

LAW ENFORCEMENT/EMERGENCY MANAGMENT COMMITTEE MINUTES

DATE: March 29, 2019

Call to Order: Meeting called to order by Chairman Dwayne Morris at 8:32 a.m.

Roll Call: Members of the committee present were: Kirk Lund, Dwayne Morris, Greg David, James Braughler

Others present were: Sheriff Paul Milbrath, Chief Deputy Jeff Parker, Corporation Counsel J. Blair Ward, County Administrator Ben Wehmeier, Medical Examiner Nichol Tesch, Communications Supervisor Todd Lindert

Absent: Brandon White

Certification of Compliance with open meetings law: County Administrator Ben Wehmeier certified compliance with the open meetings law.

Approval of the agenda: The agenda was approved as presented.

Public Comment: None

Approval of the February 22, 2019 meeting minutes: A motion was made by James Braughler, and seconded by Greg David that the February 22, 2019 minutes be approved as printed. Motion carried.

Medical Examiner update on Jefferson County Indigent Project:

- Medical Examiner Nichol Tesch provided the committee with an update on the Jefferson County Indigent Project. She has received quotes from two granite companies. Archie Monuments quoted her \$9,750 for a crypt to be used at Potters Field. Medical Examiner Tesch received a quote from Mark McCool with Imagination Granite for \$7,450. This will include the concrete pad that the crypt will be placed on and a shelf inside the crypt for ease of access. The cemetery that will be utilized is Potters Field which is located on the hill behind the UW Extension Office.
- The committee agreed that purchasing the crypt through Imagination Granite would be the least costly. Medical Examiner Tesch will be working with the Parks Department and an Archaeologist in September to begin digging and placing the crypt within the cemetery.

Communications: None.

Grants - Update of ongoing or new grants:

- Sheriff Milbrath stated that he has started working on a propane grant for \$6,000 based on last year's propane usage by the Sheriff's Office.
- Enbridge has a new grant program for \$6,000-\$7,000 that would allow the Sheriff's Office to "bundle" different projects paid by grant money.
- The Traffic Safety Grant for \$25,000 was awarded to Jefferson County which will also be used by the City of Jefferson Police Department to assist the Sheriff's Office with

traffic safety.

Report from the Sheriff:

- The Jefferson County Sheriff's Office has received \$500 from the Fort Atkinson Wisconservation Club for the K-9 unit.
- A new Deputy Sheriff recruit recently resigned. The Sheriff's Office currently has three Deputy vacancies with four additional vacancies possible by this fall.
- Farm Technology Days is moving along smoothly. They are looking for additional volunteers for various tasks throughout the 3-day event.
- The Sheriff's Office is continuing to work on updating all of its policies. A law firm specializing in municipal law has been retained by the County's insurance company to review Jail policies.
- The Sheriff's Office has received food donations recently including bread from Brownberry and onions from Oakridge Farms.

Proclamation of Telecommunicators Week – April 14 – April 20, 2019:

The committee reviewed and approved the Proclamation of Telecommunicators Week. Greg David moved to send the Proclamation of Telecommunicators Week to the County Board for approval; Kirk Lund seconded the motion. Motion carried.

Update on Communications Project:

- Present Final Communications Study Report to Committee:

- Communications Supervisor Todd Lindert provided the committee a copy of the Executive Summary received from Elert & Associates Technology Consultants.
- The total cost will be approximately \$8-\$9 million to be shared by the communities served.
- There will be a stakeholders meetings on April 16 to give an in depth explanation of the cost and process of the upgrade of the communications system throughout the county. This will include municipalities, EMS, and Firefighters, Mayors, City Council members, etc.
- General Communications will be the vendor performing these upgrades. Phase 1 will be an upgrade of the micro-waves, paging system, and Simucast Fire 1 & EmCom Law 1. This is expected to be completed by the end of 2019.

Review monthly bills and financial items (Final December, January & February): – The committee approved the monthly recap reports for the final December 2018 bills in the amount of \$146,605.95, January 2019 bills in the amount of \$195,552.74 and February 2019 bills in the amount of \$354,199.17. A spreadsheet summarizing current bills was reviewed by the committee members.

Report on the budget: The Sheriff's Office is operating close to its projected budget which is 16.66% of the budget for this time of year. The jail continues to exceed its budget mostly due to overtime caused by multiple deputy vacancies. This should be alleviated soon with the hiring of new deputies and deputies returning from the Police Academy. Administration has recently approved hiring a new deputy with experience to start at a higher step with more vacation time than a new deputy without experience would have. It was also approved to start new Dispatchers at a Communications 2 position to keep the Sheriff's Office Dispatcher

pay in line with surrounding communities.

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

Discussion and Possible action on approving jail assessment fund purchases:

The Committee received a report on jail assessment fund purchases for the month totaling \$3,735.95. Payment was made to US Foods for the dishwasher monthly lease payment in the amount of \$135.95 and the Jefferson County Literacy Council in the amount of \$3,600 for jail inmate instruction for January and February. No action was taken.

The jail assessment balance at the end of February is \$212,851.70.

Discussion on potential items for the April 26, 2019 meeting agenda: None.

Next meeting date: April 26, 2019. (Emergency Management)

Adjourn: A motion made by Greg David to adjourn at 10:05 a.m., was seconded by Kirk Lund. Motion carried.