

Brown County Joint Municipal Court Administrative Committee Meeting

Town of Rockland Town Hall 1712 Bob-Bea-Jan Rd De Pere, WI 54115

In the absence of Chair Van Lanen, Motion Jim Osterloh/Gary Koomen to appoint Dennis Cashman to conduct tonight's meeting. Voice Vote. Carried.

- 1) **Call to Order** By Rockland Chair Dennis Cashman
- 2) **Pledge of Allegiance** Recited by all
- 3) **Affidavit of Posting** Ossmann reported that the meeting was posted on the BCJMC website by Bobbie Christus, and at the Town of Rockland by Julie Koenig.
- 4) **Attendance/Introductions** Those in attendance introduced themselves. Present: Town of Eaton Chair Jim Osterloh; Town of Glenmore Chair Ron Nowak; Town of Green Bay Chair Cary Dequaine; Town of Morrison Chair Gary Koomen; Town of Rockland Chair Dennis Cashman; Town of Scott Supervisor Norm Strebel; Town of Wrightstown Chair Bill Verbeten; Judge Cletus Hubers; Clerk of Court Bobbie Christus; Treasurer/Secretary Lana Ossmann and 5 guests. Absent: Town of Holland Chair Mike Smits; Town of Humboldt Chair Tim Van Pay; Town of New Denmark Chair William Krueger; Town of New Denmark Supervisor Mike Calewarts; and Town of Scott Chair Mike Van Lanen.
- 5) **Meeting Minutes (September 19, 2024) Motion Gary Koomen/Cary Dequaine to accept the minutes. Voice Vote. Carried.** Question raised whether Clerk from Holland should be at table to represent the Town of Holland. Members agreed that the Chair and Supervisors were the town officials that would be able to vote.
- 6) **Judge's Report** Judge Hubers reported the September, October and November Municipal numbers were listed for review. Regarding the other statistics:
SDC: 18 Citations sent to SDC in the 4th quarter in the amount of \$6906.60
Suspensions: 3 Suspensions sent to DOT for FPF (upon application) in the amount of \$346.80
Court Appearances:

September 5, 2024		November 7, 2024
24	paid prior to court date	46
15	defaults	35
6	not guilty pleas	2
3	showed in court	5
0	rescheduled to next court date	2
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48	total citations on calendar	90

Question: Don't all towns have approval for Judge to amend from bench? Why would a town's attorney get involved? They charge huge fees to resolve. Answer: Variety of reasons. Defendants are given the option from the judge to amend if they plead not guilty. Some defendants won't change their not guilty plea. Others plead not guilty via mail with no appearance. Cases re-opened explained. Defendant hires their own lawyer. Court receives \$30 fee to hear plea. Some defendants are trying to reverse their earlier plea to clean up their traffic history. **Motion Gary Koomen/Ron Nowak to accept Judge's report. Voice Vote.**

Carried. Question: When does Village of Greenleaf receive their citation book? Answer: Following the process to accept their application to join the court. Ossmann will forward to each town for approval, then results come back to the Administrative Committee by March 2025.

- 7) **Court Clerk Report** Christus reported the following:

- a) **Court Dates for 2025: January 2, 2025; March 6, 2025; May 1, 2025; July 3, 2025; September 4, 2025; November 6, 2025.**
- b) **Updated Citation Books for distribution.** Each town will receive one. Instructions to follow are inside each book.
Web page Update on what still needs to be done.
.gov emails are being used by the Court Clerk and Treasurer. Old yahoo addresses are not available after 12-31-24.

Sharon will be coming back to assist while Bobbie is on vacation. Bobbie is available to answer questions and work on the web page while she is gone (Mid-January to Mid-April 2025) **Motion Gary Koomen/Cary Dequaine to accept Court Clerk's report. Voice Vote. Carried.**

8) Treasurer/Secretary Report

- a) **Funding options for Future Budgets.** Ossmann presented reasons for discussing the funding of future budgets and possible ways to make changes. Christus explained her research on items that could make a difference. More discussion on these items will be brought up again in March for possible decisions. Much discussion regarding of Village of Denmark possibly joining the BCJMC. Many unknowns at current time.
Motion Gary Koomen/Cary Dequaine to allow Lana to get information from the Village of Denmark to present at the March meeting. Voice Vote. One Nay. All others aye. Carried. Suggestions on information wanted from the village will be passed on by Ossmann as she contacts them.
- b) **Bank First update on during construction procedures** Lana reported that Bank First will be razing the old Denmark State Building and erecting a new, smaller facility. There will be an on-site trailer to accept deposits during the transition. She will also be able to take banking to the Bellevue site.

9) Financial Report Review of Income/Expense/Certification. Approval of Payments and Checks to be Signed. Motion Gary Koomen/Cary Dequaine to accept financial reports and approve payments. Voice Vote. Carried.

10) New Business:

- a) **Next Court Dates: January 2, 2025, March 6, 2025, at 3:00 PM**
- b) **Village of Greenleaf Letter of Intent to join the BCJMC.** Bonnie Crossman, Village of Greenleaf President spoke. Bill Verbeten gave insight on plans down to road that still protect all residents of the original Town of Wrightstown, but eventually all these residents will become only under the Village of Greenleaf jurisdiction. Currently the two elected boards are sharing most operations. **Motion Gary Koomen/Norm Strebel to move forward with the request. Voice Vote. Carried.**
Ossmann explained that the next step is the letter of intent will be passed to the Town Chair/Clerks for each individual town to decide on whether to allow the Village of Greenleaf to join the BCJMC. All 10 Towns must approve for this to be approved. An email explaining the situation, include a form to be signed by town officials and request to have minutes and form returned will be sent. Official results will be reported at the March 2025 meeting.
- c) **Town of Glenmore Contract for use of Community Center. Motion Cary Dequaine/Gary Koomen to approve the Glenmore contract. Voice Vote. Carried.**
- d) **Possible re-investment of funds** Ossmann reported that Bank First is offering a 7-month CD @ 4.24 (4.28 APY) that would mature in July 2025. Based on the current ending balance and expected next two meeting expenditures, she recommended that \$25,000 might be a good number to invest. **Motion Jim Osterloh/Gary Koomen to invest \$25,000.00 in the 7-month CD (at Bank First). Voice Vote. Carried.**

- 11) **Q & A (Questions & Answers)** Bobbie clarified the \$33 court costs staying with the court versus the 50/50 Court/Town arrangement that is being followed now. Osterloh expressed his agreement with keeping the entire \$33.00 court costs with the court. The suggestion was made by Ossmann that this would be on the March agenda so that budget numbers may follow the decision by Administrative Committee members. **Motion Bill Verbeten/Jim Osterloh to add the \$33 (citation court cost) issue to the March agenda. Voice Vote. Carried.**
- 12) Christus updated all on her ongoing research regarding State Patrol officers becoming an option to issue traffic citations for our towns.
- 13) **Adjournment Motion Gary Koomen/Jim Osterloh to adjourn. Voice Vote. Carried.**

Respectfully,

Lana Ossmann, Treasurer Secretary
Brown County Joint Municipal Court