

## COUNTY BOARD COMMITTEE MINUTES

**COMMITTEE:** LAW ENFORCEMENT/ EMERGENCY MANAGEMENT COMMITTEE

**DATE:** May 27, 2011

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

Others present were: John Molinaro, Sheriff Milbrath, Phil Ristow, Captain Scott, Mr. Barrientos

Absent: None

### **Compliance with open meetings law:**

**Approve agenda:** Item #10 regarding the purchase of the Lake Mills Conservation Club was moved to the first item discussed.

**Approval of minutes:** A motion was made by Pam Rogers, and seconded by George Jaeckel that the March 25, 2011 minutes be approved as printed. Motion carried. A motion was made to approve the April 18, 2011 Emergency Management meeting minutes by Pam Rogers and seconded by George Jaeckel. Motion carried.

**Public Comment:** No public comment.

### **Flood Mitigation Acquisition Program – New application:**

Donna was unable to attend the meeting and will re-schedule this item on a future agenda.

**Discussion on study/proposed new facility at Countryside Farms:** Mr. Barrientos showed some slides and talked about the proposed Highway Shop facility study which also included some discussion about the Sheriff's Office. It originally began as discussion about moving the Sheriff's Office mechanic out to the location and combining the purchasing and cross-training some staff to work on the squad vehicles. However, discussion progressed into moving most of the Sheriff's Office operations out to the new location (with the exception of the jail) as well as putting in an Emergency Operations Center. He talked about the current space for the Sheriff's Office and the fact that the facility has used every inch of space for growth since it was remodeled 20 years ago. Closets and other rooms are being used for offices, the evidence area is too small, storage space is limited, and records are crammed in whatever available spaces can be found. The mechanic is located in the underground garage and doesn't have space for any usual/normal maintenance equipment and storage. The garage itself also has tight spaces and is hard to maneuver in. Storage space is also needed for the special teams equipment and vehicles. Mr. Barrientos went on to talk about some of the benefits of a new facility and showed the proposed layout of that area.

Paul Babcock asked the Sheriff what the committee was expected to do with the information. The Sheriff said there was a study done in 2005 regarding space needs for the county and it's been documented that there is need for additional area for the Sheriff's Office. Mr. Babcock asked Mr. Molinaro about his thoughts on the new study. Mr. Molinaro said there certainly are needs at the Sheriff's Office that they have been aware of for some time. He said he is particularly concerned about the mechanic's area to give him more room and back-up. That was the impetus for adding on a couple more bays to the Highway Shop facility. He added that at this time, although there are

needs for the Sheriff's Office, there is no political will to add another \$7 million to the Highway Shop facility and if they do that it will likely end up that nothing will be passed. He suggested allocating some funding to do an updated needs assessment. He said that the Lake Mills Conservation Club acquisition may allow for some storage out there. All the possibilities need to be looked at and not to just piggy-back this onto the Highway Shop study. George Jaeckel also agreed that piggy-backing this onto the Highway Shop facility likely would not be the way to go at this time given the economy. He also said that putting the facilities at one location may not be the best choice either due to natural disasters or other issues. Mr. Jaeckel agreed that finding some additional funding for an updated study would be the way to go. Glen Borland commented that he felt it was all or nothing (Highway Shop facility and Sheriff's Office facility together) as well and wasn't comfortable with that. Some discussion was had about the additional bay(s) for the Sheriff's Office mechanic and the cost of that area (minimal). The Sheriff added that it is smarter for the Highway Shop facility study to add those extra bays at a minimal cost right now instead of trying to add them on later. He also commented that he wasn't saying that it was thought to be a good move to separate the mechanic from the deputies, but he did believe that it is smart to look to the future. The reality is that adding a Sheriff's Office facility to the current Highway Shop facility study would not be something that would pass through. The project needs to be looked at further. Dwayne Morris asked if the shortage of space at the Sheriff's Office is affecting the quality of law enforcement. Captain Scott answered that law enforcement in the field is not affected by the shortage of space but it does affect the efficiency of the Sheriff's Office, especially the support staff. John Molinaro said that the quality of law enforcement is dictated by the quality of the deputies and we have always been lucky to have excellent personnel. Would there be benefit to looking at more efficiency? Yes, but it needs more study. Paul Babcock asked whether the committee needed to endorse the addition of the bays onto the Highway Shop facility study.

Dwayne Morris commented that it would be interesting to see the results of the 2005 study. Pam Rogers said that the study done at that time was very extensive and expensive and it sits on a shelf. The only thing done was to remodel the 911 center which had nothing to do with the study. There were many, many meetings with the people involved. She said that if the county was going to spend that kind of money, they need to be ready to move forward with the results and, in that case, no one was prepared to do anything. There were several options to the study but it just died. The 2005 study needs to be re-visited and possibly updated. John Molinaro answered Paul Babcock's previous question about the committee endorsing the addition of a couple mechanic's bays onto the Highway Shop facility study by saying they could do that and then acquire a copy or pass around the copy of the 2005 study for review. After that, they can decide that there is enough information already there or that the study needs to be updated and move on from that point. Sheriff Milbrath said that there have been a lot of studies over the past 6 or 7 years and most of the information contained in them was already a known factor. The Sheriff's Office has also acquired the Emergency Management office in the meantime which has taken up additional space within the area. Additional discussion regarding storage space and possible solutions as well as the past space needs study came up. Paul Babcock asked that the storage space item be added to the next agenda for discussion. The committee has discussed this issue in the recent past (it was an agenda item for several months) but did not take any action on the discussions.

Pam Rogers made a motion to endorse the addition of two mechanics bays onto the current Highway Shop facility study for possible use by the Sheriff's Office. Dwayne Morris seconded the motion. Motion carried.

Mr. Barrientos put in some additional comments regarding the consolidation of the bays and other

items contained in the study. He also concurred with more study in regard to the Sheriff's Office facility. No other action was taken.

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

Dispatch Supervisor Lindert said that the RFP has been going back and forth between him and Phil Ristow regarding the wording. The RFP was drawn up by a current vendor and they are trying to cover all the bases. The specs cannot be specific to any brand so that anyone can bid. Phil Ristow said they are close to finishing the wording. Essentially the RFP is being put together without any expert on the payroll to do it. He said he knows nothing about the technical specs of the project and wondered if there should be an outside radio engineer look at it. Todd Lindert said that the RFP is being structured so that the vendors have to pick a certain number of sites (5 out of the 7 listed) and explain what they would do for coverage and why they picked those areas. Perhaps the point of time that the outside contracted engineer should look at it then would be at the time the bids are received? It is a pretty generic RFP and having a contracted engineer evaluate the proposals would be beneficial. The RFP would also contain a bonding clause. The Sheriff's Office is adding to a current working system, not putting together a new system. John Molinaro concurred with having the engineer evaluate the proposals. Clarification of the reason for the equipment/upgrades was given to committee members in regard to the areas within the county that don't have coverage because of outdated or lack of equipment as well as the remote paging feature. John Molinaro commented that with technology it's just the nature of the beast that equipment is continually being outdated.

**Update on Lake Mills Conservation Club purchase:** Phil Ristow said everything seemed to be in order for the closing and possession by the county in October. One of the provisions the conservation club members wanted was an agreement with the City of Lake Mills for them to continue to dump their leaves and dirt on one corner of the property and that is taken care of. A \$21,500.00 estimate has been given to replace the roof and they will be using the roofer that did the work on the courthouse. The roof should be replaced sometime this summer. Pam Rogers commented that she received a phone call from one of the members who was upset about the sale of the club and was threatening to sue, saying Mr. Braatz pursued the sale without any collaboration with the members. Phil said that he had the minutes from the fall members meeting as well as a certified copy of the resolution regarding the sale adopted at their members meeting before the sale went forward. He said that all of the paperwork seems to be in order to proceed with the sale. The lease/purchase agreement language indicates that they are making a significant donation to the county as they are selling the business for a lot less than the market value. They know what the value of the club is because they have had an offer from a local hunt club for double what they are willing to sell it to the county for. Phil added that he is confident he has all the necessary paperwork and the club board has done what it needs to do in regard to the sale.

**Grants – Status of Office of Energy Independence grant/Discussion on OJA COPS grant:** The Sheriff said there actually was some good news regarding the OEI grant. We received a check for the fueling station that was put in out by the propane tank. It is a much more efficient system and we can keep track of everything. The paperwork for the propane systems has also been sent now that all of them have been installed on the 2010 squad vehicles and we should be receiving a check for those as well. The grant will also be paying for the mechanic's expenses for his trip to Minnesota to learn how to put the systems on. We have not had any major issues with the new systems. They seem to be much smoother running and it's hard to tell when they switch to propane. Phil Ristow wondered if the new propane systems also could use compressed natural gas. The Sheriff said they couldn't. Phil said that the compressed natural gas is the thing right now with

diesel vehicles and the highway shop should be looking at alternatives. The Sheriff commented that they could be using propane as well. The county is committed to finding alternative ways to operate; the propane has saved a lot of fuel expense over the years and is more environmentally friendly.

The Sheriff's Office has applied for a COPS grant. Sgt. Novotny did the paperwork. The grant is countrywide so there is a lot of competition. The Sheriff's Office applied for four positions but are hoping for one or two. The grant funds the position for three years and the recipient must keep the position for another year (or more). John Molinaro said in a perfect world there would be a full-time county position just for grant applications but the financing is not there at this time. He also received a copy of the COPS grant application as he is listed as the primary county agent.

**Report from the Sheriff:** Sheriff Milbrath reported that Detective Joe Mech will be given an award for his ICAC work (Internet Crimes Against Children) next Friday. He also said that yesterday he applied for a grant from Enbridge. They will use the funding to buy a gator type vehicle to shuttle equipment for the dive team or the detectives at a crime scene. He will also be applying for another grant through the Canadian pipeline. John Molinaro suggested that the Sheriff let him know when someone receives an award so that he can include it in his newsletter.

Sheriff Milbrath mentioned that the jail kitchen had just been inspected again by the health department so that it can be classified as a "restaurant" kitchen. The inspector is hired by the county to do inspections (is not an employee). The kitchen is also inspected by the state inspector every year in reference to providing meals to the inmates. The Sheriff's Office is getting a floor jack to move things around in the kitchen from the military surplus site for \$150. They generally run several thousands of dollars. The Sheriff also said he would be presenting a couple plaques at the June County Board meeting; one to Crystal Farms for donated cheese (samples were on the tray for committee members to try) and Oakdale Farms for donated produce (corn, melons, etc.). These businesses have donated large dollar amounts of food that has been used for inmate meals.

Paul Babcock asked about Huber inmates working in the parks. The Sheriff said that there are Huber inmates helping the Parks Department, the Fairgrounds, the jail kitchen and also doing cleaning in the jail.

**Review monthly bills and financial items:** – The committee approved the monthly recap report for February bills in the amount of \$122,644.33 and March bills in the amount of \$449,517.37. April bills totaled: \$867,860.04. A spreadsheet summarizing current bills was reviewed by the committee members.

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

**Jail assessment fund items:** General fund items for the month. Another is a laptop for the nurses down in the jail. The last is for the chiller (air conditioning) that needed repairs (\$21,000).

Next meeting date is June 24, 2011.

A motion made by Glen Borland to adjourn at 10:06 a.m., was seconded by George Jaeckel.  
Motion carried.

Motions Carried:   4   Lost:   0  .

Signed \_\_\_\_\_