

Public Safety  
9-15-14

# CITY OF MANITOWOC

WISCONSIN, USA  
www.manitowoc.org



August 6, 2014

14-1759

PUBLIC SAFETY COMMITTEE  
Ald. Chris Able, Chairman  
900 Quay St  
Manitowoc, WI 54220

Re: Request to utilize skip tracing company

Dear Chairman Chris Able:

The purpose of this letter is to request permission for Municipal Court to utilize a skip tracing company in an attempt to pursue collection of unpaid judgments. Per State of Wisconsin contract, Professional Placement Services of Milwaukee is offering this service. They have the ability to search and provide social security numbers at a fee rate of .70 per hit. There is no charge if they are unable to provide a SSN. An SSN or a driver's license number is needed to certify a debt with the Wisconsin Department of Revenue.

In the past Municipal Court has utilized a resource called TLO in an attempt to locate social security numbers. In the past there has been no fee for a basic search, but as of July 1, 2014, this company now charges .25 per search regardless of a hit.

The current budget for Municipal Court does not include a line item for this expense, but if approved, will be included in the upcoming 2015 budget request. It has been agreed that if approved at this time this expense would be monitored by the Finance Director for the current year.

Assuming this item will be added to the next Public Safety Committee agenda and you feel my presence is required, please notify me when the meeting is scheduled and either I or Finance Director Corbeille will be present to address any questions the Committee may have.

Sincerely,

*Steven R. Olson/eh*

Steven R. Olson  
Manitowoc Municipal Judge

cc: Mayor Justin Nickels  
Finance Director Steve Corbeille

**Municipal Judge, Steven R. Olson**

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