

## PUBLIC SAFETY & JUDICIARY MINUTES

August 16, 2010

9:00 a.m. - Conference Room A260

1. Call the Meeting to Order. Chairman Sebastiani called to order at 9:03 am.
2. Was the meeting properly announced? Yes
3. Roll Call: Members present: Al Sebastiani, Beverly Ward, Mike Keckeisen, Joanne Sumpter, Terry James  
Others present: Sheriff Renner, David July, Deb Barnes, Dee Helmrick, Terry Reynolds-Warner, Jane Gervais, Janis Cada, Mark Thibodeau, Dennis McFarlin, Fran Dehmlow and from the Adams County Humane Society, Manager Christina Ackerman and Treasurer, Linda Mohns. Sandra Green, Sheriff's Department joined the meeting at 2:00pm.
4. Approve the Agenda. Approved. **Motion by Ward/Sumpter. MC/UN.**
5. Approve minutes of prior meeting. Approved. **Motion by Ward/James. MC/UN.**
6. Public participation (*If requested by the Committee Chair*). None.
7. Correspondence. None.

### 8. Coroner – Not Present

Approval of Vouchers and Monthly Expense Report.

#### Medical Examiner – Angela Hinze

Angela presented her budget to the Committee. Discussion was held whether to leave the fees as they currently are or change them to Columbia County's fees (\$165.00 for cremation & \$60.00 for death certificates). Supervisor Sebastiani suggested leaving the fees as they currently are and then when we are into it another year, we can address it. **Motion by James/Keckeisen to leave the fees as they currently are at \$110.00 for cremation fee and \$90.00 for death certificate, for a total of \$200.00. Motion carried unanimously.** Supervisor Keckeisen questioned \$900.00 for convention fees. Discussion took place regarding individuals attending and on continuing education. **Motion by Keckeisen/James to approve the Medical Examiner's budget with the purchase of this vehicle. Motion carried.**

### 9. Family Court Commissioner – Dennis McFarlin

Approval of Vouchers and Monthly Expense Report.

Review, discuss and approve FCC's budget. Dennis presented the budget to the committee. Dennis took the two (2) percent increase and added that to last year's figures.

### 10. Child Support – Deb Barnes

Approval of Vouchers and Monthly Expense Report.

Review Performance Measures for July 2010;

Review Check Summary;

Review, Discuss and Approve CSA 2011 Budget. Committee reviewed the Child Support Agency budget. Supervisor Ward proposed taking outside counsel fees out of the budget, it will save the County approximately \$40,000.00. Discussion was held regarding taking out the contracted fees for outside counsel and bringing it back into the Corporation Counsel's office. Deb Barnes explained the reimbursements to the County and the efficiency and effectiveness necessary, which Attorney Dan Wood is handling and is there when needed. Supervisor Ward asked Ms. Barnes if she thought Corporation Counsel can do Child Support. Deb responded, he doesn't have a good feel for the time involved in it. They contract with Dan Wood for 324 hours a year. Jack Albert, Corporation Counsel entered the meeting and was asked if he would be able to take Child Support duties? He explained to the committee that he saved about 100,000 of outside legal counsel when he came aboard, which now goes through Wis. Counties Mutual. He eliminated tens and tens of thousands of dollars. If he takes on additional work, they may be in a position that legal outside counsel may go up. **Motion by Ward/Sumpter to not renew the contract with Wood Law and turn the child support over to Corporation Counsel.** Supervisor James asked if this would be additional income for Corporation Counsel. Supervisor Ward explained it would come back to the County. **Roll call vote: Keckeisen – Yes, Sebastiani – No, James – No, Sumpter – Yes, and Ward – Yes. Motion carried.**

Overtime should be adjusted to \$700.00 and on-call to \$200.00. Convention fees are down for \$1,010.00 and on the budget sheet it is \$785.00. Deb said she would fix it.

Deb brought back figures to the committee of actual savings of \$16,000. Discussion took place regarding the savings to the County if it were brought in-house. Savings of \$16,000 plus \$24,000 for contract.

Supervisor Ward asked how many Counties contract outside and how many use in-house Corporation Counsel's.

Deb said she crunched the numbers to re-adjust the budget to take out Attorney Wood. She discussed funding reimbursement to the maintenance. She stated what she claims for Family Court Commissioner goes back into the child support budget so they get the maintenance contribution. \$53,319.00, in 2011, they have to get the minimum contribution. When she re-worked the figures, the original amount she had met that goal and exceeded it. By eliminating Attorney Wood's contract, it puts it at a negative 1,913.09. This is going to cost. This is a federal regulation. Discussion took place regarding they would still be reimbursed with in-house counsel providing the services

#### 11. Clerk of Circuit Court – Dee Helmrick –

Approval of Vouchers and Monthly Expense Report.

2011 Budget – Committee reviewed budget. Discussion took place. Office supplies were decreased to \$4,000, Jury down to \$12,000.00 and a change to 0 under the Worker's Comp. line item. **Motion by Ward/James to approve the Clerk of Courts budget and forward on to Finance Committee. Motion carried.** Dee informed the committee that she would be losing another Deputy as one of her current Deputies was taking a transfer to the Library. That position has been posted and the deadline is August 18, 2010. Another Deputy who has been out may be returning part time the 2<sup>nd</sup> week of September. Approve conference/training, if any. Amanda Young, Deputy Clerk of Court, will be attending a TRIP training in Wittenberg. This training is for tax intercept. This training will help to make the adjustment to the new business rules in the TRIP system coming in October. **Motion by Ward/Sumpter to approve Amanda attending this training in Wittenberg. Motion carried unanimously.**

#### **Motion by James/Ward to deviate from the agenda and move to Officer Orlowski's report.**

Officer Orlowski reported K-9 Kyra is doing well and is eating this week. She has five tumors on lung cavities. This is the type of cancer that is going to grow, unless it is fixed. She started her second month of chemo. There is a small change in the size of the tumors. She can still do tracking, but in short steps of 7-8 minutes. Supervisor James stated, he would take away working and bring her to her comfort level. Officer Orlowski said, she is used to working, so it might be good to keep her going in short intervals if she can. She is going to be 10 years old in the next few months and she is still on top of her game. Officer Orlowski's thought is to get through this winter and next spring to see how she is doing. Within the next two years, he thinks we would be looking for a new dog. 11 years old is old for a K-9 dog. 10 years is getting up there. She assisted in 80 arrests this year and approximately 70 the year before and around 60 prior years. One out of every three times they used the dog, someone was taken into custody. Supervisor James asked "when she gets to the point of putting her down, when would you make that decision?" When would you get a new dog? Officer Orlowski thought the County has a few months of good productivity. He doesn't know what he can promise after that. He would have to sign up by November 1, 2010, for a pick. Supervisor Keckeisen asked, how much money are we going to spend? Officer Orlowski reported, approximately \$10,000. Treatment bills and to get the diagnosis. Keckeisen asked if this was to purchase a dog and train with it. Officer Orlowski said, number one, where will the dog come from? Do you want to go with the same kennel we purchased Kyra from? You can get a dog for approximately \$14,000 and an untitled dog for \$12,000. \$14,000 covers the dog and training for five weeks. It doesn't cover the lodging, which is \$50 a day and food.

Supervisor Keckeisen would like to say \$17,000 will cover everything and see that the \$17,000 be budgeted in the 2011 Sheriff's Department budget. Discussion was held regarding going to different organizations for donations. Supervisor Dehmlow suggested maybe going around to some of the townships so they could budget for it, since it was budget time. Supervisor Keckeisen would like to leave the \$10,000 in the budget in case anything else comes up with Kyra and then move ahead and add \$17,000 into the budget for a new dog. Officer Orlowski will make sure he signs up for the November 15, 2010 class, and will send a written report on the status of Kyra to the Committee. The committee had previously approved three months of treatment. **Motion by Keckeisen/James to take \$17,500 out of the general fund for the purchase of the new K-9. The new K-9 is not to exceed \$15,000. Motion carried unanimously.**

12. Register in Probate – Terry Reynolds Warner

Approval of Vouchers and Monthly Expense Report.

Teen Court: They had a meeting concerning Teen Court. Christine Moulter from Justice of Assistance was present to discuss Teen Court. She felt they have all the parties on board. The consensus is they move ahead with Teen Court. They would need an Administrator. Christine thought it would be good to have an Administrator and not a Department Head taking it over. They realize there is money in the budget set aside specifically for this. Her suggestion is an ad in the newspaper stating we are looking at forming a Teen Court. There was also a suggestion about solicitation. What kind of cases do we want the Teen Court to do? What type of panel on there? Terry would like to run an ad in the paper. A realistic date would be January to hold Teen Court. Supervisor Sebastiani gave her direction to move forward and do what she needed to do.

Committee reviewed the budget. Supervisor Sebastiani asked if there were any questions on the budget. No questions.

13. District Attorney – Janis Cada

Approval of Vouchers and Monthly Expense Report submitted. District Attorney Mark Thibodeau discussed his budget with the Committee. Discussion was held. Overtime was listed at \$3,000. Committee asked if we could change it to \$2,000. DA recommended it be changed to \$1,500.00. Expenditure item changed to \$1,500.00. Mark was requested to give an update on the stolen firearms. There is nothing to report. He is very frustrated with the lack of progress on this. The guns were reported missing on October 21, 2008. The Department of Criminal Investigation was assigned and an agent from the Eau Claire Office was assigned. Brief discussion was held.

14. Emergency Management – Jane Gervais

Approval of Vouchers and Monthly Expense Report.

Discuss and/or act on Resolution to authorize utilization of excess communication system capital project bond funds. Discussion was held regarding the equipment request attachment and the highway deduction. **Motion by Ward/Sumpter** to remove the paragraph that the Highway Department figure will be adjusted if any of the total costs listed change. **Motion carried.** Line 35 should be changed on the resolution to reflect changes. Forward to Finance Committee for their Thursday, August 19, 2010, meeting.

Local Emergency Planning Committee (LEPC) Appointments. Jane Gervais reported that the Local Emergency Planning Committee met on Monday and recommended appointing three (3) new members to the Committee. Chris Saloun to replace Linda McFarlin, Jeff Rogers with ARES/RACES to sit on the Committee as a Community Member and Ann Taff to represent the American Red Cross. **Motion by Ward/James** to approve LEPC appointments and forward on to County Board. **Motion carried unanimously.**

Update on tower extension on County Hwy. F Communication Tower. Per Steve Dubberstein from Communications Services, he received an e-mail last Friday from FAA stating, No Hazard Determination. What this means is there is No Hazard to Navigation. The FAA did call him and does have a couple questions. He will send something in writing once he receives it from FAA.

Discuss and/or act on training/conferences. There is a New Director's Training in September, which is required for my Plan of Work.

Office Activities. Had a display out at the Fair. Last month there were quite a few reports of storm damage. Jane assessed the damage, which appeared to be straight line wind damage. This was reported back to the LaCrosse National Weather Service. This past Friday, at 9:00 p.m. received call from the WEM Duty Officer in Madison stating he received a report from an individual regarding flooding. Followed up with individual and officer. Attended Rome Firewise meeting last week. Completed three Facility Site plans.

Discuss and/or act on 2011 budget. Discussion was held regarding salary. **Motion by Keckeisen/Ward** to review budget with step increase. **Motion carried unanimously.** Jane asked if this should be forwarded on to Executive Committee and the committee advised to go ahead. Discussion was held regarding the SARA and HAZMAT carryover accounts.

Explained portions of the budget. Change meals from 200.00 and mileage to \$1,600.00.

**Motion by Ward/Sumpter** to recess for lunch at 12:50 p.m. **Motion carried.** Will return at 1:45 p.m.

Meeting called back to order at 2:07 pm. **Motion by James/Ward** to deviate from the agenda and move to Adams County Humane Society. **Motion carried unanimously.**

15. Sheriff's Department – Sheriff Renner and Chief July

Sheriff Renner – Communications

Animal Shelter / Animal Control Officer Report.

Department Operations. The Corn n' Tater Festival was very busy. The Adams County Fair was not real busy but went well. Sheriff Renner sent a thank you letter to the Dells Club Condo owners and tenants. He expressed his appreciation regarding a bad automobile accident which occurred in front of the condos and the tenants came out and directed traffic. The tenants were thankful for being recognized and appreciated by the Sheriff's Department. EVOC training was held and went well. Three speakers were invited to attend and were recognized by the Sheriff, media and the union and were presented with a plaque of appreciation. Those people were previous dispatcher, Denise Schultz, Officer Ken Shudy and Nancy Erickson.

Approve Conference/Training if any. None.

Chief July

Approval of Vouchers and Monthly Expense Report. Questions regarding vouchers were answered by the Sheriff's Department.

Review, discuss and approve 2011 Sheriff's Department Budget. Chief July will check into how much it would cost to purchase a new stove for the jail kitchen. He will also talk with Barb Petkovsek on the request of returning \$10,000 from a separate account to the General Fund and what Revenue monies were deposited into 47221 in 2009. The discussion was also held on whether or not it would be beneficial for the Sheriff's Department to contract Jail meals to a local restaurant. It was decided that it would not be beneficial based on a number of reasons as well as this had been explored before. Chief July will check into how many Bullet Proof Vests will need to be purchased next year so he can better determine his Revenue in that line based on grant reimbursements.

16. Adams County Humane Society – Christina Akkerman

Discuss and/or act on 2011 Budget. The Humane Society has indicated they need an increase of \$10,000 if their 2011 budget. They are taking in 300 more animals a year than in previous years. They can barely pay their staff and keep the business running as it is. The committee asked for complete budget information including Revenues. They did not have this information with them. Ms. Mohns will compile the information the committee requested and mail it to them. The committee needs this information in order to make a determination regarding the budget. Questions on legal and veterinary expenses were answered by the Humane Society. The ACHS recently had the roof fixed and the building is in good condition. They will be having an energy audit sometime in fall. They also expressed concern over the Kolb's being able to show their animals recently at the Adams County Fair. They said they received many phone calls regarding this because people found it disturbing. The committee gave information to the Human Society who they should contact regarding their concerns.

Discuss operational expectations between the Humane Society and the Sheriff's Department Humane Officers. Supervisor Keckeisen indicated he had not yet been contacted by the Humane Society regarding their monthly meeting dates. He would like to attend but this would require them changing the day (Tuesday). The Humane Society will check into this and get back to him. The Sheriff's Department indicated they had not received a financial report in many months. Christina Akkerman will make sure their monthly report is e-mailed to Sandra Green, Fiscal & Support Services Manager. Sheriff Renner also mentioned the Humane Society was to get back to him regarding a contract. Ms. Mohns said she would put something together and get it to the Sheriff as soon as she can.

**Motion by James/Sumpter** to table the Sheriff's Department 2011 Budget until the September Meeting. **Motion carried unanimously.**

17. Set next meeting date. September 8, 2010 at 9:00 AM in Conference Room A260.

18. Approval of all vouchers and expense reports. Approved.

19. Adjournment. Meeting adjourned at 4:30 pm.

Submitted by Sandra M. Green, Fiscal and Support Services Manager, Sheriff's Department.

*These minutes are not yet approved by Public Safety & Judiciary Committee.*

Cc: Sebastiani / James / Keckeisen / Sumpter / Ward / Renner / July / Beckman / McFarlin / Cada / Scheel/ Gervais / Helmrick / Warner / Barnes / County Clerk Dept / McGhee / Green / Hinze