

## **LAW ENFORCEMENT AND EMERGENCY SERVICES COMMITTEE MEETING**

December 13, 2013

Sheriff's Office Training Room

**Call Meeting To Order:** Chair Hansen called the meeting to order at 9:00 a.m.

**Members Present:** Lewis, Lemke, Brooks

**Members Absent:** None

**Other Attendees:** Sheriff Bruce Daniels; Mark Berglund of the Star News; Bill Breneman; County Board Chairman Jim Metz; Marty Petersen of the Taylor County Humane Society; County Clerk Bruce Strama; and Betty Danen. Deputy Cody Kowalczyk, Deputy Nick Schuld, and Detective Sergeant Steve Bowers attended for a short time.

**Approve Minutes of the November 22, 2013 meeting:** Lemke made a motion to accept the minutes as presented; Brooks seconded the motion. All ayes; motion carried.

**Approve Agenda:** Lewis made a motion to accept the agenda of eleven items; Lemke seconded the motion. All ayes; motion carried.

**Set Next Meeting Date:** The next meeting will be at the call of the sheriff.

**Citizen Input:** None

**Ambulance Business:** None

**Medical Examiner:** None

### **Law Enforcement Business: A - Discuss/Act on 2014 Humane Society Contract -**

Before the contract was discussed, Marty Petersen of the Humane Society provided information to the committee regarding an incident they were involved with last week. An elderly woman needed to be removed from her home, leaving behind 22 cats and 1 elderly dog. The home was unfit for human habitation due to the amount of urine and fecal material on the floors. Petersen said that the Humane Society is not equipped to deal with these situations. She said special equipment needs to be purchased in order for them to be able to deal with such situations safely. They believe the Health Department should have been brought in.

Petersen handed out information on veterinary costs from area clinics, Humane Society expenses from this incident, and the costs of the items they would like the county to purchase (\$1,968.42) in order for them to be prepared for such incidents in the future. This is just for the committee's information at this point as the purchase of equipment for the Humane Society was not on the agenda.

Petersen said another item they could use would be a cargo van for transporting large numbers of animals, such as when they move animals to other facilities due to overcrowding.

Lemke asked if the owner of the animals is responsible in incidents such as the recent event. Petersen said they are, but in this case there is no money available.

Petersen questioned where the money collected for dog licenses goes and if that could be used for these purchases. Strama said that the dog license money is part of the county's monthly payment to the Humane Society.

Petersen said that there is also a need for training of their employees and volunteers to learn how to handle all the different situations that they encounter.

As for the Taylor County Humane Society contract, Strama reported that he had sent the proposed contract to Attorney Ken Schmiede, who indicated that he approved of the contract. The changes to the contract were that the county will no longer maintain and

update the county web site with Humane Society information, the Humane Society will provide an annual report to the committee during the first quarter of the calendar year, the county and the Humane Society will meet once each year to discuss the monthly payment received by the Humane Society, the contract was extended to five years, and the provision for either party to terminate the agreement was extended from 60 to a 90 day notice.

Lewis stated that the committee and the Humane Society should meet prior to September to discuss the monthly payment, due to the budget needing to be in place by October. It was agreed that the LEES Committee and the Humane Society will meet yearly in August.

Lewis made a motion to approve the 2014 contract with the Taylor County Humane Society as it is written, with the amendment mentioned by Lewis; Lemke seconded. All ayes; motion carried.

Petersen then left the meeting.

**B. Discuss/Act on 2014 Emergency Management Contract** – Daniels provided the committee members with a copy of the proposed “Agreement for Special Employment” between the county and William K. Breneman for a contracted position as the Emergency Management director at the rate of \$40,000 per year. The county would provide Workman’s Compensation coverage and withhold taxes out of the bi-weekly payment to the contracted person. No benefits would be provided. Daniels asked the committee to accept the agreement as he feels it meets all the elements of being fiscally responsible to the county while it fulfills the obligations of the Emergency Management Services.

Lemke asked if Breneman would be using his own vehicle. Daniels said that he would primarily be using his own but would probably use county vehicles for longer trips or if there was a situation where his own vehicle could be damaged. The State reimburses mileage at 50% to the department.

Lewis stated that they can only approve the content of the agreement in its current form, not who the county hires. The county has the option of contracting with anyone under the current county code.

Lewis indicated that he considers this a temporary situation as he would like to see the county code changed so that Emergency Management Services is no longer under law enforcement.

A mathematical error was found in the document. Under “3. Compensation,” the monthly salary shall be \$3,333.00.

Lemke made a motion to approve the written contract with the mathematical error corrected; Lewis seconded the motion. All ayes. Motion carried.

Daniels informed the committee that he still has two deputy positions to fill. He is planning on hiring one now and requests that the other position be held open for the time being. He asks that the committee not eliminate their authorization to hire that position. The pressing issue now is to get the Emergency Management position filled.

At this time, time was taken to swear in the department’s newest deputy, Cody Kowalczyk. Kowalczyk, Schuld, and Bowers then left the meeting.

**C. Discuss/Act on UTV Program** – Daniels told the committee that the purchase of a UTV is already in the budget and he would like to start the program in 2014. He is bringing the issue back before the committee as he had promised to do so before an actual purchase was made. The State reimburses the purchase price of a UTV up to \$10,000.00, 20% a

year for five (5) years. They would also reimburse the department for wages, oil, and gas per year similar to the snowmobile patrol. Daniels sees a greater need for a UTV now that many of the roads in the county are open to ATV and UTV traffic. It would mainly be used for enforcement, for such things as marijuana eradication.

Lemke asked if law enforcement was given a price break by the companies. Daniels stated that they were. Deputy Kahan had contacted several companies and the best offer was from Yamaha for a 700cc for \$9,990.00. Regular price is \$12,469.00. The State is paying \$600.00 towards a windshield. Brooks said that he thinks we should purchase at least a 1,000cc; Lemke and Metz agreed. Daniels will check to see if the budget supports the purchase of a larger engine. Brooks also said that we should have a winch installed.

Hansen asked if the department had a trailer for transporting the UTV. Daniels said the department has a snowmobile trailer which will work.

Lewis made a motion to approve the UTV program and the sheriff should begin what needs to be done to start the program; Lemke seconded the motion. All ayes. Motion carried.

**Sheriff's Report:** Daniels reported that the department radios went back on their own frequency yesterday and have migrated off of the fire frequency. He was able to negotiate a good price for the new radios.

Scheduling issues will need to be addressed due to the protective status being taken away from the jailer/dispatchers. Daniels will be contacting the National Institute of Corrections, asking them to perform an analysis of the staffing and scheduling issues. This is a free service that they provide.

Lewis asked how many part time jailer/dispatchers are currently employed; Daniels said he believes there is only one or two at this time but they are in the process of hiring another.

Daniels said part time employees cannot exceed 1,200 hours per year. Daniels is going to evaluate staffing levels, consider the best use of resources and how employees are split between jail and dispatch, sit down with staff to discuss the issue, and not make changes if the effects of those changes are not known.

Daniels would like to start an awards program, recognizing employees who have been with the department for an extended period of time. He is considering either a badge to be worn on the uniform or a name plate.

**Review and Approve Invoices:** After review, Brooks made a motion to approve the invoices from November, 2013; Lemke seconded the Motion. All ayes. Motion carried.

**Adjournment:** With no further business, Lewis made a motion to adjourn the meeting; Hansen seconded the motion. The meeting was adjourned at 10:05 a.m.

Respectfully Submitted,

Betty Danen

## **LAW ENFORCEMENT AND EMERGENCY SERVICES COMMITTEE MEETING**

November 22, 2013

Sheriff's Office Training Room

**Call Meeting To Order:** Chair Hansen called the meeting to order at 9:00 a.m.

**Members Present:** Lewis, Lemke, Brooks

**Members Absent:** None

**Other Attendees:** Sheriff Bruce Daniels; Mark Berglund of the Star News; Bill Breneman; County Board Chairman Jim Metz; and Betty Danen.

**Approve Minutes of the October 11, 2013 meeting:** Lewis made a motion to accept the minutes as presented; Lemke seconded the motion. All ayes; motion carried.

**Approve Agenda:** Lewis made a motion to accept the agenda of eleven items; Brooks seconded the motion. All ayes; motion carried.

**Set Next Meeting Date:** The next meeting will be at the call of the sheriff.

**Citizen Input:** None

**Ambulance Business:** None

**Medical Examiner:** None

### **Law Enforcement Business: A - Discuss/Act on Contracting Services for Emergency Management**

Sheriff Daniels explained to the committee that Craig Amundson, the current Emergency Management Director, has accepted the position of Patrol Sergeant, leaving the Emergency Management position open. The sheriff would like to fill this position with a contracted employee who would not be given benefits, which would save the county money. The position cannot be left vacant as there is a contract with the State of Wisconsin stating that certain obligations must be met.

Daniels has contacted Attorney Schmiege, who suggested that either a labor attorney or he could draw up a contract for the position. Lewis said that the contract must first be drawn up and reviewed before they could approve filling the position with a contracted employee.

Hansen asked what the per month savings would be if a contracted person was hired. Daniels said that the contract would be for \$40,000 a year, which is \$2,000 less than what the State is paying the county for the position through various grants. It would cost the county approximately \$80,000 per year if they hired someone, when you add in the benefits.

Lemke asked if the position would be full time. Daniels said that it would be considered full time. The person is also on call 24/7 with an alternate person in place to back him/her up.

Lemke was concerned as to whether or not the person would stay in the position if it paid \$40,000 with no benefits.

Lewis said that a dollar amount would not need to be stated if it was a negotiable contract. He questioned where the extra money would come from if the pay was above the amount of grant money received.

Daniels requested that the committee move quickly as the position needs to be filled soon. He believes what he is proposing is beneficial to the county as it does not produce a vacancy elsewhere in the county if someone is transferred into the job and it is also fiscally responsible.

The radio communications responsibilities would remain with Craig Amundson in his new position.

Lewis made a motion to approve having an attorney, chosen at the discretion of the department, to draft a labor contract for the Emergency Management position; Brooks seconded the motion. All ayes; motion carried.

**Sheriff's Report:** The committee had previously approved the purchase of a UTV to enhance ATV patrols. The sheriff is looking into this and will have more information to present to the committee at the next meeting.

Oral interviews were held for the jailer/dispatcher position this week. The sheriff thanked the committee members who had participated in the interview process. Oral interviews for the deputy positions will be held soon.

The sheriff reported that he should have good news to share regarding the recent burglaries that have occurred in the area. He commented that these cases were a good example of Taylor County law enforcement agencies working together to provide resolution.

**Review and Approve Invoices:** After review, Lewis made a motion to approve the invoices from October, 2013; Brooks seconded the Motion. All ayes. Motion carried.

**Adjournment:** With no further business, Lewis made a motion to adjourn the meeting; Brooks seconded the motion. The meeting was adjourned at 9:21 a.m.

Respectfully Submitted,

Betty Danen

## **LAW ENFORCEMENT AND EMERGENCY SERVICES COMMITTEE MEETING**

October 11, 2013

Sheriff's Office Training Room

**Call Meeting To Order:** Acting Chair Lewis called the meeting to order at 9:00 a.m.

**Members Present:** Lewis, Breneman, Lemke

**Members Absent:** Brooks, Hansen

**Other Attendees:** Sheriff Bruce Daniels; Brian Wilson of the Star News; and Betty Danen.

**Approve Minutes of the September 16, 2013 meeting:** Lemke made a motion to accept the minutes as presented; Breneman seconded the motion. All ayes; motion carried.

**Approve Agenda:** Breneman made a motion to accept the agenda of eleven items; Lemke seconded the motion. All ayes; motion carried.

**Set Next Meeting Date:** The next meeting will be at the call of the chairman.

**Citizen Input:** None

**Ambulance Business:** None

**Medical Examiner:** None

**Law Enforcement Business: A-H) Discuss/Act on Resolutions (Commending Deputy Sheriff Chad R. Kowalczyk; Expressing Appreciation to the Rib Lake Fire Department, Westboro Fire Department, Marathon County Sheriff's Office, Lincoln County Sheriff's Office, Eau Claire County Sheriff's Office, and Clark County Sheriff's Office; and Commending Taylor County Detective Steven W. Bowers) –**  
The committee agreed to approve the resolutions together in one motion.

Breneman made a motion to approve resolutions A through H, as presented on the agenda; Lemke seconded the motion. All ayes; motion carried.

**Sheriff's Report:** The sheriff reported that Deputy Chad Kowalczyk and Detective Steve Bowers will be at the County Board meeting on October 30, 2013 for the presentation of their commendations regarding the September 8, 2013 shooting incident.

The department has been meeting with Kenwood radio personnel. Kenwood has made some changes in the tuning on the radios. The engineers report significant improvement on both the system and end user sides of the system. Evaluation continues.

Both sergeant positions have been posted. Interviews for Detective Sergeant are scheduled for next Tuesday. The Road Sergeant position interviews will be scheduled in the near future.

Screening of the deputy sheriff applicants has begun. The final applicants will be selected by the department for interviews in front of the committee.

Lewis asked if the emergency sirens were working as he had a call from Jeff Peterson in Westboro stating that theirs was not working. The sheriff stated that they are aware of the problem and repairmen have been contacted.

Lemke asked if the department is pleased with the vehicles they purchased last time and with the process by which the funding is approved and the department proceeds by report. Daniels said the deputies are very happy with the four wheel drive vehicles and the system is working well.

**Review and Approve Invoices:** After review, Breneman made a motion to approve the invoices from September, 2013; Lemke seconded the Motion. All ayes. Motion carried.

**Adjournment:** With no further business, Lemke made a motion to adjourn the meeting; Breneman seconded the motion. The meeting was adjourned at 9:20 a.m.

Respectfully Submitted,

Betty Danen

## **LAW ENFORCEMENT AND EMERGENCY SERVICES COMMITTEE MEETING**

September 16, 2013

Sheriff's Office Training Room

**Call Meeting To Order:** Chair Hansen called the meeting to order at 9:00 a.m.

**Members Present:** Lewis, Brooks, Hansen, Breneman, Lemke

**Members Absent:** None

**Other Attendees:** Sheriff Bruce Daniels; David Warren, Executive Director of Diagnostic Treatment; Melissa Thums, Director of Finance; Chris Gengler, Taylor County Ambulance stationed at Memorial Health Center; Sgt. Nick Synol; Chief Deputy Larry Woebbecking; Larry Brandl; County Board Chairman Jim Metz; and Betty Danen.

**Approve Minutes of the August 16, 2013 meeting:** Lewis made a motion to accept the minutes as presented; Lemke seconded the motion. All ayes; motion carried.

**Approve Agenda:** Brooks made a motion to accept the agenda of eleven items; Lemke seconded the motion. All ayes; motion carried.

**Set Next Meeting Date:** The next meeting will be scheduled at the discretion of the sheriff.

**Citizen Input:** None

**Ambulance Business: A) Discuss/Act on 2014 Ambulance Budget** – Chris Gengler distributed copies of the proposed 2014 Ambulance Budget. Melissa Thums went through the budget items with the committee. The ambulance service is budgeting for a \$189,802.00 loss for the 2014 calendar year.

They are anticipating an overall increase in revenue of \$9,459, largely from 9-1-1 and Medivac intercepts, based on the number of calls so far this year. They believe this figure is obtainable. Aspirus Medivac will no longer be leasing the hospital's old ambulance, resulting in a decrease of \$6,000 in revenue.

Expenses are expected to increase by 2.7%, in the amount of \$13,987. This is due in part to the necessary radio upgrade to switch to narrow band, education expenses as EMTs need IV refresher courses, and new telephone and iPads. The amount of depreciation will decrease because one of the ambulances is fully depreciated and will be sold at auction.

Lemke made a motion to accept the 2014 Ambulance Budget as presented; Breneman seconded the motion. All ayes; motion carried.

Warren, Thums and Brandl left the meeting.

**Medical Examiner:** None

**Law Enforcement Business: A) Discuss/Act on Creating and Filling Detective Sergeant Position** – Chief Deputy Woebbecking informed the committee that there are currently not enough supervisors to cover all the shifts. The sergeants provide guidance, answer questions, and grant approvals to the deputies. The detective sergeant would work the day shift.

This position would promote one of the current detectives; it would not create a new position. The cost would be \$1,768.00 per year.

Sheriff Daniels said that the Chief Deputy would still be responsible for the overall supervision of the detective unit.

Lewis said that the position would still need to go through the Personnel Committee, if it was approved today.

Lewis made a motion to approve the Detective Sergeant position; Lemke seconded the motion. All Ayes. Motion carried.

**B) Discuss/Act on Filling Deputy Positions** – The department currently has nine road deputies, who need to provide 24/7 coverage for the county. This is two officers less than the department had five years ago, even though the number of calls we are receiving continue to increase and the type of calls are becoming more serious. The sheriff requires that there are always at least two officers on duty, which means that other officers (detectives, etc.) sometimes need to be called in and paid overtime. The department has handled two very serious incidents recently without the manpower to cover them sufficiently.

The department lost two road officer positions when it took over the Court Security position and the Emergency Management position. Lewis stated that these two positions may need to be budgeted separately from the Sheriff's Office.

The sheriff asked the committee to fill the current deputy vacancy and to add two more deputies to the force.

Lewis made a motion to fill the deputy vacancy, hire two additional deputies, and have the Finance Committee take a look at how the Court Security and Emergency Management officers are budgeted; Breneman seconded the motion. Four ayes with Hansen voting nay. Motion carried.

After the motion was passed, there was discussion regarding the number of officers on the Sheriff's Office payroll. Hansen mentioned that he has heard from his constituents that they believe the department already has too many officers.

Lewis said that if you do the math with the number of officers currently available divided out between three shifts for 24/7 coverage, it doesn't add up. He mentioned that officers can be brought in for overtime but then it becomes a safety issue.

Breneman stated that it's a different type of call that is coming in now, with the calls being of a more serious nature.

Gengler mentioned that the ambulance service is using the department more now to accompany them to certain residences where they know the occupants may be dangerous.

Lemke thought that education of the public may be needed; perhaps the local newspaper could do a story. He believes that the number of officers available is not sufficient for the need.

**C) Discuss/Act on Filling Patrol Sergeant Position** – Woebeking said that there is money in the budget for this position. He suggested that they promote one of the jailer/dispatchers, Cody Kowalczyk, to the deputy position. If the committee felt it necessary to hold a position open pending the Bender appeal, we could hold open the jail position that Cody would be leaving. Lewis said he didn't think that would be necessary.

Currently, Sgt. Synol is doing all of the supervision of the deputies, the shift scheduling, and many other duties performed by the sergeant position in addition to being on the road. He is doing the work of two people.

Lewis made a motion to fill the Patrol Sergeant position; Brooks seconded the motion. All ayes. Motion carried.

**D) Discuss/Act on Participation in Upgrades to Law Enforcement Firearms Range –** Sheriff Daniels told the committee about the poor condition of the range, including the rotten floor in the semi-trailer, leaking roof, and the berms being too low. There are plans to build a new range house. This needs to be done due to safety issues.

The range is on city property. There is currently an agreement with the city for the county officers to use the range. Hansen and Lewis questioned if this agreement has ever been put into writing. Lemke thought there was an agreement from many years ago; this will need to be checked into.

The sheriff is proposing the use of funds in the amount of \$10,000 from the Communications Upgrade Budget to be used for upgrades to the range.

Brooks made a motion to approve the county's participation in upgrades to the law enforcement firearms range, not to exceed \$10,000 and contingent upon obtaining a signed agreement between the county and the city for its use; Lemke seconded the motion. All ayes. Motion carried.

**Sheriff's Report:** The sheriff reported that Deputy Chad Kowalczyk was released from the Wausau hospital Sunday, September 15<sup>th</sup>. He has a long road to recovery but is in good spirits.

There have been issues with the new radio system. Due to programming issues, the radios are not working the way they should, which is unacceptable. Law enforcement is currently using the fire frequency for communication. Sheriff Daniels and Emergency Management Director Craig Amundson have been meeting with representatives from Kenwood, E.F. Johnson, and a representative from the State of Wisconsin – Department of Justice who works with radio systems. We will be evaluating end user equipment. That evaluation may show the need to obtain new radios.

The sheriff has been holding onto the final payment to E.F. Johnson and will not release the check until everything is working as it should.

The sheriff is searching for a consultant who is not affiliated with any certain brand to evaluate our system and provide recommendations. Lemke suggested contacting someone in the educational system who may have expertise in this area.

Lewis, Synol, and Metz left the meeting.

**Review and Approve Invoices:** After review, Lemke made a motion to approve the invoices from August, 2013; Brooks seconded the Motion. All ayes. Motion carried.

**Adjournment:** With no further business, the meeting was adjourned at 10:13 a.m. at the call of the chair.

Respectfully Submitted,

Betty Danen

## **LAW ENFORCEMENT AND EMERGENCY SERVICES COMMITTEE MEETING**

August 16, 2013

Sheriff's Office Training Room

**Call Meeting To Order:** Chair Hansen called the meeting to order at 9:00 a.m.

**Members Present:** Lewis, Brooks, Hansen, Breneman

**Members Absent:** Lemke

**Other Attendees:** Sheriff Bruce Daniels; Mark Berglund of the Star News; Jane Darnell, President of the Taylor County Humane Society; Marty Petersen, Board Member of the Taylor County Humane Society; Scott Perrin, Medical Examiner; and Betty Danen.

**Approve Minutes of the June 14, 2013 meeting:** Lewis made a motion to accept the minutes as presented; Brooks seconded the motion. All ayes; motion carried.

**Approve Agenda:** Breneman made a motion to accept the agenda of eleven items; Brooks seconded the motion. All ayes; motion carried.

**Set Next Meeting Date:** The sheriff would like to schedule a meeting the first week of September in order to meet budget review guidelines for the ambulance budget. A specific date will be determined later. Hansen indicated that Wednesdays would not be the best day for him.

**Citizen Input:** None

**Ambulance Business:** None

**Medical Examiner: A) Discuss/Act on Resolution Appointing the Medical Examiner of Taylor County –** Perrin distributed a Revenue Budget Worksheet to the committee members.

The resolution is the same as last year except for #7, which includes a pay raise in the amount of \$35.00 per month for a total of \$420.00 per month. The Medical Examiner has not had a pay increase since the inception of the program thirteen years ago.

Breneman stated that the pay increase was "completely reasonable." Lewis indicated that he prefers any wage increase to be in the form of a dollar amount instead of a percentage.

Lewis made a motion to approve the resolution appointing the medical examiner of Taylor County; Breneman seconded. All ayes. Motion carried.

Perrin suggested to the committee that they may want to extend the length of time of the agreement between the Medical examiner and the county so it would not be necessary to renew the agreement every year. As they had already approved the resolution, it was not possible to do so this year but the committee will keep that in mind for next year.

**B) Discuss/Act on Approval of Medical Examiner Budget –** As this had already been discussed earlier, Lewis made a motion to approve the medical examiner budget as printed, Breneman seconded the motion. All ayes. Motion carried.

Perrin left the meeting.

**Law Enforcement Business: A) Discuss/Act on Filling Jailer/Dispatcher Position -** Daniels informed the committee that there is one full time vacancy as Sarah Serrano has taken a job with the city police.

Lewis made a motion to approve filling the vacant jailer/dispatcher position; Breneman seconded the motion. All Ayes. Motion carried.

**B) Discuss/Act on Humane Society Budget** – Jane Darnell, President of the Taylor County Humane Society, provided printouts of the “2013 Revenue and Expenditures” for the Humane Society. They are not requesting any changes in the amount of compensation received from the county, which is \$2,900.00 per month.

Darnell also handed out copies of the “Agreement Between The County of Taylor, Wisconsin and Taylor County Wisconsin Humane Society, Inc.” They would like to make some changes to this agreement. Lewis said that any changes would need to be run past the Corporation Counsel first. After it is approved, they can bring it back to the next meeting.

Both Lewis and Hansen commended the Taylor County Humane Society for maintaining a good working relationship with the county.

Brooks made a motion to approve the Taylor County Humane Society budget as printed; Lewis seconded the motion. All ayes. Motion carried.

Darnell and Petersen left the meeting.

**C) Discuss/Act on Sheriff’s Office 2014 Budget** – The sheriff handed out copies of a “Budget Narrative” and “Revenue Budget Worksheet.” As far as overall change, he is proposing an increase in revenue of \$39,445.00, an increase in expected TASO administrative expense of \$41,250.00, an increase in expected jail expense of \$5,000.00, and an increase in canine drug dog expenses in the amount of \$2,000.00 (a new canine was purchased this year and, as a result, carryover funds were depleted) for an overall increase of \$4,085.00. This is less than 1% of the total budget.

Lewis questioned why vehicle expenses were projected to increase. Daniels said this was due to the increase in the price of gasoline. He has not increased this over the past several budgets so has now increased it to bring it more into line with actual expenses.

Lewis made a motion to approve the TASO 2014 budget; Breneman seconded the motion. All ayes. Motion carried.

**Sheriff’s Report:** The sheriff thanked Breneman and Brooks for attending the recent interviews for the jailer/dispatcher positions. He said that two full time male positions were filled along with three part time female positions. There are more applications on file and there is a need to hire additional people.

There had been a recent incident in Gilman where the paging system for the ambulance personnel did not work. The new radio system was put into service yesterday so this should no longer be an issue.

The law enforcement qualification range is in very poor condition and needs work. The plan is to build a new building and berms.

In order to increase security in the TASO office, the sheriff has ordered three electronic door locks. Employees will need a four digit passcode or a fob to enter the office area. In the event that someone leaves the employment of Taylor County, there will no longer be a concern of whether or not all keys have been turned in. The employee number will simply be disabled.

The sheriff will be attending risk management training, which he feels will provide guidance and evaluation and should benefit the county. Our policy and procedures will be reviewed and possibly be made more effective.

**Review and Approve Invoices:** After review, Lewis made a motion to approve the invoices from June and July, 2013; Brooks seconded the Motion. All ayes. Motion carried.

**Adjournment:** With no further business, Lewis made a motion to adjourn; Breneman seconded. All Ayes. Motion carried. The meeting was adjourned at 10:00 a.m.

Respectfully Submitted,

Betty Danen

## **LAW ENFORCEMENT AND EMERGENCY SERVICES COMMITTEE MEETING**

June 14, 2013

Sheriff's Office Training Room

**Call Meeting To Order:** Chair Hansen called the meeting to order at 10:00 a.m.

**Members Present:** Lewis, Brooks, Hansen, Breneman

**Members Absent:** Lemke

**Other Attendees:** Sheriff Bruce Daniels; Gina Miller of the Star News; Jail Sgt. Angie Becker; Sue Sackmann, jail kitchen manager; and Betty Danen.

**Approve Minutes of the April 12, 2013 meeting:** Lewis made a motion to accept the minutes as presented; Brooks seconded the motion. All ayes; motion carried.

**Approve Agenda:** Brooks made a motion to accept the agenda of eleven items; Lewis seconded the motion. All ayes; motion carried.

**Set Next Meeting Date:** The next meeting will be at the discretion of the sheriff.

**Citizen Input:** None

**Ambulance Business:** None

**Medical Examiner:** None

**Law Enforcement Business: A) Discuss/Act on Filling Jailer/Dispatcher Position(s)** - Daniels informed the committee that there are currently two vacancies. Testing for jailer/dispatcher has been completed through Empco so there is a list of prospective employees to choose from.

Lewis stated that filling the vacancies had already been approved by the Personnel Committee.

Lewis made a motion to approve filling both of the two vacant jailer/dispatcher positions; Breneman seconded the motion. All Ayes. Motion carried.

**B) Discuss/Act on Setting Date for Oral Interviews** – County ordinance states that oral interviews must be completed when hiring and that a panel consisting of the Law Enforcement Committee, Human Resources, and sheriff or designee participate. Daniels indicated that it is difficult to set meetings. He was requesting that the committee designate one member to serve on the upcoming interviews.

Lewis said that he was okay with this as long as it states that any committee member available on the day of the meeting may participate.

Lewis made a motion to approve setting a date for oral interviews, provided that any available committee member may participate; Breneman seconded the motion. All ayes. Motion carried.

**C) Discuss/Act on Jail Kitchen Contract** – The contract with Aramark for jail kitchen services is up for renewal. Sue Sackmann presented the committee members with a jail meal for them to sample.

Daniels informed the committee that Aramark is proposing a five year contract with no price increases in years one and five, and a 3% increase in years 2, 3 and 4. The current CPI is 3.2%.

Aramark is also proposing that they purchase a new \$15,000 steamer and then turn it over to the county in exchange for monthly payments. These monthly payments would be made by Price County as they are currently paying Taylor County for jail meals provided to them.

The payments for the meals would go to Aramark instead of to Taylor County until the steamer cost has been reimbursed. This would take approximately 3.5 years.

Breneman made a motion to approve the jail kitchen contract as submitted by Aramark; Brooks seconded the motion. All ayes. Motion carried.

**D) Discuss/Act on Annual Approval of Kitchen Meals** – Breneman asked if the state sets standards for the meals that are met by the kitchen staff; the sheriff said they do. Jail Sgt. Angie Becker said that the jail inspector reviews their menus annually.

Lewis made a motion to approve the jail meals; Breneman seconded the motion. All ayes. Motion carried.

**E) Discuss/Act on Using Price County Monies for Kitchen Upgrades** – This had already been discussed under C – Discuss/Act on Jail Kitchen Contract.

Brooks made a motion to use Price County meal payment monies for the kitchen upgrades and that once the steamer is paid for, Price County will pay Taylor County again instead of Aramark; Lewis seconded the motion. All ayes. Motion carried.

**F) Discuss/Act on Part-Time Jailer/Dispatcher Position(s)** – Jail Sgt. Angie Becker presented information on this proposal.

Taylor County jail is proposing to hire three (3) part time employees for the jail at \$12.00 per hour. Their pay would increase to starting wages for this position (\$16.43) after completion of six weeks FTO training. They would receive no benefits.

The part time employees would cover shifts open due to illness, vacation, etc. and would not exceed 1,200 hours per year. This would reduce overtime expenses and create a considerable savings for the county.

Part time employees would be eligible for a full time position when there is a vacancy.

Lewis made a motion to approve the part-time jailer positions; Brooks seconded the motion. All ayes. Motion carried.

Lewis said that it would need to be run past Personnel but that we should proceed on hiring as it has already been discussed by the Personnel Committee.

Brad Dahlvig joined the meeting.

**Sheriff's Report:** The sheriff presented a letter and Certificate of Training from the Arkansas Traveler, the agency where we obtained our new canine. Deputy Liske was commended for his fine work with the dog, scoring 100% on the testing.

The radio upgrades should be done by the end of the month. The towers are up and workers have started hanging equipment on them.

Craig Amundson put in a considerable amount of time working on the upgrades and software updates. He was unable to use his vacation time and Daniels is asking to have it carried over for another year. The matter is on the Personnel Committee agenda.

Breneman questioned if the new repeater has been installed on the Bellinger Tower as their ambulance team is having communication problems. Sheriff Daniels said the repeater has been received but has not yet been installed.

**Review and Approve Invoices:** After review, Breneman made a motion to approve the invoices from April and May, 2013; Lewis seconded the Motion. All ayes. Motion carried.

**Adjournment:** With no further business, Lewis made a motion to adjourn; Brooks seconded. All Ayes. Motion carried. The meeting was adjourned at 10:29 a.m.

Respectfully Submitted,

Betty Danen

## **LAW ENFORCEMENT AND EMERGENCY SERVICES COMMITTEE MEETING**

April 12, 2013

Sheriff's Office Training Room

**Call Meeting To Order:** Acting Chair Lewis called the meeting to order at 9:00 a.m.

**Members Present:** Lewis, Lemke, Brooks

**Members Absent:** Hansen, Breneman

**Other Attendees:** Sheriff Bruce Daniels; and Betty Danen.

**Approve Minutes of the March 20, 2013 meeting:** Brooks made a motion to accept the minutes as presented; Lemke seconded the motion. All ayes; motion carried.

**Approve Agenda:** Lemke made a motion to accept the agenda of eleven items; Brooks seconded the motion. All ayes; motion carried.

**Set Next Meeting Date:** The next meeting will be at the discretion of the sheriff.

**Citizen Input:** None

**Ambulance Business:** None

**Medical Examiner:** None

**Law Enforcement Business: A) Discuss/Act on Transfer of Jail Officer to Deputy Position** – It was decided that this did not need to be acted on as it had previously been approved.

**B) Discuss/Act on Filling Vacant Jailer/Dispatcher Position** – After minimal discussion, Lemke made a motion to fill the vacant jailer/dispatcher position; Brooks seconded the motion. All ayes. Motion carried.

**D) Discuss/Act on Purchase of Night Vision Equipment from Canine Fund** – The committee approved the purchase of one additional night vision unit with Canine Funds. The Canine Fund is a rollover fund and the program has been self-sustaining. This night vision unit will be used by Officer Liske, both as the dog handler and as a member of the ERT Unit.

Daniels reported that Deputy Liske is very pleased with the new canine the department has purchased. The dog is a Malinois, also called a Belgian Shepherd Dog.

Brookes made a motion to purchase night vision equipment for one deputy utilizing money from the Canine Fund; Lemke seconded the motion. All ayes. Motion carried.

**Sheriff's Report:** The sheriff reported that the new Jump River tower has been installed by Sky Wave Tower. The old tower still needs to be taken down and the fence needs to be installed.

The sheriff was contacted by a member of the ham radio network, who requested use of the tower to install ham radio equipment to assist with weather spotting. The ham radio network would supply all of the equipment so there would be no expense to the county. Daniels told him that a study would need to be done to ensure that the equipment did not interfere with the transmission of other equipment on the tower.

Lewis believes that a plaque of appreciation should be given to the Beadles family for their assistance in getting the Jump River tower installed. Daniels indicated that he was planning on doing so. A letter of appreciation will also be sent to the family.

Daniels reported that the proposed replacement of the video conferencing equipment in the courtroom is still being explored. He handed out information that Melissa Seavers, the IT director, had put together.

**Review and Approve Invoices:** After review, Lemke made a motion to approve the invoices from March, 2013; Brooks seconded the Motion. All ayes. Motion carried.

**Adjournment:** With no further business, Brooks made a motion to adjourn; Lemke seconded. All Ayes. Motion carried. The meeting was adjourned at 9:43 a.m.

Respectfully Submitted,

Betty Danen

## **LAW ENFORCEMENT AND EMERGENCY SERVICES COMMITTEE MEETING**

March 20, 2013

Sheriff's Office Training Room

**Call Meeting To Order:** Acting Chair Lewis called the meeting to order at 1:00 p.m.

**Members Present:** Lewis, Lemke, Brooks, Breneman

**Members Absent:** Hansen

**Other Attendees:** Sheriff Bruce Daniels; Brad Dahlvig from K99 radio; Mark Berglund of the Star News arrived at 1:13; and Betty Danen.

**Approve Minutes of the February 21, 2013 meeting:** Brooks made a motion to accept the minutes as presented; Lemke seconded the motion. All ayes; motion carried.

**Approve Agenda:** Breneman made a motion to accept the agenda of eleven items; Brooks seconded the motion. All ayes; motion carried.

**Set Next Meeting Date:** The next meeting will be at the discretion of the sheriff.

**Citizen Input:** None

**Ambulance Business:** None

**Medical Examiner:** None

**Law Enforcement Business: A) Discuss/Act on Establishing Eligibility List for Sworn Officer and C) Discuss/Act on Establishing Eligibility List for Jailer/Dispatcher** - Sheriff Daniels informed the committee that one deputy has resigned, having accepted a position in another county, and two other deputies will be off this summer on Family Medical Leave. The sheriff said that this position needs to be filled. A new eligibility list would need to be established first as the last one is over two years old.

Sheriff Daniels believes that establishing an eligibility list for jailer/dispatcher is also a priority. He advised that he will check with the CEP office to see if funding assistance is available. We have used this program before.

The department will be using a new testing service which will be no cost to the county.

Breneman made a motion to develop an eligibility list for sworn officer and jailer/dispatcher. Lemke seconded the motion. All ayes. Motion carried.

**B) Discuss/Act on Filling One Vacant Sworn Officer Position** - After discussion, Lemke made a motion to fill one vacant sworn officer position; Breneman seconded the motion. All ayes. Motion carried.

**D) Discuss/Act on Establishing Part-Time Sworn Officer Program and E) Discuss/Act on Establishing Part-Time Jailer/Dispatcher Program** - Sheriff Daniels expressed the need for part-time sworn officers and jailer/dispatchers. Daniels would like the part-time officers and jailer/dispatchers to be in place by this summer. He said that according to the deputies' contract, any overtime must be offered to current full-time employees first but there should still be many opportunities for the part-time people to be called in to work.

Due to Act 10, overtime shifts no longer need to be offered to the current jailer/dispatchers first. The jail must have sufficient staff on hand to meet state requirements. Jailer/dispatchers must have 120 hours of jail certification training; however, anything over 96 hours is reimbursed by the state.

The part-time deputies would need to be certifiable and must also complete ten weeks of road training. There would be limited monetary compensation while they are training. A

starting wage would need to be established, probably below current starting wages for deputies, at least through the field training phase. The part-time employees would work less than 1,200 hours and receive no benefits. The sheriff believes there would be a savings overall due to overtime not being paid.

Lewis says he knows this will be a funding issue and additional funds would need to be requested; however, he thinks that this program should be developed. Lemke agreed and stated that this would give the department a pool of people to choose from when a full-time person is needed.

Lemke made a motion that Sheriff Daniels should develop a program for the committee's approval for establishing a part-time sworn officer and a part-time jailer/dispatcher program; Breneman seconded the motion. All ayes. Motion carried.

**F) Discuss/Act on Purchase of Videoconferencing Equipment** – The current courthouse videoconferencing equipment, which was funded through a grant, is no longer functional. There is no grant money available at this time to purchase a new system. The judge has asked for our assistance in purchasing a new system. The sheriff would like to provide up to \$40,000 from the Jail Improvement Fund. This would not be enough to pay for a new system, which costs over \$100,000, but it would help.

If the court had videoconferencing capabilities, our department would not need to transport inmates from various prisons to Taylor County Circuit Court for certain hearings. We also would not need to move combative Taylor County jail inmates up to the courtroom for hearings.

Breneman suggested that the judge attend the next Law Enforcement Committee meeting to provide more information.

Breneman made a motion to table this item until the next meeting when the committee will have a conference with the judge; Brooks seconded the motion. All ayes. Motion carried.

**G) Discuss/Act on Fees Charged for Release of Records** – This was originally put on the agenda to discuss the fees charges for the release of information on CDs and DVDs. Due to pending legislation regarding redaction costs, this issue will be brought up at a later time. Any modifications would need to be updated in the county code so it should all be done at one time.

**Sheriff's Report:** The sheriff thanked the Medford Fire Department for putting on the fundraiser for our ERT Unit to purchase night vision goggles. He said it was heartwarming to see the response of the public by the number of people who attended. He commented on his appreciation for the high level of communication and cooperation Taylor County enjoys with all emergency responder units.

Lemke asked if the conversion of the old ambulance to an ERT vehicle has been completed. Daniels said it is being de-striped and painted at this time. The work on the interior has not yet begun.

Daniels told the committee that Deputy Liske is currently in Arkansas, undergoing training with the new police dog. Liske reports that he is pleased with the dog.

Breneman also asked about an incident he had heard of regarding a man being cut with a knife at a local bar. Daniels said that the man was cut on one finger; however, it was not severe. The matter is being forwarded to the District Attorney's Office.

**Review and Approve Invoices:** After review, Breneman made a motion to approve the invoices from February, 2013; Lemke seconded the Motion. All ayes. Motion carried.

**Adjournment:** With no further business, Brooks made a motion to adjourn; Lemke seconded. All Ayes. Motion carried. The meeting was adjourned at 1:55 p.m.

Respectfully Submitted,

Betty Danen

## **LAW ENFORCEMENT AND EMERGENCY SERVICES COMMITTEE MEETING**

February 21, 2013

Sheriff's Office Training Room

**Call Meeting To Order:** Chair Hansen called the meeting to order at 9:01 a.m.

**Members Present:** Lewis, Hansen, Lemke, Breneman

**Members Absent:** Brooks

**Other Attendees:** Sheriff Bruce Daniels; Medical Examiner Scott Perrin; Larry Brandl; Brian Wilson of the Star News; Chris Gengler of Taylor County Ambulance stationed at Memorial Health Center; Melissa Thums, Director of Finance at Memorial Health Center; David Warren, Director of Cardiopulmonary Services at Memorial Health Center; and Betty Danen.

**Approve Minutes of the January 11, 2013 meeting:** Lewis made a motion to accept the minutes as presented; Lemke seconded the motion. All ayes; motion carried.

**Approve Agenda:** Breneman made a motion to accept the agenda of eleven items; Lemke seconded the motion. All ayes; motion carried.

**Set Next Meeting Date:** The next meeting will be at the discretion of the sheriff.

**Citizen Input:** None

**Ambulance Business: A) Discuss/Act on 2012 Subsidy Request** – Thums distributed paperwork showing the budgeted and actual revenue and expenses for the ambulance services in 2012.

Budgeted revenue was \$399,186 but actual was \$360,332. Thums said this was in part due to Advanced Level of Care services being less than expected. Brandl mentioned that the MedEvac intercepts were supposed to lower the subsidy but there was a decrease in the number of these calls.

Expenses were budgeted at \$542,353 and they were actually \$549,612. Thums explained that due to the shortage of EMTs in the Gilman area, the ambulance service had to staff the Gilman area for several months, which meant an increase in salaries. They also had an increase in night ambulance runs, which means that personnel had to be called in at extra expense.

There are four EMT students in training who will work in the Gilman area. There will be sufficient EMT personnel to cover the evenings/nights.

Brandl said that the subsidy is over budget but the county "will pay what it is."

Lewis made a motion that the county covers the difference between the 2012 budget versus the 2012 actual costs; Lemke seconded the motion. All ayes. Motion carried.

**B) Discuss/Act on Placement of 2001 Wheel Coach Ambulance** – Gengler said that the 2001 ambulance which they are replacing was bought by the county and is fully depreciated. They received \$5,000 for the last ambulance they sold; however, the Taylor County Sheriff's Office has expressed a desire to use the ambulance as a SWAT team transportation vehicle.

Daniels explained that there is a need for a vehicle that can carry all seven members of the SWAT team. The committee had previously approved spending \$5,000 to purchase a vehicle, which would be the cost of refitting the ambulance to suit the needs of the SWAT team.

Lewis made a motion to transfer the 2001 ambulance from the Ambulance Service to Taylor County Sheriff's Office; Breneman seconded the motion. All ayes. Motion carried.

Gengler, Thums, Warren, and Brandl left the meeting.

**Medical Examiner:** Perrin gave a synopsis of the activities of the Medical Examiner's Office for January and February, 2013 as follows:

January:

Investigatable Deaths	3, which is tolerable
Authorizations for cremation	12

February:

Investigatable Deaths	2
Authorizations for cremation	2

Perrin informed the committee that there have been no changes in staffing.

Perrin then left the meeting.

**Law Enforcement Business: A) Discuss/Act on Tax Refund Intercept Appeal –** Shawn W. Miller had requested an appeal hearing regarding his tax refund being intercepted to pay for his jail stay.

Daniels told the committee that Miller had been noticed but has failed to appear. The committee should act accordingly.

Lewis made a motion to deny the appeal; Breneman seconded the motion. All ayes. Motion carried.

Danen informed the committee that the department has collected \$4,780.25 in tax refund intercepts in the last two weeks.

**B) Discuss/Act on Future of Canine Program –** Daniels said that the former canine, Cochise, had died last month. He would like to replace Cochise as the canine provided an invaluable service in regard to public relations, drug enforcement, and calls for service. Cochise was deployed over 600 times.

Sheriff Daniels evaluated two places from where police dogs may be obtained – Vohne Liche Kennel in Indiana and a training facility in Little Rock, Arkansas. Vohne Liche is much more expensive and has a longer training period. Daniels thought the longer training period would not be necessary as our canine handler is already experienced after having worked with Cochise. The Arkansas facility charges \$8,400 for the dog and two weeks of training whereas Vohne Liche charges \$18,000 and has a six week training.

The training in Arkansas would be in mid-March. The department can back out if we do not like the dog they assign to us. The dog would have a two year medical guarantee and a one year performance guarantee. They will also provide an additional eight hours of future training per month free of charge. Vohne Liche would recertify the dog.

Daniels said the expense is in the budget. He believes the program pays for itself with the forfeiture money the department gets from drug seizures.

Breneman made a motion to continue the Canine Program using the kennel in Arkansas; Lemke seconded the motion. All ayes. Motion carried.

**Sheriff's Report:** The sheriff told the committee that the new software program is a "work in progress" but is going well.

Tower construction for the radios is set to start within the next two weeks. They will be self-supported towers.

**Review and Approve Invoices:** After review, Lewis made a motion to approve the invoices from January, 2013; Hansen seconded the Motion. All ayes. Motion carried.

**Adjournment:** With no further business, Hansen made a motion to adjourn; Lewis seconded. All Ayes. Motion carried. The meeting was adjourned at 9:40 a.m.

Respectfully Submitted,

Betty Danen

## **LAW ENFORCEMENT AND EMERGENCY SERVICES COMMITTEE MEETING**

January 11, 2013

Sheriff's Office Training Room

**Call Meeting To Order:** Chair Hansen called the meeting to order at 9:00 a.m.

**Members Present:** Lewis, Hansen, Lemke, Brooks, Breneman

**Members Absent:** None

**Other Attendees:** Sheriff Bruce Daniels; Bruce Strama, County Clerk; Medical Examiner Scott Perrin; Jim Metz, County Board Chairman; Jane Darnell, President of the Taylor County Humane Society; Chief Deputy Larry Woebbeking; and Betty Danen.

**Approve Minutes of the October 12, 2012 meeting:** Lewis made a motion to accept the minutes as presented; Lemke seconded the motion. All ayes; motion carried.

**Approve Agenda:** Breneman made a motion to accept the agenda of eleven items; Brooks seconded the motion. All ayes; motion carried.

**Set Next Meeting Date:** The next meeting will be at the discretion of the sheriff.

**Citizen Input:** None

**Ambulance Business:** None

**Medical Examiner:** Perrin gave a synopsis of the activities of the Medical Examiner's Office for 2012 as follows:

Deaths	34
Authorizations for cremation	51
Funeral home notifications	119 (31 of whom were Hospice patients)

Perrin informed the committee that his deputy coroners have all remained employed with the office and there have been no legal proceedings.

Scott Perrin then left the meeting.

**Law Enforcement Business: A) Discuss/Act on Taylor County Humane Society 2013 Contract and Annual Report** – Bruce Strama reported that the subsidy from the county to the Humane Society will remain the same for 2013 as it was in 2012, which is \$2,900 per month plus veterinary expenses.

Jane Darnell distributed spreadsheets to the committee showing 2012 income (\$80,411.42) and expenses (\$68,304.83) and the number of animals cared for at the facility (1,022 since October, 2009).

They are now utilizing a mobile clinic called "The Fix Is In" to provide low cost, high quality spay and neutering services to Taylor County. More than 370 dogs and cats have been spayed or neutered as of January, 2013.

Strama asked Darnell if they were thinking of building their own shelter. Darnell said they have \$24,000 in their building fund at the current time. Any excess funds at the end of the year are put into this fund.

Darnell asked if the committee would be willing to sign a contract that is longer than one year so they know what to expect in the near future. Strama said that the Humane Society should put together a proposal if they want to make any changes.

Lemke made a motion to approve the 2013 Taylor County Humane Society contract; Lewis seconded the motion. All ayes. Motion carried.

Darnell then left the meeting.

**B) Discuss/Act on Squad Car Purchases** – The Sheriff questioned the need to come before the committee every time we need to purchase a squad car when the expense is already in the budget. Hansen indicated that he thought it would be okay to just get the bids. Lewis said as long as the department stays within the budget, we should go ahead and do what needs to be done. If the budget were to be exceeded, then it should be brought before the committee. Lemke and Hansen agreed.

Chief Deputy Woebeking informed the committee that the department would like to purchase three new vehicles. The department has four (4) squads with over 100,000 miles on them. One of these will be kept by the deputy driving it, one will be given to a detective to replace his vehicle which has had ongoing mechanical issues and will be sold, and the other two squads will be sold. The cost of the three (3) vehicles is already in the 2013 budget.

The department would like to purchase either four wheel drive intermediate size SUVs or squad cars. The SUV under consideration is rated higher than the cars in gas mileage. The purchase price of an SUV would be higher but some of that would be recouped when the vehicle is sold.

It was agreed that no motion was necessary. The sheriff will keep the committee informed of what was purchased.

**C) Discuss/Act on Resolution Expressing Appreciation to Bruce Kinlen for His Many Years of Service to Taylor County** – Lemke made a motion to approve the resolution; Breneman seconded the motion. Four Ayes with Lewis present. Motion Carried.

**D) Discuss/Act on Purchase of One (1) Night Vision Device** - Daniels informed the committee that the department has obtained funding for one night vision device from the Sportsmen's Club and funding for two devices from the Forestry and Recreation Department. We have a seven man Emergency Response Team. The night vision devices will have many applications.

Lewis said it sounds like an equipment decision; if it's in the budget, go ahead and purchase it.

The department will be purchasing one unit.

**Sheriff's Report:** The sheriff distributed an outline regarding the communications upgrade, detailing what has been done so far and what still needs to be done. The upgrade must now be done by June (an extension was given by the FCC). Two towers still need to be put up – one at the courthouse and the other in Jump River.

The department's new software program, Spillman, will go live on February 4, 2013. Trainings have been taking place for the last couple of months.

The department had some bills for feeding animals. These animals needed to be removed from the owner's farm due to deaths from neglect. These expenses will be recouped, if at all possible. Chief Deputy Woebeking found a group that takes in mistreated animals and takes care of them.

Lewis asked if the deputy who made the decision to remove the animals was certified as an Animal Control Officer. Daniels said that she was sent to school so she would be certified. Daniels would like to send a couple more deputies to the same school to get certified.

Daniels informed the committee that he purchased training uniforms for the deputies to wear at such places as the firing range. Personal clothing did not identify the person as an officer and wearing/wrecking \$100 uniform pants was a waste of money. The money was in the 2012 budget. The training uniforms consist of green trousers and a black shirt with the department logo. Woebeking said that the deputies look much more professional.

**Review and Approve Invoices:** After review, Lewis made a motion to approve the invoices from October, November and December 2012; Lemke seconded the Motion. All ayes. Motion carried.

**Adjournment:** With no further business, Lewis made a motion to adjourn; Lemke seconded. All Ayes. Motion carried. The meeting was adjourned at 10:00 a.m.

Respectfully Submitted,

Betty Danen