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VILLAGE OF WEBSTER

JUDICIAL MEETING MINUTES

Tuesday – September 13, 2016

6:00 p.m. @Village Office

7505 Main Street West, Webster, WI

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- I. **CALL TO ORDER** – Charlie Weis, Judicial Chairman; called the meeting to order at 6:00 p.m.
 - II. **PRESENT** – Chairman, Charlie Weis; Village President, Jeff Roberts; and Member, Darrell Sears. Also Present: Sergeant, Cliff Casady – St. Croix Tribal Police Department; Webster Municipal Court Judge, Brian Sears; Webster Municipal Court Clerk, Tessa Anderson; and Chief, Michael Spafford. Absent: Member, Sarah Casady.
 - III. **JASE ROBERTSON EVENT DISCUSSION** – Sergeant, Casady gave an overview of security detail and discussed parking areas for the Jase Robertson Event with the committee. Village President, Roberts stated that Pike Avenue South could be closed prior to the event to accommodate the overflow parking. After discussion regarding the evening events and parking, it was decided to recommend to the full board to close Pike Street to allow parking before the event begins on September 24, 2016 @ 7:00 p.m.
 - IV. **COURT CLERK COURT REVIEW DISCUSSION** – Court Clerk, Anderson presented her 2016 Court Report. Court intake through August, 2016 was \$6,369.85. Of that amount, the court retained \$4,335.01. Court expenses through August, 2016 were \$5,982.35. Traffic tickets to date are 47. Other tickets to date are 31. Truancy tickets to date are 33. Total of 111 tickets written through August 2016. Court Clerk, Anderson noted that court collections will be converting from TRIP (Tax Refund Interception Program) which is a collection process through the State of Wisconsin. The fines are paid from tax returns only. She will be using the SDC (State Debt Collection Initiative) which collects from all available funds for an individual such as social security checks, per cap, etc. This is done in partnership with the Wisconsin Department of Revenue. She stated that revenue will increase as a result of this. She will add her breakdown of collections in future reports.

Court Clerk, Anderson noted that her TAC (Time Agency Coordinator Training is complete). Chief, Spafford also noted that Officer, Bridget Getts has completed hers as well. They will both be able to perform the duties of Time Agency Coordinator he noted.
 - V. **AR-15 DISUSSION** – Chairman, Weis asked Chief, Spafford if the AR-15 is back in service. Chief, Spafford noted that the bolt is defective. He will test its performance tomorrow. Chairman, Weis recommended to the full board to evaluate the gun's performance and get it back into service as soon as possible.
 - VI. **WORK REVIEW DISUSSION** – Chairman, Weis noted that Management Training will need to take place for Chief, Spafford. This needs to be done in the winter of 2016-2017. Chief, Spafford noted that there is a State Sponsored Program available for that training. He will participate. Chief, Spafford also noted that additional IT (Information Tech) training will take place with Crex Techs of Grantsburg, WI. He noted that the police department computer was hit by lightning. The PD had to obtain a new computer because of this. Crex Techs will help the PD with future updates and issues with the new computer. Recommendation will be made to the full board to include cost of replacement of the PD computer every 3-4 years. Chairman, Weis noted that there have been several dog complaints by Dave & Jane Wardean regarding a neighbor's dog. Village President, Roberts also stated that he has also been

called on the dog as well. Chief, Spafford has written 2 tickets for dog running at large on this dog. Village President, Roberts stated that Chief, Spafford has done due diligence in making sure the complaints are addressed.

- VII. **LAW ENFORCEMENT DISCIPLINARY COMMITTEE HANDBOOK AND MEMBER DISCUSSION** – Chairman, Weis noted that an amendment to the original Handbook of Board and Committee Members was shared with all Judicial Committee Members. The amendment was included per enactment of approval of the Law Enforcement Disciplinary Committee (LEDC) on July 13, 2016 during the Regular Board Meeting. Chairman, Weis would like this handbook sent to the September 27, 2016 Personnel Committee for approval. He noted that there were no changes that he or the committee for that handbook. He also noted that there was a handbook specifically created for the Law Enforcement Disciplinary Committee (LEDC) which was created per the Ordinance #2-2016 that was enacted by the full board on July 13, 2016. This follows the ordinance in detail for the committee’s guidance in performing their duties. He also noted that there were no changes that he or the committee could see for that handbook. He would also like the (LEDC) Committee Handbook sent to the September 27, 2016 Personnel Committee for approval.

It was also noted that all Law Enforcement Committee interested individuals will need to complete an employment application and Chief, Spafford requested a background check be performed. The prospective individuals will be presented at a Judicial Meeting/Personnel Meeting and reviewed before the October 12, 2016 Regular Board Meeting for possible approval.

- VIII. **MOTION TO ADJOURN** – Motion to adjourn the Judicial Committee Meeting at 6:45 p.m. was made by Village President, Roberts; seconded by Member, Sears. **Motion carried 3-0.**

Respectfully submitted,

Charlie Weis

Judicial Chairman

September 13, 2016

***These minutes are subject to approval at next month’s Regular Meeting.