

**RICHLAND COUNTY LAW ENFORCEMENT AND JUDICIARY COMMITTEE
MEETING
Friday, September 11, 2015**

The Richland County Board of Supervisors Law Enforcement and Judiciary Committee met on Friday, September 11, 2015 at 8:30am in the Downstairs Conference Room of the Richland County Court House in Richland Center, Wisconsin.

Committee members present at the meeting were: Committee members Paul Kinney, Don Seep and Marty Brewer. Present from the Richland County Sheriff's Department were Sheriff Jim Bindl, Amber Muckler and Lt. Bob Frank. Also present for the meeting or a portion of the meeting was Fred Clary, DA Jennifer Harper, Jason Marshall.

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 September 11, 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 September 11, 2015 Meeting: Motioned by Marty Brewer to approve the agenda. 2nd to this motion by Paul Kinney. Motion passed.

Agenda Item #4: Read and Approve Minutes of the August 14, 2015 LEJC Meeting: Motion by Marty Brewer to approve the minutes as printed. 2nd to this motion by Paul Kinney. Motion passed, minutes accepted.

#18 and #10 Comments: Clary wanted to remind our department that the purpose of Finance this year for budget will be to fill the gap of the county deficit. First cause of the deficit is employee health care and Second cause was the lack of growth in the county.

Security windows are being moved forward on by Jewell and Associates. DA Harper was questioning if this was something that needed to be put into the department budget, which Clary stated it is not.

Agenda Item #5: Set time for upcoming LEJC meetings: Talked about winter months putting the meeting at a later time, times were talked about and discussion. Motion by Paul Kinney to begin the next meeting at 10am, 2nd to this motion by Marty Brewer. Motion passed

Agenda Item #6: Clerk of Court Update: DA Harper was present on behalf of Clerk of Court Kleist. DA Harper went over the Clerk's reports for the month with the committee.

Agenda Item #7: DA Harper spoke on behalf of the Clerk of Court, regarding the probation completion for the Clerical Assistant, Jessica Pechan. Motion to approve

retro-active pay increase for Clerical Assistant Jessica Pechan who completed her probation period by Marty Brewer, 2nd to this motion by Paul Kinney. Motion approved.

Agenda Item #8: Committee authorization to advertise for the clerical assistant position that is vacant in the Clerk of Court office: Motion made by Marty Brewer to approve this request, 2nd to this motion by Paul Kinney. Motion carried.

Agenda Item #9: District Attorney Update: DA Harper went over the issue in her department of filing paperwork in the HHS department and in order to have filing over in that department, someone from HHS has to watch over the DA filing. The fix to this issue is a confidentiality waiver between HHS and DA departments. The training has been taken by all involved and now the filing just needs to be moved. The DA is working on their department's budget and gave some quick overviews of some issues for her department's budget. DA Harper went over some issues with the courtroom and lack of equipment when in the small courtroom.

Agenda Item #10: DA Office renovation post security window installation and vault removal: There are some issues that have come about with the possible window installation. DA Harper spoke about the vault removal, the current vault does not lock or could lock but does not have a combination for the vault, so it cannot be used in a security situation. There is not confidential space for her victim/witness coordinator and this is in violation of state statute. The thought is to pull out the vault and put this to use for office space that can be functional. Looking for a motion by the committee to forward to the property committee. Motion by Don Seep to forward the request to Property, 2nd to this motion by Marty Brewer. Motion approved.

Agenda Item #11: Coroner Updates: Coroner Rossing was not present at this meeting, the sheriff did say on behalf of the coroner there were 6 deaths during the last month that the coroner had involvement.

Agenda Item #12: Monthly Invoices: No questions, Motion to approve invoices by Don Seep, 2nd to this motion by Marty Brewer. Motion carried.

Agenda Item #13: Committee approval of out of state hotel stay over government approved rate: This item is for training (MOCIC) which is out of state in Missouri, room rate is \$115, 4 day stay for 1 person. Motion by Marty Brewer to approve the hotel rate, 2nd to this motion by Paul Kinney. Motion approved.

Agenda Item #14: Mapping/Radio: Lt. Frank said all is going well with mapping and things are moving forward. **Video Conferencing:** Jason Marshall said they have worked out some issues and just looking for feedback from departments which they have not gotten any. **Rifle Range:** There has been some vandalism that has been caught on camera, the department will continue to monitor the situation. **Squads:** New squads are having issues with the drive trains, the sheriff stated they are trying to look into the issue and see what needs to be done in the future. All wheel drive is causing an issue with our vehicles, we may have to look into front wheel drive or 4 wheel drive instead.

Agenda Item #15: Scheduling software/weather station and change budget line items: will postpone until the next meeting as Chief Deputy Kanable was not available today.

Agenda Item #16: Request to solicit bids for the jail lock service and jail meals. Motion by Marty Brewer to approve request for both items, 2nd to this item by Paul Kinney. Motion approved.

Agenda Item #17: Set date for female jailer interviews: Sheriff Bindl stated Wednesday, September 30th at 9:00am could be a date to do interviews. This date was approved by the committee members at the meeting.

Agenda Item #18: Review 2016 proposed budget for the Sheriff's Department: Office Manager Amber Muckler went over a brief overview of the department's budget which was presented to the committee with no increase from the previous year. Sheriff Bindl talked about the issues with the squads. Seep said the committee is presented with a zero balance budget, Motion by Don Seep to forward to the Finance & Personnel committee, 2nd to this motion by Marty Brewer. Motion approved.

Agenda Item #18: Adjourn: Motion by Paul Kinney to adjourn until the regular LEJC meeting on Friday, October 9, 2015 at 10:00am. Second to this motion by Marty Brewer . Motion passed, meeting adjourned.

Respectfully Submitted by Office Manager, Amber Muckler