

## LINCOLN COUNTY

### LAW ENFORCEMENT, EMERGENCY MEDICAL SERVICES, JUDICIAL AND EMERGENCY MANAGEMENT COMMITTEE

Wednesday, May 12, 2021 at 7:30 a.m.

Meeting Location: Room 156/Lincoln County Service Center, 801 N Sales Street, Merrill, WI 54452

Via Teleconference and In-Person Attendance

## MINUTES

**Members Present:** Mike Loka, Patricia Voermans, and Judy Woller

**Members Excused:** Don Friske, and Kevin Koth

**Department Heads Present:** Dan Leydet, Becky Byer, September Murphy, Paul Proulx, Marie Peterson, Cate Wylie, and Karry Johnson

**Department Heads Teleconference:** Ken Schneider and Galen Bayne-Allison

**Teleconference Visitors:** Nathan Walrath, and Kari Weiland

**Visitors:** Josh Klug, and Dora Gorski

1. Call Meeting to Order by Chair Loka at 7:30 a.m.
2. **Approve Minutes of Previous Meeting:** April 14, 2021 – M/S Voermans/Woller to approve the minutes as presented. All ayes.

### Emergency Management

3. **Review Year-to-Date Budget Report:** Murphy presented year to date budget, no concerns at this time. No discussion. Report placed on file.
4. **Work Plan:** Murphy presented emergency management work plan. Focusing discussion on upcoming senior and elected official's tabletop exercise upcoming May 27<sup>th</sup> 1-3 pm. Murphy also discussed the handing out emergency management binders designated for town chairs at this time as well.

### Coroner

5. **Coroner's Report:** Proulx reported that there were 30 Deaths, 20 Cremations, 10 Death Certificates, 2 Covid, 4 Accidental Deaths
6. **Review Year-to-date Budget Report:** Coroner Proulx reports no issues with the budget at this time.
7. **Preliminary 2022 Budget:** Projected budget this is for information only at this time, and will be forwarded to the finance department after approval. The Coroner reports there will be an increase in coroner salary from \$28,072.00 to \$29,151.00 an increase in employee benefits from \$5000.00 to \$5324.00 and increase in fuel cost of \$500.00 an increase in operating supplies from \$500.00 to \$1000.00. M/2<sup>nd</sup> to approve and forward onto finance. Mr. Loka, Mrs. Voermans. All ayes

### Sheriff's Office

8. **Statistical Reports**
  - a. Case Summary Report: no questions
  - b. Expense Budget, Revenue Budget, Vendor List: Question by Mrs. Voermans on a vender invoice; question on what exactly the Epoch times is and clarification on who this is for? It was clarified by Chief Deputy Walrath that this is a newspaper subscription for 6 months that is distributed to the inmates and is paid for out of the canteen revenue account. The question also arose on restrictions as to what the inmates are allowed to receive? It was explained that the inmates receive a variety of reading material in the jail, which comply with our policies. Mrs. Woller asked what the benefit of the inmates receiving this paper is, and what topics are covered in this paper? It was explained this paper covers current daily news issues. Mrs. Voermans asked if it would be possible to see a copy of this paper. The papers are currently distributed amongst the inmates and we will attempt to locate one.
  - c. Recreational Officer Activity Report: No questions
  - d. 9-1-1 Supervisor's Report: No questions
  - e. Jail Census Report/Covid Updates
9. **List of issues with the Harrison Tower:** this will be held over for next month, as we are waiting on another company's opinion on the tower.

**10. Reminder of Jail Tour June 2021 following monthly meeting.**

**Emergency Medical Services**

11. **Tomahawk Report** – Leydet presented the Tomahawk report which shows expenses of \$69,977 and forty-one billable runs for March. Tomahawk is at 27.76 percent of budget for 2021. Report was placed on file.
12. **Merrill Report** – Chief Klug presented the Merrill report which showed 144 patient contacts and expenses of \$79,196.89 for March. Merrill is at 23.05 percent of budget. Discussion followed. Report was place on file.
13. **Monthly Charge Report, Write Offs, and Collections** – Leydet presented the reports which shows 132 billable runs in March. The accounts receivable balance \$220,697.97 at the end of March and is current. Write-offs in the amount of \$6,563.02 for March are being requested. Discussion followed. M/S Loka/Voermans to approve write-offs and place reports on file – all voting aye.
14. **Review YTD Budget Reports** – The report was in the packet and shows EMS expenses at 19.5 percent of budget. No concerns were noted at this time. Report was placed on file.

**Judicial**

**15. Review Year-to-date Budget Reports**

- a. Clerk of Courts and Family Court Commissioner – Peterson reported that there were no immediate concerns with this year’s budget. Purchases have been made in preparation for jury trials scheduled in June. June will be a good indicator as to the cost per trial.
  - b. Circuit Court – Byer reported that there are no concerns with the budget at the present time. Numbers are where they should be for this time of year.
  - c. District Attorney and Victim/Witness – Reports were in the packet.
16. **Approve Register in Probate Time Sheets** – Byer’s time sheets were in the packet for review. M/S Loka/Voermans to approve time sheets as presented. Motion carried.
17. **Closed Session** M/S Voermans/Woller to move into close session and included Murphy, Loka, Voermans, Woller, Gorski, and Wyle – all voting aye.
- a. Pursuant to sec. 19.85(1)(c) Wis. Stat. for Considering Employment, Promotion, Compensation, or Performance Evaluation Data and Any Public Employee
    1. Performance Evaluation of Emergency Management Director
18. Take any necessary action on items discussed in closed session: M/S Loka/Voermans to reconvene to open session. M/S Loka/Voermans give a favorable evaluation for emergency management director Murphy – all voting aye.
19. **Next Meeting Date:** June 9, 2021, 7:30 a.m., Lincoln County Service Center Room 257
20. **Meeting adjourned** – M/S Woller/Voermans to adjourn at 8:36 a.m. - all voting aye.

Minutes prepared by September Murphy, Becky Byer, Marie Peterson, Dan Leydet, Nathan Walrath, Kari Weiland and compiled by the County Clerk’s Office.