



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 June 25, 2012 the Compass Room of the Jackson County Courthouse. Additional members present were Jeff Amo, Ron Carney, Ray Ransom, Marge Rewald as well as Steve Pott – PSC, Sheriff Waldera, Chief Deputy Moan, Barb Pfaff Animal Shelter, and Jail Captain Mike Ring.

Previous Minute Approval

Motion by Ray Ransom; 2nd by Marge Rewald to approve the May 21, 2012 meeting minutes as submitted. All in favor; motion carried.

Agenda Revisions

Move Item F Animal Shelter to Item E

Next Meeting Date/Time

July 23, 2012 at 9:00 a.m.

Animal Shelter

- Approve hiring for part time staff – Looking for approval to hire staffing to have 3 casuals as long as staying within budget. Motion by ransom 2nd by carney all in favor motion carried.
- Volunteers – Waiver for minor to sign in order to volunteer at shelter. States on the form that a minor can't volunteer. Nobody is allowed at the shelter without an employee on duty and at the shelter. Send volunteer form to Corp Counsel for revision to state no minor can volunteer without parental consent. Motion by Rewald 2nd by Amo to send to personnel for revision of language.

Review of Range Policy

The Range organization owns the club house and 4 acres. The County owns 600 yard range. The County is not liable for accidents and the range organization carries the insurance. Concern was raised regarding the Sheriff's Office/Jackson County paying the electric bill each month for the range. Every organization that uses the range pays a fee. JCI pays \$500 which is twice as much as any others. Departments such as Brockway when they were running, DNR, BRFPD pay fees as well. The Sheriff's Office gets use of range for qualification, ERT & physical agility testing for ERT members. The electric bill is paid in lieu of an annual fee and gives the Sheriff's Office the ability to use the range when needed. Without the use of the range we would have to pay other facilities such as the Technical College, to use their range where we would have to pay per person per day to use. The Sheriff's Office uses the range 6 times a year with regular officers and ERT training is once a month which is sometimes at Volk Field about 6-8 times a year are at the range. The Sheriff's Office uses the range at least 12 times a year which makes the cost of paying the electric bill about the same as if we had to pay usage fees. Also, the land was donated on a 99 year lease and maintenance like snow plow and lawn mowing is done by JCI & FP. Motion by Rewald; 2nd by Amo to keep the range policy as is and continue to pay the monthly electric bill.

Chief Deputy Report

Written receivables submitted. Fundraiser for K9 & Boys & Girls club went well. No final figures yet but estimate that about \$8,000 was made total which would split 50/50 with Boys & Girls club. Close to \$5,000 was made the day of the shoot. Hoping to do it again next year and hopefully will have enough money raised to pay for the dog when it needs to be replaced. There is a fund set up specifically for K9 donations. New dog will cost about \$10k for a German Shephard. Markos train boxers and we may get it for a little less. Boxers can also be trained dual purpose. Will be selling homemade dog treats to sell at the fair in order to raise money for the K9 fund. Update on shared dispatch center with Trempealeau County. Ross & Sheriff attended Trempealeau County



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meeting after our last meeting. Discussion seemed to be that it was not going to go anywhere. At this time it would not be beneficial for Jackson County to enter into an agreement to share a dispatch center with Trempealeau County.

Emergency Management/Communications Division

Written report submitted. Very pleased with turnout at previous meeting. May calls were up a little bit but not much.

Resolution for Approval of MOU w/Trempealeau County Watershed Monitoring Equip

Written report submitted. May calls were up a little bit but not much.

Resolution for approval of MOU w/Trempealeau Cty Watershed monitoring equip – Trempealeau County applied for grant funds to help with watershed. Does not replace agreements with municipalities. There will not be any cost to the county to do this. Motion to approve resolution & send on to Exec & finance contingent upon Corp Counsel approval by Amo 2nd by Ransom.

Approval of Contract for Communications Upgrade Project

Detail system design meetings will take place and may take more than one meeting. Would like to award contract for 3 channel base bid and Tait will honor the 4 & 5 channel through the design meetings. Tate also allowed for us to use TWC for Warranty covers complete coverage for electronic or equipment failure. The Tate equipment comes with a 2 year warranty. There are provisions in the contract for a change order subject to approval by committee. Opportunity for some savings on a 4th channel would be to find a new channel. Forestry channel is used through Dunn county Wiscom. We own the tower on the ridge and may use it for Mark, EM Point to Point on that tower. County A site will need some improvements but has a shelter will probably need some grounding. They proposed Carlson Microwave. Antenna feeds cost by the foot. US Cellular \$1500 per tower for structural analysis if structural is done and needs to have changes another structural needs done and will be charged again for that. Still waiting to hear from Verizon and will escalate. System staging will be done most likely in Texas. Additional coverage maps were provided. Comfortable they will work as expected. Tate has assigned a project manager already. Letter of recommendation from PSC was received by John Ross just this morning and committee members were able to take a quick glance at it in the meeting. Tower rent expectations are no cost for Verizon, Dairyland & water towers, US Cellular possibly would be about \$300 per month which is what we pay now but we would be paying for 3 sites instead of one. Maintenance plan can be customized to work for what we need, right now the maintenance quote includes 24/7 everything coverage provided by TWC. Schedule may change because will likely need structural on Dairyland & US Cellular will require structural and need to climb the 3 water towers to get the info. Will we be able to meet the January 1 deadline? Should be able to meet deadline but could file for a waiver with FCC because we would be in the process – **Motion by Amo to approve Tait proposal for \$1,427,357.85 contingent to Corp Counsel final approval and recommendation from PSC. 2nd by ____ all in favor motion carried.**

Corrections Division Report

Written report submitted. Jail continues to remain full capacity. A lot of Probation holds and bail jumping. Have not yet had to house anyone externally but only have about 2 beds open. Revenue is still in line where we want it to be. Telephone & EM are going to be higher than what we anticipated. State jail inspection is coming up July 12th. Should be pretty smooth. Housing of juveniles would not likely be able to do so in our current jail system. Sheriff was contacted by BRMH inquiring about meal service and if we were looking elsewhere. He did advise that we will be seeking RFPS again when the time comes but there is competition for the bids.



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Detective Division Report

Written report submitted. Cleanup for Rustic mill needs to come to agreement as to who/when it can be cleaned up. Case has been referred to US Marshall. It has been released for cleanup.

Patrol Division Report

Written report submitted.

Staff Vacancies & Recruitment Updates

Recommendations for rec officer will be started today. Jail staff is pending completion of LTE. Dispatch may have a FTE opening. Have one LTE we will be using as a "utility officer" to float between corrections and dispatch and remain on patrol list as well.

Voucher Approval

Increase in amount of legal blood draws. Legal blood may become primary rather than breathe. Motion by Ransom 2nd by Rewald to approve vouchers. All in favor motion carried

2012 Budget Report

Sheriff is aware that part time is high and due to unforeseen circumstances we do not have any choice in order to fill coverage as needed. We have funds available from other salary lines to cover if needed down the road. IT purchases has no budget amount right now. We will be doing an inventory of our equipment and try to get everything into the IT rotation for replacement (dispatch monitors/ups power supplies).

Closed Session

Motion by Ransom 2nd by carney to enter 11:16

- 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).
 - Probationary Employee Evaluations - Motion by ransom 2nd by Amo to maintain as permanent FTE Jackson county Jail corrections officer.
 - Union Employee Update(s)
 - 11:55 motion by Amo to return to open session; 2nd by Ransom

Motion to Adjourn at 11:57 by Ransom; 2nd by Carney

Pending Committee approval at the July 23rd LEC meeting.