



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

Chuck Jensen called the meeting to order at 9:00 a.m. Monday, December 30, 2013 in the Compass Room of the Jackson County Courthouse. Additional members present were Jeff Amo, Ron Carney, Marge Rewald and Ray Ransom. Also Sheriff Waldera, Chief Deputy Moan, EM Coordinator Kristina Page and Barb Pfaff Animal Shelter. PSC Alliance Steve Pott joined by phone for radio project update.

Previous Minute Approval

Motion by Ransom with 2nd by Carney to approve minutes from the November 25, 2013 meeting. All in favor; motion carried.

Agenda Revisions

Sheriff Waldera asked to move Staffing and 2014 Squad purchases to follow the Animal Shelter noise complaint.

Next Meeting Date/Time

January 20, 2014 at 9:00 a.m.

Noise Complaint – Animal Shelter

Sheriff Waldera and Chief Deputy Moan met with a concerned citizen who lives on the Brockway side of the river regarding a noise complaint about dogs barking at the shelter. When the dogs at the shelter are outside, especially in the summer the barking is extremely loud. Barb stated that discussion has taken place regarding the remodeling of the shelter Started with the air exchange and have been discussing sound panels to reduce the sound and stress levels for the animals as well. The Humane Society is doing a grade test with landscaping first to see if the remodel will even be able to be made as suggested. An estimate of remodel costs is about \$175,000. Sound baffles are in most all of the other shelters in the area. If proceeding with the remodel, would want to get a sound expert in to evaluate before going forward. They have done that and there are several options for the installation of the sound baffles. Current shelter was well thought out structurally when built. Rewald mentioned that we need to have a Memorandum of Understanding between the Humane Society, the County and the City. Property Committee would be involved and would think that LEC as oversight committee would work together. Once the plan is engineered and blue prints are drawn the Humane Society plans on doing a fundraiser. Barb mentioned she would like to purchase the sound panels at this time for use in the current building because they are hung from the ceiling and could be used in the new building as well. **Motion by Ransom; 2nd by Amo to forward to Property committee to look at the noise problem at the animal shelter and possible solutions such as installing sound panels, to use during the interim before remodel. All in favor; motion carried.**

Staff Vacancies and Recruitment Updates

Vacant Corrections Sgt. – per Kyle Deno needs to be brought back to LEC to discuss whether it should be internal or external recruitment. This had all gone through committee prior to this and thought it was all ready to go but have now found out otherwise. **Motion by Amo; 2nd by Rewald to pursue internal hiring process for Correcitons Sgt. All in favor; motion carried. Motion by Rewald 2nd by Carney to authorize sending out countywide email announcing vacancy and internal hiring process.**

Sheriff Waldera discussed Kyle Deno is stating SO is circumventing the hiring process by hiring temporary LTE's to fill in the interim to ease on scheduling needs. One was a temp hired in Communications. The other was with a LTE Deputy who was working villages and corrections both but that has been corrected. Since Kyle is acting Personnel Director, she wants the Sheriff to not use temporary fills but he is going to continue to do so as needed. We have a LTE starting in Communications next week and testing is scheduled for each division for the applicants. Will test and score and bring back to committee for proceeding. Getting the LTE's on board and trained takes time. Would like to have the patrol LTE's on board and trained by May 15th. **Motion by Rewald 2nd by Amo to allow Sheriff to make temporary assignments for hiring as needed and for Sheriff/Chief Deputy to review applications again to determine if there are any eligible applicants for early interviews prior to testing.. All in favor; motion carried.**



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- There will be two vacancies occurring in the jail the end of December. One is a Corporal vacancy and the other a female Corrections officer. Hizer will go fulltime and Schlicht is eligible as well but she is not certain if she is interested in the jail. There will be a Corrections LTE vacancy also leaving the end of the month.
- There were 10-12 applicants for Corrections; 10-12 for Communications and 25-27 for patrol. There are two FTEs pending backgrounds for patrol in other counties. One is with Wood County the other with Trempealeau. Exit interviews are still a good idea and there were a couple that Personnel Director Halfmann was able to complete before he left. Sheriff will send out an updated org chart showing vacancies.

2014 Squad Purchase Review

The current State bid does expire 12/31/13 but there is a new bid price for 2014. Some of the sealed bids included the registration fees and additional options such as patrol light which would need to be added to the State bid so that would change the total cost on the State bid. The local bids are not very far off when added in extras that were not on the State bid but would need to be included on the Ewald bid as well. Goal is to spend \$26,500 on each vehicle including setup. Impalas are less so would have additional money to use on other setups. However the Impala was redesigned for 2014 so not sure if the cages will work in the 2014. Caprice is not competitively priced and would need all new equipment Ewald does not include delivery costs. Either can pick up or additional \$350 per squad for delivery. Need 2 SUV and 3 Sedans. Recommendations are to go forward with the 2 SUV's from Brenengen and 3 Sedans through local dealers either Gross or Gundersen. Setup would be about \$3000 to go through Osseo Ford or other vendors but LaBar at Forestry can do it for much less. **Motion by Amo; 2nd by Carney to purchase 3 Impalas from Gross and 2 SUV AWD Fords from Brenengen at \$25,422.50 plus additional costs for extras as needed if not included on original bid. All in favor; motion carried.**

Radio Project Update

Steve will join by phone. Reviewing written report which is the remaining tasks on the contract. FCC licenses were issued on 12/25/13 for each tower and all control stations are licensed. From the licensing standpoint the simulcast system is completely done. The IFERN and MARC repeaters are ready to be licensed. Still waiting to find out about the MARC repeater at DOT site.

TriState Tower

- As of this morning Steve had called last week but unable to make contact. Sent a letter to TriState requesting response with schedule and plan by Jan 10th regarding performance bond. However at this point County Clerk and Page are not able to locate the performance bond. The concern is that the bare steel has been sitting in the weather for a year. Trying to getting a quote from an Osseo Contractor who could also paint the water tower. TriState bid the water tower work at 10-20% of everyone else and was lower than everyone else. About \$21-22,000 held back which should be close to enough to get the tanks done. Remaining tasks for Two Way. Have not spoken with Don since the spreadsheet was sent but there is no reason to believe the costs would change. In order to move the EM station to Brockway and the WISPERN and IFERN to County Rd A Two Way may want to wait until after go live to avoid issues with Tait. Funds are in the finance sheet to move MARC from SnowCreek to Brockway and may be able to simply be reprogrammed to narrowband. Need to buy a piece to expand at County Rd A but will be under \$1,000. Have been looking at the microwave performance remotely and there were a high number of retries from Dispatch to Brockway. Tait looked into this and the reason was that the radio was used wide open. It was determined that the radio was operating properly. Has now been changed on the Brockway link and there is plenty of throughput and there are no retries. All equipment for Brockway has shipped and the combiner is scheduled to be delivered to Two Way tomorrow 12/31 and scheduled to be installed on 1/6/14. Go live date is now pushed back to 1/9/14 per a request from Tait. There was a glitch identified last week regarding timing but the part has been ordered and won't delay the go live date. Will keep Kristina and Chief in the loop on TriState and try to resolve. At this point the painting cannot occur until probably May so there is nothing that can be done at this point regarding painting anyway. Biggest concern is Brockway Tower and that the painting is taken care of. Since nothing can be painted until May, we have plenty of time to deal with any legal issues that may need to be taken care of with TriState Tower. They will not want us to go after the performance bond if there is one because they will have a hard time getting one in the future. Mounts were put up bare rather than painted before being put on the tower which may require some sandblasting. However the paint should be relatively easy to match



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because it is a new tower. Steve will be here on the 9th if they don't change the date. After the 11th he will be in Arizona. Paul Anderson is a very good engineer and Steve has confidence in him being able to complete what he needs to do before the go live phase without Steve being here prior to that date. Going live basically means flipping a switch in the cars and area departments will switch over to the new channels. The system has been testing for some time but without the area departments and squads running off it right now. The alarm system is ready to go once the Syslog is hooked up which should be done before 1/9. IT found an open port on our existing Charter so no additional cost. Will need to redrive the SE corner of the County which is the Knapp area to retest performance. Still using the ModuCom units, some will need to be replaced due to normal wear and tear which requires replacing the screens. Cost is about \$300-\$400 for screen replacement.

Upgrade UPS System

Spillman server failed causing RMS, booking dispatch to not work. Interstate Powercare came in and we can put all of our UPS's onto one system instead of having several smaller ones. The system has redundancy so that we have continuous service, moves the UPS's out of the radio room and is expandable. Would be about a 2-3 ft tower and would sit in the old generator room so that it wouldn't be in the radio room. Estimate for UPS upgrade is \$10,468 plus additional cost for wiring which may be about \$2,000. Would this qualify for Capital Equipment funds or Ho-Chunk Nation funds? If pursuing capital equipment funds it would need a resolution because it was not budgeted for 2014. **Motion by Amo to pursue UPS upgrade including equipment and wiring not to exceed \$15,000 to come out of Ho-Chunk Nation funding in 2014. 2nd by Rewald. All in favor; motion carried. May need to get additional estimates in order to proceed.**

Divisional Reports

Inmate population was about 55 but under full capacity. EM training is pretty much completed with mandatory training. Functional drill between JCI, Correctional Camp, Hospital and Jackson County SO, ERT and DOC entities and it went very well.

Vouchers Payable

Snow Creek tower we pay the electrical but National Weather Service uses as well. Not sure where we are at with the lease with Snow Creek. Motion by Ransom 2nd by Carney to approve payment of vouchers. All in favor; motion carried.

2013 Budget Report

- 2013 budget will be very close but a lot of the December bills are already included in these vouchers because the meeting is so late.
- We have received a grant from the Lunda Charitable Trust for \$5500 to purchase 4 or 5 more AED's for squads.
- We sent Deputy Evan Mazur to the WI County Mutual event and he won 2nd place which received \$5000 to purchase equipment.
- We have received reimbursement for all of our participation for the Click It and Ticket, Speedwave & OWI up to when we stopped. For 2014 we have Speedwave and OWI but is set up different. We will do enforcement again beginning in March we received \$15,000 for that. Speedwave and Clik It and Ticket will be Mar-Nov and only received \$5000 but we can't purchase equipment with it.

Closed Session – motion by Rewald 2nd by Ransom to enter closed session at 11:15 Roll call all answered YES.

- The committee will convene into closed session for the discussion of employee related matters pursuant to section WSS 19.85(1)(b)(c) employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility;
 - Citizen Complaint – County Employee related
 - Motion to return to open session pursuant to sec 19.85(2)
- Motion by Amo; 2nd by Ransom to return to open session at 11:55. All in favor; motion carried.
- Report out on closed session items:
 - No Action Taken

Jail Walk Through



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Motion to Adjourn

Motion by Ransom 2nd by Carney to adjourn at 12:00 p.m. All in favor; Motion carried

*******These minutes will be approved by LEC Committee at the 1/20/14 LEC meeting**