

**Public Safety & Judiciary Committee**  
 Wednesday, September 14, 2011  
 9:00 a.m. – Conference Room A260

**MINUTES**

1. Call the Meeting to Order. Meeting called to order at 9:00 am.
2. Was the meeting properly announced? Yes  
 Roll Call: Bill Miller, Beverly Ward, Terry James, Mike Keckeisen, Al Sebastiani (Excused/late), Sam Wollin, Les Beckman, Sandra Green, Marcia Kaye, Terry Reynolds, Brenda Merkle, Vice President of the Humane Society, Carol Berry, President of the Humane Society, and Christina Akkerman, Manager of the Humane Society.
3. Approve the Agenda. James/Miller, MC/UN
4. Approve minutes of prior meeting. Miller/James, MC/UN
5. Public participation (*If requested by the Committee Chair*).
6. Correspondence. None.
7. Adams County Humane Society: Per Chair Sebastiani this portion of the meeting to begin at 10:30.  
 Discuss and/or act on contract/future funding for the Adams County Humane Society for 2012, specifically a Purchase of Service Agreement between Adams County and the Adams County Humane Society.
8. Sheriff's Department - Sheriff Wollin – Attending.  
 Animal shelter/animal control officer report (reports in packet). Question was raised whether there has been an increase in mileage for the ACO's. The Sheriff confirmed there has been a slight increase but is within normal range.  
 Discuss department operations. Sheriff Wollin discussed the process of selling the old squads on Wisconsin surplus.com auction site. The only cost to the Department was \$46 for posting the information in the newspaper. The Sheriff's Dept. sold five squads for around \$24,000. Sheriff Wollin stated that Lt Tully was the manager of this project and was able to sell five squads for \$4,000 over the expected revenue for eight squads. This is a much better program to sell old equipment and they will continue to pursue this in the future. Sheriff Wollin also talked about the National Sheriff's Institute training he attended. He was very pleased with the training and was like no other he's been to before. It was intense and the focus of the training was leadership development. Sheriff Wollin thanked the board for approval to attend. Sheriff Wollin spoke regarding a couple of significant events which occurred over the last month. At Roche-A-Cri Park there was a young boy who fell from the top of the rock which was a fatal accident. The Sheriff stated there would be a debriefing on this incident next week. Captain Beckman said the straight line winds which occurred last week caused significant damage and power outages with trees down all over the County. Emergency Management, the Adams Fire Chief, and the Sheriff's Department worked together as a team on this event and things went very smooth. The deputies on duty did an outstanding job in reporting areas that needed clearing, downed lines, and then a house to house search was conducted with specific areas of responsibility. Lessons learned during the April Tornado were applied to this situation with success. There were no injuries directly related to the wind storm.  
 Approve conference/training if any. None.  
 Update/discussion/action on researching cost for three Patrol Sergeants working within current budget. This discussion led into questions regarding the Supervisory structure of the Sheriff's Department. Discussion was held regarding the cost of including the advancement of these three positions into the 2012 budget as well as the Chief Deputy's position. Questions were raised regarding the Lt's positions and how they fit into the operational needs of the Department. The research into how other departments with comparable populations, calls for service, and number of Deputies completed by Captain Beckman was revisited. There was also discussion regarding going to an Undersheriff position instead of continuing with a Chief Deputy position. Supervisor Miller handed out information he gathered regarding all Command positions and explained his handout to everyone.

Motion to approve the advancement of three Patrol Sgt's working within the current budget and continue working on the supervisory structure of the Sheriff's Department at a later date. Discussion: It would allow them to go forward to finance to include the three Sgt. positions in the budget and would allow them to create the positions effective 1/1/2012 but also allows the committee to revisit the structure of the department at a later date. Roll call: Keckeisen/Aye, Miller/Aye, Sebastiani/Aye, Ward/Aye, James/Nay. Motion carried by roll call vote 4 Yes/1 No.

Update/ on new squad information from Lt. Tully's training at the Fleet Expo in St. Louis. Lt. Tully came back with a lot of good information regarding the three vehicles being offered as Police Fleet vehicles. The three vendors are Ford, Dodge and Chevrolet. Much of the equipment will not be interchangeable between the Crown Victoria's we have now so there will be an increased cost of vehicle changeover. Lt. Tully put together a slide show presentation and this will be viewed at a later date. Lt Tully's recommendation is to go with the Chevrolet Caprice. They all carry a similar warranty and the Sheriff's Department will need to inquire about Chevrolet leasing possibilities. Sheriff Wollin thanked the committee in allowing Lt. Tully to attend this training as it was very beneficial.

Supervisor Sebastiani joined the meeting at 9:50 am.

Update/Discussion/Action on results from meeting with Property Committee and new estimate from Portage Glass for Bullet Resistant Glass for Front Counter. Sandra Green, Fiscal Manager explained the two estimates received to replace the front office windows with bullet resistant glass including a transaction drawer. It was also requested to use the monies as a Capital Improvement project and apply this money toward the safety of the employees in the front office. Motion to approve the proposal from TBSI using the monies originally set aside for a new door in the jail which is a project requested under the previous administration and not feasible. This motion is contingent if the money from Jail Assessment from this year's 2011 funds is available. Keckeisen/James, MC/UN.

#### Captain Beckman – Attending

Review monthly expenditure report and check summary. Questions were asked and discussed.

Discuss Probation and Parole Issues. Captain Beckman explained that we are running into issues with inmates on P&P holds. There may be a little bit of an increase in medical costs due to these situations.

Discuss follow-up on Sale of Squads. Discussed under Sheriff Wollin.

Update on Jail Debt Collection. We have now received in collected debt a total of \$4648.36 and Sandra continues to work with Bay West Acquisition on collections.

Motion for a five minute break at 10:25. James/Ward, MC/UN. Meeting called back to order at 10:30 am.

9. Adams County Humane Society: Per Chair Sebastiani this portion of the meeting to begin at 10:30. Discuss and/or act on contract/future funding for the Adams County Humane Society for 2012, specifically a Purchase of Service Agreement between Adams County and the Adams County Humane Society. Corp Counsel Jack Albert was present at the meeting at this time to present information regarding Ordinances and State Statutes which were cited. Ordinance #34-2006 (Vicious or dangerous animals) under Animal Control agency which is the Adams County Sheriff's Dept. This is also defines an Animal Control Officer which we have two of at this time in the County.

Ordinance #7-1987 is an Ordinance which regulates dogs and animal health in Adams County. Several more Ordinances and State Statutes were cited by Corp Counsel. State Statute 173.03 (Appointment of Humane Officers) and 173.13 discusses taking custody of animals. State Statute 173.5 (Provision of Care/Treatment of Disposal Services). Most of the requirements are statutorily required. Corp Counsel requested feedback from other counties whether they had their own County operated Humane Society or privately owned. He went through several counties which feedback was received.

Sheriff Sam Wollin handed out copies of the contract to the Committee for review. There was lengthy discussion regarding the number of animals in the shelter over the past 3-4 years.

Supervisor Keckeisen asked why the contract is being presented now. The Animal Shelter indicated this contract was introduced sometime last year to Corp Counsel. They were hoping to open up negotiations as a starting point for closure and approval and this contract will protect both sides. Corp Counsel explained what the Committee is asking of them in a way that in order for us to continue contributing \$40,000 to your budget we want full disclosure on their income/expenses/revenues. The Humane Society explained once again how they are a private entity and they are not required to share this kind of information with anyone. Supervisor Ward explained the process of what would happen if all the responsibilities were moved over to municipalities. The committee is asking the Humane Society to come back with the proper documentation and provide revenue information to the committee. They will speak with their lawyer and get back with the information by the 23<sup>rd</sup>. They should provide the information to Supervisor Sebastiani before the budget process is over.

Motion to deviate to Medical Examiner agenda portion. James/Sebastiani. MC/UN

10. Medical Examiner, Angela Hinze – Deputy Coroner, Marilyn Rogers – Present.

Monthly Expenditures Report. Copies handed out to committee and questions were asked. There was discussion regarding the MOU which is very specific regarding reimbursement to the Deputy Medical Examiners. Discuss department operations. The employees have their training materials needed to continue. The training money is there so they will be attending a conference in October/November. They are also looking at a couple of choices for a Medical Examiner logo and she will be presenting these drawings next month.

Motion for a five minute recess at 11:45 am before going into closed session. Keckeisen/James, MC/UN.

Motion to go into closed session at 11:55. Sebastiani/James, MC/UN.

11. The Committee will convene in closed session per Wis. Stats. §19.85(1) (c) for purposes of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Discuss and/or act on Acting Chief Deputy position wages/compensation.
12. The Committee will continue in closed session per Wis. Stats. §19.85(1)(f), for purposes of considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations. Discuss and/or act on communication issues between Sheriff's Department and Personnel office.
13. The Committee will reconvene in open session per Wis. Stats. §19.85(2), to consider and vote on appropriate matters. Motion to go into open session at 12:35. Keckeisen/James, MC/UN. Motion we maintain the title of Acting Chief Deputy and that position will be given to Les Beckman retroactive to April 1<sup>st</sup>, 2011 and he will be instituted at a Chief Deputies wages Grade 15, Step 6 which is a 4.8% increase over current pay. He will continue as the Jail Administrator as well. James/Keckeisen. MC/UN

14. Motion to recess for lunch – James/Miller, MC/UN at 1:25 pm.

15. Call the meeting back to order at 2:30 pm.

16. Emergency Management – Jane Gervais – Present.

Monthly Check Summary/Expenditures. Jane advised the committee that the \$25,300 came out of 100 19 52504 414 for the purchase of the radios from the Round 6 radio replacement grant. Administrative Coordinator provided Jane with the line item numbers to use to pay for the radios and another account number for the grant check to go back into when she receives it. Discussion was held that it should go back into the same account. Jane will monitor the account to ensure that it comes out as a wash.

Discuss and/or act on appt. of Pat Kotlowski, Highway Commissioner to the Local Emergency Planning Committee. Pat Kotlowski replaced Ron Chamberlain on the Local Emergency Planning Committee (LEPC). The LEPC Committee made a motion at their August 8, 2011, meeting to appoint Pat Kotlowski to the Committee and to forward it on to Public Safety for their approval and then to County Board. Motion for the appointment of Pat Kotlowski, Highway Commissioner, is placed on the Local Emergency Planning Committee and forward a resolution to county board for his appointment. James/Miller, MC/UN.

Mobile Command Trailer Items Update. Jane went to Finance Committee with the revised figures for the Mobile Command Trailer so she did reduce the budget by \$725. There is a problem with the LP indicator, the alarm keeps sounding. It could be fumes from within the building setting off the alarm, or the batteries could be low or the LP indicator itself could be bad, which would cost \$72 to replace.

Discuss base station rental. Jane was contacted by Steve Dubberstein from Communication Services stating that climbing a tower was not included in the maintenance we pay them annually. The tower in Rome just had to be climbed due to a loose wire. To cover the cost, he proposed that we rent our old radio base station transceivers that are no longer in use to La Crosse County for about a year, as they are in need of these to do their narrowband cutover. If something happened to the radios while La Crosse was using them, they have a maintenance agreement and the radios would be returned in full operation as they were when they initially rented them. Communications Services would handle all the paperwork. Columbia County has rented their base stations in the past also. Jane saw no problem or issues with this, but they needed an answer immediately before the Committee met, so Jane contacted the Chairman and they both agreed to rent the radios to Lacrosse.

Discuss/Act/Approve - Telephone conference with Verizon on renting space on the Highway Communications Tower Site. Verizon is interested in putting a repeater up on the highway tower. Jane told him this would first need to be taken to her committee for approval. Communications Services suggested this is a good idea because we would be getting \$1200/month in Revenues. This would offset some of the maintenance costs of \$42,000/year. If the proposal is approved that Verizon can have the space on the tower, then Verizon would forward us an agreement, it would be submitted to Corp Counsel for review and then next month back to Committee for approval on the agreement. Not only would this generate Revenue but it would also provide better cell phone reception. A conference call was initiated with Nathan at Verizon Wireless. Verizon is looking to expand and improve their services in the Adams Friendship area. The reason for the meeting is to determine if a long-term agreement is feasible between Adams County and Verizon Wireless. Supervisor Keckeisen expressed a concern regarding liability issues. Nathan from Verizon Wireless explained he has no concerns whatsoever of the tower ever coming down for any reason except for a very severe weather situation which rarely happens. Supervisor Miller had some questions regarding the loading conditions. There were several other questions asked of Nathan which were answered and explained to the committee. Roll call vote requested to deny request with Verizon Wireless, Keckeisen/Aye, Sebastiani/abstaining, Ward/Aye, James/Aye, Miller/Aye. Motion unanimously failed.

Discuss and/or act on training/conferences, if any. The 2011 WI Emergency mgmt. Assoc. Conference is Oct 17-20, 2011 and is in the budget. There is a special needs training at end of month and a Mitigation meeting at Ft. McCoy meeting on November 9, 2011. Jane is asking to be excused from the November PS&J meeting for the November 9<sup>th</sup> training. Jane may be excused for the November meeting per the committee.

Office Activities. Jane advised the Committee of the total damage amounts on the Uniform Disaster Situation Report she submitted to Wisconsin Emergency Management from the last storm on September 2, 2011. She went out and did damage assessments several days after the Sept. 2, 2011, storm.

Emergency Mgmt. has a radio base station over at HHS, they are remodeling so they called Jane to come over to look at it. She saw no problems with wiring it to the meeting room across the hall and maintenance also agreed that would work. Maintenance later reported the contractors who are doing the remodeling on the roof found that the antenna on the roof, which is used for the radio, is broken so this will need to be replaced. Jane does not know at this time how much this will cost to replace it but will keep the committee informed. The consensus is the base radio station is not needed if they have five portables to use in place of that.

Jane gave a Power Point slideshow presentation to the North Adams County neighborhood watch group, which focused on Emergency Management responsibilities, September preparedness month and the April 2011 tornado response and recovery. Tomorrow is her SW regional meeting that she is co-hosting with Juneau County.

She received a check today for the EM performance grant from her 1<sup>st</sup> half Plan of Work, which is revenue.

17. Family Court Commissioner – Dennis McFarlin – Not present.

Review Check Summary.

18. Child Support – Deb Barnes – Present.

Review Performance Measures for August 2011; Deb says they've had an 11.6% reduction in arrears and should get 100% of the performance award for that.

Review Check Summary; No questions.

Discuss and/or approve contracting with ACS State & Local Solutions Inc. as a call-center for the CSA for the period of 01/01/2012 – 12/31/2012. There will be a cost based on call volume would be approximately \$12,000/year.

There is a \$1000 start-up cost. All calls that come into the CS office would be directed to the call center. Deb thinks for them at this point this would be a good option and would be a big savings for the County. The reduction on the levy is approximately \$14,000. Deb will find out if this is a monthly billing and whether or not there is a donation required to the Experience Works program if they would use someone from that program for occasional scanning and filing. Motion to approve contract with ACS – James/Miller, MC/UN.

Discuss Office Activities; Deb will be going to the Regional Director's meeting at the end of this month. Deb will also make sure the ACS contract gets to Corp Counsel for review.

19. Clerk of Circuit Court – Dee Helmrick – Not present.

Summary Report of Expense Vouchers submitted for payment

Approve conference/training (Fall Conference – Marshfield)

Discuss General Operations of Department

Community Service Coordinator's Monthly report

20. Register in Probate – Terry Reynolds - Present.

Monthly Expenditures Report. Terry has met all of the Probate and reimbursement goals for this year. Will be gone a couple of days next week for training which is covered in her budget.

21. District Attorney – DA Bonnett and Janis Cada – Not Present.

Monthly expenditures report

General Office Activities

22. Approval of all vouchers and monthly expense reports. Motion to approve, Ward/Miller, MC/UN.

23. Set next meeting date. October 12, 2011 at 9:00 am in conference room A260.

24. Action items for next meeting. None.

25. Adjourn. Meeting adjourned at 3:45 pm. Miller/Ward, MC/UN.