

**Minutes**  
**Law Enforcement/Emergency Management Committee**  
**December 15, 2010**

Members present: Rob Reichwein, Dick Miller, Olin Fimreite and John Aasen (2:35 p.m.).

Also present: Sheriff Richard Anderson, Emergency Management Director Daniel Schreiner and Steve Dubberstein with CSI.

The meeting was called to order by Reichwein at 2:33 p.m. stating proper posting and notification has met open meeting requirements. Motion by Fimreite and seconded by Miller to approve the agenda as posted. Motion carried 3-0. There will be a short recess between Emergency Management and Sheriff's Department in order to acknowledge Corporation Counsel Laverne Michalak's last day with the county.

Motion by Miller and seconded by Fimreite to accept the November 17, 2010 meeting minutes as submitted. Motion carried 3-0.

***Communication Project – Steve Dubberstein, CSI***

Tri-County Communications (TCC) Strum Tower Site selected to replace Eleva Water Tower. TCC has agreed to rent space at the Strum Tower Site for \$150 per month. Antenna locations to be determine. It is believed the county will be able to use the existing generator, subject to load test. Site requires full R-56 grounding upgrade. A tower loading study will be required.

Whitehall tower grounding test indicates that three (3) additional ground rods required. Work to be completed in spring. Blacktop replacement included. This is covered by the Whitehall tower change order. Fencing will need to be provided by the county or by an additional change order.

Equipment is arriving at Communication Service in LaCrosse. Staging and burn-in is tentatively scheduled for February or March. Suggest the oversight committee visit in February.

The initial lease template from US Cellular was forwarded to Corporation Counsel Michalak in August. There have subsequently been negotiations on cost, at a cost of \$50 per antenna / month / site. There are five US Cellular towers. The total cost is approximately \$1,000 per month. There is also one site where the landowner will receive an additional \$30 per month. At this time the negotiations on this contract seem to be settled. The next step is to have the agreement signed in order for Communication Service to begin tower work this winter.

Fire grant equipment has all been ordered.

Verizon Osseo application has been completed.

The committee also discussed the following change order:

Change Order #7 – Move from Wilber Lime to US Cellular in Arcadia with an additional cost of \$39,110 for shelter, electrical work, tower loading study and TXRX filtering.

Change Order #9 – Move Karlstad to Verizon Osseo with an additional cost of \$37,149 for shelter, concrete work, tower loading study and increasing antenna height.

Change Order #10 – Move Eleva water tower to TCC Strum which results in a decrease of \$11,664 due to reduction in costs for replacement of water tower cabinets, elimination of generator, and change in TXRX filtering.

Change Order #11 – Radio filtering for final frequency assignment with an additional cost of \$34,082 for additional filtering for the vertical spaced antennas at the TCC Strum and Verizon Osseo sites and

additional filtering for the horizontal spaced antennas at the US Cellular Whitehall, US Cellular Blair, US Cellular Ettrick, US Cellular Galesville and US Cellular Arcadia sites.

- From vertical to horizontal spacing
- New frequencies changed design (all sites)
- Offset by change order 5 (\$-41,217.00)

This is the last set of major change orders to be submitted by Communications Service. These change orders all related to moving the sites from one site to the other.

Aasen advised he spoke with Smick and he has no issues with the proposed change orders.

**Motion by Aasen and seconded by Miller to approve change order #7, #9, #10 and #11. Motion approved 4-0.**

The committee also discussed change order #8A. Schreiner advised he was under the impression that this change order included the ham radio on that site. Dubberstein advised that change order #8 included the ham radio but change order #8A does not. The discussion was to no include the ham radio option until we determine the final cost of this process. There is ham radio equipment that was purchased with Hospital Consortium Money but has not been installed. It is part of the contingency plan.

#### ***FEMA***

Schreiner updated the committee on FEMA's assessment of damage occurred during the September flooding. Schreiner advised we have a good FEMA team and there have been no complaint so far. Schreiner is in the process of getting necessary signatures from municipalities. Schreiner advised the FEMA expected to be in the area until January although they did advise that the recent snowfall has impaired their ability for site visits.

*Sandbags* – Schreiner advised his office was billed for \$50,000 sandbags that were delivered on September 23, 2010. At that time the understanding was that the county would have to pay for the sandbags or return them. The existing supply of approximately 20,000 – 30,000 sandbags were utilized during the flooding. Schreiner advised he is expecting to return approximately 20,000 sandbags, particular the big bags that were received. Schreiner is working with the Sheriff to get the bags returned to Camp Douglas as soon as possible. However the initial cost for the bags that will be kept to replace supplies is .20625 per bag. This equals just over \$6,000 that will be covered until the reimbursement is received from FEMA. This is an expense that was not budgeted for. Schreiner and Sheriff Anderson advised they will review budgets in order to cover the expense of the sandbags. If necessary a line item transfer will be made from the Sheriff's Department budget to Emergency Management to cover this expense.

#### ***Assistance to Fire Fighter Radio Grant***

The Fire Fighter Association received an equipment grant. They have an extra portable and extra mobile radio that they will make available to Trempealeau County Emergency Management at a cost of 10%, at an approximate cost if \$400-\$500. This equipment is programmable to go to narrow band.

Motion by Miller and seconded by Fimreite to purchase the portable and mobile radio from the Fire Fighters Association not to exceed \$500. Motion approved 4-0.

***Committee came out of recess at approximately 3:55 p.m.***

#### ***Out of County Housing Contract (Chippewa County)***

Sheriff Anderson advised the contract with Chippewa County was re-negotiated to a cost of \$40 per day. Sheriff Anderson further advised that Chippewa County ensure that 25 beds are available and they will also cover prescription costs up to \$3.90 per inmate / per month. Chippewa County will also assist with transportation twice per month (Sundays). Sheriff Anderson indicates he was also ensured that Chippewa County will address the issue of inmates being sent back. In order for an inmate to be sent back it will have to be approved by the Chief Deputy or Jail Administrator. The committee applauded the Sheriff's efforts for working with Chippewa.

#### ***Sheriff's Department 2010 Budget Carryover – Air Cards***

The 2010 Sheriff's Admin Budget (account #101.45200.225) included funds for the installation of air cards in the squad cars. Due to technical issues and other priority projects the air card project as not completed in 201. The

funds allocated for the air card project were not expended in 2010. Funds were not available to allocate for air cards or other off-site connectivity in the 2011 budget. The air cards would provide an opportunity for running the RIMS system live in the squad cars and increase the ability to utilize new technology, i.e. GPS tracking systems, etc. The resolution states that the Law Enforcement/Emergency Management and Executive/Finance Committees do recommend to the Trempealeau County Board of Supervisors that the Trempealeau County Sheriff's Department be approved to carryover \$17,777.12 from the 2010 Sheriff's Admin – Telephone Account #101.52100.225 into the 2011 Sheriff's Admin – Telephone Account #101.52100.225 to implement the use of air cards or other off-site connectivity options. The resolution further states that any other surplus money from 2010 shall be directed back into the General Fund.

Sheriff Anderson advised that a couple years ago the Sheriff's Department along with the IT Department began looking at opportunities to utilize the records management system in the squads. The initial issue was that the Sheriff's Department was on the same network as the courthouse. During the last year there has been testing of air cards in order to implement this process. This project was budgeted for 2010 but will not be completed. The request is to carryover these funds in order to complete this project in 2011.

**Motion by Fimreite and seconded by Aasen to approve the Sheriff's Department 2010 Budget Carryover – Air Cards or Other Off-Site Connectivity for Squads Resolution. This resolution will be forwarded to the Executive / Finance Committee. Motion carried 4-0.**

#### ***Purchase of GPS Unit***

Sheriff Anderson advised the MEG (Drug Unit) currently has a GPS unit that the county can use. However, whenever it is needed it seems to be in use by another county. This is a valuable tool for the department and there have been recent cases where this would have been beneficial to assist with investigations.

Sheriff Anderson advised he is attempting to determine the final cost. He has been told that the cost for a good unit could be \$5,000. He was also recently advised that there is another option to purchase a GPS unit for \$1,000 with a monthly fee.

Sheriff Anderson advised there will be a department policy on use of the GPS unit.

**Motion by Aasen and seconded by Fimreite to approve the purchase of a GPS unit, for a purchase price of up to \$5,000. Motion carried 4-0.**

#### ***Retirement for Part-Time Employees***

The committee was advised that the employee portion paid (potential savings) for 2009 to 2010 was approximately \$1,207.73.

Miller suggested this topic be forwarded to the Personnel Bargaining Committee for further review.

#### ***Jail Addresses***

Sheriff Anderson advised he did allow an individual who was sentenced to one year for theft. There were seven victims involved in this case. Sheriff Anderson advised this individual will be closely monitored. Sheriff Anderson has received phone calls from a couple of victims who were upset about this decision. Sheriff Anderson advised he intends to setup a meeting with Judge Damon and Victim / Witness Coordinator Deb Garson to ensure victims are aware that offenders may potentially serve their sentence through the electronic monitoring program.

Sheriff Anderson further advised he has also received another request from an individual serving a sentence for 6<sup>th</sup> offense OWI but that request has been denied at this time.

Sheriff Anderson further advised he recently had a meeting with McIntyre and Judge Damon about alternatives to incarceration.

#### ***Discussion of General Operations***

Sheriff Anderson advised that there were approximately 98 Jailer Applications received. The applications have been reviewed and narrowed to 80 applicants who will take the written test.

Sheriff Anderson also advised that Human Resources Director Kabus received a letter from Sgt. Terry Daffinson advising he is retiring effective December 31, 2010.

***Questions Regarding Monthly Vouchers***

Monthly vouchers were reviewed.

***Set Next Meeting Date/Time***

The monthly Law Enforcement/Emergency Management Committee meeting will be held on Wednesday, January 12, 2011 at 2:30 p.m. in the Packer Room.

Reichwein adjourned the meeting at 4:40 p.m.

Respectfully submitted,

John Aasen/rms Secretary, Law Enforcement/Emergency Management Committee

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