration of Independence on Courthouse Steps on July 4, 2022

A motion to approve the resolution requesting Sheriff John Matz read the Declaration of Independence on the courthouse steps on July 4, 2022 was made by Paul Eisen, seconded by Jacob Floam.

Chairman Stafford made a motion to make a change to line 17 as he didn't believe this had to go through to the County Board for approval. Supervisor Eisen stated it has always gone to the board for approval.

Supervisor Floam then stated he would like to make an amendment to lines 18 & 19 of the resolution to read "requests the Winnebago County Sheriff to read the Declaration of Independence from the steps of the Winnebago County Courthouse at 8:00 a.m. on the morning of July 4th each year as this is the custom in the history of our county."

A motion to the amendment to lines 18 & 19 of the resolution requesting Sheriff John Matz to read the Declaration of Independence on the courthouse steps to read "requests the Winnebago County Sheriff to read the Declaration of Independence from the steps of the Winnebago County Courthouse at 8:00 a.m. on the morning of July 4th each year as this is the custom in the history of our county" was made by Jacob Floam, seconded by Conley Hanson. Carried 5-0.

13. Consideration (Vote): Resolution: "Authorize the Sheriff's Office to Accept a Donation valued at \$14,700 for the purchase of an additional K-9 Unit, equipment, and training for the Unit from Thomas and Penny- Harenburg – Sheriff Office – Chief Deputy Todd Christopherson

Chief Deputy Christopherson discussed the K-9 donors & their donation to purchase another K-9. The donors paid the money right to the vendor so the new K-9 has been brought on board and the K-9 and his handler then went to New Mexico recently for a 6-week training.

A motion to approve the resolution to authorize the Sheriff's Office to accept a donation valued at \$14,700 for the purchase of an additional K-9 Unit, equipment and training for the Unit from Thomas and Penny Harenburg was made by Brian Defferding, seconded by Conley Hanson. Carried 5-0.

14. Consideration (Vote): Resolution – "Authorize the Sheriff's Office to Accept a donation of one Fire TKO-Fire Suppression Tool valued at \$1041.00 from the Oshkosh Chapter of the Wisconsin Free Masons" – Sheriff Office – Chief Deputy Todd Christopherson

Chief Deputy Christopherson discussed the fire suppression tool and it's use as a supplemental tool used in sensitive electronic areas.

A motion to accept the donation for a fire TKO-Fire Suppression Tool valued at \$1041.00 from the Oshkosh Chapter of the Wisconsin Free Masons was made by Brian Defferding, seconded by Jacob Floam. Carried 5-0.

15. Sheriff's Report

Chief Deputy Christopherson reviewed budget sheet handouts with the committee members.

Chief Deputy Christopherson discussed the Citizens Academy starting in August that runs until November.

Chief Deputy Christopherson stated the jail count was at 220.

Chief Deputy Christopherson touched on the walk-in hiring event taking place May 24th for Corrections deputies.

9. Consideration (Vote): Resolution 35-042022 Create an Ad Hoc Committee to review Committee Structure was referred back to Judiciary & Public Safety Committee from the County Board – Shanah Zastera

Supervisor Zastera spoke about committee structure and her opinion for the need to have an Ad Hoc Committee to review the committee structures. She stated the Ad Hoc Committee would allow members to be more involved. Supervisor Zastera provided a copy of Mike Collard's, Interim Finance Director, policy structure and suggested the Judiciary members look over plans A, B & C for discussion.

Supervisor Eisen suggested that Supervisor Zastera educate herself on the current committees, commissions and boards and recommends she go to the County Clerk website under public meetings and filter by committee. He suggested she also read the minutes from previous committee meetings. Supervisor Eisen stated this topic has been presented to the board in the past and there was no interest. Supervisor Eisen stated there would need to be a reduction in board size in order to take the committees and restructure them.

Supervisor Zastera stated she understands the current committee structure and that this would be looking at them and putting them under less groupings/committees. She stated she has learned from a supervisor standpoint that less committees doesn't hurt but instead offers for more citizen participation and efficiency in government.

Supervisor Defferding sees this as an opportunity to not scale back on committees but instead as an opportunity to examine committees.

Supervisor Floam has concerns as he remembers last years attempt to reduce the county board size and he would not support the downsizing of the board. He supports the education and exploration but not a reduction in county board size.

Supervisor Hanson doesn't know if he would support a board reduction but does support looking into the committee's structure.

Supervisor Eisen suggested looking at committee for committee and hiring a third-party company to do the leg work as they are only part-time board members.

Chairman Stafford said he has two questions: 1. Is there a need and is it worth the time to look at restructuring and its efficiencies? 2. How do we go about doing it?

Supervisor Zastera stated the need would be to reflect and look at any issues to make sure the structure now is as effective as it can be.

Supervisor Floam suggested to establish a JPS workshop to identify the need of committee structure changes in order for the Judiciary committee to move forward with the resolution.

A motion to establish a JPS workshop to identify the need for committee structure changes was made by Jacob Floam, seconded by Brian Defferding. Carried 5-0.

10. Discussion: Resolution: "To provide for and add an advisory referendum on voting equity for the November 8, 2022 general election in Winnebago County" – County Board Supervisor Jacob Floam

Supervisor Floam brought a draft of a resolution of voting equity for the general election in regards to absentee voting. There is an August 30th deadline. The solution would be for all election procedures to be the same and not different for those who wish to vote absentee.

Supervisor Eisen would like a copy and sources for the need of a referendum to review with the agenda item report.

Supervisor Defferding stated the advisory referendum could still go through to the county board for approval even if it doesn't go through the committees.

The committee decided to table this agenda item until the next meeting for more information to be provided to them in regards to the referendum.

11. Discussion: "The Winnebago County Code of Ordinances relating to Election Administration Donations and Grants."

This item was tabled until the next meeting due to the essence of time.

16. Next Meeting Date: Monday, June 13, 2022 at 6:00 p.m.

17. Adjourn

A motion to adjourn was made at 9:07 pm by Bryan Stafford, seconded by Jacob Floam. Carried 5-0.

Respectfully Submitted:

Kimberly Delcore
Winnebago County Sheriff's Office