



NORTHEAST COMMUNITY COURT

MEETING NOTICE & AGENDA

NORTHEAST COMMUNITY COURT COMMISSION

Monday, October 18, 2021
7:30 AM

Virtual via goto meeting

<https://global.gotomeeting.com/join/425909597>

You can also dial in using your phone.

(For supported devices, tap a one-touch number below to join instantly.)

United States: +1 (224) 501-3412

- One-touch: <tel:+12245013412,,425909597#>

Access Code: 425-909-597

Discuss and take action on the following:

1. Call to order.
2. Discuss/consider/approve 1st -3rd Quarter financial information.
3. Discuss/consider/approve the 2022 Budget.
4. Approve meeting minutes from October 19, 2020.
5. Municipal Judge and/or Court Clerk comments and/or items for action.
6. Future agenda items.
7. Adjourn.

By: Robert Anderson, Administrator
10/10/2021



NORTHEAST COMMUNITY COURT

MEETING NOTICE & AGENDA

NORTHEAST COMMUNITY COURT COMMISSION

Monday, October 11, 2021

4:30 PM

**WESTPORT TOWN HALL
5387 MARY LAKE ROAD
WAUNAKEE WI 53597**

Discuss and take action on the following:

1. Call to order.
2. Discuss/consider/approve 1st -3rd Quarter financial information.
3. Discuss/consider/approve the 2022 Budget.
4. Approve meeting minutes from October 19, 2020.
5. Municipal Judge and/or Court Clerk comments and/or items for action.
6. Future agenda items.
7. Adjourn.

By: Robert Anderson, Administrator
10/10/2021



Northeast Community Court Commission
5387 Mary Lake Rd
Waunakee WI 53597
Meeting Minutes
Monday, October 19, 2020
4:30 p.m.

Commission members in attendance: Tom Wilson (Chair), Don Postler, Brian Willison and Chris Truitt. Also in attendance: Robert Anderson, Court Administrator and Jessica Frey.

1. Wilson called the meeting to order via zoom video conference at 4:32 p.m.
2. Discuss/consider/approve 1st -3rd Quarter financial information. Motion: Truitt/Postler to approve the financials as presented. Motion carried.
3. Discuss/consider/approve the 2020 Budget. Motion: Postler/Truitt to approve the 2021 Budget as presented with the one time modification of reducing the 2021 Municipal contributions to \$3,275 divided equally. Motion carried.
4. Approve meeting minutes from October 21, 2019. Motion: Truitt/Postler to approve the minutes as presented. Motion carried.
5. Municipal Judge and/or Court Clerk comments and/or items for action. None
6. Future agenda items. Set future Meeting Dates. January 25, April 26, July 26, October 11, 2021 and January 24, 2022, 4:30 p.m., Town of Westport or video conference.
7. Adjourn. Motion: Willison/Truitt to adjourn. Motion carried. Meeting adjourned at 4:48 p.m.

Robert Anderson
Court Administrator
10/20/2020

2021 PAYOUTS TO THE TOWNS

	TOWN		COURT FINES		PARKING TICKETS		EXPENSE CONTRIBUTION *		NET PAYMENT	DATE PAID
1st Quarter	Blooming Grove	\$	0.00	\$	1,950.00	\$	(136.50)	\$	1,813.50	05/03/21
	Burke		390.00		25.00	\$	(136.50)	\$	278.50	05/03/21
	Bristol		1,350.00		10.00	\$	(136.50)	\$	1,223.50	05/03/21
	Westport		435.76			\$	(136.50)	\$	299.26	05/03/21
	Sn Prairie		0.00		250.00		(546.00)		(296.00)	Billed for Entire year 5/3/21
	V Dane		30.00			\$	(136.50)		(106.50)	
2nd Quarter	Blooming Grove	\$	0.00	\$	200.00	\$	(136.50)	\$	63.50	
	Burke	\$	590.00	\$	0.00	\$	(136.50)	\$	453.50	
	Bristol	\$	1,130.00	\$	30.00	\$	(136.50)	\$	1,023.50	
	Westport	\$	224.00	\$	250.00	\$	(136.50)	\$	337.50	
	Sn Prairie	\$	0.00	\$	150.00	\$	0.00	\$	150.00	
	V Dane	\$	0.00	\$	0.00	\$	(136.50)	\$	(136.50)	
3rd Quarter	Blooming Grove	\$	0.00	\$	0.00	\$	(136.50)	\$	(136.50)	
	Burke	\$	0.00	\$	0.00	\$	(136.50)	\$	(136.50)	
	Bristol	\$	0.00	\$	0.00	\$	(136.50)	\$	(136.50)	
	Westport	\$	0.00	\$	0.00	\$	(136.50)	\$	(136.50)	
	Sn Prairie	\$	0.00	\$	0.00	\$	0.00	\$	0.00	
	V Dane	\$	0.00	\$	0.00	\$	(136.50)	\$	(136.50)	
4th Quarter	Blooming Grove	\$	0.00	\$	0.00	\$	(136.50)	\$	(136.50)	
	Burke	\$	0.00	\$	0.00	\$	(136.50)	\$	(136.50)	
	Bristol	\$	0.00	\$	0.00	\$	(136.50)	\$	(136.50)	
	Westport	\$	0.00	\$	0.00	\$	(136.50)	\$	(136.50)	
	Sn Prairie	\$	0.00	\$	0.00	\$	0.00	\$	0.00	
	V Dane	\$	0.00	\$	0.00	\$	(136.50)	\$	(136.50)	
		\$	4,149.76	\$	2,865.00	\$	(3,276.00)			

2021 Budget for Northeast Community Court

	2019 Budget	2020 Budget	2021 Budget	2021 YTD as of 9/30	2020 Estimated	2022 Budget	
INCOME							
Court Costs Retained	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 4,191.00	\$ 10,000.00	\$ 20,000.00	
Atty Fee Reimbursements	2,900.00	2,900.00	2,900.00	1,468.00	2,200.00	2,900.00	
Miscellaneous Income	1,500.00	1,500.00	1,250.00	45.00	200.00	1,250.00	NSF Fees, seal t
Town Support payments	6,550.00	3,276.00	3,276.00	3,276.00	3,276.00	3,276.00	
Total Income	\$ 30,950.00	\$ 27,676.00	\$ 27,426.00	\$ 8,980.00	\$ 15,676.00	\$ 27,426.00	
Fixed Expenses							
Judge Salary	\$4,800.00	\$4,800.00	\$4,800.00	\$ 3,600.00	\$4,800.00	\$4,800.00	
Insurance/Bonds	500.00	500.00	500.00	200.00	\$500.00	500.00	
Supreme Court	750.00	750.00	750.00	740.00	\$750.00	750.00	
Travel/Training	500.00	500.00	500.00	792.25	\$795.00	500.00	
Total Fixed Expenses	\$6,550.00	\$6,550.00	\$6,550.00	\$5,332.25	\$6,845.00	\$6,550.00	
Variable Expenses							
Clerk Wages	\$ 12,600.00	\$ 12,600.00	\$ 12,600.00	\$ 4,320.00	\$8,238.00	\$ 12,600.00	\$22.50/hr approx
Westport Administration	1,100.00	1,100.00	1,100.00	0.00	100.00	1,100.00	
Attorney Fees	6,000.00	6,000.00	6,000.00	2,128.00	5,000.00	6,000.00	
Office Supplies	2,500.00	2,500.00	2,500.00	298.00	800.00	2,500.00	
Payroll Expenses	1,350.00	1,350.00	1,350.00	331.00	630.00	1,350.00	FICA and Medical
NSF Fees	100.00	100.00	100.00	0.00	0.00	100.00	
Inmate Fees	0.00	0.00	0.00	0.00	0.00	0.00	
Suspension Fees (TVRP)	500.00	500.00	500.00	0.00	0.00	500.00	
Total Variable Expenses	\$24,150.00	\$24,150.00	\$24,150.00	\$7,077.00	\$14,768.00	\$24,150.00	
Total Expenses	\$30,700.00	\$30,700.00	\$30,700.00	\$12,409.25	\$21,613.00	\$30,700.00	
NET INCOME	\$ 250.00	(\$3,024.00)	\$ (3,274.00)	(\$3,429.25)	\$ (5,937.00)	\$ (3,274.00)	

BUDGET NOTES:

2021 MUNICIPAL CONTRIBUTION

	Fixed*	Variable	Total
Blooming Grove	\$ 546.00		\$ 546.00
Burke	546.00		546.00
Bristol	546.00		546.00
Westport	546.00		546.00
Sun Prairie	546.00		546.00
Village of Dane	546.00		546.00
	\$ 3,276.00	\$ 0.00	\$ 3,276.00

2021 Forfeiture Report

		Parking Tickets
January Forfeitures	\$	1,416.40
Dane County	\$	90.00
State	\$	373.64
NECC Retained	\$	297.00
BI Grove	\$	0.00 \$ 650.00
Burke	\$	0.00 \$ 25.00
Bristol	\$	440.00
Westport	\$	215.76
Sn Prairie	\$	0.00 \$ 0.00

Dane		
March Forfeitures	\$	2,118.60
Dane County	\$	180.00
State	\$	534.60
NECC Retained	\$	594.00
BI Grove	\$	0.00 \$ 300.00
Burke	\$	120.00 \$ 0.00
Bristol	\$	470.00 \$ 0.00
Westport	\$	190.00 \$ 0.00
Sn Prairie	\$	0.00 \$ 50.00
Dane	\$	30.00

May Forfeitures	\$	1,410.40
Dane County	\$	130.00
State	\$	361.40
NECC Retained	\$	429.00
BI Grove	\$	0.00 \$ 0.00
Burke	\$	30.00 \$ 0.00
Bristol	\$	430.00 \$ 20.00
Westport	\$	30.00
Sn Prairie	\$	0.00 \$ 50.00
Dane	\$	0.00

July Forfeitures	\$	2,118.60
Dane County	\$	180.00
State	\$	534.60
NECC Retained	\$	594.00
BI Grove	\$	0.00 \$ 0.00
Burke	\$	290.00 \$ 20.00
Bristol	\$	490.00 \$ 20.00
Westport	\$	30.00
Sn Prairie	\$	0.00
Dane	\$	0.00

Sept Forfeitures	\$	0.00
Dane County	\$	0.00
State	\$	0.00
NECC Retained	\$	0.00
BI Grove	\$	0.00 \$ 0.00
Burke	\$	0.00 \$ 0.00
Bristol	\$	0.00 \$ 0.00
Westport	\$	0.00 \$ 0.00
Sn Prairie	\$	0.00 \$ 0.00
Dane	\$	0.00 \$ 0.00

Nov Forfeitures	\$	0.00
Dane County	\$	0.00
State	\$	0.00
NECC Retained	\$	0.00
BI Grove	\$	0.00 \$ 0.00
Burke	\$	0.00 \$ 0.00
Bristol	\$	0.00 \$ 0.00
Westport	\$	0.00 \$ 0.00
Sn Prairie	\$	0.00 \$ 0.00
Dane	\$	0.00

Total Forfeitures	\$	15,231.20
Total Dane County	\$	1,270.00
Total State	\$	3,906.32
Total NECC	\$	4,191.00
Total BI Grove	\$	0.00
Total Burke	\$	1,320.00
Total Bristol	\$	3,720.00
Total Westport	\$	793.88
Total Sun Prairie	\$	0.00
Total Dane	\$	30.00
	\$	5,863.88

		Parking Tickets
February Forfeitures	\$	2,091.40
Dane County	\$	190.00
State	\$	534.40
NECC Retained	\$	627.00
BI Grove	\$	0.00 \$ 1,000.00
Burke	\$	270.00 \$ 0.00
Bristol	\$	440.00 \$ 0.00
Westport	\$	30.00
Sn Prairie	\$	0.00 \$ 200.00

Dane		
April Forfeitures	\$	1,885.20
Dane County	\$	150.00
State	\$	496.20
NECC Retained	\$	495.00
BI Grove	\$	0.00 \$ 150.00
Burke	\$	370.00 \$ 0.00
Bristol	\$	180.00 \$ 10.00
Westport	\$	194.00 \$ 250.00
Sn Prairie	\$	0.00 \$ 100.00
Dane	\$	0.00 \$ 0.00

June Forfeitures	\$	1,992.60
Dane County	\$	180.00
State	\$	508.60
NECC Retained	\$	594.00
BI Grove	\$	0.00 \$ 50.00
Burke	\$	190.00 \$ 0.00
Bristol	\$	520.00 \$ 0.00
Westport	\$	0.00
Sn Prairie	\$	0.00
Dane	\$	0.00

August Forfeitures	\$	2,198.00
Dane County	\$	170.00
State	\$	562.88
NECC Retained	\$	561.00
BI Grove	\$	0.00 \$ 50.00
Burke	\$	50.00 \$ 0.00
Bristol	\$	750.00 \$ 0.00
Westport	\$	104.12
Sn Prairie	\$	0.00 \$ 0.00
Dane	\$	0.00

Oct Forfeitures	\$	0.00
Dane County	\$	0.00
State	\$	0.00
NECC Retained	\$	0.00
BI Grove	\$	0.00 \$ 0.00
Burke	\$	0.00 \$ 0.00
Bristol	\$	0.00
Westport	\$	0.00 \$ 0.00
Sn Prairie	\$	0.00
Dane	\$	0.00 \$ 0.00

Dec Forfeitures	\$	0.00
Dane County	\$	0.00
State	\$	0.00
NECC Retained	\$	0.00
BI Grove	\$	0.00 \$ 0.00
Burke	\$	0.00
Bristol	\$	0.00
Westport	\$	0.00
Sn Prairie	\$	0.00
Dane	\$	0.00

Park/ins/seatbelt		
BI Grove	\$	2,200.00
Burke	\$	25.00
Bristol	\$	50.00
Westport	\$	250.00
Sn Prairie	\$	400.00
Dane	\$	0.00
	\$	2,925.00