

Public Safety & Judiciary CommitteeWednesday, December 11, 20139:00 a.m. – Conference Room A260**MINUTES**

Chairman Sebastiani called the meeting to order at 9:00 a.m. The meeting was properly announced.

Committee members present: Bob Eggebrecht, Marge Edwards, Al Sebastiani, Bill Miller, and Terry James

Others present: Carol Collins, Kris Steffens, Janet Leja, Kathie Dye, Terry Reynolds, Jane Gervais, Marilyn Rogers, Terry Fahrenkrug, Ray Bildings (Bug Tussel Wireless), and Earl Katers (Communications Service)

Motion by Miller to approve the agenda, seconded by Edwards. All in favor, motion carried unanimously.

Motion by James to approve the prior meeting minutes (November 13th), seconded by Miller. All in favor, motion carried unanimously.

There was no public participation. There was no correspondence.

Eyes of Hope Shelter—Kris Steffens—Present

Steffens provided the Committee with her monthly report for November 2013. Steffens discussed her report and stated November was a quiet month. Steffens stated they are now at manageable numbers at the kennel. Steffens stated that with the recent food donation there is enough food in storage to last a year. Chairman Sebastiani stated that Eyes of Hope Shelter received a letter of extension for their continued service in 2014.

Family Court Commissioner – Dennis McFarlin – Not Present

McFarlin was unable to attend the meeting.

Child Support – Janet Leja – Present

Committee was provided with the performance measures for November 2013, Administrator's Memo regarding Calendar Year 2014 Child Support Allocations, and the on-site review of the Adams County Child Support Agency from 7/26/13. Leja discussed the performance measures and explained the change to pay per performance measure for 2014 instead of the 80% benchmark. Leja stated there is an additional \$15,000 from 2011 that they will be receiving. The extra funds will be used to purchase partitions for the office to accommodate the new employee. Leja stated they are ready to rearrange the office now that they have purged and scanned files to free up space. Leja informed the Committee of the interviews for the Child Support Specialist position. Leja explained the LTE clerical position expires in a few weeks and is requesting to have an additional 90 days in 2014 to help with miscellaneous clerical duties and purging files while training the new case manager. **Motion by James to approve an additional 45 days for the LTE position in 2014 and to come back after 45 days if additional time is needed, seconded by Edwards. Motion carried. Eggebrecht – No.** Leja gave an update regarding the Call Center and explained the increase in traffic at the window. Leja explained that they can opt out of the contract at any time. Discussion was held regarding contracting with the Call Center versus having a part-time secretary. This issue will be revisited later in the year.

Clerk of Circuit Court – Kathie Dye – Present

Dye provided the Committee with the monthly expense report for November 2013. Dye explained she is over budget on her small equipment expense line due to the purchase of the desktop scanners. They started using the scanners right away and are scanning documents as they come in. Dye stated the scanning is starting to free up space. Dye stated the testing for the Deputy Clerk of Court position is complete and they are in the process of setting up interviews.

Register in Probate – Terry Reynolds – Present

Reynolds provided the Committee with the monthly expense report for November 2013. Reynolds explained the legal budget expenses lines are extremely high and over budget due to the increase in CHIPS cases and guardianships. Reynolds stated she has received additional GAL fees so that will help offset the overages. Reynolds stated she is only waiting 90 days for payment on CHIPS cases before she takes legal action to recoup these fees. Reynolds stated there is a meeting in January 2014 to move forward with Teen Court. Reynolds explained they wanted to give the new Chief at the Adams Police Department time to get settled before they start to move forward with Teen Court. Reynolds stated that her office is getting back to normal now that Sandy is back in the office full-time.

District Attorney – Tania Bonnett and/or Janis Cada – Not Present

Committee was provided with the monthly expense report and Community Service report for November 2013. Bonnet and Cada were unable to attend the meeting.

Emergency Management – Jane Gervais – Present

Gervais provided the Committee with the monthly expense report for November 2013. Gervais stated the contracted services budget line is over budget due to the lightning strike repairs. Insurance recoveries were received to offset the expenses and Gervais stated she will be looking into the reimbursement from the insurance company as the amounts do not seem to match.

Chairman Sebastiani abstained from the discussion regarding Bug Tussel Wireless adding equipment to the Highway tower site. Sebastiani excused himself from the meeting. Ray Bildings (Bug Tussel Wireless) discussed with the Committee his proposal to lease ground space and tower space to the main tower on Highway F. Bildings stated they would like a 35 year lease and would like to pay monthly rent between \$200 and \$400 for years 1 – 5 and after year 5 the rent would increase to \$1,200 per month. Bug Tussel Wireless is looking to put 4G services on the tower and at the end of their 5-year lease with US Cellular they would bring over the 2G services. All costs for tower applications, structural reports, engineering, installation, and site upgrades will be paid by Bug Tussel Wireless. Earl Katers (Communications Service) stated they have been working with Bug Tussel Wireless and that there is space available. They do not see any problems with interference and there is proper grounding. Katers stated Communications Service will be working closely with Bug Tussel Wireless to see the work is done properly and would back the work by Bug Tussel Wireless. Committee stated they would agree to monthly rent of \$400 for four years to start and when the 2G services equipment is installed the monthly rent will increase to \$1,200 with a 2% increase yearly thereafter. Committee requested Bildings get the contract to Gervais so that it could be presented to them next month. Chairman Sebastiani returned to the meeting after the Bug Tussel Wireless discussion on adding equipment to the Highway tower site.

Gervais discussed adding the Emergency Response Plan to the website instead of sending out hard copies. Gervais stated she will still provide hard copies if wanted/needed. Gervais stated there were concerns from one fire department and Fahrenkrug stated the Sheriff's Office may also have concerns. Fahrenkrug stated he would work with Gervais to see if it would be appropriate to add it to the website. Gervais asked if anyone from the Committee was interested in being on the All Hazard Mitigation Grant Planning Committee for updating All Hazard Mitigation Plan. Committee asked if this could wait until April 2014 as there may be new committee members at that time and Gervais stated it could not. Edwards volunteered to be on the committee. Gervais updated the Committee on the Commodity Flow Study that was done by Richland County.

Medical Examiner – Marilyn Rogers – Present

Rogers provided the Committee with the monthly activity report and check summary for November 2013. Rogers discussed the report and answered the Committee's questions. Rogers stated November was a busy month. Rogers met with RTI and received their contract. The contract was given to Corporation Counsel and the Administrative Coordinator for approval. Rogers stated the contract will be presented to the Committee at the January 2014 meeting.

Sheriff's Office – Sheriff Wollin – Not Present

Wollin was unable to attend the meeting.

Chief Deputy Fahrenkrug – Present

Fahrenkrug stated staff is finishing up the final range training. Range training will restart in the spring and the City of Adams will also participate. Fahrenkrug explained there will be two days of in-house training in January which will satisfy the 24 hours of training that is required for 2014. Fahrenkrug stated interviews are scheduled for the vacant jail deputy and patrol deputy positions. Training for the new K-9 unit is complete December 20th and Fahrenkrug explained the K-9 unit will be introduced to County Board in January. Committee was provided with the monthly revenue and expense reports for November 2013. Fahrenkrug discussed the reports and addressed the Committee's questions. Fahrenkrug stated the animal control officer worked 20 hours less than this time last year and continues to use his time wisely.

Motion by Miller to approve vouchers and monthly expense reports as presented, seconded by Edward. All in favor, motion carried unanimously.

Identify upcoming agenda items: Update from Jane Gervais on Bug Tussel Wireless.

Set next monthly meeting date as January 8th at 9:00 a.m.

Motion by James to adjourn, seconded by Edwards. All in favor, motion carried unanimously. Meeting adjourned at 10:42 a.m.

These minutes have been approved by Public Safety & Judiciary Committee on January 8, 2014.

Respectfully Submitted,



Carol A. Collins
Recording Secretary