

Minutes 03-19-26

Brown County Joint Municipal Court Administrative Committee Meeting

Village of Greenleaf host at Village of Greenleaf Village Hall 1537 Day St. Greenleaf, WI 54126

- 1) **Call to Order** The quarterly meeting of the Brown County Joint Municipal Court Administrative Committee was called to order by Chair Van Lanen on Thursday, March 19, 2026, at 6:23 PM, Village of Greenleaf Village Hall, 1537 Day St. Greenleaf, WI 54126
- 2) **Pledge of Allegiance** Recited by all.
- 3) **Affidavit of Posting** Ossmann reported that proper notice was posted by Stephanie Owen (Greenleaf), Sharon Diedrick (BCJMC website), Dawn Matzke (Glenmore) and Jaime Fuge (Scott). **Motion Mike Van Lanen/Dennis Cashman to approve the affidavit of posting. Voice Vote. Carried.**
- 4) **Attendance/Introductions** Those in attendance introduced themselves. Present were: BCJMC Administrative Committee and Town of Scott Chair Mike Van Lanen; Town of Eaton Supervisor Mike Goral; Town of Humboldt Chair Tim Van Pay; Town of Rockland Chair Dennis Cashman; Town of Wrightstown Chair William Verbeten; Village of Greenleaf President Bonnie Crossman; Judge Cletus Hubers; Clerk of Court Sharon Diederick; Treasurer/Secretary Lana Ossmann; and Richard Gilson. Absent: Representatives from the Town of Glenmore, Holland, Morrison and New Denmark.
- 5) **Public Comment** No comments heard.
- 6) **Meeting Minutes (December 22, 2025) Motion Dennis Cashman/Bill Verbeten to approve the minutes of December 22, 2025, as presented. Voice Vote. Carried.**
- 7) **Judge's Report** Judge Hubers reported that the January court session was not held due to a mishap. Sharon notified all scheduled defendants. Their citations were postponed to the March court date.

March 5, 2026

88

Citations

5

Defendants Appeared

A list of 6 defendants who were added to the SDC were listed.

The last page of Judge report are numbers on the Annual report sent to the State for 2025. Total of 341 cases were handled.

Population of Municipalities is also listed. Population numbers are provided to the Judicial Office annually. **Motion Mike**

Van Lanen/Tim Van Pay to approve Judge's report. Voice Vote. Carried.

- 8) **Court Clerk Report** Next Court dates are May 7 and July 2; Town of Green Bay has been removed from State and 8th District Court records; Citation listing for Rockland and Morrison provided for November court session; Details from March citations printout were given. Several town officials expressed deep appreciation for this list; Sharon has been in contact with Chair Koomen from Morrison; Atty Steffek's office was contacted about amending from the bench for Town of Wrightstown/Village of Greenleaf. Verbeten will follow up with legal counsel for written directions to the court on this matter. **Motion Bill Verbeten/Tim Van Pay to approve Court Clerk report. Voice Vote. Carried.**
- 9) **Treasurer/Secretary Report** Lana mentioned a few things: CD was renewed for 6 months. 2.27%; updated meeting schedule and contact list are in the packet; she will work with Sharon on the 2027 Budget; HP ink cost has skyrocketed; she appreciates working with everyone and the friendships she has made. **Motion Tim Van Pay/Mike Goral to approve Treasurer-Secretary report. Voice Vote. Carried.**
- 10) **Financial Report Review of Income/Expense/Certification. Approval of Payments and Checks to be Signed. Motion Bill Verbeten/Tim Van Pay to approve the financial report and the payments of bills. Voice Vote. Carried.**
- 11) **New Business:**

- a) Next Court Date: May 7, 2026, and July 7, 2026 **(NOTE: Should be July 2. Same as Sharon's report)** at 3:00 PM
 - b) 2025 Annual Report **Motion Mike Goral/Tim Van Pay to approve the Annual Report. Voice Vote. Carried.**
 - c) **Town/Village Ordinance Adoption Update** Lana reported that all municipality Clerks responded to a survey on what court related ordinances are adopted. Sharon clarified that if the State Statutes are adopted, that includes the basic citation and disorderly conduct with a motor vehicle adoption needed.
- 12) Q & A (Questions & Answers)** Information shared regarding citations being issued. If citations are served separately and in a pattern that repeats, weekly citations are acceptable. Discussed also were how to serve them, who should serve them and similarities between municipal issues when discussing ordinance violations, especially for attempts to have properties cleaned up.
- 13) Adjournment Motion Dennis Cashman/Mike Calewarts to adjourn. Voice Vote. Carried. 6:53 PM.**

Respectfully Submitted,

Lana Ossmann, Treas/Sec
Brown County Joint Municipal Court