

Office of the Sheriff – Jefferson County



411 S. Center Avenue
Jefferson, Wisconsin 53549-1703

Paul S. Milbrath, Sheriff

Jeffrey Parker, Chief Deputy

Jerry Haferman ★
Administrative Captain

Duane Scott ★
Patrol Captain

Paul Wallace
Jail Captain

AGENDA

LAW ENFORCEMENT AND EMERGENCY MANAGEMENT COMMITTEE

Jefferson County Courthouse
311 S. Center Avenue , Room 112
Jefferson, WI 53549

November 22, 2013 @ 8:30 a.m.

PAUL BABCOCK, CHAIR; GEORGE JAECKEL; PAM ROGERS; DWAYNE MORRIS; ED MORSE

1. Call to order
2. Roll call
3. Certification of compliance with open meetings law
4. Approve agenda
5. Approval of the November 1, 2013 meeting minutes
6. Public comment
7. Communications
8. Update on Sheriff's Annex Building project
9. Grants – Update of ongoing or new grants
10. Report from the Sheriff
11. Review monthly bills and financial items
12. Report on 2013 budget
13. Review monthly jail and patrol activity reports
14. Discuss/approve jail assessment fund items
15. Next meeting date is December 27, 2013
16. Adjourn

The committee may discuss and/or take action on any item specifically listed on the agenda.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.

Business 920.674.7310 ★ Patrol 920.674.7344 ★ Detectives 920.674.7360 ★ Civil Process 920.674.7339 ★ Jail 920.674.7336
Toll Free: Jefferson County 1.800.675.7310

COUNTY BOARD COMMITTEE MINUTES

COMMITTEE: LAW ENFORCEMENT/ EMERGENCY MANAGEMENT COMMITTEE

DATE: November 1, 2013

Meeting called to order by Paul Babcock at 8:30 a.m. Members of the committee present were: Paul Babcock, George Jaeckel, Pam Rogers, Ed Morse and Duane Morris

Others present were: Kim Buchholz, Donna Haugom, County Administrator Ben Wehmeier, County Board Chair John Molinaro, Corporation Council Phil Ristow, Sheriff Paul Milbrath and Captain Duane Scott

Certification of Compliance with Open Meetings Law: Ben Wehmeier assured compliance.

Approval of Agenda: The agenda was approved as presented.

Communications: None

Citizen Comments: None

Approval of Minutes:

A motion was made by Pam Rogers, seconded by George Jaeckel, to approve the minutes for September 27, 2013. Motion carried.

N4214 Sleepy Hollow Road Property Transfer to the Lake Ripley Management District:

Haugom explained that this property, N4214 Sleep Hollow Road, was purchased by the County through the Flood Mitigation Program with CDBG funding. The Lake Ripley Management District is interested in taking ownership of the property and will maintain the property according to the deed restrictions. The State has stated that the transfer of ownership is appropriate as long as the deed restrictions are followed.

A motion was made by Pam Rogers, seconded by George Jaeckel, to approve the transfer of the property located at N4214 Sleepy Hollow Road to the Lake Ripley Management District and forward it to the County Board for approval. Motion carried. Transaction will go to the County Board in November.

Discussion and Possible Decision on Changes to the Slow/No Wake Ordinance:

At the last Law Enforcement/Emergency Management meeting, Attorney Griggs from Watertown addressed the committee requesting that the Slow/No Wake Ordinance be changed to reflect actual water levels in Watertown; not based on Lake Koshkonong levels. Haugom distributed the current ordinance. Discussion occurred. The County is only able to regulate slow/no wake on the rivers. Phil Ristow gave a brief history of how the ordinance was developed. Haugom was asked by the committee to research the issue further and bring back additional information to the next meeting. Items they are looking at specifically include: cost to install a gauge for that area; is there an existing gauge in Dodge or Waukesha County that could be utilized to determine water levels; operating orders for the Jefferson and Watertown dams.

Discussion and Possible Action on the Sheriff's Office Becoming a SMART Member:

Sheriff Milbrath stated that he believes it would be in Jefferson County's best interest to become a SMART (Southeast Mutual Aid Response Team) member. It is a lot like MABAS that the fire departments operate on. There is a one-time fee of \$100 which would come out of the 2014 budget. The membership is good in terms of the resources that can be provided in our time of need. The chances of being called for more than a couple days at a time are very minimal. Haugom commented that it would be very good to have additional resources available for Emergency Management purposes. Captain Scott stated that SMART is very specific of the type of resources so you know exactly what you are getting for your response; response is expected to be available within two hours. Discussion occurred.

A motion was made by Dwayne Morris, seconded by George Jaeckel, to allow the Sheriff Department to become a SMART member. Motion carried.

There is an agreement that the County will need to sign. Sheriff Milbrath will forward the agreement to Phil Ristow for his review. The agreement will go before the County Board in November.

Plan of Work 2013:

Haugom informed the committee that the plan of work for fiscal year 2013 has been completed. Emergency Management will receive their entire allotment of grant funding; \$90,890; \$55,457 from EMPG and \$35,433 from EPCRA.

Plan of Work 2014:

Haugom explained that Emergency Management is now in the first half of their fiscal year 2014 plan of work where there are certain objectives that we need to meet. The grant amounts for FY 2014 are \$53,887 for EMPG (down \$1,500) and \$40,526 for EPCRA (an increase of \$5,000). So, overall, there is a slight increase in grant funding available to our department.

Continuity of Operations Plan:

Haugom reported that the departments are continuing to work on their Continuity of Operations Plans. The goal is to have them completed by the end of December. There is a tabletop scheduled in January to test the plans.

Training/Exercises:

The Emergency Management department has hosted or participated in the following training programs:

- Crystal Farms in Lake Mills, Biological tabletop
- Refresher ICS forms course
- Lake Mills National Night Out Event
- Presented to the Jefferson County Health Department Nursing Students
- WI Emergency Management Association Conference

Convene in Closed Session:

A motion was made by Pam Rogers, seconded by George Jaeckel, to convene in closed session pursuant to §19.85(1)(e) and (g) to discuss union negotiations, acquisition of real estate interests and possible litigation.

Roll call vote: Paul Babcock, yes; George Jaeckel, yes; Pam Rogers, yes; Ed Morse, yes; Duane Morris, yes.

Reconvene in Open Session:

Reconvene in open session to consider action on the subjects discussed in closed session.

A motion was made by Pam Rogers, seconded by George Jaeckel, for a "Resolution of necessity" to obtain rights in property where the Palmyra tower is located through condemnation if necessary to be placed on the board agenda. Motion carried.

Next meeting date is Friday, November 22, 2013 (Law Enforcement)

A motion made by Pam Rogers to adjourn, was seconded by George Jaeckel. Motion carried.

Signed _____