



Jackson County Sheriff's Office

30 N. 3rd Street - Black River Falls, WI 54615 - (715) 284-9009 - Fax: (715) 284-0252

DUANE M. WALDERA, SHERIFF – MARK J. MOAN, CHIEF DEPUTY

E-MAIL: sheriff@co.jackson.wi.us

**Monday October 29, 2012 9:00 a.m.
Compass Conference Room, Jackson County Courthouse**

OPEN SESSION

- A. Call to Order 9:05 – Chuck Jensen called the meeting to order at 9:05 a.m. October 29, 2012 in the Compass Conference Room of the Jackson County Courthouse. Additional members present were Jeff Amo, Ron Carney, Marge Rewald and Ray Ransom, as well as Chief Deputy Moan, Captain Ring, Captain Nichols, Steve Pott and Barb Pfaff.
- B. Motion to approve minutes from September 26, 2012 regular meeting by Ransom 2nd by Rewald. All in favor motion carried. Motion by Amo 2nd by Rewald to approve 10/8 special meeting minutes. All in favor motion carried
- C. Agenda revisions – No agenda revisions
- D. Set next meeting date/time – November 26th 9:00 a.m. in the Compass Conference room.
- E. Animal Shelter Quarterly Report- Motion by Rewald 2nd by carney to accept animal shelter quarterly report into record.
 - o Humane Officer of the Year acknowledgement letter – keep up the good work.
- F. Update on Radio Project – Status of towers – water tanks Taylor Melrose Brockway – All final construction drawings have been submitted to the entities has not heard back from them yet. All leases were contingent on submission of drawings. Coming with electrician & Tri-State to do site visits at all those sites. Expecting to start construction soon. Knapp site still having conversation with Air National Guard, Hefty estimate for structural analysis has a call into the firm doing the analysis. Will report back on that. US Cellular towers delayed to 1st week of December rather than the 1st week of November. Did ask for permission to put blankets down to keep ground from freezing but have not heard back from them yet. May ask at some point for County to write a letter to them if no progress is made. US Cellular appears to be \$500 per month per tower. Verizon – McKenna tower co location was approved subject to structural analysis. It has been ordered direct from their vendor and is working on a lease from them so that once the structural is complete just need to start work. Verizon is no cost. Dairyland is no charge also. Not expecting any structural problems with Northfield or Castle Hill. Cty Rd A is a little different but should not have any problems with that either. Dairyland is going along well. Pott met with them on the 8th and they have a plan to get us in there. Going to put a ground bar in to protect in case of lightening strike. Change order to drop Knapp is being held off on for a day. Steve Pott will email Chief tomorrow 10/30/12. Would start on the three water tower sites right away then Dairyland. Shelters are still on schedule for the week of Thanksgiving. Applying for a waiver from the FCC. Jeff with PSC is working on it and request was sent to Chief and Sheriff to get letters of concurrence from Marshfield Fire & Wood County. Want to wait for all licenses to be submitted before turning in the request for waiver. With the winter season coming it will be more of a struggle for the Electrician. Have run into a little hiccup with Tait regarding the microwave connection. Tait is not so sure that Carlson is reliable to the 99.999% reliability. They have acknowledged that they may need to change the dishes but Tait will be covering any cost increases. Researching the land owner/easement agreement with Curran/Houser (people out of Chicago may have purchased it). Not sure of how much land County owns there it may be 1.5 acres but recorded CSM says 100x300 ft piece of land. Chief will check with John Ross to see if that was done and ok to use. Roof replacement on building will need a couple quotes. Will send lease copies via email of US Cellular, Verizon & Dairyland subject to Corporation Counsel approval. **Motion by Amo to approve tower lease contract agreements with cellular companies at \$500 per month/per site for US Cellular and Verizon & Dairyland at \$0/month to approve leases for tower sites subject to Corp Counsel approval. 2nd by Carney. All in favor, motion carried. Motion by Amo to approve change order by Tait for no less than \$78,286.00. 2nd Rewald all in favor motion carried.**
- G. Ho-Chunk Agreement – included the actual cost of salary plus fringe in the contract to see if we may get more funding. **Motion by Ransom 2nd by Ransom to sign/approve resolution for Ho-Chunk Agreement and forward to Exec & Finance.**
- H. Dive Team Quarterly Report – not much activity. They have added a couple new members.



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- I. Chief Deputy Report – Radio project is taking up quite a bit of time. In the new year for DOT speedwave, click it & ticket and OWI. Have put in for all three grants. Each is \$20,000 for a total of \$60000. able to purchase \$10,000 worth of equipment. We will be getting one more in car camera and will all be updated to the DVD type camera. We will be getting flashlights for the squad cars and 4 portable radios. Hoping by doing that it will save some money on the radio project. Also getting a VARDA through another grant which is more high tech and has other options which include lights, alarms, beams, etc. and sends off a signal. For \$3600.
- J. Emergency Management/Communications Division Report – followed same guidelines as John had in the past. No major issues with dispatch. 2012 plan of work has been closed out. 2013 had to submit application which was pretty much completed by John and finished by Mary. Ring attended the LEPC meeting but did not attend the county Chief's meeting.
- K. 911 Equipment Upgrade – Motion was made previously to hold off on the project until radio project was completed. Exec and Finance asked for it to be brought back up. Doing away with the operating platform that we are currently using which is windows XP and if we wait until the end of the radio project there may not be any left. If we do it now, we are guaranteed to have the equipment and it would be covered if anything went wrong with it. Not going to next gen yet because standards have not been set yet. Recommend to go with refresh of current system which should get us by until Next Gen. IT sat down the people from 911 and got a better understanding of what was needed. Maintenance came down from \$14000 to \$7000 and install came down from \$5000 to \$1500. Software itself only runs XP software this refresh would get us through until the Next Gen system has guidelines and specs set which would be about the same time we would need the upgrade. Financing would come from Ho-Chunk Nation funds. We are currently on a joint system with some neighboring counties Clark, La Crosse, Monroe, Eau Claire, Trempealeau. **Motion by Amo; 2nd by Rewald to refresh 911 equipment with quote from Centurylink of \$24,144.39 with funding from Ho-Chunk Nation funds. Forward proposal to Exec & Finance.**
- L. Corrections Division Report – written report submitted. Jail was still pretty much full and EMP is still running well. At about same amount of bookings as last year. Jail revenue is doing well. With new phone vendor we have quadrupled our income. EMP is very successful. We have 11 SCRAM bracelets and they are all in use and have 2 waiting right now for them. Still need to supervise them and ask that we visit them occasionally. Currently jail staff calls them randomly and they have to come in and test.
- M. Detective Division Report – getting about 5 or 6 cases each. Last year closed out a little over 100 total and this year we are at 140 closed. Captain is working on making some policies. One of which is a missing children policy.
- N. Patrol Division Report – written report submitted. Patrol is pretty steady.
- O. Staff Vacancies and Recruitment Updates – Jail is up to full staff. Will be adding an additional bailiff. Union Posting is up right now for the patrol vacancy. Once that is done, Sheriff will fill with LTE and will be the same process for after Mach retires. In process of filling EM job. The testing has been done and there are 15 applicants remaining after the test has completed. We do not have the test scores back at this point. Once that happens, someone will review the applicants and make decision of who will go through the prescreen process. Chief would like to involve a professional panel including Chief Schrieber, the EM Regional Director (Lisa Olson-McDonald) as well as Chief deputy for technical questions and better understanding of the field during the prescreen to give a pass fail and not score. This is a critical position and it would be valuable for determining who would be the best candidates for the final interview. **Motion by Amo 2nd by Ransom to approve Chief Schrieber and Regional EM Director, Lisa Olson-McDonald to sit in on the prescreen interviews. All in favor motion carried.**
- P. Vouchers Payable – Motion by Ransom 2nd by Rewald to approve vouchers payable. All in favor, motion carried.
- Q. 2012 Budget Report – will be tight but hopefully will pull through and be able to offset with other areas.
- R. CLOSED SESSION – Motion by Ransom 2nd by Rewald to enter closed session at 11:05
 - The committee will convene into closed session for the discussion of employee related matters pursuant to section WSS 19.85(1)(b)(c)(e) To consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility; to consider dismissal, demotion, licensing or discipline of any public employee licensed by a board or commission or the investigation of charges against such person(s). Personnel Matters
 - Motion by Amo; 2nd by Ransom to return to open session pursuant to sec 19.85(2) at 11:25 a.m.
- S. Motion to Adjourn by Amo; 2nd by Ransom at 11:30 a.m.