

**Public Safety & Judiciary Committee**

Wednesday, January 8, 2014

9:00 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, Jane Gervais, Marilyn Rogers, Sam Wollin, Terry Fahrenkrug, Ken Wagner, Trena Larson, Ray Bildings (Bug Tussel Wireless), Mike Long (Bug Tussel Wireless), and Earl Katers (Communications Service)

**Motion by James to approve the agenda, seconded by Eggebrecht. All in favor, motion carried unanimously.**

**Motion by Eggebrecht to approve the prior meeting minutes (December 11, 2013), seconded by Edwards. 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 December 2013. Steffens discussed her report and answered the Committee's questions. Year to date totals for 2013 indicated a deficit of \$2,932.10. Steffens informed the Committee that she may need to ask for more money next year and stated she wants to break even. Steffens informed the Committee of an issue she had with a family that surrendered a dog and later wanted the dog back.

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 December 2013. Leja discussed the performance measures and stated they are maintaining but would like to boost the measures now that the Child Support Specialist position has been filled. Leja stated the new employee will start full time on January 13<sup>th</sup> and will be assigned a caseload right away. Leja explained the LTE employee has been helpful with scanning and has already eliminated two full file cabinets. The additional 45 days approved for the LTE will go to the beginning of March and Leja will update the Committee at that time. Leja stated she will look into getting additional cooperative agreements in 2015 since the budget for 2014 is already set. Leja informed the Committee that the partitions from the Clerk of Courts Office will be installed in the Child Support Office by the end of January. Leja explained that she spent approximately \$2,300 of the additional \$15,000 revenue received and explained that the unspent amount will go back to the general fund. The Call Center contract was renewed for 2014 and Leja will continue to monitor for possible changes next year.

Clerk of Circuit Court – Kathie Dye – Not Present

Dye was unable to attend the meeting.

Register in Probate – Terry Reynolds – Not Present

Reynolds was unable to attend the meeting.

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

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

Emergency Management – Jane Gervais – Present

Chairman Sebastiani abstained from the discussion regarding Bug Tussel Wireless adding equipment to the main communication tower site and excused himself from the meeting at 9:28 a.m. Supervisor James was the acting chair during the Bug Tussel Wireless discussion. Gervais provided the Committee with the proposed drawing of the layout for equipment placement from Bug Tussel Wireless and sample tower space lease agreements that Bug Tussel Wireless has with Dodge County and Fond du Lac County. Gervais stated she spoke to Dodge County Emergency Management and they have contracted with Bug Tussel Wireless for 4-5 years with no issues. Gervais has concerns with having to monitor an electric meter and Ray Bildings (Bug Tussel Wireless) stated they would put in a new line and their own meter at their expense. Earl Katers (Communications Service) does not see a problem with the equipment layout on the drawing and stated it looks good. Committee was concerned with the term of the lease being 35 years. Gervais stated Dodge County likes the 25 year contract with renewal increments every five years. Bug Tussel Wireless was agreeable to a 25 year lease with renewal increments every five years. Gervais informed the Committee that other counties felt the \$400 per month for rent for the first four years was low. Mike Long (Bug Tussel Wireless) addressed the amount of rent and what was feasible for their company for years 1-4 and thereafter. **Motion by Edwards to agree to a lease payment of \$400 per month for years 1-4 and year 5 lease payment starting at \$1,400 per month with a 3% escalator every year thereafter with the maximum term of 25 years with renewal by either party every five years, seconded by Eggebrecht. Voice vote: Eggebrecht – Yes, Edwards – Yes, Miller – Yes, James – Yes, Sebastiani – Abstain. Motion carried by voice vote.** Bug Tussel Wireless was asked to write up the agreement and get it to Corporation Counsel for approval so that Committee can approve it at their next meeting. Chairman Sebastiani returned to the meeting at 9:57 a.m. upon completion of the Bug Tussel Wireless discussion.

Medical Examiner – Marilyn Rogers – Present

Rogers provided the Committee with the monthly activity report for December 2013. Rogers discussed the monthly activity report and answered the Committee's questions. Committee discussed the contract for RTI Tissue. Rogers stated it has been approved by Corporation Counsel and the Administrative Coordinator. **Motion by James to approve the RTI Tissue contract, seconded by Edwards. All in favor, motion carried unanimously.**

**Motion by James to approve the medical examiner's report as presented, seconded by Miller. All in favor, motion carried unanimously.**

Sheriff's Office – Sheriff Wollin – Present

Wollin informed the Committee on the hiring of two jail deputies and one patrol deputy to fill the current vacancies. An on-call employee was also hired to help with transport and court security. There was one applicant for the special assignment of Community Policing Officer. Dispatch interviews are scheduled for January 9<sup>th</sup> and Committee was invited to sit in on the interviews. Training is complete for the new K-9 unit and will be introduced at the January County Board meeting. Wollin stated there was a second order placed for 250 stuffed animals for the K-9 fundraiser as the first order of 250 are sold out already. Wollin stated there is in-house training next week on January 14<sup>th</sup> & 16<sup>th</sup>. Wollin informed the Committee that the State Patrol did an interdiction in the south end of the county and that went well.

Chief Deputy Fahrenkrug – Present

Committee was provided with the animal control report for December 2013 and the year end totals for 2013. Fahrenkrug discussed the reports and addressed the Committee's questions. Fahrenkrug stated the animal control officer is working on an average of 17.5 hrs a month.

Committee discussed the contracted service expense line in the animal control budget to see if there were additional funds to cover the deficit from Eyes of Hope Shelter. **Motion by James to transfer \$3,000 to pay Eyes of Hope Shelter for the deficit in 2013, seconded by Edwards.** Additional discussion was held and Ken Wagner was requested to join the meeting at 10:25 a.m. Wagner discussed the MOU between Adams County and Eyes of Hope Shelter for 2013. Committee also requested that Trena Larson join the meeting at 10:45 a.m. to discuss this further. After further discussion it was advised that Kris Steffens provide a supplemental invoice dated 12/31/13 to the Sheriff's Office to ask for reimbursement from 2013 funds for the deficit as there are funds available in the contracted services expense line to cover the invoice. Chairman Sebastiani stated he would contact Steffens to get the invoice. **The motion and second to transfer the \$3,000 to pay Eyes of Hope Shelter was withdrawn by James and Edwards as an itemized invoice is going to be provided by Eyes of Hope Shelter requesting payment for the 2013 deficit.**

There was much discussion regarding wage increases when Supervisor Miller asked if Wollin was aware of an employee not receiving step increases after they were promoted to a sergeant position. Wollin explained there were many employees that did not received the 6-mos, 1-year, or 2-year increases once they were hired or promoted due to the wage freeze and WIPFLI study. Committee members voiced their concerns and disagreement.

There were no vouchers or monthly expense reports to approve.

Identify upcoming agenda items: Update on contract from Bug Tussel Wireless and itemized invoice from Eyes of Hope Shelter for 2013.

Set next monthly meeting date as February 12, 2014 at 9:00 a.m. Supervisor James will not be able to attend the meeting on February 12<sup>th</sup> and requested to be excused.

**Motion by Eggebrecht to have Supervisor Miller act as chair during the Bug Tussel Wireless discussion on February 12, 2014 as Supervisor Sebastiani will be abstaining from the discussion and Supervisor James will be excused, seconded by Edwards. All in favor, motion carried unanimously.**

**Motion by Miller to adjourn, seconded by Edwards. All in favor, motion carried unanimously. Meeting adjourned at 11:14 a.m.**

*These minutes have not been approved by Public Safety & Judiciary Committee.*

Respectfully Submitted,

Carol A. Collins  
Recording Secretary