

COUNTY BOARD COMMITTEE MINUTES

COMMITTEE: LAW ENFORCEMENT/ EMERGENCY MANAGEMENT COMMITTEE

DATE: February 25, 2011

Meeting called to order by Paul Babcock at 8:30 a.m. Members of the committee present were: Paul Babcock, George Jaeckel, Glen Borland, Pam Rogers

Others present were: Sheriff Milbrath, Capt. Wallace, Capt. Haferman, Dispatch Supervisor Todd Lindert, Gary Petre, Phil Ristow, Donna Haugom, John Molinaro, Jan Rouu

Absent: Dwayne Morris

Compliance with open meetings law: Gary Petre assured compliance.

Approve agenda: Gary Petre asked to move item #12 before item #9 which was approved.

Approval of minutes: A motion was made by Pam Rogers, and seconded by George Jaeckel that the December 23, 2010 minutes be approved as printed. Motion carried.

Public Comment: No public comment.

Southeast Region Incident Management Team - resolution: Donna Haugom said they had talked about the resolution last month during the Emergency Management meeting. George Jaeckel had indicated that he would like to look at it before making any decision on it. A copy was sent out to the committee. Donna said there was no fiscal responsibility attached with the resolution; however, if she was called by another county to work in the capacity of emergency management director and was hurt while performing those duties, Jefferson County would be responsible for any Workmen's Comp claims. If she was working in a volunteer capacity, those claims would fall under that county's volunteer Workmen's Comp. Donna added that it may not happen very often but she may be called to fill in a 12-hour shift during an emergency.

George Jaeckel commented that he read the resolution and did not see any issues with it so he made a motion to move the resolution forward to the County Board meeting in March. Pam Rogers seconded it. Motion carried.

Review/recommend RFP for communications radio system equipment and upgrades:

Dispatch Supervisor Todd Lindert said he is still working on the RFP for the communications upgrade. He said they had an issue with the Ixonia site that they wanted to use. They thought they could get it for free but that wasn't the case. Chief Deputy Parker and Todd have been working to reduce the price that was originally proposed by the owners for the site. So far they have knocked it in half. Currently they are waiting for a contract from the owners, they will then get the details worked out and the contract will be forwarded to Phil Ristow for his review. Once that is done and the contract is approved, the RFP can go out. That tower site is a major site for the upgrades and will improve coverage. Todd said he is hoping to have the contract within a month and would like to get the RFP out by the end of March.

Update on Lake Mills Conservation Club purchase: Phil Ristow said as far as the current status, he would propose the committee take a resolution to the County Board meeting in March. This would authorize contracting with the Lake Mills Conservation Club to lease/purchase the property for \$150,000 with the details of the contract to be approved by the Law Enforcement Committee. The lease would run through the fall season with closing after that and the balance paid by the county. The conservation club wanted to run the business through this year before closing the sale. He added that early discussions with Sheriff's Office staff and the conservation club settled on some improvements to the property that the conservation club offered to do before the sale. If the improvements totaled more than \$25,000 and the Sheriff's Office was contracting with them it may force the upgrades to be done at prevailing wages. It could be an issue. The roof is about 5,000 square feet with a projected cost of \$15,000 to \$18,000 to re-roof it. Phil said he thought all of the improvements would come in less than the \$25,000 amount. Mark Miller (Central Services) is checking with the company that worked on the roofing projects here (Laufenstein) to have them look at it. The contract would be structured according to the improvements and how/who will be doing them providing an opportunity to do them without conflict. Another major problem at the club is that there is approximately 100 tons of lead sitting on the ground in the trap range. There is only one concentrated area since the range has been in the same place in all the years it's been open. Private ranges are exempt from a lot of things but it is not clear if the county would be after purchase. An investigation followed as to the possibility of the lead leeching into the groundwater in that area. They found that the soil is not acidic and doesn't lend to leeching. In addition, most of the lead was found to be in the top 6 to 12 inches of soil and there is no groundwater close to that level. With those findings, there may be some element of risk but it doesn't seem very high at this point. A possibility also exists of digging out the lead and selling it since the price is good for lead right now. Phil said that they have exhibited due diligence and have done everything they can at this point to assure there is no contamination. Phil also pointed out that the City of Lake Mills uses a part of the property for a dump site for organic material. It could be part of the contract or not. The conservation club owners would like to get something going just so they know it is moving forward, thus the proposal for a resolution at the March County Board meeting.

John Molinaro said that he was hesitant to lock this purchase in until the county receives information through the state budget regarding shared revenue amounts. He said he does support the purchase of the conservation club but is concerned about the unknown budget impact.

George Jaeckel said he respected John Molinaro's opinion on the purchase. He asked the Sheriff if there was some revenue that could be attributed to this acquisition as was talked about in the past. Phil added that policy decisions would need to be made regarding the use of the facility in the future as well. Sheriff Milbrath said that they could come up with some figures to bring before the County Board meeting and he does understand Mr. Molinaro's concerns.

Pam Rogers said they can't make decisions based on things that they don't know and she added that she is in favor of the purchase. To that end, she made a motion to send the resolution regarding the lease/purchase of the Lake Mills Conservation Club to the County Board meeting in March. Glen Borland seconded the motion. Pam Rogers also asked about the internal remodeling and whether it would be done by some of the deputies. Sheriff Milbrath answered that it would. Phil Ristow commented that the improvements he talked about earlier would include the new roof and windows and they would get the cost to come in under the \$25,000. The conservation club owners have also talked about donating those improvements after closing, which they can do. The motion was then voted on and passed.

Report on the 2010 jail inspection: Captain Haferman said the last inspection was a very good inspection; however, he said he was disappointed in a couple areas that are now taken care of. He added that the inspector found no violations of Administrative Code. The jail staff is doing an excellent job of the operation and management of the jail. The cleanliness overall was very good but he felt the inmates were not being held accountable enough for the cleanliness of their housing areas. That was changed immediately. They also are doing more security checks. The inmates filed quite a few grievances when they found they had to do more cleaning. The inspector also recommended that they create a Maintenance and Security Team, which they have done. They review the jail operations on a monthly basis for anything that can be improved upon. The inspector wanted the kitchen tile replaced near the wash area. Also improvements need to be made to the camera system. Because the current system is so old, it needs to be replaced. The mental health hours are usually discussed at every inspection. Sheriff Milbrath said that they are increasing it about an hour and a half. Budgetary concessions cut hours from this service to the inmates. The Sheriff added that it is valuable as it is much more expensive to send the inmates to a mental health facility. There also seem to be more of those types of inmate issues (mental health) with the economy the way it is right now. The inspector was impressed with the additional physical checks that the deputies are doing right now. The jail has gone to a 50/50 system with the inmates. If an inmate owes money for bills, any deposits that are made for the inmate are split 50/50. The inmate uses 50% for their commissary and the other 50% goes toward their bills. The juvenile cells have been converted to handicapped accessible cells. A new roof has been put on the jail and they have been increasing the training for deputies regarding mental health (Critical Incident training). A jail inspection is done every year, usually in October or November. Our jail inspector pops in quite frequently because his office is in Milwaukee but he travels to Madison a lot so he stops by as he is passing through.

Status of Office of Energy Independence grant: Sheriff Milbrath said, again, this is the most frustrating grant he's ever dealt with. We need to use a certain company to procure propane systems because they are EPA certified and made in the USA. We are still waiting for the 2010 squad cars to be outfitted with propane. At this time, we don't have any systems to put in those cars. Impco has not been in a hurry to send them. There has been a lot of finger-pointing by the company and the grant people. The fueling station has been installed since December and is working well. The shelter over the fueling station needs to be designed by an architect because it is a government building. It will now cost \$400 to do this but hopefully will be covered under the grant. Human Services are also running vehicles on propane and it is working well for them. The Sheriff said that most grants are difficult to write and apply for and this one was very easy, we seemed to be at the right place at the right time. However, once the grant was awarded, a host of other conditions were presented making it very difficult. New requirements have popped up at every turn. It has been costing the Sheriff's Office a lot of money in fuel costs because of the squads that are not on propane yet. That is the status of the grant at this point. Human Services will probably be purchasing another propane vehicle from the Sheriff's Office as the squads are rotated.

Status of front security station staffing: Sheriff Milbrath updated the committee on this item. They have been working with the Courthouse Security Committee to try to increase the hours at the front security station. He said the shortages in staff have resulted in a cut to about 80-85%. They have come up with some plans to bring the staffing up to full time. It's been hard to find part-time officers that want to work without any benefits. However, with the budgetary concerns going on right now, some of the more senior officers are looking at retirement and there have been some inquiries about part-time work. The Sheriff is hoping to have the security station at full staff earlier

than they had thought.

Gary Petre said they've been working with Chief Deputy Parker to come up with some figures on the cost of keeping the station staffed from 7:30 a.m. to 5:00 p.m. every day and also during County Board meetings. The figure they came up with is approximately \$20,000 this year and about \$29,000 on an annual basis. The Courthouse Security Committee is meeting next Wednesday to talk about this issue again and possibly make a recommendation to the Finance Committee to make a transfer of that amount from the contingency fund into the Sheriff's budget to fully fund that staffing. John Molinaro said he supported the Sheriff's efforts to find part-time staff but wouldn't support transferring the funds unless there were assurances that the staff was available to cover the security station full time. The Sheriff concurred with Mr. Molinaro on the availability of staff before transferring funds. All of the current part-time deputies are retired officers but the Sheriff said they will be offering part-time employment to some younger individuals that will be coming on full-time at a later date. Because the Sheriff's Office will be staggering the hiring of new officers this year, having them possibly work part-time is an advantage to both parties. Possible starting timeline (based on the figures presented) would be the second week in April.

Report from the Sheriff: Sheriff Milbrath introduced the new captain for the patrol division, Captain Paul Wallace. Last year five positions were held without filling; four deputy and one cook position. The cook position has not been filled and will be put off for a little longer since the inmate numbers have remained relatively steady. The position has been budgeted after June but may remain open if it's not needed at that point. The detective sergeant position that has been open since last February was just filled. Detective Don Hunter was promoted to detective sergeant and will begin his new duties on March 13. The patrol sergeant interviews are now done and a new patrol sergeant (Captain Wallace's vacant position) will be chosen next week. A posting will be going up soon for the detective position that is vacant due to Don Hunter's promotion. The Civil Service Commission has been getting a workout this year.

The Sheriff said they are providing law enforcement assistance to Dane County and the City of Madison at the Captitol. They were only sending a couple deputies at a time in the beginning. Agreements have been signed for mutual assistance and the Sheriff's Office would send additional deputies if needed in an emergency. After the Memo of Understanding was signed yesterday with the Department of Administration for reimbursement, about five deputies will be sent each day.

Sheriff Milbrath commented on the tower site in Palmyra. They have been paying the owners about \$475 per year but the cost will be going up to approximately \$250 per month. The going rate is probably double that so they are hoping it will be somewhere in the \$250 range. Dispatch Supervisor Lindert works well with the owners so they are not anticipating any difficulty.

Lastly, the Sheriff said they have not had any issues with the ducks around the Main Street Bridge in Fort Atkinson for the last couple years (snowmobilers running over ducks). They worked with the DNR, the state legislature and the snowmobile alliances. After the county passed the ordinance giving the Sheriff control of the waterways while they are frozen, they came up with some workable solutions. It was a very contentious issue and the solutions did seem to solve the problem.

Review monthly bills and financial items: – The committee approved the monthly recap report for December bills in the amount of \$1,118,685.36. No totals are available for January at this time. A spreadsheet summarizing current bills was reviewed by the committee members. Pam Rogers had a question on one of the bills (duct cleaning) which was attributed to Emergency Management billing.

The Sheriff talked a little about the revenue budget for this year and the fact that they eliminated the jail contract bed income since it has been virtually non existent in the current economy. He also gave kudos to the support staff of the Sheriff's Office. Some additional discussion was had about the hiring/promotional process and the role the Civil Service Commission plays, as well as the purchase of the Lake Mills Conservation Club with some possible revenue.

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

Jail assessment fund items: One jail assessment item is for shower window film sheets in the amount of \$950. The film is shaded to a certain degree and needs to comply with state requirements. Another item is \$1,525 for back splash tiles around the wash area in the kitchen (as outlined by Captain Haferman during his report of the jail inspection). An amount for year end transfers, BP monitors, education expenses, repairs, supplies, and medical expenses (\$63,341.74) of \$74,772.16 was also included. Because of a new law passed by the legislature in May, medical expenses are now allowed to be taken from jail assessment funds. The committee reviewed the assessment fund items as presented.

Next meeting date is March 25, 2011.

A motion made by Pam Rogers to adjourn at 9:46 a.m., was seconded by George Jaeckel. Motion carried.

Motions Carried: 4 Lost: 0 .

Signed _____