RICHLAND COUNTY PUBLIC SAFETY AND JUDICIARY STANDING COMMITTEE MEETING

DATE: FRIDAY, OCTOBER 6, 2023 TIME: 8:30 A.M. LOCATION: COUNTY BOARD ROOM OF THE RICHLAND COUNTY COURTHOUSE 181 W SEMINARY ST, RICHLAND CENTER, WI 53581

Via webex with information available at https://administrator.co.richland.wi.us/minutes/public-safety/

- 1. Call to Order.
- 2. Read and approve Notice of Posting for October 6, 2023 Public Safety meeting.
- 3. Read and approve agenda for October 6, 2023 Public Safety meeting.
- 4. Read and approve minutes of the September 1, 2023 Public Safety Meeting.
- 5. Coroner updates.
- 6. Circuit Court Judge updates/comments
- 7. Clerk of Court Updates.
 - a. Monthly updates/reports
- 8. Probate Department
 - a. Monthly updates/reports
- 9. District Attorney Update.
 - a. Monthly updates/reports
- 10. Emergency Management
- 11. PSAP & GIS grants monthly update.
- 12. Approve monthly invoices and other Sheriff's Department reports.
- 13. Approval to get squad bids
- 14. Discussion on alarm ordinance
- 15. Discussion on Jail Inspection
- 16. Radio Tower Project updates
- 17. Mapping, Radio System & Squad Updates
- 18. Future agenda items
- 19. Adjourn.

RICHLAND COUNTY PUBLIC SAFETY COMMITTEE MEETING Friday, September 1, 2023

The Richland County Board of Supervisors Public Safety Committee met on Friday, September 1, 2023 at 8:30am in the County Board Room of the Richland County Court House in Richland Center, Wisconsin.

Committee members present at the meeting were: Committee Chair Melissa Luck and Committee members David Turk, Bob Frank, Kerry Severson, Richard McKee, and Barbara Voyce. Present from the Richland County Sheriff's Department were Sheriff Clay Porter, Lt. Mike Czys, and Amber Muckler. Also present for the meeting or a portion of the meeting was Judge Lisa McDougal, Clerk of Court Stacy Kleist, DA Jennifer Harper, Jenifer Laue, and Darin Gudgeon.

Agenda Item #1: Call to Order: Committee Chair Luck called the meeting to order at 8:30am.

Agenda Item #2: Read and Approve Notice of Posting for September 1, 2023 Public Safety Committee Meeting: Committee Chair Luck confirmed that the meeting was properly posted. Upon receiving confirmation Luck declared meeting properly posted.

Agenda Item #3: Read and Approve the Agenda for September 1, 2023 Meeting: Motioned by Richard McKee to approve the agenda. 2nd to this motion by Barb Voyce. Motion passed.

Agenda Item #4: Read and Approve Minutes of the August 4, 2023 LEJC Meeting: Motion by Richard McKee to approve the minutes as printed. 2nd to this motion by Barb Voyce. Motion passed, minutes accepted.

Agenda Item #5: Coroner Updates: Sheriff Porter went over the monthly updates provided by the Coroner.

Agenda Item #6: Circuit Court Judge updates/comments: Judge McDougal talked about the functionality of the court room and security issues with the court rooms. Luck stated that she would like the Judge and other departments to put together a document that deals with the issues of the court room and a priority listing of what changes need to be made and any cost estimates that are associated with those possible changes.

Agenda Item #7: Clerk of Court Update: Kleist talked more about the bat issue that takes place in many different rooms in the courthouse and also touched on security that other court rooms have and the needs for our court room. Kleist shared her reports with the committee members and gave an outlook on her 2023 budget and talked about collections in her office.

Agenda Item #8: Probate Updates: Jenny Laue informed the committee that her deputy will be reaching the end of her probation during the month of September and she has done very well during her probation. Laue talked about her budget and the outlook for capital improvements for the court. There was a discussion about

courtroom security and lack of staffing to provide this for 2 court rooms and then have another person who can escort inmates to and from the jail to the court without using the court room security person. Laue briefly talked about her reports and budget for 2023.

Agenda Item #9: District Attorney Updates: DA Harper commented on what the county really needs is a new LEJC center which would fix a lot of the issues that have been talked about in this meeting. DA Harper went over her budget outlook for 2023.

Agenda Item #10: Emergency Management: Director Gudgeon went over his budgets and the outlook for 2023 with those 2 budgets. There was a discussion on possibly setting up a yearly drill or education on courthouse security.

Agenda Item #11: PSAP & GIS grant monthly updates: Lt. Czys talked about training that is taking place with these grants. Frank talked about a new bunch of grants will be coming out soon and to think about items they would like to submit with the new batch of monies available.

Agenda Item #12: Approve monthly invoices and other Sheriff's **Department reports:** The committee members went over the invoices for the month and discussed some specific invoices. Motion to approve paying the invoices for the month made by Richard McKee, second to this motion by Barb Voyce. Motion approved.

Sheriff Porter went over the monthly jail statistic report. The department will be losing 1 Jailer/Dispatcher in September. Sheriff Porter talked about the budget for 2023 and in June things looked good. There was discussion about the 12 hour shifts and that things are going well. The department was awarded a body camera grant which allowed the department to purchase 5 cameras for the jail.

Agenda Item #13: Jail Inspection report discussion: Luck talked about the jail inspection report and a few of the fixes that needed to happen according to the jail inspector. Sheriff Porter stated that the grates have been upgraded and the showers were completed at the end of 2022. The camera system is a work in progress and is moving forward. The jail locks and intercoms is another piece that is being addressed.

Agenda Item #14: Department budgets outlook through June 2023: Each department gave an update during their agenda item.

Agenda Item #15: Mapping, Radio System & Squad Updates: Sheriff Porter shared the squad report with the committee members, he is hoping that the 2 new squads will be completed this month. Luck asked if we will get to a point of where the county can use the equipment out of an old squad and put into the new squads. Porter stated that the problem is an old squad is usually a 5 to 6 year old squad and within that time squad designs change and the old equipment no longer will fit the new squads.

Agenda Item #16: Future agenda items: Luck would like Courthouse Security to be put on the agenda on a quarterly basis.

Agenda Item #17: Adjourn; Motion by Bob Frank to adjourn until the regular Public Safety Committee meeting on Friday, October 6, 2023 at 8:30am. Second to this motion by David Turk. Motion passed, meeting adjourned.

Respectfully Submitted by Office Manager, Amber Muckler

Squad	Assigned	Deputy	Sq year	Plate	Vin#	January	February
Squad 21	Training	Training vehicle	2016	896ZBT	6G3NS5R21GL224245	157,400	157,400
Squad 10	Patrol	Back up	2017	5875	1FM5K8AR0HGC90332	150,267	151,045
Squad 2	Admin	Chief Dep Wallace	2018	ADY7972	1FM5K8AR8JGB69005	45,875	46,830
Squad 3	Patrol	Deputy Herbers	2018	AED1287	1FM5K8AR6JGB69004	45,951	45,951
Squad 4	K-9/Patrol	Deputy Czys & Rambo	2018	7755	1FM5K8ARXJGB93287	50,491	50,919
Squad 6	Investigator	Inv. Johnson	2018	934DBL	1FM5K8AR1JGA84720	70,566	71,360
Squad 7	Patrol	Deputy Crotsenberg	2018	5871	1FM5K8AR4JGC17213	126,419	128,490
Squad 8	Patrol	Back up	2018	7754	1FM5K8AR2JGC17212	159,101	159,101
Squad 12	Patrol	Deputy Ewers	2019	5874	2C3CDXKTXKH600559	95,293	96,924
Van (13)	Transports	Jail	2019		2C4RDGBG8KR808426	30,278	31,461
Squad 16	Sgt/Patrol	Sgt. Gerber	2019	6898	1FTEW1P49KKC42277	61,425	62,269
Squad 17	Sgt/Patrol	Sgt. Melby	2019	6958	1FTEW1P47KKC42276	54,082	55,033
Squad 14	Patrol	Deputy Graham	2020	5872	1C4RDJFG6LC369759	27,596	28,565
Squad 18	Patrol	Deputy Tucker	2020	8980	1C4RDJFG2LC369757	46,228	48,302
Squad 19	Patrol	Sgt. Rupnow	2020	9047	1C4RDJFG4LC369758	53,074	54,471
Squad 20	Patrol	Deputy Biege	2020	8989	1C4RDJFG2LC369760	58,350	60,372
Squad 1	Admin	Sheriff Porter	2021	TM8804	1C6SRFGT6MN708092	13,702	14,490
Squad 9	Patrol	Deputy Sutton	2021	5873	1FM5K8AB1MGB61433	21,282	22,655
Squad 15	Patrol	Deputy Isaacson	2021	9794	1FM5K8AB3MGB61434	19,470	20,990
squad 05	K-9/Patrol	Sgt. Schildgen	2022		1FM5K8AB7NGB48221	5,821	7,350
Squad 11	Patrol	Deputy Ring	2022	E5619	1FM5K8AB2NGB50491	3,549	5,156

Old 5	K-9 Backup	K-9 Backup/Casual removed from service	2016	1FM5K8AR2GGA77719
Old 11	Patrol		2017	1FM5K8AR2HGA70982
New 10	Patrol	??	2023 E7754	1C4RDJFG9PC591539
New 8	Patrol	??	2023 E5875	1C4RDJFG8PC591449

March	April	May	June	July	August	September	October	November	December
157,708	157,708	157,708	157,708	157,708	157,708	157,708	159,843		
151,459	151,459	151,459	151,459	151,459	151,459	151,459	151,459		
47,535	49,025	49,736	50,045	52,218	53,240	54,275	55,774		
47,583	50,927	51,974	53,902	56,091	57,894	59 <i>,</i> 390	61,625		
51,314	52,079	52 <i>,</i> 499	53,256	54,125	54,613	55,300	56,077		
72,378	73,440	73,975	74,517	75,505	75,984	75,984	76,761		
130,995	134,303	136,456	138,633	140,505	142,458	144,780	147,552		
159,101	159,348	159,348	159,787	163,299	166,945	169,187	172,731		
97,756	99,232	99,985	100,072	101,914	104,392	106,117	108,502		
32,399	34,958	35,571	36,674	38,326	39,046	39,685	41,095		
63,286	66,124	66,502	66,895	67,517	67,855	69,238	70,105		
56,184	58,265	58,498	60,352	61,823	62,891	64,683	66,522		
29,134	30,692	31,670	32,651	33,938	34,878	35,716	36,937		
50,792	53,895	54,977	57,447	60,913	62,590	63,993	66,773		
56,203	58,764	60,361	62,538	64,457	66,027	67,071	69,002		
62,270	65,573	67,313	69,803	72,706	73,964	75,925	78,276		
15,947	17,752	18,699	19,840	20,803	21,082	21,257	23,211		
24,196	26,625	28,046	29,498	31,309	33,101	34,817	36,656		
23,156	27,563	29,253	30,596	33,064	35,306	36,732	38,487		
8,699	12,160	13,245	15,155	17,713	19,350	21,628	24,425		
7,491	11,307	13,032	15,284	17,878	19,915	21,180	23,934		

Sec. ??. Licenses required.

A license shall be required for each of the following businesses or activities at the indicated license fee, which shall be for one year unless otherwise indicated.

- (1) Alarm systems.
 - (a) Alarm system permit. \$50.00
 - (b) Alarm system business permit. \$100.00
- (2) Assemblies.
 - (a) 3,000 to 9,999 people. \$500.00
 - (b) 10,000 to 24,999 people. \$800.00
 - (c) 25,000 to 49,999 people. \$1,200.00
 - (d) 50,000 and up. \$1,500.00
- (3) Direct sellers.
 - (a) \$25.00 fee.
 - (b) Direct sellers business. \$50.00 fee.

Sec. ??. Alarm systems.

- (1) Definitions.
 - (a) Alarm system.
 - 1. Any device designed to alert others of the detection of an unauthorized entry on premises or an unlawful act, or both, or of the detection of a fire, hazardous event or equipment malfunction, which when activated produces a signal, visual or audible, or both, where the intended result of such signal being transmitted would be response by law enforcement or other public safety personnel; or
 - 2. An automatic telephone dialing device having the capability of automatically dialing any telephone number programmed into it for the purpose of transmitting a prerecorded alarm signal or message.
 - (b) Alarm system business. Any person or business which engages in the installation of alarm systems as defined in this subsection or the providing of an alarm monitoring service whereby, when an alarm is activated, the monitoring service notifies public safety or emergency services personnel and/or the alarm system operator.
 - (c) *Alarm system operators.* Any person or business which operates or utilizes an alarm system as described in this subsection.
 - (d) Approved alarm system.
 - 1. An alarm system which is listed with the Underwriters Laboratories or is an equivalent of such listing, although the Sheriff or his designee may issue a permit for a system not having the Underwriter's Laboratory listing when such system is being tested by Underwriter's Laboratories.
 - 2. No alarm system shall be approved which operates in such a manner as to place a direct call to a law enforcement or other public safety agency including an emergency 9-1-1 system.

- (e) *False alarm.* Any of the following, but does not include alarms caused by prior arrangements made for testing of the alarm system:
 - 1. The activation of an alarm system through the negligence of the owner or lessee of an alarm system, or his employees or agents, or the unintentional activation of the owner or lessee of an alarm system by the owner or lessee of an alarm system, or of an employee or agent of either.
 - 2. The activation of an alarm system due to improper installation and/or use of the equipment of the alarm business.
 - 3. The activation of an alarm system through mechanical failure or malfunction due to improper maintenance of the alarm system.
 - 4. The intentional activation of an alarm system where no unauthorized entry, commission of an unlawful act or fire exists.
- (f) Sheriff. The Richland County Sheriff, his deputies, agents and designees.
- (2) Permits and fees.
 - (a) Permit required.
 - 1. No alarm system as defined in subsection (1) shall be installed on any property or in any building unless the property owner, or alarm system operator, has been issued a permit by the Richland County Sheriff's Office in accordance with the provisions of this section.

The installation, operation and maintenance of an alarm system shall be at the expense of the alarm system operator or property owner.

The application for a permit pursuant to this section shall be on a form furnished by the Sheriff's Office annually and the applicant shall provide all information requested on such application.

- 2. The Sheriff or his designee shall issue a permit indicating approval or a written statement denying the permit application for the alarm system in question. The Sheriff or his designee shall either issue a permit or issue a written denial of such permit setting forth the reasons for the denial and the action necessary to obtain permit approval.
- 3. If the Sheriff or his designee denies the permit, the individual property owner or installation firm may appeal such denial to the Public Safety and Judiciary Standing Committee of the Richland County Board. If the Public Safety and Judiciary Standing Committee denies the permit as described above, that decision may be appealed to the full County Board.
- 4. The permit is not transferable and a new application and fee shall be required upon transfer of ownership of any property that has an alarm system installed prior to operating any pre-existing alarm systems.
- 5. Permits shall be in effect for one year from date of issuance.
- (b) Response to alarms. All owners and operators of alarm systems shall make themselves or their agent available to the Sheriff or his designee, within a reasonable period of time, for the purpose of resetting any alarm system installed in accordance with the provisions of this section and assisting emergency services personnel in inspection of the premises to ascertain the cause of the alarm.
- (c) *Alarm system business.* No person shall operate, solicit or otherwise engage in the operation of an alarm system business as defined in subsection (1) unless a permit has first been obtained as provided in this section.

- (d) *Granting authority.* The Sheriff or his designee shall be the authority for granting system permits and alarm system business permits for alarms in the County and shall grant a revocable permit to any applicant complying with the provisions of this section.
- (e) *Revocation of permits.* In addition to penalties provided in subsection (4), the Sheriff's Department may revoke a permit on the following conditions:
 - 1. The application for a permit contains a false statement of material fact contrary to the intent of this section or contrary to the safety or security of persons or property.
 - 2. An applicant has failed to comply with the provisions of this section on more than two occasions.
 - 3. An alarm system which actuates false alarms on more than four occasions in a 12-month period.
 - 4. Repeated failure of the applicant, his agents and/or alarm service representative to respond when notified by the Sheriff's Department of their alarm being actuated.
 - 5. Failure to pay forfeiture for false alarms as defined in subsection (4).
- (f) *Denials.* A permit under this section may be denied by the Sheriff or designee, if such application contains false information or for any of the reasons listed in paragraph (e) above.
- (g) *Inspection.* All owners of alarm systems shall make their system available to the Sheriff or designee within a reasonable period of time after such system is installed for the purpose of inspecting the alarm system(s) to determine if the requirements of this section have been met.

The local fire department may also perform an annual inspection of all fire alarm system(s) within their service area upon giving reasonable notice of scheduled inspections.

- (3) *Rights of the parties.* The issuance of a permit and installation of an approved alarm system as outlined within this section shall not grant to the applicant any additional rights nor create any additional liability on the part of the County, the Sheriff or his designee.
- (4) Penalties.
 - (a) For a fourth false alarm and all subsequent false alarms in a 12-month period, the applicant shall be subject to a forfeiture of \$100.00.
 - (b) For the second and all subsequent violations of failure to obtain a valid alarm permit, the applicant of the alarm system shall be subject to a forfeiture of \$200.00.
 - (c) Continued violations. Each violation, and each day violation continues or occurs, shall constitute a separate violation. Nothing in this Code shall prohibit the county from maintaining any appropriate action to prevent or remove a violation of any provision of this Code.

Richland County Sheriff's Office Alarm Permit Application & Key Holder Update Form



Date*

Month

Day

Year

▼

▼

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Type of Alarm*

Business Residential I don't have an alarm, I'm just updating key holder information for my home or business.

I am: *

Applying for a new permit and I don't have a customer number. (No payment is required at this time; we will send an invoice at a later date. DO NOT select this if you are renewing an existing permit!)

Renewing a permit, or applying for a new permit for which I have a customer number and an invoice number.

^O Transferring my alarm permit to a new property owner because I sold my home or business with an alarm system installed.

Customer number.*

Please type your customer number EXACTLY as it appears on your renewal invoice. Incorrect numbers may result in delay or non-issuance of your permit.

Township / City / Village*

Police Agency Serving Your Residence or Business*

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۲	Richland County Sheriff's Office	0	Richland Center PD	0	Viola PD	0	Lone Rock PD

O Other:

Person completing this form*	
First Name*	
Last Name*	
	Business Name*
	Phone # of Business*
	Your Email*
Address of Alarmed Property*	
	ress Line 1
City	
	State
ZIP Code Are the mailing address and alarm address the sa	me2 *
Yes No	
Type of Alarm*	
Fire / Smoke Intrusion Water Other	
Check all the apply Type of Alarm Message [*]	
Recording Monitoring Service Unknown	
Will alarm reset automatically?*	'
C Yes ^C No ^C Unknown	
Name of Alarm Service That Monitors the Alarm*	
Where is the alarm panel located within the buildir	
Key Holder #1*	.9.
First and Last Name	
Phone Number	
Key Holder #2*	
First and Last Name	
Phone Number	
Key Holder #3*	
First and Last Name	
Phone Number	

Phone / Key Holder #3

Please list any special details or hazards such as animals or people on the premises, dangerous substances, or other relevant information. If you are transferring an existing permit to a new property owner, please list any contact information for the new owner(s) that isn't listed above.

If you are renewing and choose to pay online, you will be routed to the online payment page where you can either pay by credit card or electronic check. You may be charged a convenience fee if you choose to pay online.

Alternatively, you may mail a check to: Richland County Sheriff's Office, ATTN: Alarm Permits, 181 W. Seminary St. Richland Center, WI 53581

If you are applying for a new permit, you will receive an invoice and Customer Number at the mailing address you provided when it is time to renew your permit. Renewal invoices are typically sent in the fall of each year.

I certify that the above information is correct. I have read the documents regarding the Richland County Ordinance and I am aware of its requirements as they pertain to alarm systems. I understand that if a permit is issued for an alarm system pursuant to this application, that permit may be revoked under the provisions of the ordinance.

Upon receipt of applicable fees, this form permits the described alarm to be operated within the scope of <u>Richland County Ordinance</u> until the end of the calendar year.

Signature*

Use your mouse or finger to draw your signature above

Good Morning,

The last quarter of the year is a very busy time for the Circuit Court. In the coming days and weeks, we will be building the 2024 jury pool, beginning with the mailing of approximately 1000 jury qualification questionnaires.

We continue to work hard at collecting money and keeping the court running smoothly for multiple judges presiding in the various open and pending civil (family, paternity, traffic, ordinance, small claims, foreclosure, restraining order, large money judgments, and name change) and criminal (misdemeanor, felony, and criminal traffic) cases running through our Circuit Court.

As of 10/5/23, we have exceeded our revenue projection for the year by nearly \$33,000. With three months to go yet, we anticipate that number will grow substantially and will help offset the ever-increasing expenses related to court-appointed attorney fees. As you know, court-appointed attorney fees are the largest part of our budget.

As of 10/5/23, we have spent 82 percent of our budget. If not for the large amount of attorney fees, we would be pacing under-budget.

My hope is that we will end the year like we did in 2022 with overages in collections exceeding overages in expenses.

I look forward to answering your questions at the Public Safety Committee meeting in the morning.

Thank you.

Stacy Kleist

Richland County Clerk of Circuit Court President,

Wisconsin Clerks of Circuit Court Association

608/647-3956 phone

TOTAL: GENERAL FUND	0112 N/F COURT COMMISSIONER 5212 ATTORNEY-N/F COURT COMMISSNR TOTAL: N/F COURT COMMISSIONER TOTAL: REGISTER IN PROBATE	0109 ADVERSARY-REG IN PROBATE 5212 ADVERSARY ATT-REG IN PROBATE TOTAL: ADVERSARY-REG IN PROBATE	0104 GAL FEES CH 51, 54, & 55 5212 ATTORNEY-GAL FEES TOTAL: GAL FEES CH 51, 54, & 55	0103 GAL FEES CHAPTER 48 & 938 5212 ATTORNEY-GAL FEES TOTAL: GAL FEES CHAPTER 48 & 938	10GENERAL FUND5120REGISTER IN PROBATE PROJECT5121SALARIES - REGULAR SALARIES - PART-TIME5121SALARIES - PART-TIME SALARIES FEES5151SALARIES - PART-TIME SIS15152RETIREMENT - COUNTY SHARE SIS55153DENTAL INSURANCE - COUNTY SHARE SIS55154HEALTH INSURANCE - COUNTY SHARE SIS155155DENTAL INSURANCE - COUNTY SHARE SIS55154HEALTH INSURANCE - COUNTY SHARE SIS55155DENTAL INSURANCE - COUNTY SHARE SIS55154HEALTH INS REIMBURSEMENT DED PSYCHOLOGICAL EVALUATION SITELEPHONE SIS15216INTERPRETER FEES SIS15217TRANSCRIPTS POSTAGE AND EXPENSE SIS245326OPFICE SUPPLIES & COMPUTER S DUES & SUBSCRIPTIONS SIS45336LODESING SIS45336LODGING MEALS NEM EQUIPMENT TOTAL:1007AL:PROJECT	ACS FINANCIAL SYSTEM 10/03/2023 16:12:55 LEVEL OF DETAIL 1.0 THRU 4.0
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130,420.53	0.00 0.00 130,420.53	8,344.72 8,344.72	17,858.31 17,858.31	14,050.98 14,050.98	$\begin{array}{c} 55,301.54\\ 0.00\\ 108.00\\ 3,898.83\\ 3,760.50\\ 1,000.00\\ 1,000.00\\ 1,000.00\\ 1,000.00\\ 1,000.00\\ 1,000.00\\ 4472.45\\ 1,000.00\\ 1,25.77\\ 325.77\\ 454.56\\ 0.00\\ 644.98\\ 40.00\\ 644.98\\ 40.00\\ 283.80\\ 0.00\\ 71.23\\ 0.00\\ 32.80\\ 0.00\\ 0.$	EP 30, 2023 ACT YTD POSTED AND IN PROCESS
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TOTAL: GENERAL FUND	0207 CERTIFICATIONS 4515 REGISTER IN PROBATE - CERTIF TOTAL: CERTIFICATIONS TOTAL: PUBLIC CHARGES FOR SERVICES	4500 PUBLIC CHARGES FOR SERVICES 0206 PROBATE FEES 4515 REGISTER IN PROBATE - PROBAT TOTAL: PROBATE FEES	10 GENERAL FUND		ACS FINANCIAL SYSTEM 10/03/2023 16:20:34 LEVEL OF DETAIL 1.0 THRU 4.0
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1,003.84	112.00 112.00 1,003.84	891.84 891.84		MTD POSTED ACT IN PROCESS AND	SEP
5,572.46	441.92 441.92 5,572.46	5,130.54 5,130.54	·	ACT YTD POSTED AND IN PROCESS	30, 2023
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