

**RICHLAND COUNTY LAW ENFORCEMENT AND JUDICIARY COMMITTEE
MEETING
Friday, December 10, 2021**

The Richland County Board of Supervisors Law Enforcement and Judiciary Committee met on Friday, December 10, 2021 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 Melissa Luck and Committee members David Turk, Kerry Severson, and Chad Cosgrove. Present from the Richland County Sheriff's Department were Sheriff Clay Porter, Chief Deputy Aaron Wallace, and Amber Muckler. Also present for the meeting or a portion of the meeting was Richland County Clerk of Circuit Court Stacy Kleist and Sara Ehrhardt, Barb Scott and Jenifer Laue.

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

Agenda Item #2: Read and Approve Notice of Posting for December 10, 2021 LEJC Meeting: Committee Chair Luck confirmed that the meeting was properly posted. Upon receiving confirmation Luck declared meeting properly posted.

Agenda Item #3: Read and Approve the Agenda for December 10, 2021 Meeting: Motioned by Chad Cosgrove to approve the agenda. 2nd to this motion by Kerry Severson. Motion passed.

Agenda Item #4: Read and Approve Minutes of the November 12, 2021 LEJC Meeting: Motion by Kerry Severson to approve the minutes as printed. 2nd to this motion by Chad Cosgrove. Motion passed, minutes accepted.

Agenda Item #5: Coroner Updates: Sheriff Porter read an update given by the coroner who gave an update on cases for the year so far. The office is looking for 2 to 3 additional deputy coroners.

Agenda Item #6: Clerk of Court Update: Clerk of Court Kleist went over her reports with the committee members. She discussed attorney fees, collected revenues for the current year, and issues that may come up with a new judge in the next year.

Agenda Item #7: Probate Updates: Laue introduced her new employee Veronica Olson who was hired as the new Deputy Register in Probate. Laue talked about attorney fee bills with the committee members and how those bills tend to come in towards the end of the year.

Agenda Item #8: District Attorney Updates: Unavailable for this meeting.

Agenda Item #9: Approve monthly invoices and other Sheriff's Department reports: Sheriff Porter went over the invoices for the month. Motion to approve payment of the invoices made by Chad Cosgrove, second to this motion by

Dave Turk. Motion approved. Sheriff Porter went over the jail statistic reports with the committee members.

Agenda Item #10: Discussion of Jail Inspection by LEJC members: Luck went over the reports from the Jail Inspector who stated numerous times how he is impressed with the staffing in the jail. Luck did mention a comment made about documentations made by the jail for minor jail violations. New forms have been created for minor violations and that will be implemented from this point on.

Agenda Item #11: Jail Inspection and Evaluation of Jail Staff Performance (Closed Session Item):

Agenda Item #12: Possible approval for Sheriff's Department Clerical Assistant II position to move to step G: Chief Deputy Wallace stated this is an item that is coming back to the committee. This would be a move from step F to step G along with some additional duties. It's a cost increase of a little over \$3,000. Motion to approve this item to move forward to Carlson Dettman made by Chad Cosgrove, second to this motion by Dave Turk. Motion approved.

Agenda Item #13: Permission to solicit squad bids: Sheriff Porter is asking to solicit bids for the next year as Ford is already looking to close bids for the 2022 budget year. Motion to approve the item made by Dave Turk, second to this motion by Kerry Severson. Motion approved.

Agenda Item #14: Departmental budget spending review for 2021: Luck stated in looking at the department reports that the overall budget for the Sheriff's Dept at this point is being underspent which is a good thing. Discussion on a few line items for the budget. No issues with the department's budget spending at this time.

Agenda Item #15: Approval of Radio Tower RFP: Barb Scott stated that the RFP report is being presented to this committee. There were some minor changes that needed to be made which have been reflected in the RFP presented today. There was some discussion with Mike Day regarding Phase I and Phase II costs for the project and the project timeline. Motion to approve the RFP and move forward made by Kerry Severson, second to this motion by Chad Cosgrove. Motion approved.

Agenda Item #16: Radio Tower Project updates: covered in agenda item #15

Agenda Item #17: Mapping, Radio System & Squad Updates: Sheriff Porter went over the mileage report with the committee members. The Sheriff purchased a new truck to replace his current car. The old sheriff's car will either be sold or used as a school car for those driving back and forth to the academy or jail school. No current systems with mapping or the radio systems.

Agenda Item #18: Future agenda items: Partners for Prevention second resolution.

Motion made to move to closed session for agenda item #11 Chad Cosgrove, second to this motion by Kerry Severson. Motion approved and moved to closed session at 9:25.

Motion made to move back to open session at 10:20am made by Kerry Severson, second to this motion by Chad Cosgrove. Motion approved.

Agenda Item #19: Adjourn; Motion by Chad Cosgrove to adjourn until the regular LEJC meeting on Friday, January 14, 2022 at 8:30am. Second to this motion by Kerry Severson. Motion passed, meeting adjourned.

Respectfully Submitted by Office Manager, Amber Muckler