



PORTAGE COUNTY

MEETING MINUTES

JUDICIAL/GENERAL GOVERNMENT COMMITTEE

PORTAGE COUNTY ANNEX
CONFERENCE ROOM 1&2
1462 STRONGS AVENUE
STEVENS POINT, WI 54481

Monday, April 28, 2025

3:30 PM

REMOTE ATTENDANCE & COMMENT

To attend this meeting by telephone : dial 1-872-242-7813 , after dialing the number you will then be asked to enter a meeting number. Use the following meeting number: 229 477 127 605, then press #

To attend this meeting by video: [Join the meeting now](#)

CALL TO ORDER

The Judicial General Government Committee meeting was called to order at 3:30 p.m.

Members present: Supervisor Matt Jacowski, Supervisor Don Jankowski, Supervisor Suzanne Oehlke and Supervisor Barry Jacowski.

Attending online: Supervisor Steven Fritz

Staff attending: John Olson, Veterans Service Director; Sheila Kessler, Family Court Commissioner; Lisa Roth, Clerk of Courts; Courtney Kostuchowski, Justice Programs Director; Cindy Wisinski, Register of Deeds; County Executive John Pavelski, Laura Belanger, HR Director and Jane Iwanski.

CORRESPONDENCE

None

PRESENTATIONS

None

REPORTS

1. Vendor Invoice Lists

PUBLIC NOTICE

Members of the public who wish to address the Committee on specific agenda items must register their request at this time, with such comments subject to the public comment ordinance and the reasonable control of the Committee Chair as set forth in Robert's Rules of Order.

APPROVAL OF MINUTES

2. **APPROVAL OF MINUTES for February 24, 2025**

A motion was made by Supervisor D. Jankowski to approve the February 24, 2025 minutes as presented. Seconded by Supervisor B. Jacowski. The motion to approve was carried by voice vote with no negative votes.

DISCUSSION/POSSIBLE ACTION

3. Discussion/Possible Action Re: Special Meeting Attendance (Portage County Ordinance 3.1.47 & 3.1.48)
 - Request for special meeting attendance
 - Approval of attendance of special meetings
 - Special meeting attendance reports

None

4. Justice Programs
 - a. Office and Budget Update
 - b. Resolution Approving Step-up pay for the County Executive Administrative Assistant for duties performed during the vacancy of the Justice Programs Director Vacancy between September 23, 2024, through February 27, 2025.

A motion was made by Supervisor B. Jacowski to approve the step-up pay for the County Executive Administrative Assistant for duties performed during the vacancy of the Justice Programs Director. Seconded by Supervisor D. Jankowski. The motion to approve was carried by voice vote, with no negative votes.

5. Veterans Services
 - a. Office and Budget Update
6. Clerk of Courts
 - a. Office and Budget Update
7. Family Court Commissioner
 - a. Office and Budget Update
8. Register of Deeds
 - a. Office and Budget Update

NEXT MEETING DATE

9. June 23, 2025 at 3:30 p.m. Conference rooms 1&2 in the County Annex Building

ADJOURNMENT

A motion was made by Supervisor B. Jacowski to adjourn the April 28, 2025 Judicial General Government Committee meeting at 4:05 p.m. Seconded by Supervisor D. Jankowski. A motion to approve was carried by voice vote, with no negative votes.