

**JUSTICE, YOUTH & EXTENSION COMMITTEE MINUTES**  
**WEDNESDAY, JULY 5, 2023**  
**RUSK COUNTY GOVERNMENT CENTER, COUNTY BOARD ROOM, LEC**

PRESENT: Committee members present: Terry DuSell, Jonathon Unterschuetz and Lois Goode. Rusk County staff present: Charmaine Riddle. Appearances by: Ashley Heath, Administrative Coordinator; Crystal Cleveland, Paralegal; Rich Gauger, RRYP; Mary Big Mountain, 4H & Positive Youth Educator; Lori Baltrusis, Area 2 District Director; and Jessica Wiles, Rusk County Fair Chair. Others present: Erin Webster.

CALL TO ORDER: Meeting called to Order by Chair, Terry DuSell at 4:00 pm.

MINUTES: *Motion to approve June 7, 2023 minutes by Jon U with second by Lois G. Motion carried.*

PUBLIC COMMENT: None

1. FAIRGROUNDS BUSINESS

- A. FAIRGROUNDS REPORT: Charmaine reported on various projects being completed at the fairgrounds by Maintenance.
- B. FAIRGROUNDS USAGE AGREEMENTS: Requests for VMA Car Show to use garbage cans and picnic tables July 27 to July 31 and Pork in the Park to use picnic tables July 13 through July 17. *Motion to approve by Jon U with second by Lois G. Motion carried.*

2. RUSK RESTORATIVE YOUTH PROGRAMS: MONTHLY REPORT, CURRENT YEAR BUDGET & OUT OF COUNTY TRAVEL: Rich reported that there has been an increase in referrals, he attended Drug Court training and Prime 4 Life training which had a lot of changes, he's been spending 50% on Drug Court activities and is meeting with schools in August to discuss alternatives.

3. DRUG COURT REPORT

- A. MONTHLY REPORT, CURRENT YEAR BUDGET & OUT OF COUNTY TRAVEL: Rich reported that it has been significantly challenging without a Drug Court Coordinator, amending manual at quarterly meeting and need Coordinator to review applicants to get more participants.

4. DISTRICT ATTORNEY REPORT: MONTHLY REPORT, CURRENT YEAR BUDGET & OUT OF COUNTY TRAVEL: Crystal reported the budget is on track and discussed service, witness and special prosecution fees. Total cases under review as of 6/1/23 is 120 and 44 referrals received in May.

5. CIRCUIT COURT REPORT: MONTHLY REPORT, CURRENT YEAR BUDGET & OUT OF COUNTY TRAVEL: Lori had submitted case filings for 2<sup>nd</sup> quarter to Committee by email.

6. FAIR BUSINESS

- A. JR FAIR BOARD REPORT: Jess reported that the Chuck Wagon and Watering Hole are about 75% complete and received many positive comments at the Dairy Breakfast regarding the changes that were already made. Going to have a Pee Wee rodeo including Pony Hops and Mutton Busting an hour prior to the rodeo. Have lots of new vendors this year and have begun seeking volunteers. Still need to find a Vet for the rodeo. Banners are ordered and will be hung on fence soon. Next meeting will be July 12 and the Truck and Tractor Pull will be held on the 21<sup>st</sup>. Terry reported that the bleachers are all tore down and ready to be moved to the fairgrounds. Will need new bumper and kick boards but bleachers won't have to be rented anymore.
- B. APPROVAL OF CONTRACTS: Contract for Jerry Thornton, \$2600 for Specialty Act during rodeo on August 11 and 12 and David Kimm, \$1500 for rodeo announcer on August 11 and 12. *Motion to approve contracts by Lois G with second by Jon U. Motion carried.*

7. TRAIL'S END CAMP BUSINESS:

- A. TRUSTEE REPORT: Lois reported on last meeting.
- B. CARETAKER/MAINTENANCE STAFF REPORT: Charmaine reported that CeCe will be retiring and her last day will be July 31. Summer Help has started. Property stated to take stove out of budget and not to go over budget. Currently showing loss of 7% but that is due to the transfer not being made yet for Those Guys Tree Service. Charmaine expressed concern that the budget will be over this year. *Motion by Jon U with second by Lois G to send back to Property to reconsider funding for the stove. Motion carried.*
- C. APPROVAL OF 4H REP: When updating the trustee's terms, it was noticed that Mary agreed to become the 4H rep last year as long as no one else was found and it was passed by Trustees but never formally went through this Committee. *Motion by Lois G with second by Jon U to approve Mary as the 4H rep for Trail's End. Motion carried.*
- D. SWINGING BRIDGE INSPECTION REPORT: at the last meeting a Trustee member questioned the status of the bridge now that we've received the inspection report and know there are issues with it. Lois and Charmaine spoke with Corp Counsel and he said that there is risk in continuing to use the bridge based upon the report but it is up to the Committee as to whether they want to close it. The bridge has been posted according to the engineer's recommendations and is limited to foot traffic only. Consensus of Committee to continue to follow engineer's recommendations with posting and to get it inspected annually. Will bring to Property Committee as well.
- E. TEC CARETAKER VACANCY: Ashley reported that she would like to post the position but the current job description lists the position as seasonal limited-term which means that there should be an end date to the position annually and questioned whether the Committee wanted it to be part-time which is how CeCe is currently considered. *Motion by Jon U with second by Lois G to pass the job description to Personnel with changes from LTE to PT. Motion carried.* Can continue to keep summer help through end of season as long as there is an end date.

8. EXTENSION OFFICE BUSINESS:

- A. EXTENSION REPORT, CURRENT YEAR BUDGET & OUT OF COUNTY TRAVEL: Mary stated the Fly In was well attended and heard a lot of good things. Next event is scheduled for June 22, 2024. Camp is next week and Forestry will give a presentation. Anticipated 19 youth with 12 counselors. Cloverbud Camp was canceled due to no registrations. Still pending a lifeguard and Mary will be the Archery Instructor backup. Reported on Salsa garden and plants are in and getting watered. Flambeau approved funding half of the AmeriCore STEM position of 900 hours beginning Fall of 2023. Mary is requesting \$1250 to fund the other half. Will use Compeer \$ for 2023 portion and budget for the 2024 portion. *Motion by Lois G to proceed with posting the positions with second by Jon U. Motion carried.* Discussed contract approval process and how description of services need to be provided in the contract. Moving forward with the Intern based on money left in the budget.

9. BILL REPORTS: *Motion to approve the bill report by Lois G with second by Jon U. Motion carried.*

10. NEXT MEETING DATE: August 2<sup>nd</sup> at 4 pm in the Law Enforcement Center.

ADJOURNMENT: *Motion to adjourn by Lois G with second by Jon U. Motion carried.* Meeting adjourned at 5:31 pm.