

COUNTY BOARD COMMITTEE MINUTES

COMMITTEE: LAW ENFORCEMENT/ EMERGENCY MANAGEMENT COMMITTEE

DATE: August 28, 2015

Meeting called to order by Dwayne Morris at 8:32 a.m. Members of the committee present were: Dwayne Morris, Amy Rinard, Mike Wineke, Al Counsell
Others present were: Sheriff Milbrath, Chief Deputy Parker, County Administrator Ben Wehmeier

Absent: Kirk Lund

Compliance with open meetings law: Ben Wehmeier assured compliance.

Review agenda: The agenda was approved as presented.

Public Comment: None

Approval of minutes: A motion was made by Mike Wineke, and seconded by Amy Rinard that the July 24, 2015 minutes be approved as printed. Motion carried. (All – ayes)

Communications: Sheriff Milbrath reported on three letters that were received:

- + A note written by a former inmate praised the jail kitchen for the meals he had while incarcerated.
- + He stated that the Jefferson County Jail has the best food of all the jails he's been in.
- + An e-mail was received from a young woman who lost her cell phone and Deputy Ryan McIntyre put in a lot of effort to help her recover the phone.
- + The e-mail also praised Dispatcher Lance Shanahan for his help.
- + The last communication was from a woman who received a ticket for speeding. Her Autistic son was in the vehicle with her and Deputy Mike Meyers really connected with the son in a positive way even though his mom received a citation.

Grants – Update of ongoing or new grants:

- + The task force traffic grants are going very well and Jefferson County is one of the leaders on the administration of these task force grants.
- + Last weekend deputies had 138 traffic stops and 65 citations which is a very successful ratio.
- + October is the time when BOTS starts contemplating grants for next year and the Sheriff's Office will be actively pursuing one or more of them.
- + This year our portion of fines should reach the budgeted amount and will very likely be over that amount.
- + Sheriff Milbrath added that he has applied for a grant from Enbridge to help pay for the generator that was purchased for the Sullivan tower site.

Report from the Sheriff:

- + Through the County Operational Task Force, they are looking at the nursing contracts to determine cost effectiveness compared to going outside for nursing.
- + In addition, the jail kitchen is also being evaluated for cost effectiveness. Assessment of

- food cost has determined that the food on each tray is valued at about 54¢. In addition, Huber inmates pay for their lunches but that is not credited to the kitchen bottom line.
- + This is achieved by the great values in food products the kitchen supervisor is able to procure.
 - + Sheriff Milbrath will be thanking Oakdale Farms and Crystal Farms again this year. While the Sheriff's Office is still receiving donations of food products through them, the amount has been decreasing (exp. Crystal Farms) over the years due to the economy.
 - + Me & My Pets and Mr. Stanley Trewyn will also be honored for their donations to the K-9 Unit. Me & My Pets has been supplying dog food for the canines and Mr. Trewyn has been making a donation to the unit every month for the last several years.
 - + The Sheriff's Office is in the process of establishing an eligibility list for hiring. The written exam has been given and about 70 applicants took the test (approximately 145 applied). This is typical (or possibly better than) of most agencies nationwide right now.
 - + When the results are in for the test, backgrounds will be started on the top 20 or so candidates.
 - + The Sheriff's Office is five deputies short right now (through retirements, terminations, or leaving for other employment). Two conditional offers of employment were made this week but they still have to pass the psychological testing.
 - + Two more may be retiring by the end of the year and possibly 3 or 4 next year.
 - + The county's task force committee has had some spontaneous conversations which may be in regard to Sheriff's Office items but the Sheriff's Office may not always be able to have any representation at the meeting. Overtime was the subject of one of those conversations when no one from the Sheriff's Office was available to attend. Ben Wehmeier also talked about some of the issues the task force talked about, including the overtime, short staffing, and the 24/7 aspect of the Sheriff's Office.
 - + While the five vacant positions help with budgeted wages and benefits, they also cause a substantial amount of overtime as well.
 - + The Sheriff's Office is forming sub committees to look at things such as deputy schedules, overtime and sick time. The use of sick time is reduced this year compared to 2014.
 - + Worker's Comp issues also are unpredictable and cause a lot of expense (the county is self insured for this).
 - + Amy Rinard asked whether things were getting better in regard to the "cruising" at Kanow Park. Sheriff Milbrath said that it has gotten better since the newspaper article.
 - + There is a problem getting a certified propane system right now for the 2015 vehicles. Those squads will be kept off the road until we can get a system installed, hopefully in October.
 - + The 2015 vehicles are replacing the 2012 squads which are getting high in mileage and are showing a lot of wear and tear (such as the driver's seats). A vendor was located that will rebuild the seats for less than half the cost of having them replaced (about \$200 per seat).
 - + This year was the first time the Sheriff's Office had the small items auction online. There were many items, especially bikes, listed. The bikes alone brought in about \$1,700.
 - + Ben Wehmeier added that the county will be putting some items on the online auction site as well.

Review monthly bills and financial items: – The committee approved the monthly recap reports for June bills in the amount of \$148,124.88 and for July bills in the amount of \$195,801.03. A spreadsheet summarizing current bills was reviewed by the committee members.

Report on budget:

- + The target percentage of expenditures and revenues at the end of July should be 58.33%.
- + Overall operational totals for revenue are 57.52% and for expenditures it is 56.37%.

- ✚ Jail revenue is at 57.82% and one item, PO holds, was budgeted at \$65,000 but is already up to \$102,311.38, much higher than originally projected.
- ✚ Dispatch is running a bit above the target level because of overtime right now. They are short a full-time dispatcher and are at 58.95% overall.
- ✚ Today is the deadline for bids for the jail security camera system. It is expected that the bids will come in somewhere between \$125,000 and \$150,000. Jail assessment funds will be used for this.

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

Jail assessment fund items: General fund items for the month totaling \$8,897.39.

- ✚ Jail maintenance and supplies totaled \$1,240.39
- ✚ Literacy Council billing for education (GED) for two months was \$3,342.00
- ✚ Inspection of the emergency generator in the jail cost \$1,600.00
- ✚ Replacement of the batteries and the exercise clock in the generator came to \$2,715.00
- ✚ The balance in the Jail Assessment fund at the end of July is \$275,887.86

Agenda Items: None presented.

Adjourn

Next meeting date is Friday, September 25, 2015

A motion made by Amy Rinard to adjourn at 9:35 a.m., was seconded by Mike Wineke. Motion carried. (All – ayes)

Motions Carried: 2 Lost: 0 .