

# Office of the Sheriff - Jefferson County



411 S. Center Avenue  
Jefferson, Wisconsin 53549-1703

**Paul S. Milbrath, Sheriff**

**Jeffrey Parker, Chief Deputy**

Paul Wallace ★  
Administrative Captain

Jerry Haferman ★  
Patrol Captain

Duane Scott  
Jail Captain

## AGENDA

### LAW ENFORCEMENT AND EMERGENCY MANAGEMENT COMMITTEE

Jefferson County Courthouse, Room 202

311 S. Center Ave.

Jefferson, WI 53549

December 16, 2016 @ 8:30 a.m.

**DWAYNE MORRIS, CHAIR; KIRK LUND, VICE CHAIR; MICHAEL WINEKE, SECRETARY; DICK SCHULTZ; ED MORSE**

1. Call to order
2. Roll call
3. Certification of compliance with open meetings law
4. Approval of the agenda
5. Public comment – Members of the public who wish to address the committee on specific agenda items must register their request at this time
6. Approval of the November 18, 2016 meeting minutes
7. Communications
8. Convene into closed session for the purpose of collective bargaining to consider a grievance presented for consideration at step 3 of the grievance process by the Jefferson County Law Enforcement Officers Association, Local 102 pursuant to Wisconsin State Statutes Section 19.85 (1)(e), “[D]eliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.” Note: when convening into closed session, the Law Enforcement and Emergency Management Committee will be meeting for the purpose of collective bargaining and therefore does not meet the definition of a governmental body exempting the committee from the Wisconsin Open Meetings Law.
9. Reconvene in open session for the purpose of further discussion and possible action on closed session items.
10. Grants – Update of ongoing or new grants
11. Report from the Sheriff
12. Review monthly bills and financial items (October)
13. Report on the budget
14. Review monthly jail and patrol activity reports
15. Discuss / approve jail assessment fund items
16. Discuss / possible approval of purchase of two items using jail assessment monies – industrial meat slicer and grease vents
17. Next meeting date is January 27, 2017
18. Adjourn

***A quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.***

*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 18, 2016

Meeting called to order by Kirk Lund at 8:32 a.m. Members of the committee present were: Kirk Lund, Ed Morse, Michael Wineke, Dick Schultz

Others present were: Sheriff Milbrath, Chief Deputy Parker, Corp Counsel Blair Ward,

Absent: Dwayne Morris

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

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

**Public Comment:** None

**Approval of minutes:** A motion was made by Dick Schultz, and seconded by Ed Morse that the September 23, 2016 minutes be approved as printed.

**Communications:** None

**Closed session:** Dick Schultz made a motion to convene in closed session. Michael Wineke seconded. Motion carried. Roll call was taken with all members of the committee present except Dwayne Morris.

**Reconvene in open session and possible action:** Dick Schultz made a motion to reconvene in open session and Ed Morse seconded. Motion carried. Dick Schultz moved to have the Corporation Counsel to draft a letter to Attorney Kiesling to reject the offer to purchase. Michael Wineke seconded. Motion carried.

**Grants – Update of ongoing or new grants:** No update at this time.

### **Report from the Sheriff:**

- Sheriff Milbrath said we have received a number of positive feedbacks from the community. Citizens have been very appreciative of the work of the deputies. We had a gentleman whose dog was hit and killed. Our deputies located the dog, figured out who the owner was. The man and his wife were very distraught but acknowledged the work that the deputies did – they were out in the rain, found the dog in the ditch, covered it in a blanket and took it the owner's house for them and put it in the garage.
- Another deputy was able to help a woman from California with vehicle problems and able to get it going again.
- Dispatcher Kendell Hack received a phone call from a granddaughter who was in St. Louis saying that her grandmother had left Whitewater and had gone to Fort Atkinson Hospital for an appointment and was supposed to be on her way home. The caller's mother was in Canada at the time. We then contacted Whitewater who said they had contacted the grandmother and she said she was fine. It was later in the evening, so Kendell thought something didn't seem right. Kendell went out of her way to contact

the granddaughter in St. Louis, got the number for the grandmother, made contact with her and found that she was indeed lost. Kendell was able to find somewhere for the grandmother to stop that was safe and it was found that she was in Manitowoc County. We had a deputy doing a transport by Grafton at the time so we were able to work with Manitowoc County to meet the grandmother and lead her back home safely. Kendell did a very good job with this.

- We have had a number of donations come to the K-9 unit. One was \$250 from Lee Jonas from "Jonas Office Supply" just because he was there when one of the donations came in and he overheard a conversation about it.
- The tower in Palmyra, which is one of our most remote sites, has been going well. We have been able to get a new generator there from the program we have been working with from Generac.
- We are working on the paging system and the radio towers for the fire channels because there seems to be an issue with the Watertown site – it is a Watertown Police Department site, not county site. We teamed up with them for better back up – it has created a problem that fire departments have not been able to hear us as clearly as they should. General Communications has been working on this and are looking for parts to fix the issue.
- Chief Deputy Parker reported that we have finally gotten a solution to the propane system problem. The two 2015 & 2016 Chevy Tahoes have had the new valve installed and it has been successful. We will go ahead and put the valves on all the vehicles.
- The deputy hiring process has been difficult. We are having reduced numbers apply for jobs – this is not just local but across the nation.
- Our Citizens Police Academy has 15 people currently enrolled and they are scheduled to graduate in mid-December.
- We currently have 2 deputies in the Police Recruit Academy who are set to graduate December 16.
- We have a new part-time dispatcher in training – she does also work in Dane County dispatch so we are hoping for an "easy training" and orientation.
- We have received some of the new body cameras – now every deputy has one – 27 new cameras and 12 old cameras that are still workable are being used. The rest of the new cameras will be purchased in January.
- There was a fatality accident last night out on HWY 16 and Lange Rd.
- Deputy negotiations are complete – they were the quickest negotiations in Chief Deputy Parkers time here. There were a total of 3 meetings to complete. This will now be put to the Union members to vote on. Once this is approved, it goes to the Board for approval.

**Review monthly bills and financial items (September):** – The committee approved the monthly recap reports for September 2016 bills in the amount of \$123,846.36. A spreadsheet summarizing current bills was reviewed by the committee members.

- At this time, the revenues and expenditures are at the 74.99% range.
- Sheriffs operations are under budget. The only thing left is next month, the deputies cash in their accumulated overtime which is drawn out from that area.
- We have the worst year ever for Worker's Comp injuries. We are probably pushing \$300,000 for the year with knee replacements, shoulder surgery, another knee surgery. This amount includes the salaries, fringe benefits and medical amounts.

- It does help that we have light duty available for the deputies to return to work in the pod area to save their holidays and sick time.
- The only area we are over still in the budget is in the Jail with the overtime which is at 80% range.

**Report on budget:**

- We have successfully finished the work on the budget for next year.
- We did add 3 vehicles to purchase next year into the budget as we had withheld swapping out vehicles due to the propane issues we have had.

**Review monthly jail and patrol activity reports:** Jail and patrol activity reports were not available.

**Jail assessment fund items:** General fund items for the month totaling \$4,573.37 which included a credit for \$24.28 to Menards for a rebate used for 2014 Jail Remodel Purchases, \$3,500 to Jefferson Co Literacy Council for Jail Inmate Instruction for November and December, and \$1,097.65 to IWM Corporation for the cooling tower and boiler treatment (60% of cost is charged to the jail assessment fund).

The jail assessment balance at the end of October is \$186,657.42. Of this amount, \$55,000 will come out at the end of the year to alleviate the cost on the inmate medical contract.

**Agenda Items:** None.

**Adjourn**

Next meeting date is December 16, 2016.

A motion made by Dick Schultz to adjourn at 9:35a.m., was seconded by Ed Morse. Motion carried.

Motions Carried: 4 Lost: 0.