

SAWYER COUNTY SHERIFF'S OFFICE
15880 EAST FIFTH STREET
HAYWARD, WI 54843
(715) 634-4858

February 4, 2015

FRED ZIETLOW
DALE THOMPSON
BILL VOIGHT
DALE SCHLEETER
JIM BASSETT

AMBULANCE DEPARTMENT
CLAUDIA BURGAN – CLERK OF COURT
SHERIFF MARK KELSEY
SHERRIE SHELTON – ANIMAL CONTROL
DAVE DOKKESTUL - CORONER
PAT SANCHEZ – EMERGENCY GOVT.
HON. GERALD WRIGHT – CIRCUIT COURT JUDGE
BRUCE POQUETTE – DISTRICT ATTORNEY

The Public Safety Committee will meet on **Tuesday, February 10, 2015, at 8:30 A.M.** in the **ASSEMBLY ROOM** of the Sawyer County Courthouse.

The following will be on the Agenda:

1. Review of agenda
2. Review of the January 6, 2015, minutes
3. **Judge's Office/Clerk of Court report**
 - A. Request to waive the necessity to complete new hire paperwork for bailiffs
 - B. Out of county travel
4. **District Attorney Report**
 - A. Out of county travel
5. **Sheriff's Report**
 - A. Deputy recognition
 - B. Victim advocate grant
 - C. Approval to fill vacancies in jail
 - D. Approval to fill vacant sergeant position
 - E. Out of county travel
 - F. Jail report
6. **Animal Control Report**
 - A. Out of county travel
7. **Coroner's Report**
 - A. Out of county travel
8. **Emergency Management Report**
 - A. Out of county travel
9. **Ambulance Report**
 - A. Out of county travel
10. **Approval of department vouchers**
11. **Other matters for discussion only**
12. **Closed session**, pursuant to sections 19.85(1)(c), (f), and (g), Wisconsin Statutes, for discussions involving employee performance evaluations, preliminary consideration of a specific personnel problems, and for advice from legal counsel regarding same.

**CHAMBERS OF CIRCUIT JUDGE
GERALD L. WRIGHT**

Candace K. Biskup
Court Reporter

Sawyer County Circuit Court
10610 Main Street, Suite 244
Hayward, Wisconsin 54843
(715) 634-4886

Marjorie Kelsey
Judicial Assistant

February 9, 2015

Mr. Fred Zietlow, Chairperson
Sawyer County Public Safety Committee

RE: February 2015 report

Dear Mr. Zietlow:

I regret that I will be unable to attend this month's Public Safety Committee meeting, so I am filing a written report instead of my usual oral one.

The first thing I have to report is that Claudia Burgan would like permission to travel to attend the Annual Conference of Wisconsin Clerks of Court in the Wisconsin Dells on February 19 and 20. I understand that she plans to leave early on the 19th and return on the 20th, so she would only need one night in a hotel for the two day conference.

The only other thing I have to report this month is an update on the victim services grant situation. Please recall that I told you previously that the state had extended the deadline for applicants to pursue these grants after the Sawyer County Human Services Board decided not to pursue them. In the meantime, Oakwood Haven prepared a grant proposal, but the state inexplicably decided to put that process on hold while they try to work with several other unnamed state agencies to provide the services directly.

Regardless of who ends up providing victim services for Sawyer County, there will be a need to have an outreach office in or near the courthouse. I looked into temporarily allocating some office space in the court facilities for that purpose, but after consulting with the District Court Administrator and the Chief Judge, we decided that the only appropriate court facility for this purpose would be the former probate office, which is now being used by the Division of Criminal Investigation to house two DCI agents assigned to this area.

I am bringing this issue before the Property Committee, asking them to find some space to allocate for either a victim services office or to which to relocate the DCI agents. I do not want the county to lose the DCI presence that we now enjoy, but I also do not want to lose victim services. If I had to choose between those two temporary uses of this court facility, I would have to choose the victim services office because it is more consistent with court services.

Sincerely,

Gerald L. Wright
Circuit Court Judge

CLERK OF CIRCUIT COURT
SAWYER COUNTY
(715) 634-4887

CLAUDIA R BURGAN
CLERK OF COURT / Register in Probate

Claudia R Burgan
10610 Main Suite 74
Hayward, WI 54843
(715) 634-4887

DEPUTY CLERKS

Sari Torstenson
Ashley L Helander
Jennifer A Anderson
Jill C Tonn
Terri Roeske

February 5, 2014

Report for January 2015

359 new cases filed this month. 269 cases were closed this month
1069 active cases

Total receipts for Month 742 receipts totaling \$125,271.89

Interest of \$ 2,630.73 was collected

Tax Intercept in 2010 \$25756.76, 2011 \$34,398.08 2012 \$38,911.28
2013 \$43,977.79 2014 \$42,504.31 2015 \$1,569.40

Payplan fees collected \$550.00

Bail forfeiture collected \$ 1,063.50

Attorney fees \$ 1,157.16

GAL Fees \$ 572.51

Restitution Surcharges \$ 2,118.86

Accounts Receivable on books \$4,318,643.68

Jury trials

2012	138 trials scheduled	16 trials went	21 trial days	\$41,982.36
2013	193 trials scheduled	12 trials went	16 trial days	\$18,427.71
2014	121 trials scheduled	7 trials went	11 trial days	\$12,379.08
2015	32 trials scheduled	1 trials went	2 trial days	\$ 2,058.87

All staff continue training – 1 new hire left after 4 weeks of training, looking into replacement currently.

Clerk of Court has worked 200.48 of uncompensated hours over and above regular 35 hours per week and has not had any vacation time off for 2014 due to lack of staffing.

We have temporarily stopped the following office duties:

- . processing notice of status change from DOC,
- . reviewing CCAP informational updates on system changes,
- . **issuing warrants for non payment of court ordered obligations,**
- . **auditing A/R for non-payments,**
- . tracking of closed cases that lack arrest tracking numbers and are not being reported to the crime bureau, criminal records incomplete.
- . staff taking breaks,
- . tracking DOT citations that are not interfacing with DMV,
- . Parent Education non compliance,
- . moving forward with scanning program,
- . record management and return of exhibits,
- . purging old files which goes hand and hand with scanning.

I continue to closely monitor cases and files checking for possible errors that we could be sued for.

We have the JA (Judicial assistant) helping us: (When she is gone I have to cover both offices .)

- answer phones,
- calendar the Family Court Commissioner,
- Calendar Court Reporters,
- doing the visiting Judges scheduling,
- taking our outgoing mail and collecting incoming mail and delivering to our office
- working with jurors and the jury system.

Coroner

Monthly Coroners Report

2014

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD - Total
Death Investigations	6	4	10	6	2	7	4	3	3	6	10	6	67
Natural	4	4	7	5	1	7	3	1	2	4	5	4	47
Accidental	2		1		1		1	1	1	1	2	2	12
Suicide				1				1			3		5
Homicide													0
Pending											0		0
All Cremation Authorizations	15	15	15	17	13	19	17	8	7	11	15	9	161
Posts	1	1	2	0	0	0	0	0	1	1	1	0	7
Hospice	3	3	5	5	4	5	11	5	5	5	4	4	59

2015

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD - Total
Death Investigations	4												4
Natural	4												4
Accidental	0												0
Suicide	0												0
Homicide	0												0
Pending	0												0
All Cremation Authorizations	10												10
Posts	0												0
Hospice	4												4

Incidents

Date	Time	Age	Gender	Location / Township	Cause	Manner
01/05/15	0925	78	Female	Kansas Avenue / City of Hayward	Lung cancer	Natural
01/13/15	1818	66	Male	Dakota Avenue / City of Hayward	Cardiac arrhythmia	Natural
01/27/15	2021	66	Male	Valley Road / Lenroot	Myocardial infarction	Natural
05/08/00	2202	44	Female	Highway 77 / Hayward	Cardiac arrhythmia	Natural

Additional activities		On-Call Hours	
02/16/15	WITC - Medicolegal Death Investigation Class starts	Dave	\$576.00
		Jim	\$140.00
09/01/16	Free Basic Death Investigation Class; University of North Dakota	Renee	\$0.00
		Rikki	\$0.00
		Mark	\$28.00
		Matt	\$0.00

February 10th, 2015 Public Safety Committee Report

Emergency Government

- Prepping for Birkie
- Wisconsin Disaster Funds: \$228,969.63 in Wisconsin Disaster Funds distributed to six municipalities and one cooperative
- Train Derailment Hazmat Exercise held January 22 in Stone Lake. 45 people attended
- Hospital Table Top Exercise being Planned
- LP Tour
- Red Trailer being redesigned
- Working with HHS on Mass Care Plan

Radio Update

- See John Kruk's Report

Search and Rescue (funded by donations/grants, staffed by volunteers)

- Ongoing training

Out of county travel requests:

Governor's Conference on Emergency Mgt.

Submitted: Pat Sanchez, EM

Sawyer County Communications System Specialist – January 2015 Monthly Report

- 1.) **Radio Advisory Committee** – This idea was brought up at the Jan. 2015 Sawyer County Fire Association Meeting. The purpose of this committee is to be able to bring all disciplines/agencies/departments together in dealing with communication related issues and ideas. Sawyer County was an early adopter of the WISCOM System and we have a lot of users. Having a committee like this that can review issues and ideas is one that seems to be way overdue. In addition it is surprising that no committee or idea like this has been suggested before.

The suggested members of the committee would have representatives from the following agencies/departments: 2 – Fire Dept. (selected from the Fire Association with one being the Fire Association President); 1 – Law Enforcement; 1 – EMS; 1 – EM; 1 – Public Health; 1 – Hwy/Public Works; 1 – Transit; 1 – Technical Advisor (to be filled by the independent contractor). This would cover all radios users of the WISCOM and Sawyer County analog radio systems. In addition this would also allow the county to move to a series of standard programming templates. Having the ability to use another departments radio in an emergency because it is laid out of programmed the same way is key in an emergency.

- 2.) **Emergency Services red Trailer** – Work on the red Emergency Services Trailer has started and is in progress. The trailer use to serve as a two part setup with the back end holding Haz-Mat equipment and the front attempting to be used as a command post/radio area. The Haz-Mat portion has been removed and will be placed into another trailer used by the fire departments. The front section has been cleaned out and will have rewiring completed for lights and radios.

At current the trailer has fluorescent shop style lighting with the tube style snap in bulbs. In this case being pulled down the road can cause one of the bulbs to pop out and break or worse someone in the trailer could hit their head causing injury. The lights will be replaced with LED lighting panels which will draw and use less energy as well as be safer.

The trailer will also be fitted with two way radios that can be used by the different agencies/services in Sawyer County for different events or emergencies. Examples can include: Search and Rescue, SWAT/Dive team Operations, Special Events (Musky Fest, Birkie, etc.), and other situations as needed. In addition the wall that separates the front from the front to the rear will have a door way cut into it which will allow a walk way between both areas.

I have been in charge of a special response trailer while working with other services. The trailer was very similar in design and concept, thus some very technical and specialized options can be created. A fair amount of work still needs to be completed which involves antenna running and connections, radio mounting, and power work. The intent is to have this trailer up and running for a field test for the Birkie event at the end of this month.

- 3.) **Winter time and antennas** – Questions have been asked of me lately about either antennas missing or antennas making howling sounds. This time of the year can be rough on antennas in that people trying to clear off roofs of snow can hit the antenna and in the cold can cause damage. Also with colder temps things become less flexible and where an antenna may be or give a little bit in the warmer weather they snap like twigs in the cold. I have been in contact with Ryan in the maintenance department about this issue and having replacements on hand.

Submitted by: John Kruk – Independent Contractor of Communications for Sawyer County

Ambulance

LIFE QUEST SERVICES

2014

DATE	RECEIPT#	BUDGET YEAR	GROSS REVENUE	100-38-52300-50220-337		100-38-46230
				W/H LQ	ADJUST.	TOTAL EFT
04/07/2014	2014-0969	2014	\$ 89,962.41	\$ 8,447.94	\$ -	\$ 81,514.47
05/05/2014	2014-1271	2014	\$ 104,876.56	\$ 10,413.67	\$ -	\$ 94,462.89
06/05/2014	2014-1601	2014	\$ 75,344.35	\$ 6,652.04	\$ -	\$ 68,692.31
07/07/2014	2014-1972	2014	\$ 74,214.12	\$ 7,186.91	\$ -	\$ 67,027.21
08/06/2014	2014-2344	2014	\$ 83,630.79	\$ 7,411.84	\$ -	\$ 76,218.95
09/05/2014	2014-2701	2014	\$ 64,265.25	\$ 5,608.05	\$ -	\$ 58,657.20
10/03/2014	2014-3041	2014	\$ 100,110.48	\$ 8,114.50	\$ -	\$ 91,995.98
11/05/2014	2014-3415	2014	\$ 94,269.76	\$ 8,837.69	\$ -	\$ 85,432.07
12/03/2014	2014-3663	2014	\$ 123,749.50	\$ 10,018.58	\$ -	\$ 113,730.92
01/08/2015	2015-0066	2014	\$ 113,431.14	\$ 9,900.90	\$ -	\$ 103,530.24
02/04/2015	2015-0392	2014	\$ 57,709.81	\$ 6,251.54	\$ -	\$ 51,458.27
			\$ -	\$ -	\$ -	\$ -
TOTALS			\$ 981,564.17	\$ 88,843.66	\$ -	\$ 892,720.51

2013

DATE	RECEIPT#	BUDGET YEAR	GROSS REVENUE	W/H LQ	ADJUST.	TOTAL EFT
						TOTAL EFT
4/5/2013	2013-1039	2013	\$ 82,067.93	\$ 8,788.34	\$ -	\$ 73,279.59
5/15/2013	2013-1455	2013	\$ 55,474.85	\$ 6,603.08	\$ -	\$ 48,871.77
6/6/2013	2013-1732	2013	\$ 80,961.64	\$ 8,474.61	\$ -	\$ 72,487.03
7/9/2013	2013-2105	2013	\$ 55,362.08	\$ 5,562.27	\$ -	\$ 49,799.81
8/12/2013	2013-2546	2013	\$ 78,754.32	\$ 7,549.34	\$ -	\$ 71,204.98
9/9/2013	2013-2848	2013	\$ 81,423.55	\$ 8,048.73	\$ -	\$ 73,374.82
10/3/2013	2013-3182	2013	\$ 70,500.75	\$ 6,488.93	\$ -	\$ 64,011.82
11/7/2013	2013-3631	2013	\$ 76,214.18	\$ 7,031.36	\$ -	\$ 69,182.82
12/9/2013	2013-3964	2013	\$ 87,397.54	\$ 8,233.60	\$ -	\$ 79,163.94
1/7/2014	2014-0044	2013	\$ 86,779.57	\$ 7,299.13	\$ -	\$ 79,480.44
2/7/2014	2014-0350	2013	\$ 94,583.19	\$ 8,149.24	\$ -	\$ 86,433.95
3/7/2014	2014-0656	2013	\$ 113,304.84	\$ 12,405.76	\$ -	\$ 100,899.08
TOTALS			\$ 962,824.44	\$ 94,634.39	\$ -	\$ 868,190.05

2012

DATE	RECEIPT#	BUDGET YEAR	GROSS REVENUE	W/H LQ	ADJUST.	TOTAL EFT
						TOTAL EFT
4/5/2012	2012-0952	2012	\$ 58,838.68	\$ 6,370.71	\$ -	\$ 52,467.97
5/8/2012	2012-1342	2012	\$ 58,437.92	\$ 6,505.35	\$ -	\$ 51,932.57
6/7/2012	2012-1696	2012	\$ 90,239.37	\$ 9,624.60	\$ -	\$ 80,614.77
7/11/2012	2012-2046	2012	\$ 44,434.60	\$ 4,820.02	\$ -	\$ 39,614.58
8/7/2012	2012-2428	2012	\$ 56,099.43	\$ 5,864.63	\$ -	\$ 50,234.80
9/7/2012	2012-2761	2012	\$ 76,369.31	\$ 8,212.76	\$ -	\$ 68,156.55
10/4/2012	2012-3106	2012	\$ 41,663.16	\$ 4,345.46	\$ -	\$ 37,317.70
11/7/2012	2012-3539	2012	\$ 50,273.45	\$ 5,140.92	\$ -	\$ 45,132.53
12/6/2012	2012-3818	2012	\$ 77,879.40	\$ 8,175.85	\$ -	\$ 69,703.55
1/7/2013	2013-0038	2012	\$ 91,671.90	\$ 13,199.82	\$ -	\$ 78,472.08
2/7/2013	2013-0405	2012	\$ 88,785.59	\$ 9,715.80	\$ -	\$ 79,069.79
3/7/2013	2013-0762	2012	\$ 52,017.12	\$ 8,063.19	\$ -	\$ 43,953.93
TOTALS			\$ 786,709.93	\$ 90,039.11	\$ -	\$ 696,670.82

2011

		BUDGET	GROSS			
DATE	RECEIPT#	YEAR	REVENUE	W/H LQ	ADJUST.	TOTAL EFT
3/4/2011	2011-0687	2011	\$ 73,382.87	\$ 8,907.72	\$ -	\$ 64,475.15
4/8/2011	2011-1047	2011	\$ 52,149.71	\$ 6,167.23	\$ -	\$ 45,982.48
5/9/2011	2011-1341	2011	\$ 69,604.25	\$ 7,169.47	\$ -	\$ 62,434.78
6/8/2011	2011-1687	2011	\$ 71,198.25	\$ 7,399.33	\$ -	\$ 63,798.92
7/7/2011	2011-1981	2011	\$ 23,374.10	\$ 2,397.91	\$ -	\$ 20,976.19
8/8/2011	2011-2355	2011	\$ 45,654.36	\$ 4,779.29	\$ -	\$ 40,875.07
9/12/2011	2011-2731	2011	\$ 86,447.81	\$ 8,939.78	\$ -	\$ 77,508.03
10/7/2011	2011-3058	2011	\$ 53,508.09	\$ 5,582.44	\$ -	\$ 47,925.65
11/4/2011	2011-3367	2011	\$ 59,262.60	\$ 6,956.04	\$ -	\$ 52,306.56
12/8/2011	2011-3691	2011	\$ 81,320.75	\$ 8,708.52	\$ -	\$ 72,612.23
1/11/2012	2012-0092	2011	\$ 52,411.32	\$ 5,872.54	\$ -	\$ 46,538.78
2/6/2012	2012-0329	2011	\$ 58,636.56	\$ 6,414.62	\$ -	\$ 52,221.94
3/7/2012	2012-0641	2011	\$ 57,699.40	\$ 6,461.63	\$ -	\$ 51,237.77
		TOTALS	\$ 784,650.07	\$ 85,756.52	\$ -	\$ 698,893.55