

**PUBLIC SAFETY & JUDICIARY COMMITTEE MEETING
MINUTES - AUGUST 13, 2008**

DATE: August 13, 2008
Adams County Courthouse

TIME: 9:00 a.m.
400 Main Street

PLACE: A260
Friendship, WI 53934

MEMBERS PRESENT: Florence Johnson, Cynthia Loken, Jerry Kotlowski, Terry James
EXCUSED ABSENT: Al Sebastiani

OTHERS PRESENT: Sheriff Renner, Chief Deputy July, Captain Beckman, Dennis McFarlin, Terry Warner, Jane Grabarski, Carrie Allard, District Attorney Thibodeau, Janis Cada, Nick Segina, Shirli Suchomel

Call to Order – At 9:02 a.m. Vice Chair Loken called the meeting to order in Conference Room A260.

1. Was the meeting properly announced? – Yes.
2. Roll call: Johnson, Loken, Kotlowski, James present. Sebastiani excused absent
3. Approve the Agenda – Loken stated that Child Support needed approval of a draft contract that was included in the packet. **MOTION** by James/Kotlowski to approve the August 13, 2008, meeting agenda with inclusion of the Child Support draft contract approval. MC/Unan.
4. Approve minutes of the April 24, 2008, May 8, 2008, and July 16, 2008, meetings – **MOTION** by Loken/Johnson to approve the minutes of the aforementioned Public Safety & Judiciary Committee meetings. MC/Unan.

Coroner- No representation, vouchers, or training requests submitted.

Family Court Commissioner – Dennis McFarlin stated his budget is right on track for this year. He will be going to an education seminar in September, and is supposed to attend five full days of continuing education yearly estimated at \$200.00 per day, resulting in an expected budget need of \$1,000.00 for 2009. He reported that mediation fees are implemented and are bringing in revenues.

Child Support – Written reports only: July Performance Measures report was in the Committee's packet along with the Check Summary report, 2009 budget draft, and the draft of contract. The initial consult on the contract was done with the Administrative Coordinator/Director of Finance with the County Board Chair, and Corp Counsel has reviewed it. Committee discovered no compensation figure under Item #4 of the contract. **MOTION** by James/Kotlowski to allow the contract between Adams County Child Support and Juneau County Child Support to go forward, with item #4 compensation to be negotiated between Counties with approval of the Adams County Finance Director. MC/Unan. Child Support's proposed 2009 budget was received and is under review.

Clerk of Circuit Court – The Community Service Coordinator Carrie Allard was present at the meeting reporting that the work release program is going well. She is in contact with the Jail Sergeants and she interviews prospective participants to match up with jobs, and she follows up with people at the worksites. Clerk of Court proposed 2009 budget was in the packet submitted with Check Summary report and other written reports.

Coroner - Nick Segina arrived and Committee deviated the agenda to Coroner's Report without objection. He reported that deaths are down 38% from last year at this time, which affects budget revenue. Eleven deaths occurred in July and nine autopsies have been performed in 2008. The 2009 budget is in progress with the Administrative Coordinator and Terry Schiel. State legislation might mandate training for certification of coroners, deputy coroners, and medical examiners. Nick submitted

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a bill for supplies and requested movement of line item funds to cover the cost of it. **MOTION** by James/Kotlowski to transfer funding from Coroner's .419, .424, .430, and .431 line items to .490 to cover the cost of this invoice. MC/Unan. Segina showed Committee the Drug Identification book and CD that were purchased, which he will ask the MIS to install. He reported that FDA information modifications on prescription drugs will be on the Coroner's website.

Register in Probate – Terry Warner submitted her Check Summary report and the proposed 2009 budget. She reported obtaining Clark County's maintenance cost for the Videoconferencing system, which is \$11,000.00 in 2008. The Videoconferencing system for the main courtroom and a portable unit is approximately \$100,000.00. CCAP will install the DAR system and will do on-site visits to assess equipment and what needs to be ordered. Warner will be out of the office for two days next week at all-expense-paid meetings.

District Attorney – Not present.

Emergency Management – Jane Grabarski introduced Dale Broeckert from Foth, project consultant firm, and gave him the floor. Dispatch upgrade was completed prior to the busy 4th of July holiday. The radio tower site at Highway Department has the base and anchor concrete poured. The temporary dispatch shelter was moved August 7 to Highway. Foth reviewed and approved one pay request to Communications Service for dispatch upgrades. One change order reduced the project by \$16,740.00. Jail video surveillance was removed from dispatch. The total project was bid at \$2.85 million and has been reduced to \$2.83 million. Six towers have to be leased; four are US Cellular-owned. Two of the four passed the load requirements and the other two need work to prepare them to receive the radio equipment. Communications Service general manager, licensing specialist, and project manager explained details of the tower project including FCC and FAA permits and requirements. Projected costs to upgrade failed towers may be between \$10,000 to \$30,000 per tower; new construction is \$100,000 per tower and with fees could be as high as \$300,000.00. Foth recommended upgrades as the most cost-effective choice. He recommended proceeding with the Strongs Prairie and Jackson tower upgrades with US Cellular. **MOTION** by Kotlowski/Johnson to approve the Strongs Prairie and Jackson tower load study sites, not to exceed \$1,500.00 each (\$3,000.00 altogether) and approve upgrades at later dates when costs are in. MC/Unan. **MOTION** by Johnson/Kotlowski to approve Payment #1 to Communication Service, reviewed by Foth with appropriate signature as determined by Corp Counsel. MC/Unan.

Chief July and Captain Beckman complimented Communications Service and SGTS for a job well done on the dispatch center remodeling.

Forty-seven FEMA disaster applications have been received. Community Action Council Block Grant needed a resolution at County Board. Grabarski submitted her proposed resolution and Loken recommended changes which Grabarski made. Level B Hazmat: No response came from Juneau County. Proposed 2009 budget increased in proposed salary and related line items and mileage costs; everything else remained the same. Grabarski had a booth at the Fair fielding questions and stated it was a good public relations tool.

Coroner - Committee questioned Nick Segina about a \$400.00 facilitation fee from Dane County for autopsies. After discussion the following will now be protocol for Adams County autopsies: 1. Columbia County; 2. UW Madison; 3. Dane County.

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Sheriff's Department – Sheriff Renner reported that Project Lifesaver will be sending equipment, and will set up training dates for as many officers as we want. Sheriff's Department Fair Booth gave away four bikes: 2 from the department, one from Highway, and one from Roberta Sindelar. He expressed a personal thank you from Jim Grabarski for law enforcement at the Fair, adding it was one of the best years for a quiet fair. Jail Officer interviews will be conducted Friday to fill the Jail Eligibility List; the jail is one staff person short right now. Ed Baron was at the office talking with Sheriff to see if someone could apprentice with him. Animal Control certification schooling is coming soon. Sheriff suggested a name to Ed and Ed agreed to work with that person.

Chief Deputy has been searching for the K9 resolution outlining the way in which the program is to be funded, but no such resolution was found in County records. Some people are under the impression that 100% of the K9 program is to be funded by donation and that can't happen; donations come in for care of the dog and a replacement dog when the need arises.

District Attorney - Mark Thibodeau and Janis Cada arrived at the meeting with their Check Summary report of bills and the 2009 budget. Thibodeau reported there is still a vacancy in his office and made his request for a Legal Secretary to fill that spot. A 90-day extension of the LTE filling in has helped. He asked for Committee's support for his request to eliminate the Legal Clerical position and replace it with Legal Secretary. **MOTION** by Johnson/James that the District Attorney's Personnel request form be submitted with a description of this position being referred to as Legal Secretary. MC/Unan. Thibodeau explained his 2009 budget including a reduction of \$6,053.00 in Capital Equipment. He explained that he recommended basically the same numbers as last time, and this budget will go for review to Finance Committee.

Jane Grabarski came in with a new resolution, which Committee signed. Recess at 11:38 a.m. Meeting reconvened at 11:50 a.m.

Chief reported that Lt. Olander resigned as of the end of August and he is generating paperwork to refill the position. **MOTION** by James/Kotlowski to approve instating a new Lieutenant to replace the Lieutenant position vacancy. MC/Unan. Also he is requesting a new position in the 2009 budget for Office Manager who would be in charge of budgeting and vouchering the \$5.5 million budget. A discussion of wage followed and Chief compared this position to the one in DHSS. **MOTION** by James/Johnson to approve authorization for Office Manager position request. MC/Unan. When asked, Chief reported that the office soundproofing project is still an issue and is projected to cost \$20,000.00. The 2009 budget is not ready at this meeting, as it was broken out in far greater detail recently. Chief gave his proposed Schedule of Fees to Committee. **MOTION** by James/Kotlowski to approve the proposed Adams County Sheriff's Department Schedule of fees as presented, effective as soon as appropriately put in place. MC/Unan.

Barb Petkovsek joined the meeting and suggested that Committee set another meeting to do open discussion with each department head about their 2009 budget before they send them on to Finance Committee. September 5 is the deadline for all budgets; Committee will meet September 2, 2008, beginning at 10:00 a.m. with each department under their authority in its own time slot. Sheriff's Budget will be given to Committee Tuesday, August 19, 2008, just before County Board.

Captain Beckman reported that the Safekeeper revenue of \$39,000.00 is close to the budgeted \$40,000.00 expected amount. Electronic Monitoring report showed a \$34,000.00 revenue, and Huber at \$10,000.00, meeting the budget. He had an overtime scheduling program that shows exactly where

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overtime is incurred. Overtime has been accruing as the Jail was two deputies short at the beginning of the year. The last 2 applicants from the eligibility list were offered the positions and one accepted but the other did not. This left one position open for most of the first half of the year. When a deputy is hired they cannot fill shifts until they have successfully completed the Field Training Program. So while a deputy is being trained, overtime is still accruing for the open shift. A new list was developed and a jail deputy hired from it, this list was declared exhausted when none of the other applicants accepted the position. To add to the overtime, a jail deputy did not pass probation and was let go in July. This position is what we are currently testing for.

No closed session was necessary.

MOTION by James/Kotlowski to approve vouchers and summary reports for July and August of 2008.
MC/Unan

Next meetings: Tuesday, September 2, 2008, Budget Meeting at 10:00 a.m. Next regular meeting will be Wednesday, September 10, 2008, 9:00 a.m.

MOTION by James/Kotlowski to adjourn. MC/Unan. Meeting ended at 1:33 p.m.

Submitted by Deputy Sheriff Shirli Suchomel, Acting Secretary
These minutes are not yet approved by Public Safety & Judiciary Committee (08/17/08)