

Joint Municipal Court Committee

Thursday, June 18, 2020

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1 The meeting of the Joint Municipal Court Committee was called to order at 3:30 p.m. on
2 Thursday, June 18, 2020. It was noted that the meeting had been announced and a notice posted
3 at City Hall.

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5 Roll call was taken with the following members present: Village of Holmen Administrator Scott
6 Heinig, Village of West Salem Administrator Teresa DeLong, City of Onalaska Financial
7 Services Director/Treasurer Fred Buehler, Town of Campbell Clerk/Treasurer/Zoning
8 Administrator Cassandra Hanan, Town of Campbell Representative Terry Schaller, Village of
9 Bangor Police Chief Scott Alo

10
11 Also Present: Municipal Court Supervisor Hildie McIntyre, Municipal Court Judge Mark
12 Huesmann, City of Onalaska Police Chief Charles Ashbeck, City of Onalaska Deputy Finance
13 Director Kim Isensee, Village of West Salem Police Chief Jeremy Randall

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15 **Item 2 - Approval of minutes from the previous meeting**

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17 Motion by Teresa DeLong, second by Cassandra Hanan, to approve the minutes from the
18 previous meeting as printed and on file in the City Clerk's Office.

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20 On voice vote, motion carried.

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22 **Item 3 – Public Input (Limited to 3 minutes/individual)**

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24 No public input.

25
26 **Consideration and possible action on the following items:**

27
28 **Item 4 – Nomination and Election of Chair**

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30 Motion by Scott Heinig, second by Teresa DeLong, to nominate and elect Cassandra Hanan as
31 Chair of the Joint Municipal Court Committee.

32
33 On voice vote, motion carried.

34
35 **Item 5 – Nomination and Election of Vice Chair**

36
37 Motion by Scott Heinig, second by Teresa DeLong, to nominate and elect Scott Alo as Vice
38 Chair of the Joint Municipal Court Committee.

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40 On voice vote, motion carried.

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42 **Item 6 – Announce Police Chief member based on rotation -- Village of Bangor**

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44 Village of Bangor Police Chief Scott Alo will serve as the Police Chief Member.

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46 **Item 7 – Clerk of Court – No Report**

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48 a. Practices/Procedures since COVID-19 for the Joint Municipal Court (JMC)

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50 There was a discussion pertaining to the procedure moving forward at the Joint Municipal Court.

51

52 b. Quarterly scorecards for Towns, Cities & Villages (T-C-V)

53

54 The statistics for the first quarter of 2020 are as follows:

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- 56 • **Total citations filed:** 984
- 57 • **Citations dismissed:** 84
- 58 • **Trials:** 2
- 59 • **Guilty/No Contest/Default:** 780
- 60 • **Not guilty plea:** 14
- 61 • **Revocations/suspensions:** 8
- 62 • **NASP:** 3
- 63 • **DPA:** 11
- 64 • **Community service:** 15
- 65 • **Continued:** 76
- 66 • **Total:** 1,977

67

68 c. Scheduling Juvenile Court night

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70 Committee members discussed moving Juvenile Court to Wednesdays once court resumes in the
71 future. Judge Huesmann agreed and provided input as to why this was agreed upon.

72

73 d. Processing payments using credit card system

74

75 Kim outlined Point & Pay, and both Scott Heinig and Teresa requested information on this.
76 Police Chief Ashbeck suggested that the police departments use both GovPayNet and Point &
77 Pay, and also provide a drop-down option on the websites.

78

79 e. Discussion and possible action regarding Personal Service Warrant

80

81 There was discussion and input from both Police Chief Ashbeck and Police Chief Randall.

82 Police Chief Ashbeck asked to check if all municipal police departments may access Tracs to be

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83 able to print off citations for other municipalities. Hildie will provide court dates to dispatch.

84

85 f. Tiered fines for operating after revocation tickets

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87 Committee members agreed upon tiered fines. Scott Heinig said that a meeting between
88 municipalities should be scheduled to discuss amounts.

89

90 **Item 8 – Finance Department:**

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92 a. Financials

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94 Motion by Fred Buehler, second by Scott Heinig, to approve the Financials.

95

96 On voice vote, motion carried.

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98 b. Joint Municipal Court report regarding forfeitures/court costs

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100 The report contains the following data:

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Municipality	Forfeitures	Court Costs Due City	Total
102 Onalaska	\$36,296.19	\$15,911.26	\$52,207.45
103 Bangor	\$2,015.86	\$1,095.00	\$3,110.86
104 Campbell	\$5,476.57	\$3,062.90	\$8,539.47
105 Holmen	\$12,515.93	\$4,562.01	\$17,077.94
106 Shelby	\$774.06	\$365.00	\$1,139.06
107 West Salem	\$6,622.13	\$3,748.89	\$10,371.02
108 Totals	\$63,700.74	\$28,745.06	\$92,445.80

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110 Motion by Scott Heinig, second by Teresa DeLong, to approve the Joint Municipal Court report
111 regarding forfeitures/court costs.

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113 On voice vote, motion carried.

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115 c. Quarterly report containing cases not dismissed

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117 The cases not dismissed data for first quarter of 2020 is as follows:

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Agency	No.	YTD	Pct.
119 Onalaska	483	483	52.8446
120 Bangor	18	18	1.9694
121 Campbell	110	110	12.0350

122

123 Reviewed 06/26/2020 by Fred Buehler

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124	Holland	--	--	--
125	Holmen	178	178	19.4748
126	Rockland	--	--	--
127	Shelby	14	14	1.5317
128	West Salem	111	111	12.1444
129	Total	914	914	100.0000

130

131 Motion by Fred Buehler, second by Scott Heinig, to approve the quarterly report containing
132 cases not dismissed.

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134 On voice vote, motion carried.

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136 **Item 9 – Next meeting date – August 20, 2020**

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138 The Joint Municipal Court’s next scheduled meeting date is Thursday, August 20.

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140 **Adjournment**

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142 Motion by Teresa DeLong, second by Scott Heinig, to adjourn at 4:31 p.m.

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144 On voice vote, motion carried.

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146

147 Recorded by:

148

149 Kirk Bey