

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 Mireski, Chief Chris MacNeill, Lois Krueger

Members Absent:

Others Present: Mayor Redeker, Darlene Smith, Captain Vossekul, Connie Krueger

Item #2 – Citizen Comments.

None.

Item #3 – Approve the minutes of the August 10, 2015, meeting.

Motion by Chief Seymour, second by Chief Mireski to approve the minutes of the August 10, 2015, meeting.

Motion carried unanimously.

Item #4 – Review/Discuss Joint Operations Agreement.

All highlighted items in yellow were added to the Joint Operations Agreement for review. This language was in some other agreements and is required by state statute. Capital Expenditures and Start-Up Expenses was changed from: The initial cost of office furniture and equipment and the initial supplies necessary to begin operations shall be the responsibility of the City of Mayville to the Municipal Court Budget. Need to clarify in writing that the money is coming from the court fees to fund the Municipal Court. It is not totally funded by court costs, there are other fees collected such as copies of a record or to reopen a case. Each year there will be a budget in which the court operates from approved by the Village of Brownsville, Village of Lomira and City of Mayville. The deposit is what goes back to the municipality who issues the citation. The cost will be \$38.00 which \$5.00 goes to the state and \$33.00 stays with the municipal court.

Item #5 – Review/Discuss Municipal Court Budget.

A draft budget was presented to review. The total revenues for a full year will be \$41,314. Expenses will be the judge's salary of \$3,600; clerk's salary of \$14,560; plus other costs such as office supplies, printing, postage, telephone, dues and subscriptions, meetings and conferences, and software purchase/support fees for \$9,724 with total expenses at \$28,964, so revenue over expenses will be \$12,550 for a full year. It needs to be decided how much of the Municipal Court budget will go back to the City of Mayville. This needs to be a line item on the budget each year. 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.

Item #6 – Discuss/Approve Start Date for Municipal Court Operations.

Ron Ledford stated that any judge appointed after December 1<sup>st</sup> has to run in the second spring election. The Municipal Court committee would hire the judge by nominations. The judge is responsible for the hiring of the Municipal Court Clerk. The ordinance will be put on the October public safety meeting for recommendation to Council. The ordinance will be introduced at the November Common Council agenda and the ordinance will be adopted at the December Common Council agenda. The tentative start date looking at is the second Tuesday in February which is February 9, 2016. Staff needs to be in place by January 15th. Not sure if and when judge and clerk training is available. Need to get the software in place. Chief MacNeill will check with Ron Ledford on these questions to see if this start date will work and discuss at next meeting. Motion by Chief Mireski, second by Lois Krueger to table the start date for Municipal Court Operations until the next meeting. Motion carried 5-0.

Item #7 –Adjournment.

Next meeting date is scheduled for Tuesday, October 13, 2015 at 1 p.m.

Motion by Chief Mireski, second by Chief Seymour to adjourn at 2:05 p.m. Motion carried unanimously.

Darlene Smith, City Clerk