



MARATHON COUNTY PUBLIC SAFETY COMMITTEE MEETING

AMENDED AGENDA

Date & Time of Meeting: **Wednesday, December 11, 2019, at Noon**

Meeting Location: **Courthouse Assembly Room B-105 – 500 Forest St., Wausau**

Committee Members: Craig McEwen, Chair, Jim Schaefer, Vice-Chair, Kelly Gabor, Jean Maszk, David Nutting, Arnold Schlei, Chris Voll

Marathon County Mission Statement: *Marathon County Government serves people by leading, coordinating, and providing county, regional, and statewide initiatives. It directly or in cooperation with other public and private partners provides services and creates opportunities that make Marathon County and the surrounding area a preferred place to live, work, visit, and do business. (Last updated: 12-20-05)*

Committee Mission Statement: *Provide leadership for the implementation of the Strategic Plan, monitoring outcomes, reviewing and recommending to the County Board policies related to public safety initiatives of Marathon County.*

1. **Call Meeting to Order**
2. **Public Comment (15 minute limit)**
3. **Approval of the Minutes of the Public Safety Meeting on November 13, 2019**
4. **Policy Issues Discussion and Committee Determination to the County Board for its Consideration**
 - A. County Support of Sports Events Occurring on County Highways (Griesbach, McCarthy, Polley, Karger)
5. **Operational Functions Required by Statute, Ordinance or Resolution**
 - A. Change in Ordinance 5.01 Eliminating Residency Requirement for Deputy Applicants
 - B. Uniform Addressing System Policy and Administrative Guidance
 - C. Resolution asking the State to Provide Funding for Assistant District Attorneys Consistent with their own Analysis of Need.
6. **Educational Presentations/Outcome Monitoring Reports**
 - A. Update on Strategic Plan (McEwen)
7. **Next Meeting Time, Location, Announcements and Agenda Items:**
 - A. Committee members are asked to bring ideas for future discussion
 - B. Next meeting: **Wednesday, January 8, 2020 at Noon**
8. **Adjournment**

There will be a tour of Phase 1 of the jail reopening for Public Safety Committee members following the meeting. No business will be discussed or action taken during this time.

Any person planning to attend this meeting who needs some type of special accommodation in order to participate should call the County Clerk's Office at 715-261-1500 or e-mail infomarathon@mail.co.marathon.wi.us one business day before the meeting.

SIGNED /s/ Craig McEwen
Presiding Officer or Designee

FAXED TO: Wausau Daily Herald, City Pages, and
FAXED TO: Other Media Groups
FAXED BY: M. Palmer
FAXED DATE: _____
FAXED TIME: _____

NOTICE POSTED AT COURTHOUSE
BY: M. Palmer
DATE: _____
TIME: _____



MARATHON COUNTY PUBLIC SAFETY COMMITTEE MINUTES

Wednesday, November 11, 2019, at 12:00 p.m.
Courthouse Assembly Room – B-105, 500 Forest St, Wausau

Attendance:

<u>Members</u>	<u>Present</u>	<u>Absent</u>
Craig McEwen, Chair	X	
Jim Schaefer, Vice-Chair		EX
Kelley Gabor		EX
Jean Maszk	X	
David Nutting	X	
Arnie Schlei	X	
Chris Voll		EX

Others Present: Brad Karger, Lance Leonhard, Gina Cornell, Laura Yarie, Ruth Heinzl, Jon Graveen, Jim Griesbach, Sean McCarthy, Jessica Blahnik, Chad Billeb, Mary Palmer

1. Call Meeting to Order

The meeting was called to order by Chair Craig McEwen at 12:27 p.m.

2. Public Comment (15 minute limit) – Jon Graveen, Village of Maine, Spoke on the Budget and land purchase, should be concerned about present needs.

3. Approval of the Minutes of the Public Safety Meeting on October 9, 2019

MOTION BY MASZK; SECOND BY SCHLEI TO APPROVE THE MINUTES OF THE OCTOBER 9, 2019, PUBLIC SAFETY COMMITTEES. MOTION CARRIED.

4. Policy Issues Discussion and Committee Determination to the County Board for its Consideration

A. Discussion regarding use of County Resources for Special Events, Cost Recovery and Coordination of County Departments

Discussion:

There is no good process in place for county-wide special event. It started small and was mostly in Wausau but has moved to the rural area. The danger is fast moving cars and no

County Administration will work on a policy with the other departments.

- The County wants the sports
- It has to be safe
- Cost recovery – we should recover all costs and figure that out. What do we put in and how much will we recover.
- Have a consistent system
- Can't interfere with our most important regular work
- Need an application and someone to review them

If the route is not safe, how do we provide a different safe route?

Gina Cornell the goals will provide safety of the participants and neighbors. Communication with neighbors.

Roughly the cost, if we did work ourselves, would be about \$5,000. If the Highway Department staff is not available to assist, it would be about \$7,500. The number of people to provide safety at intersections, there may not be enough deputies.

Action:

MOTION BY MASZK; SECOND BY SCHLEI TO APPROVE OVERARCHING GOALS. MOTION CARRIED.

Follow through:

Next meeting to outline an administrative review. There is a meeting tomorrow with the Sheriff Department, Highway and Administration.

B. 2020 Public Safety Committee Dates and Times

Discussion:

Schedule presented is approved to stay with the 2nd Wednesday.

Action:

No action taken.

Follow through:

No follow through requested.

5. Operational Functions Required by Statute, Ordinance or Resolution: None

6. Educational Presentations/Outcome Monitoring Reports

A. Evidence Based Decision Making (EBDM)

Moved to the first agenda item.

Discussion:

Lance Leonhard, Deputy County Administrator and Laura Yarie, Justice Programs Coordinator, presented on Evidence Based Decision Making (EBDM). EBDM takes a good look at the whole process and not just looking at how something has always been done. This is a huge part of what we do. Marathon County had the first Criminal Justice Coordinating Council (CJCC) in 1994 and it became statewide in 2012. We are participating at the state and county level. EBDM and CJCC are the same group of people.

Marathon County is a leader in criminal justice. This is done through a “process” with input from everyone in the room. Best evidence and practice is used. No one tells anyone what to do. By reviewing past cases/efforts it may or may not be the right decision. Collaboration is the only way for this to work - how to be more efficient with limited resources.

Key EBDM Strategies are:

- Use evidence-based risk assessments
- Focus on medium and higher risk offenders
- Tie interventions to individual criminogenic needs
- Respond with swiftness, certainty and proportionality
- Deliver services in community if possible
- Link sanctions with individual criminogenic needs.

Giving the correct mental health care is important. Our officers are using Crisis Intervention Training (CIT) and Crisis Intervention Program (CIP) along with Crisis Assessment Response Team (CART) We are doing a better job.

Drug Court keeps people out of prison. It's an 18 month process. Very evidence based approach.

Public Safety Pretrial Assessment program is new and will be active soon. This will help to make a decision on bond (if any) and the data will help the courts make the best decisions.

Being open to new ideas.

Follow through:

No follow through requested.

B. Progress in Funding the Operational and Capital Costs of a Forensic Science Center

Discussion:

The need for a Forensic Science Center has been growing over the past four years since the discussion started. If we have a mass fatality . . . it would be difficult even on a regular day to find a place to store the bodies.

A handout was given for an update and showing which counties are interested and those that are not.

The project needs to be approved and will need some county funding before grants and other funding can be looked for. Construction cost is what is holding up the process right now.

Prime location is at North Central Health Care where the pool currently is or the old Wausau Insurance building. It would cost 2.6 million and includes everything including art on the walls.

We need to make a commitment to get funds. There is currently \$53,000 but a plan needs to be approved and then can be set aside and used for construction cost. Operational neutral and revenue positive.

Follow through:

The Morgue Task force will meet and bring to County Board.

7. Next Meeting Time, Location, Announcements and Agenda Items:

- A. Committee members are asked to bring ideas for future discussion
- B. Next meeting: **Wednesday, December 11, 2019** at the Courthouse Assembly Room.
- C. Announcement: 99.9% of uniform addressing is complete. Mainly Rib Mountain and Stettin and Fleith Street – East Mountain Road needs to be done in the City of Wausau.

8. Adjournment

**MOTION BY NUTTING; SECOND BY SCHLEI TO ADJOURN THE MEETING. MOTION CARRIED.
(1:50 pm)**

COUNTY SUPPORT OF SPORTS EVENTS OCCURRING ON COUNTY HIGHWAYS

Policy:

Marathon County welcomes visitors to our communities, we recognize the economic, health and social benefits of sports tourism and are willing to commit to using County resources, including the use of County Highways, to support some events.

The types of events which may want to utilize the County Highways are marathon races, triathlon events, bicycle races and extreme sports events. 5 K run/walks have other alternatives and are not eligible to occur on County Highways.

Our policy is that all events approved to occur on the County Highways must:

1. Have plans and resources in place to protect the safety of participants and all others associated with the event as well as the safety of motorists and residents who encounter or are impacted by the event.
2. Not interfere with the most important work of County Departments. The Sheriff's Department, Highway and Parks Departments have other commitments and other activities that are central to their mission and support of a sports events cannot interfere with their most essential or previously committed work. (For example, Marathon County is not going to consider approving any sports events scheduled to occur during the week of the Wisconsin Valley Fair, as our resources are already extended to support that annual event.)
3. Result in full cost recovery to the County for its expenses in supporting the event. Marathon County cannot be an event sponsor (unless specific sponsorship is approved by the County Board) and the sponsoring organization will be required to pay 10% of the estimated cost of County resources (staff and equipment) prior to the event and the remainder within 60 days after the event concludes.

Procedure for Requesting and Evaluating Sports Event Proposals:

1. The Parks Department shall establish an application and evaluation process that brings all the correct entities to the table. Application forms shall require a detailed explanation of the event route and the support and resources requested, as well as an indication of how the event will benefit the community.
2. County staff shall be available to help event proposers with their planning and cost estimates prior to the submission deadline. Particular attention shall be paid to insurance requirements the event sponsor must have in place for the event.
3. All applications received shall be reviewed by a committee comprised of representatives of the Parks, Highway, Sheriff's Department and the Public Safety Committee and Infrastructure Committee and chaired by the County Administrator or Deputy County Administrator.
4. The evaluation committee shall establish and update annually a set of evaluation criteria, which is consistent with county policy, to evaluate and prioritize event proposals. Committee meetings shall be open to the public and shall publish a meeting agenda and keep minutes.

5. No more than 5 sports events involving the County Highways will be approved during any calendar year.
6. The Parks Department shall be responsible for notifying event proposers of the committee decision and for negotiating contracts with the approved groups, which are consistent with county policy and which clarify expectations.
7. Near year end, the County Board shall receive a report from the County Administrator on the events that occurred on County Highways including any lessons learned and changes to administrative policies under consideration or already in place.

Sec. 5.01. - Civil service commission.

(1) Composition.

(a) The Civil Service Commission for the Sheriff's Office shall consist of five members who shall be residents of Marathon County. Appointments shall be made on the basis of recognized and demonstrated interest in and knowledge of the problems of civil service. No person holding any elective or appointive public office of any sort in the government of Marathon County shall be appointed to the Commission.

(b) The Civil Service Commission shall be governed by §§ 59.26(8), 59.52(8) and 63.01 through 63.17, Wis. Stats., or their successor statutes. In the event of conflict between the statutes and this ordinance, the statutes shall govern.

(2) Appointment and term. Members of the Commission shall be appointed by the County Administrator, subject to confirmation by the County Board, to five-year staggered terms commencing on the first day of January succeeding appointment.

(3) Oaths. Every person appointed a member of such Commission shall take and file the official oath.

(4) Compensation. The members of the Commission shall receive such per diem and mileage for services rendered in conducting the authorized business of the Commission as shall be determined from time to time by resolution of the County Board.

(5) Organization.

(a) The Commission shall annually elect a chairperson, vice-chairperson and secretary to serve one year or until their successors are elected and qualified. The secretary shall record and keep the proceedings of the Commission. All meetings of the Commission shall be called by the chairperson or upon written request of two members of the Commission. Three Commissioners shall constitute a quorum for the conduct of business. The Commission may make such rules and regulations as may be required for the ordinary conduct of its business.

(b) The secretary of the Civil Service Commission shall be deemed the records custodian of the Civil Service Commission for purposes of the Open Records Laws of Wisconsin. The Employee Resources Department shall provide a staff person to take minutes of all meetings subject to the approval of the secretary of the Civil Service Commission. Additional support staff shall be provided by the Employee Resources Department as needed. All records of the Civil Service Commission shall be kept at the office of the Employee Resources Department.

(6) Office and supplies. The County Board shall provide offices, supplies and support staff to enable the Commission to perform its duties.

(7) Duties. The Commission shall:

(a) Prepare and publish such rules and regulations necessary to carry out its duties under this chapter and to secure the best service for the County.

(b) Conduct examination of applicants for promotional or rated positions in the Sheriff's Office with that frequency necessary to maintain an eligibility list sufficient to meet the needs of the Office.

(c) Abide by the terms of the Collective Bargaining Agreement between Marathon County and the Marathon County Deputy Sheriff's Association.

(R-46-94; O-24-04; O-24-19)



MARATHON COUNTY UNIFORM ADDRESSING SYSTEM POLICY AND ADMINISTRATIVE GUIDANCE

December 11, 2019

Policy Statement: Marathon County is committed to creating the safest county in Wisconsin. Our customers expect the County and its emergency response partners to get the right response to the right person at the right time in order to protect people, property, and our environmental resources. The establishment of a uniform system will **further the goal to** create safer addressing by ensuring reliable and accurate response.

Service

Marathon County will establish and maintain a uniform county addressing system with policy and administrative guidelines that specify:

- site address criteria
- street naming criteria
- sign standards
- sign placement criteria and maintenance responsibilities

Service to Whom

The provisions of the Marathon County Uniform Addressing System Ordinance 0-07-19 shall apply to each road, home, business, farm, structure, or other establishment in the unincorporated areas of the County.

Note: Incorporated areas are exempt from this section unless otherwise indicated in any adopted intergovernmental agreement or action.

At What Cost

Marathon County allocated **funding \$1.2 million** for the implementation of the Uniform Addressing System. The continued maintenance of the County's portion of the system will be funded by the Uniform Address Application fees.

Policy Guidelines:

- A. **These guidelines** ~~This rule~~ repeal and replace previous procedures established by Marathon County March 13, 2019 regarding Uniform Addressing System Ordinance 0-07-19.
- B. The Public Safety Committee is responsible for the Marathon County Uniform Addressing System Ordinance.
- C. The Public Safety Committee shall provide policy implementation and tracking of outcomes.
- D. Conservation, Planning, and Zoning (CPZ) Department shall bring modifications to the addressing guidelines and standards to the Public Safety Committee for approval.

Administrative:

- A. The administrative responsibilities of this section shall be with the Conservation, Planning, and Zoning (CPZ) Department.
- ~~B. CPZ will provide an annual report to the Public Safety Committee which tracks the implementation of the county uniform addressing system relative to policy outcomes, strategic plan objectives, and indicators of success.~~
- C. The CPZ Director or designee shall have the responsibility to coordinate ~~the commencement and~~ the ongoing operations of the system.
- D. Uniform Addressing Application Fee is \$75.00.

Guidelines and Standards:

A. County Addressing Grid System.

- 1. West-East or South-North Roads. There shall be an established west baseline and south baseline. The address number is a six digit number based on a grid of 1600 numbers per mile. The grid starts at the southwest corner of the county. A predominately west/east road will start at the west baseline of 100,000. A predominately south/north road will start from the south baseline of 200,000. Even numbers will be on the north and west sides of a road; odd numbers will be on the south and east sides of the road.
- 2. Angled Roads will be determined by CPZ and be assigned numbers accordingly, based on the significant direction of the road. Roads with a change of direction at an angle more than 75 degrees shall be numbered by adjusting the numbers.

B. Road Names:

CPZ shall establish road names in accordance with the following guidelines:

- 1. Duplication of names is to be avoided. CPZ shall keep a list of the road names in the county, including the incorporated areas within the county, so that road names will not be duplicated.
- 2. Continuous roads shall bear the same name throughout the county.
- 3. Any State Highways and County Roads which have a designated local name may retain such name.
- 4. Use of standard suffixes, directional suffixes, or prefixes as road names shall not be permitted.
- 5. Special characters in road names such as hyphens, apostrophes or dashes shall not be permitted.
- 6. Road names shall not exceed more than thirty (30) letters and/or spaces including the road type.

The following generic classes of road suffixes are noted for providing a basic guide for name designation:

- 7. Primarily and secondary roads which are designed to carry traffic from one sector to another within the county:
Freeway, Highway, Parkway, County Road
- 8. Collector roads which are designed to carry limited through traffic while also providing access from private driveways and smaller local roads.
Road, Street, Avenue, Drive, Boulevard
- 9. Local residential access roads:
Lane, Trail, Drive, Terrace, Avenue

10. Local residential access roads which begin and end on the same collector:
Loop, Circle, Way
11. Local residential access roads which are permanent dead ends:
Court, Place, Circle, Way
12. Other suffixes not listed above may be considered, or variations from the above may be allowed at the discretion of CPZ.

C. Addressing:

1. Assignment of Addresses.

- a. A site address application shall be completed before an address is assigned. Applicants shall apply for an address through the CPZ Department using the Uniform Address Application Form. The applicant shall provide adequate information regarding the location such as a site plan showing the parcel on which the proposed structure will be located and permanent driveway access to the structure.
- b. Addresses shall be assigned an access point based on the location of the centerline of the driveway as it intersects the named road.
- c. All landowners shall check with the town, county, or state authorities to determine the necessity of driveway permits to access parcels.
- d. Vanity site addresses that do not conform to Marathon County's addressing grid shall not be permitted.
- e. There shall be no use of fractional, alpha-numeric, or hyphenated address numbers.
- f. Multitenant/Flex building addresses (individual street address versus a building with unit or suite number addresses) are determined by location and style of entrance. If there is a grand common entry and hallway access to the tenant spaces, then the tenants need to use a unit or suite number. If the individual tenant's primary entrance is accessible from the street, then each tenant may have a separate street address.
- g. Apartment buildings, mobile home parks, and campgrounds shall be assigned one number. The owner shall be responsible for providing designated numbering of each individual unit/lot before an address is issued (e.g. 100 Parkview Ln Suite 1).

2. Flag style Address Sign and Placement.

- a. Signs shall be two (2) sided flag style and reflective.
- b. The name of the town will be above the number with the road name below the number.
- c. The address sign shall be installed by the town. The county will reimburse the town for the cost of post.
- d. The sign shall be installed on the left side of the driveway (accessing from the road) and the numbers shall be perpendicular to the roadway.
- e. The sign shall be installed to be not less than 3½ feet or more than 4½ feet from the ground level and shall not be concealed from view of the road. The sign shall be a maximum of 15 feet from the driveway and from the road right-of-way. At the discretion of the Towns, in consultation with CPZ, alternate post location requirements may be necessary due to utilities, structures, and any other obstructions within the desired sign location.
- f. After installation, the property owner shall be responsible to maintain the county addressing sign. Maintenance shall include clearing vegetation, and keeping the sign in a condition so it is easily visible and legible at all times. The property owner is responsible for contacting CPZ for a replacement sign if the sign is damaged or destroyed.

3. Building Mounted Address Sign and Placement:

In designated business corridors as determined by CPZ, address signs shall be located on the building as specified:

- There shall be clear and unobstructed view of the sign
- The Sign shall be within a 4 foot radius of the main entrance
- The sign shall be at least 3.5 feet above the ground

Business Owners will receive 2 single-sided address signs and shall be installed at the main and rear entrance of the building. The property owner shall be responsible to install and maintain the addressing sign. Maintenance shall include keeping the sign in a condition so it is easily visible and legible at all times. The property owner is responsible for contacting CPZ for a replacement sign if the sign is damaged or destroyed.

4. Change of Existing Addresses.

Existing addresses may be changed for just cause, if:

- a. Site address is out of sequence or there is an odd/even error on the road segment.
- b. Site where addresses of one or both neighboring parcels were assigned in such a way that there is no address available for a vacant lot(s).
- c. Change of access point for the structure/parcel.
- d. Road name change.
- e. Any other reason that is consistent with the intent of this ordinance.

5. Corrections.

Whenever an error in a numeric address comes to the attention of CPZ, the department will correct the error.

- a. Error will be documented with a date.
- b. A new numeric address will be determined using the county addressing grid.
- c. The property owner(s) will be contacted, in writing, using the Marathon County Land Records property information to identify ownership and mailing information.
- d. Notification to agencies necessary to receive the address change (e.g. local fire and rescue services, post office, etc.)

D. Road Signs

The towns shall be responsible to maintain, purchase, and replace their road signs and posts.

E. Integrating Cities and Villages

New communities may be added to the Uniform Addressing System at the community's expense in consultation with CPZ and the Public Safety Committee.

F. Publishing

CPZ will publish and post to the county website the Uniform Addressing System policy and guidance.

G. Review and Appeal

Any person may appeal an administrative decision to the Board of Review. Refer to the Marathon County Code of Ordinance, Chapter 24 of Administrative Review Procedure.

H. Enforcement

~~Person, corporation, association, or entity is notified of violation. Staff will work with them to correct violation. If they do not cooperate and fail to come into compliance they will be issued a citation to attempt to gain compliance. A second citation will be issued, if the first did not gain compliance. If the second citation does not gain compliance the matter will be referred to the Corporation Counsel for prosecution of violation of the ordinance. Violations will not be prosecuted until six (6) months after the end of the implementation process.~~

H. Enforcement/Penalties

1. All persons, firms, corporations, associations, partnerships, bodies politic or other entities capable of being sued that own or have jurisdiction over highways, streets, roads or real property located within the Uniform Addressing System, set forth above, shall comply with said system.
2. Any violation of any provision of the ordinance and/or this guidance shall, upon conviction, be punishable as provided under Section 25.04 of this Code.