

**Minutes**  
**Law Enforcement/Emergency Management Committee**  
**August 11, 2010**

Members present: Rob Reichwein, David Suchla, Olin Fimreite and John Aasen.

Also present: Emergency Management Director Dan Schreiner, Sheriff Richard Anderson, Lt. Tonya Niederkorn, Chief Deputy Brian Puent, Pat Malone and Stephen Doerr

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 Suchla and seconded by Fimreite. Motion carried 4-0.

Motion by Fimreite and seconded by Suchla to accept the July 14, 2010 meeting minutes as submitted. Motion carried 4-0.

***2011 Emergency Management Budget Proposal***

The committee reviewed the 2011 Emergency Management budget proposal.

Schreiner advised that overall the proposed budget is a decrease from 2010, other than moving funds from the Sheriff's Department to Emergency Management for the electricity and rent associated with the communication towers.

Schreiner advised that the revenue for the EMPG grant is calculated based on 50% of expenditures for EMPG. When the hours for the Emergency Management Director position were reduced there was a negative impact on the revenue for EMPG as this funding is based on a percentage of expenditures. Schreiner requested to leave the EMPG account as is for now. He will further contact the State of Wisconsin to review the potential impact that any changes may have on the revenue for this account.

Schreiner also discussed the need to scrap the metal from the old 9-1-1 signs that are mangled and no longer useable.

Schreiner further advised that in 2012, whether the repair and maintenance is taken from Sheriff or Emergency Management, there will be a cost for repairs on the communication system. The proposed cost is approximately \$39,000 per year. This would be necessary after the equipment is no longer under warranty. Schreiner also discussed the cost for LP for the generators at the tower sites. This would also be a future expense that is not currently in this budget. Schreiner is optimistic that the costs associated with the LP may come from the overall project expense.

***Communication Project Update***

*Tower Leases* – Schreiner has been working with Corporation Counsel regarding tower leases associated with this project. The committee discussed further options associated with the tower lease agreements. There was discussion regarding the current proposal for the new lease agreement at the Karlstad site. Schreiner did advise that the lease agreement with Karlstads would be retroactive as the previous lease agreement expired in June of 2009.

**Motion by Suchla and seconded by Fimreite to allow Schreiner and Corporation Counsel to approve the lease agreement for the Karlstad tower site. Motion carried 4-0. (Suchla later advised he is opposed to the terms in the lease agreement regarding renegotiation of the lease should the county lease space to an outside source).**

*Frequency Requests* – Schreiner advised that he is currently attempting to secure the additional frequencies needed for the communication project.

*Change Order Protocol* – Schreiner advised he has some change orders for the communication project. He is requesting direction from the committee on how to precede with future change orders. Schreiner advised that the suggestion is if the change order falls within the financial limitations of the project that he be authorized sign off on it.

At this time Schreiner reviewed some of the current change orders associated with the communication project. The change orders are as follows:

1. Supply of five (5) repeaters, antenna systems and multicouplers by Whitehall Fire Department (negative \$189,630.00).
2. Length of lease for Wilber tower site.
3. New tower at the Karlstad site, this includes all the Highway Department's equipment on the new tower as well.
4. Whitehall tower site, Schreiner suggests that the committee hold off on this change order at this time.
5. Reduction of Total VHF antennas from 3 antennas to 2 antennas at seven (7) radio sites (negative \$41,217.00)
6. Increase of US Cellular tower loading study from \$1,500 per site to \$3,350 per site (positive \$7,400.00).
7. Replacing Wilber tower site with US Cellular tower site; this change order will require further explanation.

Schreiner advised that the lease agreement with Karlstad's also indicates that if the county is able to rent tower space to an outside source, then Karlstad's would have the opportunity to renegotiate the lease agreement. Suchla advised that he cannot agree with this option within the lease agreement. Schreiner will continue to discuss this portion of the lease agreement with Karlstad's as the county will already have an excessive amount of funds invested in this site.

Suchla suggested that the county consider going solar at the tower sites in order to save on energy costs at these sites.

Per committee discussion and recommendation of Schreiner change order numbers two, three, four and seven will not be approved at this time.

**Motion by Aasen and seconded by Fimreite to approve change order numbers one, five and six. Motion carried 4-0.**

**Motion by Suchla and seconded by Fimreite to allow Emergency Management Director to approve any change orders, under \$10,000. The committee further requests that Schreiner notify the committee of any change orders. Motion carried 4-0.**

#### ***Nixle (Reverse 9-1-1 System)***

This topic will be discussed at the next meeting.

#### ***Emergency Management Training***

The committee discussed Emergency Management training.

#### ***2011 Sheriff's Office Budget Proposal***

The committee reviewed the 2011 Sheriff's Office Budget proposal. (This includes, Sheriff, Jail, Dispatch, etc.)

After reviewing the budget Suchla advised that he has some suggestions for reducing costs. Suchla suggested having dispatchers conduct the main control functions for the jail in order to reduce staff. Suchla further suggested combing dispatch and networking with another county. He has contacted Jackson County regarding this option and will continue to explore feasibility of combing dispatch functions with another county, i.e. one dispatcher in Trempealeau County and one dispatcher in Jackson County who could provide assistance to each other by having overflow calls to the other county. Suchla acknowledges that during peak call times there may be a need to have two dispatchers in one of the locations. Suchla advised he is not recommending implementation of both options but he feels that either one of the options could be implemented to reduce costs.

Fimreite questioned if there would be opportunities to cut staff in other areas, such as patrol or administration. Fimreite advised that they receive a lot of complaints that the Sheriff/Jail take up 50% of the tax levy. (The Sheriff's Department actually takes up approximately 38% of the tax levy). Fimreite advised he never hears the

public say that there is a need for more law enforcement. Fimreite advised that he believes the Justice Sanctions program will reduce jail expenses.

The initial draft of the 2011 Sheriff's Office Budget request is less than the 2010 request.

**Motion by Reichwein and seconded by Suchla to forward the 2011 Sheriff's Office Budget proposal to Executive/Finance Committee for approval. Motion carried 4-0.**

#### ***Department Comparables***

Malone presented the committee with a report on the law enforcement comparables between nine counties in Western Wisconsin. Malone advised that the budget comparison will be a separate analysis and therefore was not included in this report.

The report provides a comparison on demographic factors, crime reports from the Office of Justice Assistance and financial data. The committee reviewed and discussed the contents of the report presented by Malone.

Suchla advised that this information does not add up and is essentially worthless. It was further noted that the information presented was received from the State of Wisconsin.

#### ***Sale of Vehicles***

Anderson advised two vehicles were sold through Auction and Associates. Emergency Management will also be purchasing a vehicle. There are also two additional vehicles that will be sold at auction.

#### ***Records Retention***

This agenda item will be discussed further at the next meeting.

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

*Victim Information and Notification Everyday (VINE)* – The committee reviewed statistics provided regarding the VINE program. Wisconsin VINE (WI-VINE), is an online resource where crime victims and the public can access information about offenders who are in custody of the County Sheriff and also receive automated notification if the status of the offender changes. This service is provided by the County Sheriff and the Wisconsin Department of Corrections in order to keep crime victims and the public informed regarding individuals placed into the county jail.

Victims and other citizens can register for VINE (Victim Information & Notification Everyday) by calling the toll-free number, 1-888-944-8463 or visiting the web site at [www.vinelinke.com](http://www.vinelinke.com). You will be able to registers to receive automated telephone notification and/or email notification when there is a change in the offender's custody status. The Wisconsin VINE service is anonymous and confidential. This service is designed to empower and protect crime victims, improve public safety and assist corrections, law enforcement and victim service providers.

*Updates/Remodel Current Jail Facility* – Anderson advised attorneys previously met with clients in the Jail Library, which created security concerns. To alleviate security concerns attorneys were required to meet with clients in the visitation area. An attorney advised that this was an issue because individuals in the jail lobby can overhear conversations between attorneys and their clients. At this time attorneys will be allowed to meet with their clients in the library until there is a solution to this issue.

When the committee toured the jail facility last month there was some discussion on revamping some of the jail space to improve efficiencies. The suggestion was made to have an architect review some of the options to revamp some of the jail space, in order to improve security and efficiency.

Suchla suggested that the Sheriff's Office contact an architect regarding potential costs. Further information will be presented at the next meeting.

*Fire Suppression System Inspection Report* – The committee was advised that in a report from Fire Protection Specialists it was noted that in regards to the kitchen exhaust this system does not meet the requirements of the current codes or manufacturer's specifications. There are no micro switches for electrical shut down. Bruce Cheline advised he is aware of the issues and is looking into possible solutions.

***Electronic Monitoring and Jail Census***

Trempealeau County Average Jail Population = 26.68

Average Out-of-County Jail Population = 11.39

Average Electronic Monitoring Population = 2.74

Total Average Jail Population = 40.81

***Discussion of General Operations***

Dick Miller is out of town and unable to attend the meeting. He has requested that the following statement be read into the minutes.

Reichwein read the following statement on Miller's behalf, "At the July 14<sup>th</sup> meeting of the Law Enforcement/Emergency Management committee meeting one of the committee members made a very inappropriate reference to the Trempealeau County Healthcare Center and their clients. Unfortunately, the remaining committee members failed to call him on his remark. Shame on him for his remarks and shame on the remaining four members for remaining silent."

Suchla stated that this statement was made because the individual who made the statement was questioned on per-diem costs.

***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, September 8, 2010 at 2:30 p.m. in the Tremple Room.

Reichwein adjourned the meeting at 6:15 p.m.

Respectfully submitted,

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