



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. in the Explorer Conference Room of the Jackson County Courthouse. All members present. Also Present were Jail Captain Mike Ring, EM Coordinator Page, Sheriff Waldera, Chief Moan, Jody Brooke – Banner Journal. Barb Pfaff – Animal Shelter

Previous Minute Approval

Motion by Ransom 2nd by Carney to approve minutes from the January 26, 2015 meeting. All in favor; motion carried.

Agenda Revisions

None

Next Meeting Date/Time

Monday February 23, 2015 9:00 a.m.

Animal Shelter

Quarterly report and yearend report submitted.

Dive Team Quarterly Report

4th quarter report presented. Keith Cormican is the head. Karie Gillett is the liaison between the Sheriff's Office and Dive Team. Has been running fairly smoothly. Membership seems to be down a little bit but don't have the exact number of team members at this time. Will bring to the next meeting.

Review of Animal Shelter Policies and Procedures

Motion by Carney 2nd by Kapfer to accept animal shelter policies and procedures; forward to personnel.

Update on City of BRF Police Department

Keeping as conversation with LE Committee Last minutes from the January 8th meeting were mailed in the LEC packets. The BRFPD Union has asked that discussions stop regarding the negotiations. That is being left to the City Administration/Council as to whether they want to continue. There was a motion within the City Council meeting to continue to discuss and move forward. We are preparing to be ready in the event that the referendum does not pass we are ready to move forward. Next meeting is set for February 10th at 1:00 p.m. We are fine tuning and understanding the risks and liabilities. Corp Counsel has reached out to Brown County and Waukesha County where they contract services similar.

Radio Project Update

IFERN has been moved to County A and tested. We got the final bill from Tait and it has been submitted to County Clerk for payment. All that is remaining is the replacement for mobile portables for the county. We have \$5,000 budgeted. There is a problem with Taylor fire. How many of the fire departments are facing issues with paging. Page has been working with the Taylor past and present fire chief for a solution. One is to put in a one channel transmit site at Taylor. Presented bid from last Feb which came in at \$89972 which we turned down. Opted for in Village repeater on it's own frequency. Do not think there will be much change in the new quote. Other option is that they can't copy more than one frequency on their current pagers. Checked with Corp Counsel to see who's responsibility it is to update the fire pagers. Corp counsel says it is the Fire dept responsibility to update at their expense. If we were to come up with some assistance for funding after checking with other area fire departments if purchase in bulk they might be able to get them for about \$350 instead of \$500. The problem is that our system is not paging the way we had hoped it would. Amo has been contacted by Taylor fire. He believes the best way would be to upgrade the pagers. They would need 17 pagers at a cost of \$370/pager up to 24. In order to update pagers it would be about \$7500 to solve the paging issue with Taylor Fire. Currently they only get pages in town on the one channel. When they are out of town they are not receiving pages. It is a public safety issue. Taylor Fire preferred the US Alert and have been trying them out. Would take exception to the policy that we were not going to purchase any equipment for other agencies, but this is public safety issue caused by the radio project upgrade. May be a discussion point in the future as to how to fund. Possibly set as a 50/50 match. At this time we go ahead and fix the problem funding it completely but ask that any resale of old equipment be given to offset the cost. Some of the fire departments use the multi frequency pagers in place of radio but can only monitor no way to transmit info. After listening to the discussion it is believed that the Taylor Fire paging issue is a result of the change in the radio



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equipment therefore we should get them the equipment that will work properly so they can receive the pages. If we purchase the new pagers, possibly we ask that we get the current pagers Motion by Amo to by 17 of the 2 pagers at \$370 each with the premise that we take the old pagers in at the time of issue of new with funding coming from the radio project. 2nd by Carney. All in favor motion carried.

Approve LTE Staffing 2015

Sheriff handed out updated organization chart. Approve levels and current staff for LTE's Currently have 4 LTE's in patrol. 2 are FTE in jail and LTE patrol. Jail has 4 LTE fully staffed. Communications has 2 LTE's Keller from Jail has helped in communications as needed. Stoker was transport and now jail LTE. On the LTE's that are dual purpose between jail/patrol how are they paid. Do they get overtime pay? Depends on how the schedule is but it is not every pay period. The two in the jail have not worked LTE patrol for a while. Only thing we have to be cautious of is the LTE staff working too many hours. The vacant position in Communications has been filled and he starts Feb 2nd. Motion by Amo to approve current LTE staff and current personnel. 2nd by Carney all in favor; motion carried.

Update on 2015 Vehicle Purchases

3 Ford squads have been ordered. At the last meeting Enterprise was here and presented the program for leasing the administrative vehicles. It was the impression that at the end of the lease we would get some money back at the end of the lease term. That is not the case. We can get some money back with one of the lease options but not like we thought. Not sure if this lease program would be all that beneficial to us. When we sat down and figured it out, we were paying the cost of the vehicles and would not get any money back at the end of the lease. We would get quite a bit of money this year to sell the 3 admin we were planning to replace but that would dwindle and eventually we would have all leased admin vehicles and would not get any money back for them so we wouldn't have the \$17,000 of resale to offset budget. Would that be an issue? Would be able to work through that? Chief is going to Gross motors and sit down with them to see what a normal lease would be and at the end of the lease what would it cost us for the lease options of administrative vehicles. Not sure that this works well with our agency. Sheriff recommendation is to purchase off the state bid for a Dodge truck and \$27,500 and purchase an Equinox at about \$22,000 for an admin vehicle. Motion by Ransom to purchase an Equinox from the lowest bidder and the Dodge truck from the State Bid at the lowest bid price received. 2nd by Kapfer. All in favor; motion carried.

Divisional Reports

At Exec and Finance, there was concern that EMP wouldn't meet revenue but have exceeded the budgeted amount. Inmate debt has been coming in slowly. Using tax intercept and we get pretty good pay that way. All the inmate debt has been entered into tax intercept and we have almost ½ million dollars entered in the tax intercept waiting to be paid. Did we get reimbursed for the transport of Rave? Yes we able to get our costs back. Rave and Adkins have now been transferred to prison. The cleanup of Rustic Mill is not up to the county. We now have 3 locations in the county that have been fire scenes. Corp Counsel should be contacted, there should be a cleanup clause in the insurance policies if there was insurance. Should we send out letters to the owners stating that there is a timeframe to clean up sites? Sheriff will check with Corp Counsel.

Staff Vacancies and Recruitment Updates

Any additional staffing issues to discuss now? Should we set the staffing level for the year for the LTE's? At this time communications and jail are fine with the levels currently staffed. Patrol requests a minimum of 6 LTEs. We have one pending and would like to recruit LTE staffing. Motion by Ransom; 2nd by Amo to establish 7 LTE's for patrol and forward to personnel to begin recruitment for patrol LTE's. All in favor motion carried.

Vouchers

Jackson Electric bills are never the same month to month. Motion by Carney; 2nd by Kapfer to pay the vouchers. All in favor; motion carried.

Budget Report

Appears that the 2014 budget will be under budget but don't have the final numbers yet. Will need to do line item transfers but will report back in February.



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CLOSED SESSION

Motion by Ransom; 2nd by Kapfer to enter closed session at 10:36 a.m.

- 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;
 - Evaluation(s)
 - Motion to return to open session pursuant to sec 19.85(2) Motion by Ransom 2nd by Amo to return to open session at 10:40 a.m.; All in favor; motion carried

Motion to Adjourn

Motion to adjourn by Carney; 2nd by Ransom at 10:41 a.m. All in Favor; Motion carried.

*******These minutes will be approved by LEC Committee at the 2/23/15 LEC meeting**