

## **COUNTY BOARD COMMITTEE MINUTES**

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

**DATE:** December 17, 2008

### **JOINT LAW ENFORCEMENT AND ADMINISTRATION AND RULES COMMITTEE MEETING:**

The purpose for this meeting was to hear a preliminary report from Northwestern University regarding the audit they have been conducting on the Sheriff's Office.

That meeting was called to order by Sharon Schmeling at 8:34 a.m. with all members of the Law Enforcement Committee present and three members of the Administration and Rules Committee present – Sharon Schmeling, James Braughler, and Paul Babcock. Steve Nass and Jim Mode were absent.

Others present included: Sheriff Milbrath, Gary Petre, Chief Deputy Parker, Captain Scott, Captain Brown, Donna Haugom, and Sgt. Jerry Haferman

Administrator Gary Petre assured compliance with open meetings law and the agenda was approved as presented. There was no public comment.

The meeting was then turned over to Northwestern for their presentation. Roy Lucke, Patrick Firman and Bill Gielow were present. A preliminary report handout had been distributed to the committee members prior to the meeting and covered some of their recommendations, key findings, and policy considerations. Each area of the Sheriff's Office was briefly covered. Some of their recommendations included reorganizing the structure to add another captain position to split up the large number of duties placed on the administration captain and, possibly in the near future, adding another management layer to the structure. An increased use of available technology should also be a priority. They looked closely at the jail setting as this is the area in which mandatory coverage is high. Posts in the jail must be filled at all times. Some of the investigative division recommendations included policy considerations as well as software additions. The loss of four positions in the support services division was discussed with the major impact coming to that area; however, this loss will also result in an impact to the patrol division. Response times, traffic stops and patrol interval were also examined. The support staff was evaluated with some suggestions in regard to cross-training, teamwork, and space needs. In addition, recommendations were made for supplemental positions in each division and the existing duty schedules were evaluated.

Questions were asked by the committee members and some recommendations were given as to breakdowns of information they would like to see included in the final report. Northwestern will be preparing a draft of the final report within the next month which will be distributed for review. At that point requests can be made for any changes or additions to the report and the final report will be put together for presentation at the County Board meeting in February. Northwestern will be giving a brief overview (executive summary) of the report at that meeting. Board members will have the opportunity to read the entire report at their convenience.

Paul Babcock made a motion at 10:23 a.m. to adjourn the joint meeting and Pam Rogers seconded. Motion carried.

**LAW ENFORCEMENT COMMITTEE MEETING:**

Meeting called to order by Paul Babcock at 10:33 a.m. Members of the committee present were: Paul Babcock, Pam Rogers, Rick Kuhlman, George Jaeckel and Glen Borland.

Others present were: Sheriff Milbrath, Chief Deputy Parker, Captain Scott, Captain Brown

Absent: None

**Compliance with open meetings law:** Chief Deputy Parker assured compliance.

**Approve agenda:** The agenda was approved as presented.

**Approval of minutes:** A motion was made by Glen Borland, and seconded by George Jaeckel that the November 14, 2008 minutes be approved as amended. Motion carried.

**Public Comment:** None

**Discussion and/or recommendation regarding drunk driving laws:** Sheriff Milbrath said they are working with Judge Hue on a possible OWI court. Many counties focus on the fourth offense but they want to look at the second and third offenses because they believe the program they are looking to implement will help these people and have a bigger impact. Glen Borland asked the Sheriff if he thought that raising the drinking age or lowering the percentage was not a big influence in preventing these offenses. The Sheriff said that they were still looking at some jail time with the second offense but they may have part of their sentence stayed and will need to go through a treatment program. He also said that he really believes the third offense should be a felony.

Chief Deputy Parker added that the Sheriff's Office just received a card grant (\$59,000.00) from the state (Youth Alcohol Reduction Program – and Alcohol Compliance Awareness). This allows the Sheriff's Office to do compliance checks (liquor stores and bars), do awareness programs with the Tavern League, and maintain a party patrol (focusing on known juvenile party areas) as well as other actions. The media also plays a role for releasing information on the activities the Sheriff's Office is doing and in garnering citizen support.

The Sheriff put in that the Sheriff's Office received a substantial sum with the grant, the state looked favorably on the fact that we have been very proactive with this program.

Chief Deputy Parker said that Jefferson County is one of only two counties in the state that have this program up and running (St. Croix County is the other). The Jefferson County Sheriff's Office has been pretty much given an open checkbook as long as we are effectively using the funds as determined by the state.

Paul Babcock mentioned a past discussion item about tying snowmobile offenses into an individual's driving record. The Sheriff said it will be a struggle in the legislature but that he wouldn't be surprised if it eventually does go through.

**Report from the Sheriff:** Sergeant Jerry Haferman has been promoted to captain and his duties will begin down in the jail on January 5, 2009.

The Sheriff indicated that they are having issues with the propane used in the squads. The propane tank out at the Highway Shop is contaminated with ammonia. Ammonia and propane do not mix and it causes a lot of problems with the propane systems in the squads. The Sheriff's Office has spent a good deal of money fixing squads (about \$10,000.00), and right now the squads are not using propane. He added that it looks like they will need to burn off the propane in the tank.

Chief Deputy Parker added that the Sheriff's Office mechanic recently had a conversation with Mike Turner from Amerigas, the company that supplies the propane. The tank out at the Highway Shop has approximately 12,000 gallons in it that is contaminated. The estimate received to burn off and clean the propane in the tank is around \$6,000.00. The tank needs to have the propane burned off, then needs to be cleaned and inspected before any new propane is delivered. With the propane in the tank, the repairs to squads, and the cost to burn off the propane, the Sheriff's Office will have close to \$40,000.00 in expenditures. The Sheriff's Office sent samples to a lab in Texas to be evaluated and the results have come back indicating that the propane has ammonia mixed in it. Mike Turner is waiting for the formal report from the company to submit to his insurance. Amerigas usually delivers the propane themselves, but when they don't have a driver available they sometimes will contract another company to deliver the product. In this case, another trucking company delivered the propane and their tanker must have had traces of ammonia in it. Mike Turner has also indicated that he may be able to burn off and clean the propane in the tank for less than the quote already received but wants to wait until better weather to do it (spring). He also has been very cooperative and has offered to have an 18,000 gallon temporary tank to allow the Sheriff's Office to use propane in the squads again. He is pulling logs from the outside trucking agency to see what was carried in the tanker before the load that caused the issues.

Paul Babcock asked if there were any issues out at the parks. Sheriff Milbrath said that with the weather things have been pretty quiet at all the parks. It has been recommended that it would be in the Parks Department's best interest to hire their own person or to pay the Sheriff's Office to patrol the parks occasionally.

Pam Rogers asked whether the captains would be rotating duties again or not. Sheriff Milbrath said no, they had just rotated last year so would stay in the same positions for the time being with the newly promoted Sergeant Haferman taking over the jail captain duties on January 5<sup>th</sup>. Captain Scott is the Administrative Captain and Captain Brown is the Patrol Captain.

**Discussion held on monthly bills.** – The committee approved the monthly recap report for October bills in the amount of \$126,209.80. The monthly total at this time for November is \$122,086.96. A spreadsheet summarizing current bills was reviewed by the committee members.

**Monthly Jail/Activity reports:** Jail and activity reports were reviewed.

**Jail assessment fund items:** None

A motion made by Pam Rogers to adjourn at 11:07 a.m., was seconded by George Jaeckel. Motion carried.

Motions Carried:   2   Lost:   0  .

Signed \_\_\_\_\_