

**Richland County  
Public Safety Standing Committee**

Date Posted: December 30, 2024

**NOTICE OF MEETING**

Please be advised that the Richland County Public Safety Standing Committee will convene on Friday, January 3, 2025 at 8:30 AM in the Richland County Board Room of the Courthouse at 181 West Seminary Street, Richland Center, WI 53581.

Information for attending the meeting virtually (if available) can be found at the following link:

<https://administrator.co.richland.wi.us/minutes/public-safety-committee/>

If you have any trouble accessing the meeting, please contact MIS Director Barbara Scott at 608-649-5922 (phone) or [barbara.scott@co.richland.wi.us](mailto:barbara.scott@co.richland.wi.us) (email).

**AGENDA**

1. Call To Order
2. Roll Call
3. Verification Of Open Meetings Law Compliance
4. Approval Of Agenda
5. Approval Of Minutes From December 6, 2024 Meeting
6. Public Comment
7. Reports
  - A. Sheriff – Departmental Activities
  - B. Coroner – Departmental Activities
  - C. Circuit Court Judge – Departmental Activities
  - D. Clerk Of Court – Departmental Activities
  - E. Register In Probate – Departmental Activities
  - F. District Attorney – Departmental Activities
  - G. Emergency Management – Departmental Activities
  - H. PSAP & GIS Grants
  - I. Radio Tower Project
  - J. Courthouse Security Report
8. Approval Of Monthly Invoices
9. Correspondence
10. Future Agenda Items
11. Adjourn

Derek S. Kalish  
County Clerk

**NOTICE OF ANNUAL JAIL INSPECTION**

Please be advised that a quorum of the Public Safety Standing Committee may be present for the annual jail inspection which will occur immediately following the adjournment of the January 3, 2025 Public Safety Standing Committee meeting. A quorum may be present from other Committees, Boards, or Commissions. No committee, board or commission will exercise any responsibilities, authority or duties during the annual jail inspection.

Derek S. Kalish  
County Clerk

# Richland County Public Safety Standing Committee

December 6, 2024

The Richland County Public Safety Standing Committee convened on Friday, December 6, 2024 in person and virtually at 8:30 AM in the County Boardroom of the Richland County Courthouse.

**Call To Order:** Committee Vice-Chair Severson called the meeting to order at 8:34 AM.

**Roll Call:** Deputy Clerk Hege conducted roll call. Committee member(s) present: Gary Manning, Chad Cosgrove, Kerry Severson, and Julie Fleming. Committee member(s) absent: Craig Woodhouse, David Turk, and Bob Frank.

**Verification of Open Meetings Law Compliance:** Deputy Clerk Hege confirmed the meeting had been properly noticed.

**Approval Of Agenda:** Motion by Cosgrove, second by Manning to approve agenda. Motion carried and agenda declared approved.

**Approval Of Minutes From November 1, 2024 Meeting:** Motion by Cosgrove, second by Fleming to approve the November 1, 2024 minutes. Motion carried and minutes declared approved.

**Public Comment:** None.

## Reports:

- B. Coroner – Departmental Activities:** Emergency Services Director, Michael Jessen shared the Coroner’s Report on behalf of County Coroner, Mr. Rossing. For the month of November there were 8 monthly calls total. 7 were cremations and the causes of death being: 3 cancer-related, 2 heart related, 1 lung disease related, 1 injury related to a fall, and 1 suicide. The Coroner’s office is at 109 total yearly cases.
- C. Circuit Court Judge - Departmental Activities:** Richland County Circuit Court Judge, the Honorable Lisa McDougal, reported on various activities in the office of the Circuit Court Judge which included to continued search for appropriate furniture and chairs for the court and jury rooms, the kiosk/work station for the court security officer to be installed very soon, her office is working on getting a computer for said workstation so that the officer can monitor cameras as part of the new camera system, continued work to ensure the security of the courts and the courthouse in general, and announced the graduation of another participant from the Treatment Court program. Brief discussion on Treatment Court ensued. Judge McDougal highlighted the difficulty of finding certified court interpreters and briefly outlined the process involved with becoming a certified court interpreter.
- D. Clerk Of Court – Departmental Activities:** Clerk of Court, Ms. Stacy Kleist reported on various actives of the Clerk of Courts Office, including her continued work with the County Clerk of Courts Association and the ordinance project. Brief discussion ensued.
- E. Register In Probate - Departmental Activities:** Register in Probate, Ms. Jenifer Laue, reported that her office continues to be busy and is working on settling the Judge’s 2025 schedule. Ms.

## Richland County Public Safety Standing Committee

Laue told the committee that she would like a member of the County Board to attend the Court Security meetings. Brief discussion ensued. Ms. Laue also reported that her department is currently under budget and highlighted the scarcity of attorneys willing to work in the more rural counties and the difficulties it causes.

- F. District Attorney – Departmental Activities:** No one was present from the District Attorney’s Office to give report to the committee.
- A. Sheriff – Departmental Activities:** Sheriff Clay Porter presented his monthly report to the committee and gave a brief update on the annual jail inspection report. Discussion ensued. Sheriff Porter reported that his department is currently short one male dispatcher and the annual Committee Jail Inspection will take place in January. Chief Deputy Wallace read a jail staffing memo to the committee.
- G. Emergency Management – Departmental Activities:** John Heinen, Community Emergency Coordinator/Haz Planner gave report on the work he is doing for grants and have a brief update on the last LEPC meeting. Emergency Services Director, Michael Jessen reported on a recent black water leak in the county and that he is looking into the viability of a cellular based option for radio operations for Emergency Management. Brief discussion ensued.
- H. PSAP & GIS Grants:** MIS Director, Ms. Barb Scott briefly reported that the 2024 GIS grant dollars were received and the 2025 GIS grant was approved.
- I. Radio Tower Project:** Sheriff Porter reported on the overall progress being made with the radio tower project but did point out the continued issues with the Yuba tower site being back in the engineering phase. Director Scott reminded the committee members present of the Executive and Finance meeting happening following the Public Safety Committee meeting.

**Approval of Monthly Invoices:** Sheriff Porter gave a brief explanation of the monthly invoices. Brief discussion ensued. Motion by Cosgrove, second by Manning to approve the Sheriff’s Department monthly invoices. Motion carried and the monthly invoices were approved.

**Discussion & Possible Action: Approval Of The Richland County Integrated Preparedness Plan:** John Heinen handed out copies of the Richland County Integrated Preparedness Plan to those assembled and asked for their feedback. Consensus from the committee to give feedback to Mr. Heinen on the integrated preparedness plan as presented.

**Discussion & Possible Action: Opening And Selection Of Squad Car Bid(s):** Sheriff Porter received one bid from Fillback for a Ford Explorer Police Interceptor at \$45,768.50 or a Dodge Durango Pursuit vehicle at \$43,701.50. Brief discussion ensued. Motion by Manning, second by Fleming to accept the bid for the Dodge Durango Pursuit vehicle. Motion carried that the bid for the Dodge Durango Pursuit vehicle was accepted.

**Discussion & Possible Action: Approval Of A Casual Patrol Deputy Hire:** Sheriff Porter gave a brief explanation of the desire to hire Max Hougan as a casual patrol deputy. Motion by Cosgrove, second by Manning to hire Max Hougan as a casual patrol deputy. Brief discussion ensued. Motion carried and hiring Max Hougan as a casual patrol deputy was approved.

Richland County  
Public Safety Standing Committee

**Correspondence:** None

**Future Agenda Items:**

Committee Jail Inspection – Sheriff Porter

**Adjourn:** Committee Vice-Chair Severson entertained a motion to adjourn. Motion by Manning, second by Fleming to adjourn. Motion carried and meeting adjourned at 9:48 AM.



Myranda H. Hege  
Deputy County Clerk

DRAFT

Sq year	Plate	Vin#	January	February	March	April	May	June	July
2018	ADY7972	8JGB69005	67,400						
2018	AED1287	5JGB69004	82,050						
2018	7755	KJGB93287	66,469						
2018	AST2493	LJGA84720	92,215						
2018	5871	4JGC17213	156,424						
2018	7754	2JGC17212	176,684						
2019	5874	KH600559	121,987						
2019	AJM5933	8KR808426	58,144						
2019	6898	9KKC42277	95,183						
2019	6958	7KKC42276	85,576						
2020	5872	5LC369759	52,989						
2020	8980	2LC369757	97,957						
2020	9047	4LC369758	91,740						
2020	F2574	2LC369760	110,604						
2021	TM8804	MN708092	40,205						
2021	5873	MGB61433	63,441						
2021	9794	MGB61434	62,705						
2022	E5876	NGB48221	50,534						
2022	E5619	1FM5K8A B2NGB50 491	58,075						
2023	E5875	8PC591449	25,886						
2023	E7754	9PC591539	22,601						
2024	AXF7591	RC139717	5,784						
2024	F2890	RC139716	4,810						





# Richland County

## 2024 Year End Coroners Report

120 Cases in 2024 (147 last year) (97 ten years ago)

4 Suicides (4 also last year)

0 Murder/Homicide (1 last year)

0 Overdose Deaths this year (2 last year)

7 Accidental Deaths

(1) ATV Accident 7 years prior

(1) Asphyxia

(1) Motorcycle Accident

(1) Woodcutting Accident

(1) Motor Vehicle Accident

(1) Medical Negligence

(1) Workplace Fall

(8 Accidental deaths last year)

Youngest decedent was 19 (last year age 5)

Oldest decedent was 108 (last year was 105)

112 out of 120 cases were cremations (8 traditional burials)

Last year, 120 out of 147 cases were cremations (27 traditional burials)



57 of 120 cases were on Hospice in 2024

43 of 147 cases were on Hospice last year

3 Autopsies in 2024

20 Autopsies in 2023

0 Pending cases at the end of 2024

7 Cases pending at this time last year

As always, if you have any questions or concerns, or if there is any further information you would like, just let me know.

Thank you to all of the departments and agencies that we work with. Your partnerships and support are vital to the operation of our office.

Sincere wishes to all for a happy and healthy new year!

Regards,

Jim

Expenditure Guideline  
 FOR THE PERIOD(S) JAN 01, 2024 THROUGH DEC 31, 2024

	ANNUAL REVISED BUDGET	ENCUMBERED	ACT MTD POSTED AND IN PROCESS	ACT YTD POSTED AND IN PROCESS	REMAINING BALANCE	PCT	
10 GENERAL FUND							
5121 CIRCUIT COURT							
0000 PROJECT							
5111 SALARIES - REGULAR	175,922.24	0.00	13,749.30	178,193.46	2,271.22-	101	-----
5112 SALARIES - PART-TIME	0.00	0.00	0.00	0.00	0.00	0	
5113 SALARIES - OVERTIME	0.00	0.00	0.00	0.00	0.00	0	
5115 TEMPORARY - CASUAL	0.00	0.00	0.00	0.00	0.00	0	
5144 WITNESS FEES	300.00	0.00	0.00	234.80	65.20	78	-----
5145 PER DIEM COURT REPORTER	200.00	0.00	0.00	0.00	200.00	0	
5150 SECTION 125 PLAN-CO SHARE	250.00	0.00	18.40	229.26	20.74	91	-----
5151 FICA - COUNTY SHARE	13,458.05	0.00	965.41	12,702.82	755.23	94	-----
5152 RETIREMENT - COUNTY SHARE	12,138.63	0.00	948.70	12,295.42	156.79-	101	-----
5153 DENTAL INSURANCE-CO SHARE	2,514.48	0.00	216.88	2,521.93	7.45-	100	-----
5154 HEALTH INSURANCE - COUNTY SH	50,484.48	0.00	3,862.32	46,970.88	3,513.60	93	-----
5155 LIFE INSURANCE - COUNTY SHAR	32.31	0.00	4.78	54.06	21.75-	167	-----!!!!
5161 HEALTH INS REIMBURSEMENT DED	2,000.00	0.00	0.00	0.00	2,000.00	0	
5167 DEFERRED COMP	0.00	0.00	0.00	0.00	0.00	0	
5214 SOFTWARE SUPPORT	0.00	0.00	0.00	0.00	0.00	0	
5215 PSYCHOLOGICAL EVALUATION	0.00	0.00	0.00	10,112.50	10,112.50-	9999	-----!!!!
5216 INTERPRETER FEES	4,000.00	0.00	932.04	5,812.04	1,812.04-	145	-----!!!!
5225 TELEPHONE	600.00	0.00	36.13	411.88	188.12	68	-----
5248 SERVICES ON MACHINES	0.00	0.00	0.00	0.00	0.00	0	
5251 TRANSCRIPTS	800.00	0.00	22.00	354.00	446.00	44	----
5256 JURY TRIAL EXPENSE	10,500.00	0.00	34.80	4,687.39	5,812.61	44	----
5259 SMALL CLAIMS MEDIATION	1,500.00	0.00	180.00	1,340.00	160.00	89	-----
5311 POSTAGE AND ENVELOPES	5,000.00	0.00	236.10	4,504.75	495.25	90	-----
5315 COPY PAPER AND EXPENSE	1,900.00	0.00	488.10	1,965.20	65.20-	103	-----
5319 OFFICE SUPPLIES & COMPUTER S	2,500.00	0.00	301.15	2,172.98	327.02	86	-----
5321 LEGAL SOFTWARE SUBSCRIPTION	3,705.84	0.00	184.28	1,805.40	1,900.44	48	----
5323 CLEAR (ON-LINE DATA SEARCH)	2,000.00	0.00	130.38	1,419.42	580.58	70	-----
5324 DUES	300.00	0.00	0.00	325.00	25.00-	108	-----
5326 ADVERTISING	0.00	0.00	0.00	0.00	0.00	0	
5334 REGISTRATION	300.00	0.00	0.00	365.00	65.00-	121	-----!!
5335 MEALS	200.00	0.00	0.00	265.62	65.62-	132	-----!!!
5336 LODGING	700.00	0.00	0.00	980.00	280.00-	140	-----!!!!
5339 MILEAGE	700.00	0.00	0.00	561.51	138.49	80	-----
5819 NEW EQUIPMENT	2,000.00	0.00	0.00	0.00	2,000.00	0	
5906 UNEMPLOYMENT INSURANCE	0.00	0.00	0.00	0.00	0.00	0	
5970 CONTRACT SERVICES	0.00	0.00	0.00	0.00	0.00	0	
5999 BILLS-NO-LINE DETAIL	0.00	0.00	0.00	0.00	0.00	0	
TOTAL: PROJECT	294,006.03	0.00	22,310.77	290,285.32	3,720.71	98	-----
0103 GAL FEES CHAPTER 48 & 938							
5212 ATTORNEY-GAL FEES	0.00	0.00	0.00	0.00	0.00	0	
TOTAL: GAL FEES CHAPTER 48 & 938	0.00	0.00	0.00	0.00	0.00	0	
0106 GAL FEES CHAPTER 767							

Expenditure Guideline  
 FOR THE PERIOD(S) JAN 01, 2024 THROUGH DEC 31, 2024

	ANNUAL REVISED BUDGET	ENCUMBERED	ACT MTD POSTED AND IN PROCESS	ACT YTD POSTED AND IN PROCESS	REMAINING BALANCE	PCT
10 GENERAL FUND						
5121 CIRCUIT COURT						
0106 GAL FEES CHAPTER 767						
5212 ATTORNEY-GAL FEES	38,000.00	0.00	1,493.75	18,590.89	19,409.11	48 ----
TOTAL: GAL FEES CHAPTER 767	38,000.00	0.00	1,493.75	18,590.89	19,409.11	48 ----
0112 N/F COURT COMMISSIONER						
5212 ATTORNEY-N/F COURT COMMISSNR	2,500.00	0.00	0.00	339.50	2,160.50	13 -
TOTAL: N/F COURT COMMISSIONER	2,500.00	0.00	0.00	339.50	2,160.50	13 -
0114 GAL FEES						
5212 ATTORNEY-GAL FEES	2,000.00	0.00	0.00	1,320.00	680.00	66 -----
TOTAL: GAL FEES	2,000.00	0.00	0.00	1,320.00	680.00	66 -----
0116 DEAN FEES						
5212 ATTORNEY-DEAN FEES	80,000.00	0.00	7,308.20	36,568.89	43,431.11	45 ----
TOTAL: DEAN FEES	80,000.00	0.00	7,308.20	36,568.89	43,431.11	45 ----
TOTAL: CIRCUIT COURT	416,506.03	0.00	31,112.72	347,104.60	69,401.43	83 -----
TOTAL: GENERAL FUND	416,506.03	0.00	31,112.72	347,104.60	69,401.43	83 -----

# Register in Probate

ACS FINANCIAL SYSTEM  
1/02/2025 15:17:22  
LEVEL OF DETAIL 1.0 THRU 4.0

Expenditure Guideline  
FOR THE PERIOD(S) JAN 01, 2024 THROUGH DEC 31, 2024

RICHLAND COUNTY  
GL520R-V08.22 PAGE 1

	ANNUAL REVISED BUDGET	ENCUMBERED	ACT MTD POSTED AND IN PROCESS	ACT YTD POSTED AND IN PROCESS	REMAINING BALANCE	PCT	
10 GENERAL FUND							
5120 REGISTER IN PROBATE							
0000 PROJECT							
5111 SALARIES - REGULAR	93,948.40	0.00	7,226.80	91,441.39	2,507.01	97	-----
5112 SALARIES - PART-TIME	0.00	0.00	0.00	0.00	0.00	0	---
5144 WITNESS FEES	150.00	0.00	0.00	45.60	104.40	30	---
5150 SECTION 125 PLAN-CO SHARE	225.00	0.00	13.40	166.44	58.56	73	-----
5151 FICA - COUNTY SHARE	7,187.05	0.00	520.66	6,611.39	575.66	91	-----
5152 RETIREMENT - COUNTY SHARE	6,482.44	0.00	498.66	6,309.59	172.85	97	-----
5153 DENTAL INSURANCE-CO SHARE	1,257.24	0.00	70.70	848.40	408.84	67	-----
5154 HEALTH INSURANCE - COUNTY SH	34,265.87	0.00	2,715.74	33,036.03	1,229.84	96	-----
5155 LIFE INSURANCE - COUNTY SHAR	60.26	0.00	6.71	79.72	19.46-	132	-----!!!
5161 HEALTH INS REIMBURSEMENT DED	1,500.00	0.00	0.00	496.01	1,003.99	33	---
5215 PSYCHOLOGICAL EVALUATION	6,000.00	0.00	0.00	641.65	5,358.35	10	-
5216 INTERPRETER FEES	600.00	0.00	0.00	427.50	172.50	71	-----
5225 TELEPHONE	1,500.00	0.00	36.13	411.88	1,088.12	27	---
5251 TRANSCRIPTS	150.00	0.00	0.00	0.00	150.00	0	---
5311 POSTAGE AND ENVELOPES	1,000.00	0.00	78.22	649.59	350.41	64	-----
5315 COPY PAPER AND EXPENSE	400.00	0.00	191.36	565.62	165.62-	141	-----!!!!
5319 OFFICE SUPPLIES & COMPUTER S	1,100.00	0.00	0.00	377.87	722.13	34	---
5324 DUES & SUBSCRIPTIONS	214.00	0.00	0.00	180.00	34.00	84	-----
5326 ADVERTISING	200.00	0.00	0.00	0.00	200.00	0	---
5334 REGISTRATION	100.00	0.00	0.00	0.00	100.00	0	---
5335 MEALS	200.00	0.00	0.00	17.17	182.83	8	---
5336 LODGING	450.00	0.00	0.00	0.00	450.00	0	---
5339 MILEAGE	400.00	0.00	0.00	97.92	302.08	24	---
5819 NEW EQUIPMENT	1,200.00	0.00	0.00	81.98	1,118.02	6	---
TOTAL: PROJECT	158,590.26	0.00	11,358.38	142,485.75	16,104.51	89	-----
0103 GAL FEES CHAPTER 48 & 938							
5212 ATTORNEY-GAL FEES	16,150.00	0.00	2,010.50	10,924.38	5,225.62	67	-----
TOTAL: GAL FEES CHAPTER 48 & 938	16,150.00	0.00	2,010.50	10,924.38	5,225.62	67	-----
0104 GAL FEES CH 51, 54, & 55							
5212 ATTORNEY-GAL FEES	17,000.00	0.00	788.40	16,656.75	343.25	97	-----
TOTAL: GAL FEES CH 51, 54, & 55	17,000.00	0.00	788.40	16,656.75	343.25	97	-----
0109 ADVERSARY-REG IN PROBATE							
5212 ADVERSARY ATT-REG IN PROBATE	25,000.00	0.00	0.00	3,590.00	21,410.00	14	-
TOTAL: ADVERSARY-REG IN PROBATE	25,000.00	0.00	0.00	3,590.00	21,410.00	14	-
0112 N/F COURT COMMISSIONER							
5212 ATTORNEY-N/F COURT COMMISSNR	500.00	0.00	0.00	140.00	360.00	28	---
TOTAL: N/F COURT COMMISSIONER	500.00	0.00	0.00	140.00	360.00	28	---
TOTAL: REGISTER IN PROBATE	217,240.26	0.00	14,157.28	173,796.88	43,443.38	80	-----
TOTAL: GENERAL FUND	217,240.26	0.00	14,157.28	173,796.88	43,443.38	80	-----

	ADOPTED BUDGET	REVISED BUDGET	ANNUAL ACT MTD POSTED ACT YTD POSTED BUDGET AND IN PROCESS AND IN PROCESS	REMAINING BALANCE	PCT
10 GENERAL FUND					
4500 PUBLIC CHARGES FOR SERVICES					
0206 PROBATE FEES					
4515 REGISTER IN PROBATE - PROBATE	6,000.00	6,000.00	154.93	7,990.66	1,990.66- 133 -----!!!
TOTAL: PROBATE FEES	6,000.00	6,000.00	154.93	7,990.66	1,990.66- 133 -----!!!
0207 CERTIFICATIONS					
4515 REGISTER IN PROBATE - CERTIF	300.00	300.00	12.00	430.00	130.00- 143 -----!!!!
TOTAL: CERTIFICATIONS	300.00	300.00	12.00	430.00	130.00- 143 -----!!!!
TOTAL: PUBLIC CHARGES FOR SERVICES	6,300.00	6,300.00	166.93	8,420.66	2,120.66- 133 -----!!!
TOTAL: GENERAL FUND	6,300.00	6,300.00	166.93	8,420.66	2,120.66- 133 -----!!!

Disbursement History Report  
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CHECK#	DATE	VENDOR	VENDOR NAME DETAIL DESCR	AMOUNT	CLAIM INVOICE PROJECT	PO#	SOURCE/JE/ID F 9 BX M BANK FUND & ACCOUNT	LINE	ACCOUNT NAME
41458	12/10/24	1575	TECH COM, INC 12/01 40597500	36.13	40597500		D-121024-437	00044	TELEPHONE
							-	WF52	10.5120.0000.5225
41460	12/10/24	4233	KOPP MCKICHAN LLP 12/09 22JC08 22JC12	635.00	22JC08		D-121024-437	00070	ATTORNEY-GAL FEES
							N 01	WF52	10.5120.0103.5212
41460	12/10/24	4233	KOPP MCKICHAN LLP 12/09 24JC04	180.00	24JC04		D-121024-437	00071	ATTORNEY-GAL FEES
							N 01	WF52	10.5120.0103.5212
41460	12/10/24	4233	KOPP MCKICHAN LLP 12/02 78760	120.00	78760		D-121024-437	00059	ATTORNEY-GAL FEES
							N 01	WF52	10.5120.0103.5212
				935.00	*CHECK TOTAL				
41481	12/12/24	4233	KOPP MCKICHAN LLP 12/10 24JC03	1,075.50	24JC03		D-121224-450	00002	ATTORNEY-GAL FEES
							N 01	WF52	10.5120.0103.5212
41577	12/16/24	1390	CDW LLC DBA- 09/27 AC/12083465	191.36	AA8C19K		D-121624-454	00002	COPY PAPER AND EXPENSE
							-	WF52	10.5120.0000.5315
41919	12/31/24	132	FRANK/ATTORNEY THEODORE 12/18 24GN23	788.40	24GN23		D-123124-507	00030	ATTORNEY-GAL FEES
							N 01	WF52	10.5120.0104.5212

