

**RICHLAND COUNTY LAW ENFORCEMENT AND JUDICIARY COMMITTEE  
MEETING  
Friday, April 10, 2015**

The Richland County Board of Supervisors Law Enforcement and Judiciary Committee met on Friday, April 10, 2015 at 8:30am in the County Board Room of the Richland County Court House in Richland Center, Wisconsin.

Committee members present at the meeting were: Committee Chair Fred Clary and Committee members Buford Marshall, Paul Kinney, Don Seep and Marty Brewer. Present from the Richland County Sheriff's Department were Sheriff Jim Bindl, Chief Deputy Chad Kanable, Amber Muckler and Lt. Bob Frank. Also present for the meeting or a portion of the meeting was County Board Chairman Jeanetta Kirkpatrick, Richland County Clerk of Circuit Court Stacy Kleist, Assistant DA Amy Forehand, Barb Scott, Sgt Wes Starkey and Deputy Kevin Melby, Sgt. Dane Kanable, Dispatcher/jailer Nettie Collins, Lester Parker, Gaylord Deets, Dave Turk, Louis Van Fliet, Sandy McNamer, Mike Bindl, Avery Manning, Sue Triggs.

**Agenda Item #1: Call to Order:** Committee Chair Fred Clary called the meeting to order at 8:30am.

**Agenda Item #2: Read and Approve Notice of Posting for April 10, 2015 LEJC Meeting:** Committee chair Clary confirmed with Sheriff Bindl that the meeting was properly posted. Upon receiving confirmation Clary declared meeting properly posted.

**Agenda Item #3: Read and Approve the Agenda for April 10, 2015 Meeting:** Motioned by Paul Kinney to approve the agenda. 2<sup>nd</sup> to this motion by Don Seep. Motion passed.

**Agenda Item #4: Read and Approve Minutes of the March 13, 2015 LEJC Meeting:** Motion by Paul Kinney to approve the minutes as printed. 2<sup>nd</sup> to this motion by Marty Brewer. Motion passed, minutes accepted.

**Agenda Item #21: Review of architect concept for courthouse/jail:** Kirk Burner, architect and Eric Lawson, from Potter Lawson both gave a presentation on the expansion/renovation concept for the courthouse building. Eric Lawson talked about the layout of a possible floor plan which includes an addition. Eric showed the current layout of the courthouse and jail building. He talked about floor levels on each tier of the building, and a possible expansion of the current floor plan. He talked about changing the parking around the building as a future expansion would be located in the current parking lot of the courthouse. Eric talked about the expansion and a concept for a new entrance to the building and security for the jail (sally port, elevator, etc.). Eric presented a floor plan concept for the 3<sup>rd</sup> floor layout and 2<sup>nd</sup> floor layout, which he went over the traffic flow and room location on each level, and entrances and exits for the building. Eric discussed the layout of the current jail and what a new concept may look like in the future. Kirk presented possible cost factors for the expansion with the jail addition/renovation costing an approximate of \$6 million, the entrance area costing and approximate of \$2 million, HVAC upgrade could

range from \$1.8 to \$2.8 million. One of the main highlights given was on the separation of inmate and personnel traffic flow. Tom Crofton talked about by changing the outlay of the building this will change how the public will access the departments within the building. Crofton talked about the need for a sub-committee to make decisions on this possible project and combining departments to minimize staff and duties. Clary asked about the budgetary changes and factors for the expansion/renovation. The presentation was based strictly on construction costs at this point, not staffing. Crofton discussed the issue with settlement of the current facility and has a study showing these facts. Crofton wants to have separate meetings and a sub-committee to go over this concept. Clary would like to see representatives from the Property, Finance and LEJC committees. Crofton motioned to create a small sub-committee, 2<sup>nd</sup> by Dave Turk.

**Agenda Item #5: Clerk of Court Updates:** Stacy went over her regular monthly reports. She reported that her final budget came in \$20,791 under budget while revenues came in over projections at \$16,492 for the clerk of courts office for 2014. Last month was a good month for collections, she's been making calls to people who have defaulted on payments. Nothing new regarding expenditures, she has completed the annual evaluations of her staff. Staff is doing well.

**Agenda Item #6: Approve Deputy Clerk of Court successful completion of probation period:** Current Deputy Clerk, Ellen Bushee's probation period ends on April 16, 2015 she has completed it successfully. Paul Kinney made a motion to approve the completion of Ms. Bushee's probation, 2<sup>nd</sup> to this motion Don Seep. Motion carried.

**Agenda Item #7: District Attorney Update:** no updates.

**Agenda Item #8: Coroner Updates:** coroner updates were submitted by email as Coroner Rossing could not attend the meeting.

The Coroner's office has responded to 25 calls since the start of the year. We responded to 10 calls during the month of March. Ruth Bristol continues to serve as Chief Deputy Coroner and there are 4 other individuals who are serving as Deputy Coroners. Jim was part of the discussions involving the update of the Mass Fatality Plan and took part in the signing of the Annex at the end of March. The coroner's office was contacted in March regarding having personnel take part in a mock crash scheduled in May. Jim attended an organizational meeting on Wednesday evening and he will be taking part in the event on May 13<sup>th</sup> along with several deputy coroners. He is currently compiling information and pricing for a combination fax and copy machine for the coroner's office. Personnel are frequently in the office at odd hours and situations frequently arise that require the use of a copy and/or fax machine. If purchased, an additional phone line would not be necessary as the office would utilize a "fax stick" which would use the existing line and direct the calls to the phone or fax lines. He has been in contact with both the Iowa and Sauk County Coroners to determine whether the current rate of pay for the personnel in our office is in line with the surrounding counties. Jim has attempted to contact the Grant county coroner as well. Jim hopes to make contact and have the information ready to present at the next month's meeting.

**Agenda Item #9: Mapping/Radio updates:** Lt. Frank stated regarding the County hwy OO project, he has met with the highway department and other committees. Radio: Yuba site, did not complete study due to frost in the ground, hopefully this can be done now. Chief Deputy Kanable states still having problems with paging site, another company has been called to give opinion. Having problems with repeaters, current company tried to charge for that, there is a maintenance contract with them that states we should not be charged, fixes are being made at no charge. Motorola & EF Johnson have been contacted to give opinions on paging issues we are having, current company has been out 3 times and still now resolve. Chief Deputy Kanable states not all departments are getting the pages on a regular basis.

**Agenda Item #10: Frontier 911 Maintenance Agreement:** Lt. Frank went over the historical maintenance on the 911 terminals within the department and that we've had no updates on them. New contract amount given for maintenance on the terminals, new upgrades will be coming in the future for the "Next Generation" software. The money is in the line item for the current budget. Off service hours are billed at \$125 per hour. This would be in the computer maintenance and upgrade line item. Barb Scott states this line item should be strictly for computer items, not service contracts which is what was told to her by the clerk's office. Lt. Frank would like to see the contract be effective. Off service hours are billed at \$125 per hour, there is a 3 hour response time if any issues arise, which was stated by Frontier. Our department's machines are quite old and Lt. Frank would like to see this recommendation moved on. Cost for this maintenance agreement is \$1,328.55. Clary states he would not like to see this come out of the 911 outlay account as there will be expenses in that account with the Yuba site if something changes there. Chief Deputy Kanable would like this issued tabled until it can be discussed more. Clary states it needs to be postponed not tabled if there's no new date to put it on the agenda, Don Seep motioned to postpone this item until a later date, 2<sup>nd</sup> by Buford Marshall. Motion carried, item postponed for a later date that will be set by the sheriff's department.

**Agenda Item #11: Red Dot Sights for Rifles:** Sheriff Bindl went over the handout regarding the sights, which works during day and night time, currently there are no sights on the rifles and they cannot be used at night. Sheriff Bindl talked about the sight size. The costs are \$1444.76 for seven units. Sheriff Bindl would like to see 9 of each unit, and 9 brackets to be placed in the squads. Sheriff Bindl states he would like the smaller units for purchase. Sheriff Bindl goes over how the red dot sight works and how the bracketing will work in the squads along with rifle placement. Recommendation to complete this and take it out of new equipment line item. Don Seep made a motion to approve, 2<sup>nd</sup> by Marty Brewer. Motion carried.

**Agenda Item #12: New Vests for officers:** Sheriff Bindl talked about how this new vest style will take equipment off of the gun belt, off of the hips and put it on the shoulders. Clary asks if this will replace or go along with current body armor. Deputy Melby states this will go along with the current body armor. Costs of this new vest are \$400. The vest alone is not bulletproof, armor would have to be installed. This is left up to the individual officer, this is not something every officer will be doing in the future. Clary states this will be something that will be able to be taken out of their individual uniform allowance fund.

**Agenda Item #13: Request to trade existing equipment:** Chief Deputy Kanable just wanted to bring this idea to the board. Radios that we currently have could be traded to the current company for a new type of radio. Clary states if there is no economic factor, simply a trade and not spending any dollars this is simply a management decision. The department currently uses Kenwood units now and possibly trading for EF Johnson units. Chief Deputy Kanable has tried them for a few weeks and likes them.

**Agenda Item #14: Union MOU for Detective/Investigator Position:** Sheriff Bindl would like this postponed with all the events that have taken place this week. Motion made by Paul Kinney, 2<sup>nd</sup> by Don Seep to table this item until next meeting. Motion carried.

**Agenda Item #15: Set Date for Road Patrol Interviews:** Clary states Sgt. Ewing has retired and the department now has a vacancy. Dates are needed to fill this vacancy, discussion by the committee and management and they would like to set the date for interviews which would include 5 candidates. Date will be: April 20, 2015 at 12 (noon).

**Agenda Item #16: Eligibility Hiring List:** Chief Deputy Kanable has been working with police chief in opening up the list, first advertisement will come on the April 13<sup>th</sup>. Testing will begin on the May 16<sup>th</sup>. Applications will be taken until May 8<sup>th</sup>.

**Agenda Item #17: Squad Repairs and Mileages:** Chief Deputy Kanable went over mileages and stated that mileages are staying consistent with the past few months. The Expedition is having transmission issues, not sure what the extent of the repairs could be at this time. Seep asks about warranty on the cars, which Kanable states is 100,000 miles on transmission issues. Clary questions warranty for government vehicles, if it's the same as civilian vehicles. Kanable will look into warranty coverage's so that the department and committee are aware in the future.

**Agenda Item #18: New squad bids:** Chief Deputy Kanable states not all bids have come through, and would like this item tabled to next month. Motion made by Buford Marshall to table this item to next month, 2<sup>nd</sup> to this motion by Marty Brewer. Motion carried.

**Agenda Item #19: Donation of money by private group:** Chief Deputy Kanable states a gentlemen and another group wanted to raise money for the K-9 fund to help out with current costs and for a future K-9. Talk of generating funds by stuffed animals K-9 dogs and would retail them for a certain dollar amount. This is a 501C group, Seep wondered if this group will be formally established. Kanable states some individuals would like to give money on their own through private donations. In the past donations were given privately and the county board was not involved. There is a current K-9 fund set up just for K-9 expenses and donations. The thought is to have information go out on social media, Clary would like to make sure this is something that when information goes out on social media, the information needs to be approved by the department and MIS department. People can donate whether they are a 501C or private individual.

**Agenda Item #20: Committee approval for hotel stay over government**

**rate:** Office Manager Muckler presented a couple of bills with hotel rates that are over the government rate. First is a hotel for a K-9 conference held at Ho Chunk for \$89 per night and second is for a hotel stay for dispatcher at \$83 per night. Motion made by Marty Brewer to approve these rates, 2<sup>nd</sup> by Buford Marshall. Motion carried.

**Agenda Item #22: Approve monthly invoices and other sheriff's reports:**

Sheriff Bindl goes over blue sheet facts with the committee stating things that have happened in the department, retirement of Lt. Krueger as of May 1, 2015. Paul Kinney asked why there was such a difference in total bill amounts from January to March, this was due to a radio maintenance bill that came through in January. Discussion on the jail report, no questions. Bills: #28 question on what that is for, (Telvent DTN) our weather radio which is an annual expense. Clary states highway gets their service free, sheriff's department has to pay for this same service, not sure why this is different for the sheriff's department. #20 Clary wondered what that billing was for (Richland County HHS), this is for jail mental health. Item #27, taser's are now being replaced. Motion Don Seep to approve the bills and reports, 2<sup>nd</sup> to this motion by Paul Kinney. Motion approved.

**Agenda Item #23: Adjourn;** Motion by Buford Marshall to adjourn until the regular LEJC meeting on Friday, May 8, 2015 at 8:30am. Second to this motion by Paul Kinney . Motion passed, meeting adjourned.

Respectfully Submitted by Office Manager, Amber Muckler