

Coulee Region Joint Municipal Court Committee

Thursday, July 19, 2018

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1 The meeting of the Coulee Region Joint Municipal Court Committee was called to order at 3:32
2 p.m. on Thursday, July 19, 2018. It was noted that the meeting had been announced and a notice
3 posted at City Hall.

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5 Roll call was taken with the following members present: Village of West Salem Administrator
6 Teresa Schnitzler, Village of Holmen Administrator Scott Heinig, Town of Holland
7 Representative Mike Hoffman, Village of Bangor Police Chief Scott Alo, Village of Holmen
8 Police Chief Shane Collins (alternate), Village of West Salem Police Chief Charles Ashbeck
9 (alternate), and City of Onalaska Administrator Eric Rindfleisch

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11 Also Present: Municipal Court Supervisor Hildie McIntyre, City of Onalaska Deputy Financial
12 Services Director Kim Isensee, City of Onalaska First District Alderperson Jim Binash

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

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

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19 On voice vote, motion carried.

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

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23 No Public comment or input was made.

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

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27 **Item 4 – Clerk of Court:**

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29 a. Monthly/Quarterly Scorecard

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31 The statistics for the second quarter of 2018 for all towns, cities and villages are as follows:

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33 • **Total citations filed:** 1,012 (compared to 791 in the first quarter of 2018)
34 • **Citations dismissed:** 124 (compared to 76 in the first quarter of 2018)
35 • **Trials:** 3 (compared to 4 in the first quarter of 2018)
36 • **Guilty/No Contest/Default:** 828 (compared to 617 in the first quarter of 2018)
37 • **Not guilty plea:** 29 (compared to 24 in the first quarter of 2018)
38 • **Revocations/suspensions:** 11 (compared to 101 in the first quarter of 2018)
39 • **NASP:** 2 (compared to 4 in the first quarter of 2018)
40 • **DPA:** 10 (compared to 25 in the first quarter of 2018)
41 • **Community service:** 31 (compared to 39 in the first quarter of 2018)

Reviewed 7/23/18 by Kim Isensee

Coulee Region Joint Municipal Court Committee

Thursday, July 19, 2018

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- 42 • **Continued:** 110 (compared to 78 in the first quarter of 2018)
- 43 • **Total:** 2,160 (compared to 1,759 in the first quarter of 2018)

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45 Motion by Teresa Schnitzler, second by Shane to accept the Financials.

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47 On voice vote, motion carried.

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49 b. Update Regarding State Debt Collection (SDC)

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51 Hildie noted State Debt Collections are done on a monthly basis and are current. Hildie also
52 updated committee members on how the collection process has changed on citations which are
53 able to suspend driver's licenses.

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55 **Item 5 – Finance Department:**

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57 a. Financials

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59 The JMC monthly summary through the second quarter of 2018 (June 30) is as follows:

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61 Municipality	62 Forfeitures	63 Court Costs Due City	64 Total
65 Onalaska	\$62,406.73	\$21,462.34	\$83,869.07
66 Bangor	\$4,094.31	\$1,926.12	\$6,020.43
67 Campbell	\$8,332.05	\$3,593.43	\$11,925.48
68 Holmen	\$20,602.97	\$8,350.03	\$28,953.00
69 Shelby	\$2,554.68	\$1,095.06	\$3,649.74
70 West Salem	\$9,541.19	\$4,321.73	\$13,862.92
71 Totals	\$107,531.93	\$40,748.71	\$148,280.64

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73 Kim shared the following information with committee members:

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- 75 • Accounts Receivable balances have decreased by approximately \$4,500 from the
76 previous quarter due in part to the aggressive nature of the collection practices of utilizing
77 driver's license suspensions.
- 78 • Expense Account No. 208-51200-393 states fines and forfeitures for the participating
79 towns, cities and villages totaled \$95,985.98. However, fines and forfeitures balance to
80 the summary (\$107,531.93) when the amount withheld for January (\$11,545.93) is added
81 back in.

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83 b. Update regarding State Debt Collection

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85 Kim noted total State Debt Collections were \$17,340.13 for July 2018.

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Reviewed 7/23/18 by Kim Isensee

Coulee Region Joint Municipal Court Committee

Thursday, July 19, 2018

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c. Joint Municipal Court Cases Not Dismissed

The Citations Not Dismissed through the second quarter of 2018 (June 30) are as follows:

Agency	No.	Pct.
Onalaska	884	52.2150
Bangor	70	4.1347
Campbell	167	9.8641
Holland	--	--
Holmen	418	24.6899
Rockland	--	--
Shelby	38	2.2445
West Salem	116	6.8517
Total	1,693	100

Kim noted citations not dismissed had increased by 20 from the second quarter of 2017.

d. Update Regarding Software Implementation

Hildie said the TCM imaging program is scheduled to be installed July 27, and training is scheduled for August 6. However, the latter date might need to be changed as court is scheduled to be held that evening in the City of Onalaska.

Item 6 – Next meeting date – October 18, 2018

The Joint Municipal Court Committee’s next meeting is scheduled for 3:30 p.m. on Thursday, October 18.

Adjournment

Motion by Teresa, second by Shane, to adjourn at 3:41 p.m.

On voice vote, motion carried.

Recorded by:

Kirk Bey