

**RICHLAND COUNTY LAW ENFORCEMENT AND JUDICIARY COMMITTEE
MEETING
Friday, April 11, 2014**

The Richland County Board of Supervisors Law Enforcement and Judiciary Committee met on Friday, April 11, 2014 at 8:30am in the County Board Room of the Richland County Court House in Richland Center, Wisconsin.

LEJC Committee members present at the meeting were: Committee Chair Gaylord Deets and Committee members Fred Clary, Paul Kinney, Richard Rasmussen and Don Seep. Present from the Richland County Sheriff's Department were Chief Deputy Tom Hougan and Lt. Bob Frank. Also present for the meeting or a portion of the meeting were Richland County Clerk of Court Stacy Kleist, Richland County IT Supervisor Barb Scott, Deputy Coroner Paul Higgins and Sue Lawrence from the Richland County District Attorney's Office joined the meeting in progress.

Agenda Item #1: Call to Order: Committee Chair Gaylord Deets called the meeting to order at 8:30am.

Agenda Item #2: Read and Approve Notice of Posting for April 11, 2014 LEJC Meeting: Committee chair Deets confirmed with Chief Deputy Tom Hougan that the meeting was properly posted. Upon receiving confirmation, Chairman Deets proclaimed the meeting properly posted.

Agenda Item #3: Read and Approve the Agenda for April 11, 2014 LEJC Meeting: Motion by Paul Kinney to approve the agenda with 14 agenda items listed. 2nd to this motion by Richard Rasmussen. Motion carried agenda approved.

Agenda Item #4: Read and Approve Minutes of the March 14 and March 21, 2014 LEJC Meetings: Motion by Don Seep to accept the minutes as mailed/e-mailed for both meetings. 2nd to this motion by Fred Clary. Motion passed, minutes accepted.

Agenda Item #5: Clerk of Court Updates: Richland County Clerk of Court Stacy Kleist handed out a detailed written report to the committee titled March 2014. Clerk Kleist reviewed the report with the committee. Discussion regarding old court records. Kleist reports they are scanned then offered to the State Historical Society and they pick them up, haul them to Madison and then use them for their records. Many of the Richland County documents eventually end up in the state's records library at UW-Platteville. Discussion regarding recently completed courthouse security training for courthouse employees. Committee discussion regarding the revenue money generated by citations issued by law enforcement. Clerk Kleist passed out two sheets showing the breakdown of citation money issued and what money goes to the state, county or city.

Agenda Item #7: Coroner Updates: Deputy Coroner Paul Higgins appeared before the committee and reported 24 coroner calls last month-not all death calls. Higgins reported that Coroner John Cler will be at the June LEJC meeting to talk

about the county's cremation fees. Higgins reports that Dane County's cremation fee is \$250 and the state average is \$150-Richland County's fee is \$75. After discussion Committee Chair Gaylord Deets asked that cremation fees be put on the June LEJC agenda.

Agenda Item #8: Approve Monthly Invoices and other Sheriff's Department Reports: Chief Deputy Tom Hougan presented Sheriff Berglin's blue sheet report with the committee. Discussion of new jail health care program started earlier in the week. Review of the bills. After review, motion by Fred Clary to approve and send the bills to audit as posted. 2nd to this motion by Paul Kinney. Motion passed.

Agenda Item #9: Mapping/Radio Updates: Lt. Bob Frank addressed the committee about the status of the radio project regarding adding the Boaz, Yuba and Richland Center tower sites with antennas that he has been working on and the budget ramifications regarding adding that monthly expense. According to Frank after meeting with the cell phone people, adding the Boaz site with a 270 foot tower with 3 antennas has been proposed to him as a recurring rental cost of \$500 a month. Adding the Yuba site with a tower of 117 feet and 3 antennas is a recurring rental cost of \$300 a month. The Richland Center site with 2 antennas is a rental fee of \$200 a month. Lt. Frank said that he wanted to discuss with the committee these reoccurring budget expenses prior to spending the \$10,000 on the engineering study that was approved by the county board. Committee discussion regarding the difficulties of paging in the future that includes further limits on radio frequency narrow banding. Fred Clary said he felt the county had a responsibility to send out a clear page to all the various emergency responders in the county. Discussion that the county board has already approved the engineering study and that needs to move forward to determine the future radio/paging plans of the county. Fred Clary discussed with the committee the status and history of the 911 outlay account and the county's negotiations with the City of Richland Center and US Cellular regarding the tower that sits on "tower hill" in Richland Center. When discussions ended, the committee declared that no action was needed as county board has already approved the engineering study and that the study needs to be completed as soon as possible so the county can proceed with future plans.

Agenda Item #10: Hotel Stay at Non-Government Rate: Lt. Frank addressed the committee about an APCO (Association of Public-Safety Communications Officials) dispatcher training conference in Stevens Point attended by Chuck Giese in which there was no government rate room available to the county. The cost for the room was \$119 as opposed to the government rate of \$70. Lt. Frank said that he also attended the training conference but since he's an executive board member his room was paid for by a grant secured by NENA (National Emergency Number Association)-so in effect two county employees attended the training conference using one room paid for by the county. Discussion that county committee's could authorize a room above the government rate. Motion by Don Seep to approve the \$119 bill. 2nd to this motion by Paul Kinney. Motion approved.

Agenda Item #6: District Attorney Update: Sue Lawrence from the District Attorney's office attended the meeting. Lawrence advised the committee on the efforts of the DA's office regarding their goals to maintain "paperless" case files.

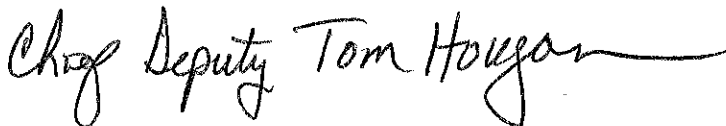
Agenda Item #11: Approve Invoice from AVI Systems for Video

Conferencing System Repairs: Barb Scott the county's IT supervisor appeared before the committee to discuss this agenda item which is a \$851.08 bill to repair an audio problem in the courtroom with the video conferencing equipment. The repair was not covered by warranty. Fred Clary said that the finance committee had received and reviewed the bill and realized that per the resolution which created the video conferencing system the resolution required the bill to go through LEJC first before it could be paid. Clary said that in a review of the bill the finance committee found that paying this bill would show a zero balance in the video conferencing budget. After discussion, motion by Fred Clary to approve the bill and forward to finance. 2nd to this motion by Richard Rasmussen. Motion carried.

Agenda Item #12: Squad DBL Repairs: Lt. Frank advised the committee that the unmarked 2003 model Ford Crown Victoria car being used by the Lieutenants that was purchased in June of 2002 was having some serious rusting frame and mechanical issues and he wanted to discuss with the committee the wisdom of repairing the vehicle as opposed to selling this car and keeping the best car that was currently being switched out. Discussion of the repair costs. After discussion the committee decided to take no action and that this agenda item be set for next meeting. Fred Clary asked that an accounting of all vehicles and mileage amounts be available at the next LEJC meeting so that the committee could look over the list and consider alternatives.

Agenda Item #13: Discussion of Meeting Time: Committee discussion regarding meeting times and why committee meets at 8:30am on 2nd Friday of each month. Discussion that the committee been meeting on the 2nd Friday of the month at 1pm for many years however the Clerk of Court and DA were unable to attend the 1pm meetings without conflicts with court hearings. With the 8:30am meetings they can many times attend LEJC before the court gets started. More discussion, with the conclusion of the committee being that the next LEJC meeting be set for Friday, May 9th at 8:30am.

Agenda Item #14: Adjourn: Motion by Paul Kinney to adjourn. 2nd to this motion by Dick Rasmussen. Motion passed, meeting adjourned.



Minutes Respectfully Submitted by,
Chief Deputy Tom Hougan