

The meeting was called to order by Chief MacNeill at 1:00 p.m. with the following Roll Call:

Members Present: Chief Brad Seymour, Chief Chris MacNeill, Lois Krueger, Darlene Smith

Members Absent: Chief Chris Mireski, Bob Redeker

Others Present:

Item #2 – Citizen Comments.

None.

Item #3 – Approve the minutes of the September 21, 2015, meeting.

Motion by Lois Krueger, second by Chief Seymour to approve the minutes of the September 21, 2015, meeting. Motion carried unanimously.

Item #4 – Presentation by District Court Administrator Ron Ledford.

Ron explained his part is to help us understand the role of the Municipal Court and help with some of the logistical process. If a municipality wants to create a municipal court it can as long as it meets the guidelines. This is creating a 3rd branch government, as a 3rd branch government they are reporting exclusively to the Supreme Court. Advantages are there is an indirect savings that tend to effect law enforcement such as impact on overtime, also the time lost being out on the road. It allows for local flexibility, how you process and deal with cases, more commitment to collections and more informal. The judge is required to go to training which is available only once a year in the Spring. However, the judge can start before the training. There is a manual which is very specific about dealing with routine cases. The judge is appointed at first and then must run for election the following spring, for a 4 year term starting May 1st. Ron suggested calling Madison to find out when the initial term would be up. There is regional and annual training sessions for the Municipal Clerk. The clerk is appointed by the Municipal judge. Ron recommended talking to other municipalities with Municipal Courts.

Item #5 – Discuss/Approve Joint Operations Agreement.

Chief MacNeill made the revisions that were discussed at the last meeting. Chief Seymour stated as long as there is adequate language in the agreement saying the court is being fully funded by the court fees paid by the defendant and no surcharge costs back for processing citations. Chief MacNeill agreed and this is specified in the Joint Operations Agreement. Under the Municipal Court Budget Process, the Capital Expenditures and Start-up Expenses have been removed from the agreement. This item is now covered under Funding. Chief MacNeill will change the address to read 15 S. School Street for the Bond/Forfeiture payments instead of 25 S. School Street. The Joint Operations Agreement will be on the Public Safety agenda on October 26th for recommendation to Common Council for approval on November 9th for the City of Mayville. The Village of Brownsville Board meeting is on November 11th where they will get there approval. The Ordinance to Create a Joint Municipal Court for the City of Mayville, Village of Lomira and Village of Brownsville will be discussed at the October 26th Public Safety meeting, then introduced at the November 9th Common Council meeting and adopted at the December 14th Common Council meeting. Motion by Chief Seymour, second by Lois Krueger to approve the Joint Operations Agreement with the changes as was discussed. Motion carried 4-0.

Item #6 – Review/Discuss Municipal Court Budget.

Lois expressed her concern with the 20 hours per week for the Municipal Clerk being enough. At the beginning of the year the clerk may be working more hours per week but this will balance out throughout the year. An additional \$1,000 for a computer and printer and at the end of the year net revenues over expenditures of 75% will be transferred from the Municipal Court budget to the City of Mayville general fund was added to the budget. The first court date is planned for February 9, 2016. When the municipalities start writing municipal citations rather than circuit citations someone needs to be in place to collect the monies. An ad will need to be placed in the paper for a Municipal Judge and Municipal Clerk after the

November 9th meeting. The judge will be appointed effective December 2nd to start in January and the clerk will be interviewed and hired in December to start January 1st. We need to look at 11 months of revenue and 12 months of expenses for the 1st year. Municipal Citations will be written starting December 15th. The monies will be collected at the Mayville Police Department until the Municipal Clerk is in place on January 1st. Prior to December 15th our Municipal Court Handouts prepared and distributed. The Municipal Court Committee will need to approve the Municipal Court Handout. The Mayville Municipal Court Committee will recommend a judge to the municipalities of City of Mayville, Village of Lomira, and Village of Brownsville's governing bodies for their approval of the Mayville Municipal Court Committee's recommendation for judge.

Item #7 –Adjournment.

Next meeting date is scheduled for Wednesday, October 21, 2015 at 1 p.m.

Motion by Lois Krueger, second by Chief Seymour to adjourn at 3:07 p.m. Motion carried unanimously.

Darlene Smith, City Clerk