

**Joint Municipal Court Committee**

Thursday, August 20, 2020

1

1 The meeting of the Joint Municipal Court Committee was called to order on Thursday, August  
2 20, 2020. It was noted that the meeting had been announced and a notice posted at City Hall.

3  
4 Roll call was taken with the following members present: Town of Campbell  
5 Clerk/Treasurer/Zoning Administrator Cassandra Hanan, Village of West Salem Administrator  
6 Teresa DeLong, Town of Shelby Board Supervisor Marlene Heal, Village of Holmen  
7 Administrator Scott Heinig, Village of Rockland President Jon Hohlfeld, City of Onalaska  
8 Financial Services Director/Treasurer Fred Buehler

9  
10 Also Present: Municipal Court Supervisor Hildie McIntyre, City of Onalaska Attorney Amanda  
11 Jackson, City of Onalaska Police Chief Charles Ashbeck, City of Onalaska Deputy Finance  
12 Director Kim Isensee, Municipal Court Judge Mark Huesmann, Village of Holmen Police Chief  
13 Shane Collins, Village of West Salem Police Chief Jeremy Randall

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

16  
17 Cassandra referred to the June 18, 2020 Joint Municipal Court Committee meeting minutes and  
18 noted neither Town of Campbell Representative Terry Schaller nor Village of Bangor Police  
19 Chief Scott Alo were present although they were noted as such.

20  
21 Motion by Scott Heinig, second by Teresa, to approve the amended minutes from the previous  
22 meeting as printed and on file in the City Clerk’s Office.

23  
24 On voice vote, motion carried.

25  
26 **Item 3 – Public Input (Limited to 3 minutes/individual)**

27  
28 Cassandra called twice for anyone wishing to provide public input and closed that portion of the  
29 meeting.

30  
31 **Consideration and possible action on the following items:**

32  
33 **Item 4 – Clerk of Court – No Report**

34  
35 a. Practices/Procedures since COVID-19 for the Joint Municipal Court (JMC)

36  
37 Hildie told committee members the practices and procedures have remained unchanged since the  
38 committee last met June 18, and she said the practices and procedure appear to be working  
39 extremely well.

40  
41 b. Quarterly scorecard for Towns, Cities & Villages (T-C-V)

**Joint Municipal Court Committee**

Thursday, August 20, 2020

2

42  
43 The statistics for the second quarter of 2020 are as follows:

- 44
- 45 • **Total citations filed:** 412
- 46 • **Citations dismissed:** 25
- 47 • **Trials:** 1
- 48 • **Guilty/No Contest/Default:** 188
- 49 • **Not guilty plea:** 4
- 50 • **Revocations/suspensions:** 3
- 51 • **NASP:** 1
- 52 • **DPA:** 0
- 53 • **Community service:** 0
- 54 • **Continued:** 0
- 55 • **Total:** 634

56  
57 Hildie said she believes the second quarter statistics are low because the municipalities were not  
58 issuing many citations.

59  
60 c. Processing payment using credit card system

61  
62 Village of Holmen Police Chief Collins noted the system has been installed in the squad cars and  
63 said he believes the process is going well. Police Chief Collins also said the Village of Holmen  
64 likely will not be implementing the system in the office.

65  
66 d. Discussion and possible action regarding Personal Service Warrant

67  
68 Hildie told committee members she had discussed this item with City of Onalaska Police Chief  
69 Ashbeck and said they wanted to organize a meeting with some of the other police chiefs.

70  
71 Police Chief Ashbeck said the meeting with area law enforcement chiefs has not yet occurred.  
72 Police Chief Ashbeck said he believes the meeting should be held so the other chiefs may  
73 participate in the discussion.

74  
75 e. Tiered fines for operating after revocation tickets

76  
77 Hildie noted the committee had addressed this topic in June and said committee members would  
78 be taking this matter to their respective governmental bodies.

79  
80 Cassandra said she believes it would be beneficial to have a consistent fee structure amongst the  
81 municipalities, noting she had spoken with Town of Campbell Police Chief Drew Gavrilos  
82 earlier Thursday, but he had not been able to provide her with any data. Cassandra also noted the  
Reviewed 8/24/2020 by Fred Buehler

**Joint Municipal Court Committee**

Thursday, August 20, 2020

3

83 Town of Campbell has not received any data regarding what the City of Onalaska is doing.

84

85 Judge Huesmann asked if Hildie needs to provide the City of Onalaska's rate sheet for OAR and  
86 OAS fines.

87

88 Cassandra said she believes there had been a discussion at the June meeting about the Town of  
89 Campbell adopting it as part of its fee schedule.

90

91 Scott said Police Chief Collins had told him he believes the Village of Holmen's rates are  
92 comparable to those of the City of Onalaska, and therefore he is not sure the Village of Holmen  
93 would have much to modify. Scott also said he believes Cassandra is correct as "the whole  
94 concept was that we would try to have some consistency between the different jurisdictions on  
95 certain citations." Scott said he believes that is an internal matter where one community should  
96 attempt to reach out to another community and compare comparable ordinances. Scott said, "If  
97 they want to bring that back to their organizational boards or councils, they do that. I think that's  
98 something we all can work on as we go. We can have some updates on it from time to time. But  
99 as far as it being this reoccurring, known commodity on the agenda, I don't know if we'll ever  
100 get there, honestly, [because] every community is so different. We'll just keep on working on it  
101 internally from one community to the other. It would be helpful ... What we asked of you,  
102 Hildie and Judge [Huesmann], is what specific ordinances you wanted to be consistent, because  
103 you're not going to make all the ordinances the same. Did you have certain ones that were really  
104 important ... [Are there] three or four that you wanted to make sure are the same that would  
105 make things easier?"

106

107 Hildie told Scott possession of drug paraphernalia and THC in the City of Onalaska both carry a  
108 fine of \$439, whereas she believes possession of THC in the Village of Holmen carries a fine of  
109 \$439, but possession of drug paraphernalia carries a fine of \$250.

110

111 Amanda noted she had found a couple of conflicts with fine amounts in the City of Onalaska's  
112 ordinances, which she is currently reviewing. Amanda said she believes the City of Onalaska  
113 ultimately will perform an entire fine audit this fall to ensure that all of its fine amounts are in  
114 line with statutory penalties, where applicable. The city also will evaluate the other fines to  
115 ensure they still are at an amount city staff believes is appropriate. Amanda said, "It could be  
116 something where once we are done with that, the judge could review those and maybe determine  
117 which forfeitures he believes should be universal. It would make sense to me that perhaps on  
118 some level that possession and [paraphernalia] are universal throughout the municipalities.  
119 Perhaps we could start there, do our fine audit, and then let the judge review those fines to see  
120 which ones he thinks should be consistent among all of us."

121

122 Scott said he believes that is a logical approach, noting he did not realize the City of Onalaska  
123 was taking that action. Scott said if the City of Onalaska takes the lead on the audit and shares

124 the data once it is concluded, it would be simple to state, “This is what we would like to be  
125 consistent, and then those items with those numbers straight off that audit, we could easily  
126 implement from a community base one to the next. I think that’s a good approach.”

127

128 Hildie told Scott he believes the fine audit is a recent development and that is why it is new since  
129 the June meeting.

130

131 Scott said he believes it answers this item ideally across the board for how this will be addressed.  
132 Scott suggested placing this item on the next meeting agenda when the fine audit has been  
133 completed and the judge states what he would like to see consistent across the board. Scott said  
134 it then would be easy for each committee member to take it back to his/her respective boards and  
135 councils to make the necessary adjustments.

136

137 **Item 5 – Finance Department:**

138

139 a. Financials

140

141 Fred’s report, with assistance from Hildie, included the following:

142

- 143 • The City of Onalaska had anticipated spending \$12,871 in the 2020 budget for its  
144 software maintenance contract, but \$18,761.16 has been spent to date. Fred said the city  
145 had hoped not to pay Tyler Technologies the entire year. However, Tyler is the only  
146 organization that may access the blot format in the TCM program – specifically, the  
147 letters that automatically attached to the file – without the city needing to expend more  
148 funds. Fred said no one from Tyler will return his calls, and he told committee members  
149 he will not pay any additional funds for a maintenance contract into 2021. Hildie said  
150 that while she is able to function without the program because she still has access to  
151 Incode, she is unable to access copies of certain documents for Circuit Court.
- 152 • The 2020 budget included \$65,865 for “Technical Outlay – JMC,” and \$60,846.64 has  
153 been spent to date. TiPSS software accounted for \$59,665. A laptop was purchased for  
154 the Clerk of Courts Department at a cost of \$1,082, and \$100 was utilized for UPS.
- 155 • Fred noted \$1,247.39 was utilized for a laptop for Judge Huesmann, with the goal of the  
156 city being reimbursed through the CARES Act.
- 157 • Fines and forfeitures totaled \$82,750.52.

158

159 Scott asked Fred if he is saying the \$1,247.39 for Judge Huesmann’s laptop will be reimbursed.

160

161 Fred said yes and continued with his report.

162

- 163 • Forfeitures through July 31 totaled \$96,157.71, which is a decrease of \$28,330.98  
164 compared to July 2019. Court costs due to the City of Onalaska totaled \$39,400.24,

**Joint Municipal Court Committee**

Thursday, August 20, 2020

5

165 which is a decrease of \$17,147.55 compared to July 2019. The total through July 31 was  
166 \$135,557.95, which is a decrease of \$45,478.53 compared to July 2019.

167  
168 b. Joint Municipal Court report regarding forfeitures/court costs

169  
170 The report contains the following data through July:

171

172 Municipality	Forfeitures	Court Costs Due City	Total
173 Onalaska	\$55,206.91	\$21,725.61	\$76,932.52
174 Bangor	\$2,888.80	\$1,296.00	\$4,184.80
175 Campbell	\$10,247.56	\$4,452.90	\$14,700.46
176 Holmen	\$17,810.20	\$6,475.75	\$24,285.95
177 Shelby	\$1,343.17	\$606.00	\$1,949.17
178 West Salem	\$8,661.07	\$4,843.98	\$13,505.05
179 <b>Totals</b>	<b>\$96,157.71</b>	<b>\$39,400.24</b>	<b>\$135,557.95</b>

180  
181 c. Quarterly report containing cases not dismissed

182  
183 The second quarter statistics are as follows:

184

185 Agency	No.	YTD	Pct.
186 Onalaska	139	622	55.6849
187 Bangor	1	19	1.7010
188 Campbell	17	127	11.3697
189 Holland	--	--	--
190 Holmen	23	201	17.9946
191 Rockland	--	--	--
192 Shelby	3	17	1.5219
193 West Salem	20	131	11.7278
194 <b>Total</b>	<b>203</b>	<b>1,117</b>	<b>100.0000</b>

195  
196 Fred asked the committee to approve the financials.

197  
198 Motion by Scott, second by Teresa, to approve the financials.

199  
200 On voice vote, motion carried.

201  
202 d. Options regarding recertifying the members of Joint Municipal Court

203  
204 Amanda told committee members Act 70, which was passed in 2019, had made some changes to  
205 the Municipal Code in the State of Wisconsin Statutes. One of those changes is a requirement

**Joint Municipal Court Committee**

Thursday, August 20, 2020

6

206 that when a municipality leaves the Joint Municipal Court, the City of Onalaska is obligated to  
207 recertify its entire court with the State of Wisconsin. Amanda told committee members she had  
208 contacted the District Court Administrator, who confirmed this and emphasized that any time a  
209 municipality exits a municipal court it both must recertify with the State of Wisconsin and  
210 update the ordinance each municipality must have be uniform. Amanda said she believes the  
211 Town of Holland was the last municipality that left the JMC in 2019, and it has become  
212 necessary to undergo the recertification process. Further, each municipality must update the  
213 ordinances that were updated in 2019. Amanda said the District Court Administrator had  
214 emphasized a municipality is “in it for the long haul” if it is part of the JMC, noting she had  
215 received an email from the administrator Thursday morning.

216

217 Amanda said she does not have any additional information on the recertification process at this  
218 time, and she also said she believes it is a good time to have a discussion if there are any  
219 municipalities that do not want to remain with the JMC for the long haul. Amanda said she will  
220 be looking into the recertification process, noting the current and original JMC agreements state  
221 a municipality must provide notice either in August or by August if it intends to leave the  
222 following year. Amanda said, “Part of this comes down to voting and making sure that on the  
223 other end they have enough time to make sure they change districting, and to make sure that, for  
224 example, the Town of Holland didn’t just vote on the Municipal Court Judge, which they may  
225 have done because we didn’t go through the recertification process. I don’t know if that was on  
226 their ballot or not last April. We got scolded a little bit, we’re going to look at what we have to  
227 do to recertify, and we’re going to fix it moving forward.”

228

229 Scott noted there had been a discussion about bringing the Town of Holland into the JMC and  
230 how the municipality would be charged. Scott said it was not surprising when the Town of  
231 Holland decided to leave the JMC, and he told committee members the Town of Holland will not  
232 be welcomed back once the ordinances have been modified unless it proves it wants to belong.

233

234 Fred noted the JMC had brought in both the Village of Rockland and the Town of Holland, and  
235 he told committee members he has not received notification the Village of Rockland has  
236 removed itself from the JMC.

237

238 Scott noted Jon is representing the Village of Rockland in this meeting, and he told Amanda to  
239 let committee members know when it is time to recertify.

240

241 e. 2021 Coulee Region Joint Municipal Court Budget

242

243 Fred told committee members he is presenting two options for the 2021 estimated budget: Option  
244 A, and Option B. Option A utilizes the number of cases for the first and second quarters of 2020,  
245 and the number of cases for the third and fourth quarters of 2019. Option A is as follows:

246

**Joint Municipal Court Committee**

Thursday, August 20, 2020

7

247	<b>Municipality</b>	<b>Cases</b>	<b>Pct.</b>	<b>Est. Expenditures</b>	<b>Est. Court Costs</b>	<b>Alloc. Of Shortage</b>
248	Onalaska	1,478	51.8779	\$116,710.12	\$36,314.50	\$80,395.63
249	Bangor	96	3.3696	\$7,580.63	\$2,358.72	\$5,221.91
250	Campbell	340	11.9340	\$26,848.07	\$8,353.81	\$18,494.26
251	Holmen	546	19.1646	\$43,114.84	\$13,415.23	\$29,699.60
252	Shelby	48	1.6848	\$3,790.42	\$1,179.36	\$2,610.95
253	West Salem	341	11.9691	\$26,927.03	\$8,378.38	\$18,548.65
254	<b>Totals</b>	<b>2,849</b>	<b>100</b>	<b>\$224,971.00</b>	<b>\$70,000</b>	<b>\$154,971.00</b>

255

256 Option B utilizes the number of cases for the first and second quarters of 2020, estimates the  
257 number of cases for the third quarter of 2020 will be the same as the second quarter, and also  
258 utilizes the number of cases for the fourth quarter of 2019. Option B is as follows:

259

260	<b>Municipality</b>	<b>Cases</b>	<b>Pct.</b>	<b>Est. Expenditures</b>	<b>Est. Court Costs</b>	<b>Alloc. Of Shortage</b>
261	Onalaska	1,197	56.4889	\$127,083.67	\$39,542.24	\$87,541.43
262	Bangor	50	2.3596	\$5,308.42	\$1,651.72	\$3,656.70
263	Campbell	241	11.3733	\$25,586.60	\$7,961.30	\$17,625.30
264	Holmen	362	17.0835	\$38,432.99	\$11,958.47	\$26,474.52
265	Shelby	39	1.8405	\$4,140.57	\$1,288.34	\$2,852.23
266	West Salem	230	10.8542	\$24,418.75	\$7,597.92	\$16,820.83
267	<b>Totals</b>	<b>2,119</b>	<b>100</b>	<b>\$224,971.00</b>	<b>\$70,000</b>	<b>\$154,971.00</b>

268

269 Scott asked Fred if he will be utilizing Option A or Option B.

270

271 Fred told Scott the committee will be discussing that, noting the \$87,541.43 shown on page 23 is  
272 utilizing Option B. Fred next directed committee members' attention to "Court Cost – Due to  
273 Joint Municipal Court" on page 23 and noted the following:

274

- 275 • \$66,000 had been budgeted in 2018 and the JMC had collected \$84,340.55.
- 276 • \$70,000 had been budgeted in 2019 and the JMC had collected \$89,458.61.
- 277 • \$88,144 had been budgeted in 2020 and the JMC has collected \$39,400.24 to date.

278

279 Fred told committee members at this point he is utilizing the scenario of \$70,000 for 2021, and  
280 he explained adding the \$87,541.43 from the City of Onalaska and the \$67,430 that represents  
281 the contributions from the other towns and villages consists of having a balanced budget.

282

283 Scott asked if that represents a balanced budget utilizing Option B.

284

285 Fred said yes.

286

287 Scott said committee members are making an assumption Fred has chosen to proceed with

**Joint Municipal Court Committee**

Thursday, August 20, 2020

8

288 Option B, noting he prefers that option. Scott asked Fred if he is projecting a balanced budget  
289 with a projected revenue of \$70,000.

290

291 Fred said yes.

292

293 Scott said he believes that \$70,000 is a conservative estimate as that total will be greater if 2021  
294 is a normal year.

295

296 Fred said he hopes each municipality will have to pay less if more revenue is collected.

297

298 The Personnel Justification for 2021 is as follows:

299

300

**Full-Time Personnel**

<b>Pct. Allocated to Dept.</b>	<b>Job Title</b>	<b>2020 Gross</b>	<b>2021 Prop.</b>
	Municipal Court Supervisor	\$48,973	\$49,234
303 40	Finance Support Clerk	\$18,552	\$16,945
304 10	Financial Services Director	\$8,865	\$8,865
305 4	IT Systems Admin.	\$2,296	\$2,296
306 4	HR Director	\$2,725	\$2,796
307 10	Deputy Finance Director	\$6,592	\$6,592
308 5	Payroll/HR Clerk	\$2,316	\$2,384
309 1	City Administrator	\$1,377	\$1,415
310 10	Office Clerical Support	\$3,961	\$3,921
311	<b>Subtotals</b>	\$100,265	\$94,449
312		Other comp.	\$5,000
313			\$99,449

314

315

**Part-Time Personnel**

<b>Job Title</b>	<b>2020 Gross</b>	<b>2021 Prop.</b>
317 Municipal Court Judge	\$24,000	\$24,000
318 Asst. Municipal Court Clerk	\$21,696	\$22,035
319 Office Clerical Support	--	\$2,040
320 <b>Subtotals</b>	\$45,696	\$48,075

321

322 Fred asked Kim to share with committee members an update regarding the transition from Tyler  
323 software to TiPSS.

324

325 Kim said the payment collection process has been going well. Payments are collected at the cash  
326 register, with the options being to make either a court citation payment or a parking citation  
327 payment. The type of payment is selected and inputted, and the fine is collected via cash, check,  
328 or credit card. Kim also told committee members the balancing side is very simple, and she said

**Joint Municipal Court Committee**

Thursday, August 20, 2020

9

329 that while there was a learning curve, city staff is happy about transitioning from Tyler to TiPSS.

330

331 Fred asked Kim to provide an update regarding the State Debt Collection.

332

333 Kim said she believes the process is going well even though there have been some  
334 complications, and she noted the city had just sent in its first substantial SDC batch. Kim said  
335 city staff is working on getting TiPSS to work with the court side, noting staff has been doing  
336 parking citations with the TiPSS software for several months. Kim said the process with the  
337 SDC side with the court and TiPSS has just begun.

338

339 Fred said the SDC process had been slowed due to having to retrieve data from Tyler regarding  
340 unpaid cases, which had to be recorded into the system before being moved onto SDC.

341

342 Hildie noted she had entered 500 such cases which were submitted in June to SDC, and she also  
343 noted the city now makes monthly submissions.

344

345 Fred told committee members the \$5,000 for other compensation is due to the City of Onalaska  
346 conducting a compensation study. Fred said staff believed it was necessary to insert a filler as  
347 the exact total is unknown at this time. Fred also noted 10 percent for health insurance is being  
348 utilized at this time, and modifications will be made within the next couple weeks.

349

350 Scott noted that Fred had estimated what the overall allocations would be for 2020 based on what  
351 he believed the benefits would be from the software increases. Scott said, "We went into this  
352 year and you said it was right in line. Are these allocations comparable? Are they where you  
353 want them to be? Are they the same as last year [and] what you had previously predicted?"

354

355 Fred told Scott they are the same as last year, and he said he hopes that come 2022 he will have a  
356 better picture as to whether or not any reductions may be made. Fred noted there still are several  
357 citations being processed during the pandemic.

358

359 The expenditures in the 2021 budget are as follows:

360

- 361 • \$700 for Phone/Internet/Cable (\$350 for local & long distance, \$350 for fax & modem  
362 lines/charges/internet)
- 363 • \$13,366 for Software Maintenance Contractual (\$12,906 for TiPSS, \$460 for city  
364 applications, per IT calculations)
- 365 • \$192 for Equipment Maintenance Contractual (Mitel telephone system)
- 366 • \$3,810 for Other Contractual Services (\$1,000 for substitute judges, \$1,388 for MCS,  
367 \$480 for Police Reserves security, \$750 for attorney direct cost, \$162 for 3P  
368 Administrators, Inc., \$30 for Gundersen Lutheran EAP membership fee)
- 369 • \$200 for Transcription Contractual

**Joint Municipal Court Committee**

Thursday, August 20, 2020

10

- 370 • \$650 for Office Supplies (\$300 for printer ink cartridges, \$200 for supplies, \$150 for  
371 miscellaneous)
- 372 • \$2,500 for Postage
- 373 • \$854 for Copy Usage & Paper (\$250 for copy paper, \$604 for copy machine expense)
- 374 • \$930 for Subscriptions & Dues (\$100 for Municipal Judges' Association, \$750 for  
375 Wisconsin Supreme Court, \$80 for Wisconsin Municipal Court Clerk Association)
- 376 • \$750 for Seminars, Conferences & Travel (\$0 for Judge's Seminar, \$485 for Clerk's  
377 Seminar, \$265 for Clerk's CLE Certificate Program)
- 378 • \$1,003 for Operating Supplies (\$453 for interpreter fees, \$400 for ETS annual fee, \$150  
379 for paper shredder)
- 380 • \$200 for Printing & Forms
- 381 • \$300 for Insurance – Workers Comp
- 382 • \$615 for Outlay
- 383 • Total of \$26,070

384  
385 Judge Huesmann noted he had eliminated the Judge's Seminar from the 2021 budget, and he also  
386 had reduced some of the costs associated with that. Judge Huesmann told committee members it  
387 will return in the 2022 budget provided that the pandemic is over. Judge Huesmann said the  
388 seminars in which court staff participates will be online, and there either will be no cost or a  
389 minimal cost.

390  
391 Fred next addressed page 30 (2021 IT Budgetary Items) and noted the JMC's share for the  
392 annual software maintenance contract is \$1,387.95.

393  
394 Scott asked Fred if the City of Onalaska is charging the JMC for some of MCS' time, which he  
395 expects to happen, and if Fred also is replicating that on the IT page.

396  
397 Fred told Scott the figures are work papers to back up the original sheets, and he said what the  
398 committee had discussed earlier is reflective of the document.

399  
400 Kim noted pages 31 and 32 list the different IT software modules the city utilizes, and they are  
401 broken down into the different departments.

402  
403 Fred said it appears the cost of the TiPSS software is \$10,965, and the cost of the cash register  
404 for TiPSS is \$1,941. Fred next addressed page 33, which shows future purchases in 2021, and  
405 noted the city is charging the JMC \$615 (1 percent). Fred next addressed page 34, which is the  
406 final JMC cost allocation for 2019, and noted the actual expenditures totaled \$200,099.73. Fred  
407 directed committee members back to page 25 and told them the proposed 2021 budget is  
408 \$224,971 (\$87,541 for General Property Taxes; \$70,000 for court costs due to the JMC; and  
409 \$67,430 for the contributions from the towns, cities and villages). Fred directed committee  
410 members back to page 23 and noted the total estimated revenue in court costs for 2020 was

**Joint Municipal Court Committee**

Thursday, August 20, 2020

11

411 \$88,144. Fred explained there was a \$144 difference in what the figures had amounted to  
412 compared to what was discussed. Fred further explained he had modified the revenue by \$144 to  
413 offset the expenditure.

414

415 Scott complimented Fred on the budget and asked if he is seeking a potential recommendation to  
416 move forward.

417

418 Fred told Scott the JMC budget meeting is held in August so that committee members may bring  
419 forward the budget to their respective governmental bodies and build accordingly. Fred said the  
420 only changes that could be made is if City of Onalaska Administrator Eric Rindfleisch wishes to  
421 make any, or if he finds out more factual health insurance rates.

422

423 Scott told Fred he and the other committee members would like to receive a clear update if the  
424 \$5,000 budgeted for the compensation study is modified beyond a reasonable amount that would  
425 be fair, as well as health insurance.

426

427 Teresa asked Fred if the committee is proceeding with Option B, and if the budgeted amount she  
428 will be presenting to the Village of West Salem Board is \$16,820.83.

429

430 Fred said he believes Option B is the most realistic option.

431

432 Marlene asked if the budgeted amount she will present to the Town of Shelby Board is  
433 \$2,852.23.

434

435 Fred said that is using the assumption revenue will total \$70,000.

436

437 Judge Huesmann asked if the JMC's fiscal year operates outside the calendar year.

438

439 Fred told Judge Huesmann the JMC operates under the calendar year.

440

441 Motion by Scott, second by Teresa, to recommend to the City of Onalaska Common Council  
442 approval of the 2021 Coulee Region Municipal Court Budget, as presented.

443

444 On voice vote, motion carried.

445

446 **Item 6 – Discussion regarding next meeting date for the Joint Municipal Court Committee**

447

448 The JMC met in August 2019, then did not meet again until June 2020. Fred said he does not  
449 believe the committee would have much to discuss the remainder of 2020.

450

451 Scott asked Fred to send each municipality an update regarding recertification.

**Joint Municipal Court Committee**

Thursday, August 20, 2020

12

452  
453 Fred noted each municipality has been receiving monthly updates regarding the court system.

454  
455 Scott again asked Fred to send each municipality Amanda's findings regarding recertification.

456  
457 Fred said the committee will need to meet before the end of 2020 so that recertification may  
458 occur.

459  
460 Scott said the next meeting date will be left open until the City of Onalaska is ready to address  
461 recertification.

462  
463 **Adjournment**

464  
465 Motion by Teresa, second by Marlene, to adjourn at 4:40 p.m.

466  
467 On voice vote, motion carried.

468  
469  
470 Recorded by:

471  
472 Kirk Bey