

OFFICE OF COUNTY CLERK

November 14, 2011

The Board of Brown County Commissioners met in regular session with the following members present: Steve Roberts, Warren Ploeger and Keith Olsen. Also present were County Clerk Debbie Parker and Deputy County Clerk Marla Hathhorn. Steve Roberts opened the meeting at 8:00 a.m.

SHERIFF

Sheriff John Merchant reported 21 inmates currently in the Brown County Jail. Merchant warned county residents to never give out personal information or bank account information as there are a number of scam complaints at this time. Merchant requests anyone feeling they are a victim of a scam to notify their local law enforcement.

MINUTES

Motion by Warren Ploeger to approve the November 7, 2011 minutes. Seconded by Keith Olsen. Motion carried.

DEPUTY CORONER

Motion by Keith Olsen to approve the appointment of Joseph Hawkins, MD, as a Deputy Coroner for the 22nd Judicial District, as recommended by Byron Bigham, MD. Seconded by Warren Ploeger. Motion carried.

NOTARY POLICY

County Clerk Debbie Parker discussed the need for a Notary Policy for the county employees who are Notaries.

JINGLE BELL RIDE

Patti Merchant, Jingle Bell Ride, requested permission of the use of the Courthouse Lobby and the Courthouse Square for the 15th Annual Jingle Bell Ride scheduled for November 20, 2011.

Motion by Keith Olsen to approve the use of the Courthouse Lobby and Square for the Jingle Bell Ride. Seconded by Warren Ploeger. Motion carried.

EMERGENCY MANAGEMENT/EXTENSION

Jennifer Ploeger, Emergency Management Director, gave her two weeks notice as Emergency Management/Extension Agent. The Commission wished Jennifer well in her next position.

Motion by Steve Roberts to adjourn. Seconded by Keith Olsen. Motion carried. Meeting adjourned at 9:35 a.m. The next meeting will be held Monday November 21, 2011.