

LINCOLN COUNTY PUBLIC SAFETY COMMITTEE

Wednesday, August 13, 2025 - 4:00 PM

MINUTES

1. Call to Order

Chair Meunier called the meeting to order at 4:00pm with the following committee members in attendance: Bishop, Hartwig, Miller, Thiel Excused: Boyd

2. Confirm Meeting Date and Time

- a. **Next meeting scheduled for September 10, 2025, 4:00pm, Lincoln County Service Center, Room 257**

Chair Meunier reminded committee members that meeting information needs to be submitted to the clerk one week prior to meetings, as per the county charter.

3. Pledge of Allegiance

4. Approval of the Minutes

- a. **Approve Minutes From: July 9, 2025**

M/S Miller/Hartwig to approve the July 9, 2025, meeting minutes with typographical errors under Section 9 Sheriff's Office, Item a. (II) corrected to read "one" K9 and "DARE" program. All ayes, motion carried on voice vote.

5. Public Comment

6. Emergency Management

- a. **Year-to-Date Budget Report**

Verhasselt reported the budget is on track with no concerns. Report placed on file.

- b. **Travel & Expense Report**

M/S Miller/Thiel to approve Travel & Expense report. All ayes, motion carried on voice vote.

A question was raised regarding expenses for Adobe, DocuSign, and OpenAI, to which Verhasselt explained that these are technology options used for efficiency, especially for obtaining signatures from external agencies and with direction from the Finance Department directed to pay for these and seek reimbursement. A larger discussion about the lack of a county credit card for emergency management was highlighted, as this limits purchasing capabilities during emergencies. Heather Marheine, indicated that she would investigate the credit card issue, noting that such a need has not arisen before.

- c. **Emergency Management Activity Report**

Verhasselt provided an activity report focusing on preparedness, community approach, and resilience. He detailed efforts in drafting a county-wide strategic hazardous materials plan, securing FEMA-sponsored training classes for 18 counties in the northeast, and a policy change for public works and utility workers to have emergency responsive identification. Training classes will take place over the next six months, at no cost, with one specific training session for elected officials. He also praised the IT department, particularly Travis and John, for their work on the PSAP (Public Safety Answering Point) project, which has been recognized by the state as a "gold standard". Additionally, Verhasselt mentioned ongoing active shooter drills. Report placed on file.

d. FY26 Emergency Management Budget - Reapproval for Resubmission to Finance & Insurance

No action needed.

7. Coroner

a. Year-to-Date Budget Report

Caylor reported the year-to-date budget is stable, though wages are a concern due to the high workload. Report placed on file.

b. Travel & Expense Report

None

c. Coroner's Report

The report included 30 deaths in July, with 12 formal investigations, mostly at residences. A significant focus was on accidental deaths, including a boating-related incident that highlighted the need for public education on carbon monoxide poisoning, which is now a priority for the Death Review Committee and discussion with the DNR.

8. Judicial

a. District Attorney and Victim Witness

i) Year-to-date Budget Report

Report reviewed. No questions or concerns. Report placed on file.

b. Clerk of Courts and Family Court

i) Year-to-date Budget Report

Barker reported that the budget is doing well, with attorney fees being the primary watch area. Reimbursements from the state are being received for competency evaluations of Lincoln Hills youth with criminal charges, which helps offset expenses. Report placed on file.

c. Register in Probate and Circuit Court

i) Year-to-date Budget Report

Report reviewed and placed on file.

9. Sheriff's Office

a. Statistical Reports

i) Case Summary Report

Report reviewed and placed on file.

ii) Expense Budget, Revenue Budget (Year-to-date Report)

Report reviewed. No questions or concerns. Report placed on file.

iii) Recreational Officer Activity Report

Report reviewed and placed on file.

iv) 9-1-1 Supervisor's Report

Report reviewed. No questions or concerns. Dispatch is now in their new room. Report placed on file.

v) Jail Census Report

Report Reviewed. Sheriff Schneider reported the sheriff's office is working to increase staffing, particularly with the return of two female correction officers to full-time positions. They are also aiming to bring in more state inmates to increase revenue, with a goal of having a full complement of correction staff by the end of the year. Report placed on file.

vi) Discuss/Approve 2026 Preliminary Budget

M/S Bishop/Hartwig to approve the 2026 Preliminary Budget. All ayes, motion carried on voice vote.

Report reviewed. Discussion included the removal of one investigator position, moving two vehicles from the levy to CIP, and increasing outside housing. The issue of a previously state-funded detective position now unfunded was also discussed.

10. Emergency Medical Services

a. Tomahawk Report

Report reviewed for the month of June. Kirkley reported that monthly reports are behind due to the reporting timeline. One transport over for the month of June. The budget is looking good with expenses and income on track. The 2026 Budget will be made available by the end of the day and will be reviewed at next month's meeting. Marheine noted a lack of billing from Tomahawk EMS for the entire year, which Kirkley is rectifying. Report placed on file.

b. Merrill Report

Report reviewed and placed on file.

c. Monthly Charge Report, Write-offs, and Collections

M/S Miller/Thiel to approve Write-Offs of \$17,402.05. All ayes, motion carried on voice vote.

Report reviewed. Marheine addressed the write-offs for the yearly reports, noting that timely filing issues from past changes are still being processed, and some previously write-off amounts have been paid or corrected. There was also discussion regarding a state reimbursement for 2023 that is expected to be less than the usual \$60,000, and efforts are underway to maximize the reimbursement. Report placed on file.

d. YTD Budget

Report reviewed. Chief Klug reported that the ambulance billing amounts are up compared to the previous year, and the budget appears to be on track.

e. Discuss/Approve 2026 Preliminary Budget

M/S Bishop/Miller to approve 2026 preliminary budget. All ayes, motion carried on voice vote.

Report reviewed. A question was raised about a significant increase in travel training expenses, which was clarified as a county line item transfer for an EMT basic to paramedic student.

11. Adjourn

Chair Meunier adjourned the meeting at 4:36pm

