

LINCOLN COUNTY
Public Safety Committee
Wednesday, December 13, 2023 at 4:00 p.m.
Meeting Location: Board Chambers, Room 257
Lincoln County Service Center, 801 N Sales Street, Merrill, WI 54452

MINUTES

1. Chair Boyd called the meeting to order at 4:00 pm with these additional supervisors in attendance: Friske, Meunier, Miller, Osness, and Thiel, (6) Department heads in attendance were Sheriff Schneider, Tyler Iverson, Tyler Verhasselt, Tom Barker, Becky Byer, Samantha Fenske, and attending virtually Becky Byer, Chief Klug, Renee Krueger, Colin Zoellner and Robert Caylor, Valerie Caylor
2. Next Meeting Date and Time Wednesday, January 10, 2024
3. M/S Thiel/Miller to approve the minutes of the November 8, 2023 meeting. All Ayes.
4. Public Comment – there was none
5. **Emergency Management**
 - a. Year-to-date Budget Report – Verhasselt reported everything is on track as expected. One unexpected expense for this month and next month due to Narcan purchase after notice received regarding potential fentanyl laced mail being sent to County offices.
 - b. M/S Thiel/Miller to approve Verhasselt’s November Travel & Expense Report. All Ayes.
 - c. Review of the proposed draft of the Lincoln County All-Hazards Mitigation Plan presented by Darryl with Northcentral Wisconsin Regional Planning Committee (NCWRPC). Plan is updated every five years and this would be the 4th Edition. This plan is associated with the Building Resilient Infrastructure and Communities Grant (BRIC Grant). Committee members asked to review Table 17-Summary of Mitigation Strategies (end of Chapter 4) and provide input. Tyler Verhasselt will be the contact for any questions, comments, or recommendations. Darryl will attend a future meeting with final draft for review/approval.
 - d. M/S Meunier/Miller to approval Verhasselt to attend Active Threat Integrated Response (ATIR) Conference – February 19, 2024-February 23, 2024. All Ayes. Reid from the Sherriff’s department will be attending the three days of active shooter training and one person from dispatch to the pre-training portion of the conference.
 - e. Review WEM Training and Exercise Section funded Training Opportunities. Funded 100% by Homeland Security. Courses highlighted in blue – Statewide and Regional specific. Yellow and Green highlighted courses are State only. Verhasselt indicated that Lincoln County offered dates to host three of the training courses which will be open to the entire state. Pending confirmation from the state. Verhasselt will look into virtual options.
 - i. Extreme Event Game
 - ii. Practical Application of Incident Command Systems – Intermediate
 - iii. HSEEP Exercise DesignLincoln County may also host the Next Gen 911 statewide event, pending confirmation and the statewide NewComm Exercise (partnering with NTC) which occurs every three year.
 - f. Review of 2023 Lincoln County: EPCRA County Wide Hazardous Material Strategic Plan
 - i. City of Merrill – Wastewater
 - ii. Frontier (Merrill)
 - iii. Frontier (Tomahawk)
 - iv. Interflex Corp
 - v. Mitchell Metal Products
 - vi. Northern Wire LLC
 - vii. Packaging Corporation of America (PCA)
 - viii. Samuel, Son & Company (USA) IncPlans must be completed annually and approved (per Federal Law) by LEPC. LEPC approved 12/13/23.
 - g. Review of Occupational Safety and Risk Management (OSRM) exercise to evaluate the state of safety and risk management in Lincoln County. Verhasselt reported that current safety programs were

reviewed and assessed for all County departments. Work groups have been established to develop a County Safety Program. This item will remain on the agenda as a standing item and Verhasselt will provide updates.

6. Coroner

- a. Coroner's Report – Caylor reported 26 deaths for the month, 1 COVID death. Outbreak of COVID at both Tomahawk care facilities. Caylor worked with the Health Department to mitigate spread. Her report was placed on file.
- b. Year-to-date Budget Report – Caylor has no concerns with the coroner budget. Her YTD Budget Report was placed on file.
- c. Travel & Expense Report – M/S Thiel/Meunier to approve Caylor's October expense report. All Ayes
- d. Discussion and possible approval of indigent Funeral Expense Account. This account would be available to residents who do not qualify for state aid and have no family to assist with cremation expense. One funeral home would be designated via a bid process. Less than two cases in a five year span. Caylor and Fenske will present detailed financials at a future meeting.

7. Judicial

- a. District Attorney and Victim Witness– 98% due to health insurance change.
 - i. Year-to-date Budget Report – Report was placed on file.
- b. Clerk of Courts and Family Court – Thomas Barker
 - i. Year-to-date Budget Report – Barker explained his overall YTD Budget is in good order. Clerk of Court Supplies reflects audio/video supplies for new Branch III room. His report was placed on file.
- c. Register in Probate and Circuit Court – Becky Beyer
 - i. Year-to-date Budget Report – Byer reported no new changes. Up to date with attorney/doctor fees with exception of one attorney used as Guardian Ad Litem who bills once at end of year. Report placed on file. Judge Russell expecting to present financials at February meeting regarding addition to house security screening.
 - ii. Approval of Time Sheets – M/S Thiel/Meunier to approve Beyer's November time sheets, all ayes. New employee starts 1/3/24.

8. Sheriff's Office

- a. Statistical Reports
 - i. Case Summary Report – placed on file.
 - ii. Expense Budget, Revenue Budget (Year-to-date Report) – Reviewed and placed on file. Schneider reported that Marathon has increased salary. Marathon (\$28) and Lincoln Hills (\$32-40) salaries both more than Lincoln County which makes it difficult to retain/recruit staff.
 - iii. Recreational Officer Activity Report – placed on file.
 - iv. 9-1-1 Supervisor's Report – Iverson reported that 911 nuisance calls have significantly decreased since new APP for a cell phone carrier is no longer set to "on" which would trigger a 911 call if phone was shaken. Committee requesting information be logged into a spreadsheet.
 - v. Jail Census Report – Report placed on file.

9. Emergency Medical Services

- a. Tomahawk Report – Collin, newly appointed supervisor was in attendance. Collin will follow up with Scott regarding missing information on report. Report was placed on file.
- b. Merrill Report– Chief Klug was available for questions on his report. Placed on file. Merrill Fire Department Strategic Plan meetings are scheduled January 10th, 17th 24th and 31st (6:00-9:00pm), moderated by NTC. Any and all inclusion from the County will be important.
- c. Monthly Charge Report, Write-offs, and Collections – Samantha Fenske reported that the requested write-offs for the month are \$13,323.16. Charge reports and collections were in the packet for review. Anything under 90 days is considered current. Older claims could be held up with insurance. M/S Meunier/Thiel to approve write-offs of \$13,323.16. All ayes.
- d. Year-to-Date Budget Report – Samantha Fenske presented the year-to-date budget with the committee. She reported budget is on track. Report was placed on file.
- e. Discussion and possible action of \$30 NSF check fee for EMS. Samantha reported that there have been two NSFs in the last 5 years. Currently there is no charge for NSF checks instead customer is notified

that future payments must be cash/money order. Committee proposed that this fee be a County policy. Samantha will take to the Finance Committee next month. M/S Meunier/Thiel to approve motion to direct Finance Director to put into motion a County NSF Fee. All ayes.

- f. Discussion and possible action of pre-payment of 2024 ambulance. Amended quote reviewed. Discount reduced due to earlier delivery date. Samantha reported that if the County does not receive the ambulance before April, leaving the money in our account will make up for interest at 0.49% (approx. \$1000 per month). M/S Meunier/Miller to not prepay for ambulance. All ayes. Samantha provided update on two chassis. First chassis already off to next phase of build and may receive ambulance in 2024. Still waiting on second chassis.

10. Adjourned at 5:29 PM.

Minutes drafted by Deputy County Clerk Heather Hurley

DISTRIBUTION:

Committee Members: Jesse Boyd – Chair, Steve Osness, Jr., Laurie Thiel, James Meunier, Dana Miller, and Don Friske

Administrative Coordinator, Other County Board Supervisors, Department Heads, Family Court Commissioner – Wachsmuth, Judge Bayne-Allison – Branch 1, Judge Russell – Branch 2, Merrill Fire Chief Klug, Kelly Thomsen – Victim Witness, Scott Langa – Tomahawk EMS