



# **Jackson County Sheriff's Office**

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

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**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, March 24, 2014 in the Compass Room of the Jackson County Courthouse. Additional members present were Ron Carney, Jeff Amo, Ray Ransom, and Marge Rewald. Sheriff Waldera, EM Coordinator Kristina Page, Jail Captain Mike Ring and Steve Pott PSC Alliance were also present

## **Previous Minute Approval**

**Motion by Rewald with 2<sup>nd</sup> by Ransom to approve minutes from the February 24, 2014 meeting. All in favor; motion carried. With noted change that Tri-State is responsible for the painting of Brockway Tower.**

## **Agenda Revisions**

None

## **Next Meeting Date/Time**

Friday, April 25, 2014 9:00 a.m.

## **Radio Project Update**

Tri-State towers Vice President was disappointed that we were not happy and that the project manager had not followed up with anything. Jerry Harding the project manager has been here and they had to recreate some of the data. They will be contracting with Osseo Contracting for the painting working for Kelly Mullhern and were going together to the site to put together the necessary drawings/estimates. Will be ready to go ahead with the painting once the weather is warm enough. What happened with the Taylor tower and the railing? Have done nothing different and it has not interfered with the microwave dish at all. As long as the tank is not being damaged it is not an issue. Tri-State will be touching up the handrail and will take a look at the top of the tank when they do.

Estimates for Taylor expansion from Tait is \$89,972.84 for one channel and \$140,000 for 4 channels. The estimate from Jeff Nelson for Taylor fire paging is \$3,480 for over the air option or \$8,130 for bridged simulcast audio. Currently inside the fire station pages are not able to be received and cannot hear dispatch. In Taylor with the over the air option when the radio is keyed up dispatch does not have priority. Is this just for pagers? Steve thinks that everything in Taylor including radios and pagers would operate on a specific channel and if they leave the area they need to change the channel. Other option is they could program the pagers only for the channel and leave the radios as is and then they wouldn't need to change the channel on the radio if they leave the area. Usually once fire is on scene they switch to a fire channel. Option 2 ties it into the dispatch consoles. If you do the simulcast option you would need the card to tie it in using the input module for the Kenwood radios. Option one has less electronics involved and Taylor will still be able to hear it even if there is a failure they will still be able to hear. If they go with the radios they will have the same quality of coverage they had with the narrowband usage. We do have a couple radio equipment account lines that could be used to cover the \$2500 additional over the \$1,000 remaining amount in the project budget. Steve updated that there is \$5000 in the project to cover new mobile and portable radios and \$8000 for the Marc repeater radio which doesn't appear we will be needing. Two Way has not installed the repeater at Knapp yet or installed the EM Channel or whispern yet. Also have \$5000 for removal of Snow Creek and \$1000 for Garfield yet to complete.

**Motion by Amo to spend up to \$5000 to go ahead with the over the air option if necessary. 2<sup>nd</sup> by Rewald; all in favor; motion carried.**



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Project Status: 30 day burn in period has not yet started because the majority of the punch list items have not been completed. They were here working last week and all the sites were working properly except for Dairyland. Tait has created the alarms for the building and we will be. Microwave radios are rebooting and they don't know why. Steve and Jeff have been monitoring the microwaves and found the reboots. Will not recommend the 30 day burn start until the reboot is corrected. Log me in used to be a free service for remote access. Kristina has tried several free services but they do not work. Log Me In is \$50 per year service and can be cancelled at anytime \$50 first year and \$100 additional years. Dairyland has a lease with Forestry for a tower in City Point where they pay \$5000 a year which they don't want to pay anymore citing that they gave us free usage at Dairyland Franklin tower we are paying the electric at county rd A and they are paying the electric at the Franklin tower.

The Sheriff asks about the lease with the US Cellular towers. The cost is not the same across the board for counties using the US Cellular towers including the neighboring county of Trempealeau. Concern is that the rate increases annually and will create budgeting concerns in the future. Before July the Sheriff would like to start discussions on negotiations regarding the tower costs. There are not other cell tower sites in the areas of the US Cellular towers that could be used in negotiation of costs. It is not reasonable that it would be an option to do such. This is the 911 and emergency services for the citizens and may be something that should be brought up to legislator to discuss.

Have we gotten all the equipment? Steve does not think we are missing anything but wanted to be sure we had the spares inventory. That will be checked before final acceptance.

## **Divisional Reports**

Written reports submitted. Some of the county board members also attended the courtroom disturbance training in the county board room and it was a very good training.

## **Request to fill Vacant Full Time Patrol Deputy Position**

Due to change in language in Chapter 4 request to use internal process to fill the vacant position. We do have 4 qualified LTE candidates. Would we re-interview the interested candidates? Do any of the committee members want to sit in on the interviews? Committee does not need to be present. **Motion by Amo to go ahead with internal process to fill full time patrol position. 2<sup>nd</sup> by Rewald; all in favor; motion carried.**

## **Staff Vacancies and Recruitment Updates**

Dispatch Amanda Korn has moved from LTE to Full time. Jesse Taylor started about a week ago as LTE. Still one FT vacancy and backgrounds have been started to fill LTE positions.

Jail: still struggling for female corrections officers. Presented a draft of employment ad using the female vacancy language. Will be running the ad to hopefully establish eligibility list and fill vacant female positions.

Patrol: the filling of full time vacancy will create another vacancy either as LTE or full time vacancy in jail.

## **Vouchers**

**Motion by Ransom 2<sup>nd</sup> by Rewald to approve vouchers. All in favor; motion carried.**

## **Budget Report**

Communications overtime is quite high but hopefully will not continue. 2013 budget came in at 99.1% and line item transfers were completed and no contingency funds were needed.



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## **Senior Center Usage Request – Betty Althaus**

Betty Althaus met with the Sheriff and Chief last week to discuss using the senior center to teach elderly and special needs people how to use computers. She is looking at Monday and Tuesday for 1 ½ hours each day.

Sheriff's office uses senior center as a training center but this may be better suited to go through property committee. There is no access to internet or computers set up so not sure how she would operate to teach a computer class but we would not be providing any computers or set up internet access. **Motion by Amo 2<sup>nd</sup> by Ransom to approve the request pending property approval. All in favor; motion carried.**

## **Closed Session - 10:42 Motion by rewald 2<sup>nd</sup> by Carney all answer yes; motion carried.**

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;

- 6 Month Probationary Evaluation
- Personnel Matter – Performance Deficiency
- Chief Deputy Annual Evaluation
- Barb Pfaff Animal Shelter Annual Evaluation
- Motion to return to open session pursuant to sec 19.85(2) **Motion by Amo; 2<sup>nd</sup> by Rewald to return to open session at 12:10 p.m. Roll Call; All answered yes. Motion carried.**
- Report out on action:
  - **Motion by Ransom; 2<sup>nd</sup> by Amo to approve Chief Deputy evaluation. All in favor; motion carried.**
  - **Motion by Amo; 2<sup>nd</sup> by Carney to approve Barb Pfaff evaluation. All in favor; motion carried.**

## **Motion to Adjourn**

**Motion to adjourn by Rewald; 2<sup>nd</sup> by Ransom All in favor; motion carried.**

**\*\*\*\*\*These minutes will be approved by LEC Committee at the 4/25/14 LEC meeting**