

Meeting Minutes

Brown County Joint Municipal Court Administrative Committee Meeting

Town of Humboldt Community Center

Thursday, September 17, 2026 at 6:00 PM

- 1) Call to Order **Meeting was called to order by Vice Chair Dennis Cashman at 6:07 PM**
- 2) Pledge of Allegiance **Recited by all.**
- 3) Affidavit of Posting **Ossmann certified that the meeting was posted at the Humboldt Town Hall; BCJMC website; Town of Scott Town Hall and website; and Holland website. Motion by Gary Koomen/Ron Nowak to approve the affidavit of posting. Voice Vote. Carried.**
- 4) Attendance/Introductions **Those in attendance introduced themselves. Present were: BCJMC Vice Chair and Town of Rockland Chair Dennis Cashman; Town of Eaton Chair Jim Osterloh; Town of Glenmore Chair Ron Nowak; Village of Greenleaf President Bonnie Crossman; Town of Humboldt Chair Tim Van Pay; Town of Morrison Chair Gary Koomen; Town of New Denmark Supervisor Mike Calewarts; Town of Wrightstown Chair Bill Verbeten; Judge Cletus Hubers; Clerk of Court Sharon Diedrick; and Treasurer/Secretary Lana Ossmann. Audience: Joanie Hubers. Absent: Town of Holland Chair Mike Smits; Town of Scott Chair, Mike Van Lanen.**
- 5) Public Comment **None**
- 6) Meeting Minutes (June 18, 2026) **Motion by Gary Koomen/Mike Calewarts to approve the June 18, 2026, meeting minutes. Voice Vote. Carried.**
- 7) Judge's Report **Hubers' report highlighted the municipal paybacks for June, July and August. At the September court session there were 73 citations with 1 reappearance from July court; 5 appeared in person; 1 traffic ticket pretrial from July adjudicated; 1 traffic ticket held open until September 2026; 1 traffic moved from July to September-adjudicated; 2 ordinance tickets held open from July 2026 adjudicated; 3 DNR citations-adjudication sent to DNR; 29 unpaid citations-defaulted with guilty finding; and 38 paid prior to court. Questions were answered regarding the DNR-UTV violations. Motion by Bill Verbeten/Gary Koomen to approve the Judge's report. Voice Vote. Carried.**
 - a) 2027 Court Dates **Court dates for 2027 are: Jan 7, March 4, May 6, July 1, September 2, November 4 and January 5, 2028.**
- 8) Court Clerk Report **Diedrick reported that Village of Greenleaf and Town of Wrightstown attorney has given blanket consent to Judge Hubers to amend from the bench; she reported on the discussions with the Village of Denmark; and that citation information was given to the Village of Greenleaf on July 1st. Motion by Gary Koomen/Ron Nowak to approve the Court Clerk report. Voice Vote. Carried.**
- 9) Treasurer/Secretary Report **Ossmann reported that following the June meeting the member municipalities received an updated version of the budget (as decided at the June meeting) to base their discussions on; the idea of an annual audit of the records by a member of the Administrative Committee may be something to consider. That will be added to the December meeting agenda; and a question was raised regarding the Town of Rockland becoming a part of the Village of Greenleaf. Motion by Gary Koomen/Ron Nowak to approve the Treasurer/Secretary report. Voice Vote. Carried.**

Dennis Cashman gave a summary of where the issue of Town of Rockland becoming a part of the Village of Greenleaf currently stands.
- 10) Financial Report **Review of Income/Expense/Certification. Approval of Payments and Checks to be Signed. After review, motion by Jim Osterloh/Gary Koomen to approve the financial report and to pay the bills. Voice Vote. Carried.**
- 11) Old Business:
 - a) Resume discussion on 2027 Annual Budget Income. **Documents presented regarding the breakdown of pay back on citations to member municipalities and how changing that could add revenue to the BCJMC budget.**

Previous motion of 10-20-2022 directed a 50/50 split. Pros and cons were discussed. **Motion by Gary Koomen/Jim Osterloh to rescind the motion of 10-20-2022. Voice Vote. Carried.**

Motion made by Bill Verbeten/Jim Osterloh to pay back to Member Municipalities the amount of municipal court cost only, per paid citation, beginning October 1, 2026 Voice Vote. Carried.

b) Update regarding 2027 Annual Budget Approval by Member Municipalities **Ossmann reported that 8 of the 10 member municipalities voted to approve the 2027 Annual Budget. A majority is required. 2027 Budget adopted.**

12) New Business:

a) Next Court Date: November 5, 2026

b) Court Cost retention by Court vs Municipalities **Already decided under Agenda item #12**

13) Q & A (Questions & Answers) **None**

14) Adjournment. **Motion by Gary Koomen/Ron Nowak to adjourn. Voice Vote. Carried.**

8:15 PM

Respectfully Submitted,

Lana Ossmann, Treasurer/Secretary
Brown County Joint Municipal Court