

PUBLIC SAFETY & JUDICIARY MINUTES

Tuesday, December 15, 2009
1:00 p.m. - Conference Room A260

1. Call the Meeting to Order. **Meeting called to order at: 1:03 p.m.**
2. Was the meeting properly announced? **YES**
3. Roll Call: Al Sebastiani, Cindy Loken, Terry James, Florence Johnson. Jerry Kotlowski absent.
Others present: Darrell Renner, Sheriff; David July, Chief Deputy, Sheriff's Dept.; Shirli Suchomel, Sheriff's Dept.; Deb Barnes, Child Support Director; Jane Grabarski, Emergency Mgmt. Director; Phil McLaughlin, Planning & Zoning
4. Approve the Agenda. Motion by Terry James/Cindy Loken. **MC/UN**
5. Approve minutes of prior meeting. **Motion by Loken/James MC/UN**
6. Public participation (*If requested by the Committee Chair*). **None.**
7. Correspondence **NO**
8. Action from prior meeting: *Follow up from Planning & Zoning regarding dog complaint. Committee summoned Phil from Planning and Zoning. As the Coroner and Family Court Commissioner were absent, agenda deviated to item 11, Child Support, until Phil could join the meeting.
9. Coroner
 - Approval of Vouchers and Monthly Expense Report – absent.
10. Family Court Commissioner – Dennis McFarlin - absent
11. Child Support – Deb Barnes
 - Review Performance Measures for November 2009 were in Committee's mailboxes. Child Support gained 27 cases in November.
 - Review Check Summary; in mailboxes.
 - Discuss 2010 Cooperative Agreements and State/County Contract – Corp Counsel Albert approved, signed, and sent the 2010 Cooperative Agreement to District. The State/County contract is waiting for funding and has a deadline of 1/31/10.
 - Discuss Office Activities;
 - Approval of Vouchers and Monthly Expense Report
8. Phil from Planning & Zoning joined the meeting to explain procedure on complaints and how the procedure applied to the November 18 dog complaint in question. In a letter sent November 24, 2009, the offender was ordered to remove a minimum of three dogs and to keep a maximum of two as allowed by ordinance, and was given 30 days to comply. Phil has an inspector on this case who will report whether the offender has complied and if not, a citation will be issued.
12. Clerk of Circuit Court– Dee Helmrick
 - Summary Report of Expense Vouchers submitted for payment – these were submitted in Committee's mailboxes.
 - Approve conference/training, if any (None)
 - Discuss General Operations of Department
 - a. Community Service Coordinator's Monthly report – submitted in mailboxes
 - b. 2009 Budget status - It was reported that all line items will be in the red by the end of December.
 - c. Carpet installation plans – This begins December 28 and ends the 30th. Files will be moved by Community Service workers. Courtroom cabinetry will be remodeled for more space and court cannot be held during this project.
 - d. Approval of Vouchers and Monthly Expense Report
13. Register in Probate – Terry Reynolds Warner - absent

- Approval of Vouchers and Monthly Expense Report

14. District Attorney – Janis Cada - absent

- Monthly expenditures report.
- Approval of Vouchers and Monthly Expense Report

15. Emergency Management – Jane Grabarski.

- Communication System Upgrade – Report from Foth in mail slots. Committee approved signing a resolution to forward to County Board to approve the use of this project’s unused bond money from contingency and special funds for mobile and portable radios for the Sheriff’s Department. The resolution will be forwarded for the January County Board meeting.
- Countywide Level B Hazmat Team – **MOTION** by James/Loken to approve the Juneau-Adams County Joint Level B Hazmat contract, Resolution 2009.93, and forward it to County Board. MC/UN
- ARES/RACES (amateur radio use) tower on Friendship Mound – The agreement between Adams County and ARES/RACES has not been executed due to questions concerning ownership of the land where the tower and building are located. Landowners who granted easement to the ARES/RACES have withdrawn the easements granting access to the tower.
- Ordinance 12-2005 on Adams County Joint-Action Emergency Management Resolution to amend to comply with re-codified State Statute 166 to 323 was discussed. **MOTION** by James/Loken to approve the amended ordinance and send it to County Board for approval. MC/UN.
- Grant status report – All monies awarded in the block grant for CDBG-EAP been paid out and close-out paperwork will be forthcoming. A Radio Replacement Grant was awarded and the county will receive 21 portable radios. The City of Adams will receive one mobile radio and one portable radio. The County match will come from Emergency Management carryover fund producing zero budget impact. The money is available now and radio orders will be placed.
- Office Activities - Emergency Management equipment will be inventoried and receipted to the Sheriff’s Department, and then to the new Emergency Management director. A transition plan will be implemented when the new Emergency Management director is appointed. Grabarski thanked the committee for their support of the Emergency Management office.
- Vouchers/Purchase orders, review of November
- Approval of Vouchers and Monthly Expense Report - Some line items will go over budget but will be more than covered with unexpected revenue and grant overages.

16. Sheriff’s Department – Sheriff Renner and Chief July

Sheriff Renner – Communications

- Animal Shelter/Animal Control Officer Report
- Approve Conference/Training
- Sheriff Renner acknowledged Shirli Suchomel’s retirement and thanked her for her years of service.
- Sheriff explained the need for 4-wheel drive vehicles in the department fleet by summarizing the December 8-10 snow emergency.
- Consolidated Correctional Food Service (jail kitchen) submitted a letter advising no rate increase through November 30 of 2010.

Chief July

- Discuss and/or act on hiring of Administrative Records Officer Position. **MOTION BY** Loken/James to approve filling the vacant position in the Sheriff’s Department. MC/UN.
- Discuss and/or act on use of Communications Project available dollars – Approved in Emergency Management portion of meeting. **MOTION BY** Loken/James to correct the money amount on the County Board floor and approve the resolution concerning purchase of radio equipment, to be forwarded to County Board for approval. MC/UN. Chair Sebastiani signed the resolution.
- Discuss and/or act on recommendation for waiver on Adams County Catastrophic Leave Policy. The current policy is tied in with FMLA which requires one year of employment to qualify. The County

may consider updating County policy to grant employees Catastrophic Leave without time restrictions. This suggestion will go to the Executive Committee for approval.

- Update on Animal Neglect Case. The judge gave a new court date of 1/25/10 at 1:00 p.m. The District Attorney requested an order for animal ownership transfer to the Animal Shelter.
- TLO (Terrorist Liaison Officer) Training Update. – Chief July will attend training at Volk Field for the nationwide internal reporting of suspect activities. Committee agreed.
- Update on Projects:
 - a) Shower Project – Showers are sprayed and coated; the project is basically done. Sgt. Jones and Bill from Maintenance were very helpful in facilitating this project. There is a one-year warranty on the showers, and the ones that were done in the past have had no problems.
 - b) Card Reader – Installed and running. Key fobs were distributed which keep a 90-day track of in/out times and places and whose key fob was used.
 - c) DVR's – Digital video recorders are installed. All 48 cameras are recording 24/7. This project is complete.
 - d) Freezer/Refrigerator Alarms – An alarm rings in dispatch when the freezer or refrigerator malfunctions. Jail staff checks it out and the Kitchen Manager or Maintenance may be called.
 - e) DARE Vehicle – Adams-Friendship School District Administrator Steve LaVallee will produce receipts on the DARE project car and DARE will then disburse the money to the Sheriff's Department.
- Approval of Vouchers and Monthly Expense Report
- Discuss and/or act on transfer of the Dodge van from the Sheriff's Department to Health and Human Services. Finance directed this transfer, as Health and Human Services director Chuck Price wants the van and the Sheriff is in agreement. **MOTION** by Loken/Johnson to approve the transfer of the Dodge van from the Sheriff's Department to Health & Human Services. MC/UN. The Land And Water truck transfer is still in progress.
- Discuss and/or act on the resolution to use funds from the Radio Tower Communications Project for the purchase of handheld and squad radios. – Signed earlier in meeting.
- Sheriff answered questions from Committee concerning the laundry problem and Safekeeper housing. The Captain has a doctor's okay for light duty at home and is working on policy and procedure. He is expected back at the end of December.

The Committee will convene in closed session per § 19.85(1) (e) and (1)(g), Wis. Stats., for deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.

MOTION by Loken/Johnson to convene in closed session per the above stats. **ROLL CALL VOTE:**

Loken: Yes. Johnson: Yes. Sebastiani: Yes. James: Yes. Meeting closed at 3:06 p.m.

17. The Committee will reconvene in open session per § 19.85(2), Wis. Stat., to consider and vote on appropriate matters. At 3:29 p.m. the meeting reconvened in open session.
18. Set next meeting date – January 13, 2010, 9:00 a.m.
19. Action items for next meeting. Planning and Zoning dog complaint.

20. Adjournment. **Motion to adjourn at 3:35 p.m. by Loken/James MC/UN**

Submitted by Shirli Suchomel for Sandra M. Green, Fiscal and Support Services Manager, Sheriff's Department. *These minutes are not yet approved by Public Safety & Judiciary Committee.*

Cc: Sebastiani / Loken / James / Kotlowski / Johnson / Renner / July / Beckman / McFarlin / Thibodeau / Scheel/Grabarski / Helmrick / Warner / Barnes / County Clerk Dept / Green / Sumpter/Cada