

COUNTY BOARD COMMITTEE MINUTES

COMMITTEE: LAW ENFORCEMENT/ EMERGENCY MANAGEMENT COMMITTEE

DATE: May 28, 2010

Meeting called to order by Paul Babcock at 8:32 a.m. Members of the committee present were: Paul Babcock, George Jaeckel, Glen Borland, Pam Rogers, Dwayne Morris

Others present were: Sheriff Milbrath, Chief Deputy Parker, John Molinaro, Gary Petre, Phil Ristow, Captain Brown

Absent: None

Compliance with open meetings law: Gary Petre assured compliance with open meetings law.

Approve agenda: The agenda was approved as presented.

Approval of minutes: A motion was made by George Jaeckel, and seconded by Pam Rogers that the March 26, 2010 minutes be approved as printed. Motion carried.

Public Comment: Greg David talked a little about the Restorative Justice Program and asked that this item be added to a future agenda for discussion. He passed around a DVD about the program to those that didn't have it already.

Election of committee chair, vice-chair and secretary: Pam Rogers nominated Paul Babcock for committee chair. George Jaeckel seconded. Glen Borland made a motion to close nominations and cast a unanimous ballot for Paul Babcock. Dwayne Morris seconded. Motion carried.

Pam Rogers then nominated George Jaeckel for vice chair. Glen Borland seconded. Hearing no other nominations, Paul Babcock made a motion to close nominations and a unanimous ballot be cast. Pam Rogers seconded. Motion carried.

Pam Rogers nominated Glen Borland for secretary. Dwayne Morris seconded. Pam Rogers moved to close nominations and cast a unanimous ballot. George Jaeckel seconded. Motion carried.

Review of Board rules relating to the Law Enforcement/Emergency Management Committee:

A copy of the board rules was passed around to the committee members. The only possible change noted was to have "Sheriff's Department" changed to "Sheriff's Office". Gary Petre said they have had changes in the past and if other committees have some changes that will be taken to the county board they will also incorporate the minor change to the Law Enforcement Committee rules. There also was some discussion on the Law Enforcement Committee officers as to whether they would have to be appointed to the Emergency Management committee meetings since both are the same. Phil Ristow said that when the committee meets as Emergency Management, one of the committee members needs to be appointed as the chair. John Molinaro put in that he can fill out a form stating that the chair of the Law Enforcement Committee will also be designated as the chair when the committee meets as Emergency Management.

Storage building at Task Force annex: The Infrastructure Committee took an opportunity to tour the metro drug unit facility (12-8). The Sheriff's Office has been in the building for over a decade and they have been short on space for awhile. The building has dimensions of about 160 by 80 feet

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Minutes by: Terry Wyse

including all of the office space. All of the specialized unit vehicles are stored out there as well as equipment for those units. In addition, vehicles from accidents (especially fatalities) are also stored inside until permission is given to store them outside in the gated area. The vehicles outside that are kept for evidence are shrink wrapped at an expense. If insurance companies come to look at them, they are unwrapped and re-wrapped afterwards. Space is very tight out there. Recently the Sheriff's Office was in negotiations with Briggs and Stratton to use (at no cost) one of their storage buildings on Collins Road (old Schweiger buildings). However, Briggs and Stratton leases the building from Wright Management and Wright Management was not happy with the agreement terms. They revamped the agreement; however, there was now a large cost associated with using the facility so it wasn't something we could do at this time. In addition, this would have been a short term solution (Briggs and Stratton's lease with Wright Management runs out at the end of the year) to a long term problem anyway. Glen Borland asked if the Sheriff's Office had contacted any other county departments that have buildings in regard to storage. Chief Deputy Parker said he contacted the Highway Department last fall and they did offer some temporary cold storage space but it would have been very temporary as they would be moving seasonal equipment in and out of the storage area. It also was cold storage which would not work for some of the vehicles needing storage space (should be kept at 45-50 degrees). The Sheriff added that the building at 12-8 will be needing some structural maintenance but the building itself is still solid and will be able to be used for many years. They have looked for some other ideas but haven't found any viable options as yet. The Sheriff's Office would like to put up a pole building out there. John Molinaro asked if the floor needed to be cement or if a dirt floor would be okay. There is a pole building on the Mason Farm that possibly could be used if it isn't being used at this time. However, the Chief said that, from a logistics point of view, that wouldn't work very well due to travel back and forth by emergency response staff and other companies needing to view vehicles. They would like to keep the storage area somewhat close by for specialty team deployment. The Chief and Sheriff talked a little bit about the Zodiac boat they recently acquired from the military surplus site that is still in the box and cannot be put together and used until storage space is available. A Zodiac boat is specifically made for use in very shallow water and was acquired for the dive team. The Chief asked the committee for approval to continue to move forward with the Infrastructure Committee and discuss any and all options for this issue. He also added that the building out on Highway N was meant to be a work area for the task force and it has slowly been turned into a storage unit instead of a work unit. John Molinaro suggested that the Sheriff talk with Joe Nehmer about using some Parks Department storage space. Gary Petre mentioned that the parks building does not really have room for additional storage right now but the building itself has the ability to put on an addition. Pam Rogers asked if there was a ballpark figure on the cost of a building out at 12-8. Chief Deputy Parker said they don't have any figures in stone yet as they are looking for approval to move forward at this time. But, the newest building put up at the Fairgrounds cost approximately \$110,000.00 without heat. Chief Deputy Parker said they will be looking at all of the options available. Phil Ristow also added that there may be options with the Schweiger buildings as well in the future (after Briggs and Stratton's lease runs out). Paul Babcock asked that this item be included on next month's agenda.

Review Act 12: Smoking Prohibited in Public Areas/Ordinance Enforcement Action

Amendment: Phil Ristow said that on July 5th the state would be smoke free (taverns, restaurants, public buildings, etc.). He said they have taken the current county ordinance and have expanded it by adding a section to cover the new law. It would allow the Sheriff's Office to issue county citations for violations. By statute, the citation fee will be \$100.00 (per day). Some discussion about outside rooms and the definition of an enclosed room came up. Sheriff Milbrath said they have worked with the Tavern League on this already. Neither of them wants this to become an issue. The taverns don't want

the Sheriff's Office showing up all the time.

Pam Rogers said she was supportive of the new law and made a motion to forward the amended ordinance on to the county board for approval. Dwayne Morris seconded. Glen Borland asked about the \$50.00 amount listed on the ordinance and Phil Ristow said it probably would not apply in Jefferson County because it dealt with mental health facilities. He also added there are some other complexities and/or oddities with the law that the legislature added to get it passed. The motion to forward the amended ordinance passed with four ayes and one nay vote.

Report from the Sheriff: Sheriff Milbrath mentioned that the overtime costs in the budget will go up during the summer since that is the time most people take vacations. He also reported that the jail sergeants have been working 12-hour shifts since the first part of the year and that has really cut the overtime and sick time costs for them. The 12-hour shifts have been working very well and the sergeants have more time off.

The Sheriff has been working on a grant for alternative fuels and the contracts for that should be coming soon (stimulus funds). We will be able to convert six squads to the new propane system this year (approximately \$6,000 per vehicle), and about eight next year. It will also include a new fueling station (card or key system). Administration and Human Services will also benefit because rotated squads sold to them will still have the propane system in place and it will be a big savings for them and the county. Next year will be the last year Ford will be producing the Crown Victoria police interceptor so the Sheriff's Office is in the process of looking at the options from each of the auto makers. The Chevy vehicles are not going to be considered because of the shift lever in the console and the fact that they are front-wheel drive. Gary Petre added that the grant has the potential to save the county a lot of money by selling squad vehicles that are rotated out of the fleet with the propane systems still intact to Human Services. This will save mileage reimbursement and money in fuel costs by using the propane. John Molinaro suggested adding the Health Department on to this program as well. In answer to a question involving the price of propane in the future (the rebate may only last another year), the Sheriff said that the cost of propane will go down if the cost of gas goes down and the companies that contract out the propane are speculators so the price will fluctuate some.

The Sheriff also is in the process of trying to get a prescription drop box so that individuals can properly dispose of prescription drugs that are not being used. It will be under supervision 24-hours a day.

Inmate workers from the jail (Community Service Workers – CSWs) will be working out at the fairgrounds doing some cleaning/painting, etc. They also will be cleaning up the kitchen area and establishing a check-off list for vendors to help keep it the way it should be for food preparation.

Review monthly bills and financial items: – The committee approved the monthly recap report for February bills in the amount of \$109,710.25, March bills for \$419,253.38, and April bills in the amount of \$695,001.79. A spreadsheet summarizing current bills was reviewed by the committee members. Chief Deputy Parker gave a summary of some of the items on the Sheriff's Office financial/budgetary report from the end of April (1/3 of the year, or 33.3% of the budget). He mentioned a few of the areas that were either below or above budgeted amounts. Some of the accounts are kind of skewed because some of the items are purchased right away in the first part of the year (such as squad cars, equipment). As far as wages, patrol, detective and metro units are at 26.2% (under budget). Overtime amounts were bumped up in the budget this year and so far the Sheriff's Office is under the budgeted amount. Fuel costs are at 19.5% (under budget). Propane is

the biggest reason they are under budget in that account (paying 99¢ per gallon with a 50¢ per gallon rebate). The Support Services part-time deputy wage amount is at 46.3% due to a loss of personnel in that department although the full-time wages in that department are at 21.7%. The dispatch center now has all of its full-time personnel in place. Ryan Madden returned from military service in March so the overtime amounts will be back to normal. The jail wages are at 28% and the trend so far in overtime costs is targeted to be slightly below the budgeted amount. Utilities are all below the 33.3% mark. The kitchen supervisor has been doing a good job as well. They have had one less cook since the first of the year so the wages are at 24.5%. The overtime costs are above (46.2%); however, they only have a budget of \$1,500.00 for overtime. Because the population in the jail is down right now, the kitchen is also below its budgeted food costs (18.7%). In addition, Chief Deputy Parker said that they also just completed some joint countywide training at the fair park which allowed all of the deputies to attend training during regular work time instead of accruing overtime. John Molinaro asked about revenue amounts. Chief Deputy Parker said that they are running below projected amounts in the jail but not through lack of trying to contract inmates from other areas. The jail captain has been calling every week (U.S. Marshals Service) but no contract has been forthcoming yet. That item in the budget will likely be lowered again next year. Otherwise the other revenue areas should be on target by the end of the year.

Review monthly jail and patrol activity reports: Jail and patrol activity reports were reviewed.

Jail assessment fund items: Assembly bill 633 has passed which allows the Sheriff's Office to responsibly use assessment funds for inmate medical bills as well as educational programs. A summary of general fund items for the month in the amount of \$778.91 was presented. Another item was expenses for making the juvenile cells ADA compliant in the amount of \$2,106.00.

A question was asked about whether the Sheriff's Office was still looking for a range. The Sheriff answered that they are always looking for a range area. Right now deputies are training at some of the gun clubs in the county. It is an expense, but the gun clubs are working with the Sheriff's Office every way they can.

Gary Petre asked the committee if they would like to continue having meetings on the fourth Friday of the month. Committee members agreed having meetings on that Friday was fine.

Next meeting date is June 25, 2010.

A motion made by Glen Borland to adjourn at 9:55 a.m., was seconded by George Jaeckel. Motion carried.

Motions Carried: 6 Lost: 0 .

Signed _____