

## **Public Safety & Judiciary Committee**

Wednesday, February 15, 2017

9:00 a.m. – Conference Room A231

### **MINUTES**

Chairman Grabarski called the meeting to order at 9:03 a.m. The meeting was properly announced.

Committee members present: Robert Grabarski, Rocky Gilner, Scott Colburn, and Gordon Carlson filling in for Jack Allen – Pete Hickethier was excused.

Others present: Carol Collins, Kathie Dye, Jane Gervais, Marilyn Rogers, Terry Fahrenkrug, Jonathan Barnett, Barb Petkovsek, and Ken Wagner

**Motion by Colburn to approve the agenda, seconded by Gilner. Motion carried by unanimous vote. Hickethier – Excused.**

**Motion by Colburn to approve the January 11, 2017 minutes, seconded by Gilner. Motion carried by unanimous vote. Hickethier – Excused.**

There was no public participation. There was no correspondence.

#### Eyes of Hope Shelter—Kris Steffens — Not Present

Steffens was unable to attend the meeting. There was no financial report for January to review.

#### Family Court Commissioner – Dennis McFarlin – Not Present

The Family Court Commissioner was not scheduled to attend the meeting. Committee was provided with a written report for January to review.

#### Child Support – Janet Leja – Not Present

Child Support was not scheduled to attend the meeting. Committee was provided with a written and financial report for January to review.

#### Clerk of Circuit Court – Kathie Dye – Present

Committee was provided with a written and financial report for January to review along with revised quotes from SKC. Dye stated tax intercept payments are coming in. Committee was informed that Court Commissioner Loring has resigned his court commissioner duties effective 1/23/17 and Court Commissioner Croke will now be handling truancy and small claims matters. Discussion was held regarding the contract and revised quotes from SKC. The individual that provided the quote in September 2016 has left SKC and SKC reached out as they needed clarification on the quote which resulted in the revised quote. Dye explained the changes from the September 2016 quote to the January 2017 quote. The total amount of the revised quote with the three year maintenance contract was \$98,671.33. There was an increase in the amount of \$6,671.33 from the original budgeted amount. There was discussion about expensing the three year maintenance agreement to the appropriate budget years. **Motion by Colburn to accept the revised quote and modification from the original contract as stated, seconded by Gilner. Motion carried by unanimous vote. Hickethier – Excused.**

#### Register in Probate – Chris Langer – Not Present

Register in Probate was not scheduled to attend the meeting. Committee was provided with a written and financial report for January to review.

Emergency Management – Jane Gervais – Present

Gervais provided the committee with the financial report for January to review. Gervais gave an update on the flooding issues from September 2016 and stated she is still working with the Town of Preston on getting the appropriate paperwork for FEMA assistance. Gervais informed the committee that she is currently working on the Plan to Work that is due in March and working on the federal grant UGG policy for her office.

Medical Examiner – Marilyn Rogers – Present

Committee was provided with a written and financial report for January to review. Rogers informed the committee that she will not be able to recoup anything from the unclaimed body from last year. Rogers explained there has been three autopsies already in 2017 and will need to continue to monitor that. There were a total of seven autopsies in 2016. Office is running smoothly with no issues at this time.

Sheriff's Office – Chief Deputy Fahrenkrug – Present

Committee was provided with the financial report for January to review. Fahrenkrug updated the committee on current staffing levels and vacancies. There are vacancies in the jail and patrol at this time. Committee was informed that the Adams County Citizens Academy will be starting again in April and will run one night a week for 6-8 weeks. Good feedback was received with the last group. Committee was provided with the Notice of Understanding for Eyes of Hope Shelter to review. Fahrenkrug explained the changes that were made to the agreement from last year. **Motion by Colburn to approve the Notice of Understanding between Adams County and Eyes of Hope Shelter, seconded by Gilner. Motion carried by unanimous vote. Hickethier – Excused.**

District Attorney – Jonathan Barnett – Present

Committee was provided with the financial reports for December 2016 and January 2017 along with the updated legal secretary job description to review. Barnett updated the committee on the new ADA that was hired and discussed her qualifications. She is scheduled to be in the office on Tuesdays and will be handling the traffic and juvenile matters. Barnett explained there is a legal secretary vacancy in their office. The job description was updated to reflect the duties that changed due to electronic filing. The updated legal secretary job description will continue to be in grade 13. **Motion by Colburn to approve the updated legal secretary job description as presented, seconded by Carlson. Motion carried by unanimous vote. Hickethier – Excused.** Committee was informed that case filings for 2016 were up from 2015. There were approximately 230 felony case filings in 2015 and 2016 ended with approximately 280 felony filings.

**Motion by Colburn to approve vouchers and monthly expense reports as presented, seconded by Gilner. Motion carried by unanimous vote. Hickethier – Excused.**

Identify upcoming agenda items: None at this time.

Set next monthly meeting date as March 8, 2017 at 9:00 a.m.

**Motion by Colburn to adjourn, seconded by Carlson. Motion carried by unanimous vote. Hickethier – Excused.** Meeting adjourned at 10:16 a.m.

*These minutes have been approved by Public Safety & Judiciary Committee on March 8, 2017.*

Respectfully Submitted,



Carol Collins  
Recording Secretary