



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

February 18, 2020

Chuck Jensen called the meeting to order at 10:00 a.m. Tuesday, February 18, 2020 in the Explorer Conference Room of the Jackson County Courthouse. Additional members present were Jeff Amo, Ray Ransom, Ron Carney and Isaiah Funmaker. Also Present Sheriff Waldera, Chief Deputy Moan, Captain Adam Olson, Human Resources Manager Susie Mienerz

Approve minutes from previous meeting

Motion by Ransom 2nd by Carney. All in favor motion carried

Agenda Revisions

None

Set next meeting date/time

March 18th 9:00 a.m.

Divisional Reports

Written reports submitted. Truancy and animal problems continue to be increased. Animal tethering ordinance complaints continue to be increased. All are being checked on and if animal neglect is found it is followed up on.

Paid Internship/Special Deputy

Looked at ways to increase staff for summer help without needing certified law enforcement. Reached out to the technical colleges in the area and received a very good response. Our program would also meet the requirements for them to receive the internship credits for their program. Looked at other areas that have Community Service Officers where they do similar duties. Considering wage of \$12-\$15 per hour. Would be able to use LTE funds and should be able to have some reimbursement from Forestry and Parks for hours worked. Discussion on hiring process took place. If hired by internal selection would not be eligible for full time hire later on. Discussion on what would be able to be enforced. They would be able to enforce all ordinances but anything criminal would require to be enforced by a certified sworn deputy. Would like to hire 4 individuals for this. May also look at expanding the seasonal employee options into communications and corrections where a high school diploma is the minimum education requirement. Committee agrees this would be a valuable asset and hire using internal selection process. Motion by Ransom 2nd by Carney to move forward with Special Deputy/Summer Intern job description with recommendation of placing on the wage scale at level 18 with pay range starting at \$12-\$15/hour.

2020 Squad Purchase Update

After January meeting we tried to order the 2020 Dodge Chargers were told that Dodge is not accepting any more orders for 2020 police packages. Could look at 2021 models later in the year but they are on rear wheel drive so that is not an option. Reached out to all that bid and asked for pricing on admin vehicles but those weren't feasible either. After review of options we could put the 2 Dodge Chargers that are in admin use now and put them into patrol, Motion by Amo 2nd by Funmaker to buy 3 police package trucks for patrol and one Dodge Durango police package. All in favor, motion carried.

Resolution for Sergeant Wage Differential

Brought back for further discussion from January. Trying to figure out when to implement. Since Union implement is January 1st recommend that but tabled to March meeting.

Resolution Civil Process Fees

Fees for civil process were presented to Corp Counsel for review and they presented changes in order to comply with state statute. The fees for evictions and writs of replevin allow for \$150 or actual costs incurred whichever is less. Also bringing back deputy stand by time due to the requirement of only billing for actual costs. Motion by Ransom 2nd by Amo to move forward with resolution to civil process fee schedule as presented. All in favor; motion carried.



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Records Fee Schedule

Lexipol Policies 803-805 provide information on how records requests and fees are handled. Fees would be greatly reduced but the amount of time/duties it would take to track the actual costs and bill for. Presented recommended fee schedule from Corp Counsel. Plan to implement by March 1st.

Staff Vacancies and Recruitment Updates

Corrections: Interview process taking place this week Thursday for Corrections. Vacant sergeant position in the jail which is open to internal and external applicants. Currently we have received 3 external applicants and no internal interest. Need to fill the position even if it is not as a sergeant at this time. Could fill as a corrections officer instead for staffing. Current sergeant applicants will test this week on Thursday.

Communications: In process for LTE hiring. Two have returned from FMLA.

Patrol: Full staff for full time. Previous discussion took place regarding LTE/summer intern.

Vouchers Payable

Inmate medication continues to be high for January but should be less going forward. Motion by Amo 2nd by Ransom to approve vouchers. All in favor motion carried.

Budget Review

2019 budget needs further review.

Closed Session

Motion by Ransom 2nd by Carney to enter closed session at 12:02 p.m. all answer yes.

The committee will convene into closed session for the discussion of employee related matters pursuant to Wis. Stat. s. 19.85(1)(c), employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility

- a) Patrol Deputy 1 Year Probationary Evaluation Motion by Amo 2nd by Funmaker to approve successful completion of 1 year probationary period and retain as full time deputy. All answer yes.
- b) Motion to adjourn by Ransom at 12:15 2nd by Funmaker all answer yes.