

**Minutes of Meeting  
Sauk County Law Enforcement Committee**

August 9, 2011

The regular meeting of the Sauk County Law Enforcement Committee was held on Tuesday, August 9, 2011 at 09:30 am, in the Community Room, 1300 Lange Court, Baraboo, Wisconsin.

The meeting was properly posted and all interested parties were notified.

Members Present: Stevens, Johnson, Tollaksen, Sinklair, Halfen

Members Absent:

Members Excused:

Others Present: R. Meister, J. Spencer, K. Fults, J. Fry, G. Hahn, J. Tobin, M. Stoddard, R. Zuch, P. Murray, T. Kriegl, T. Bychinski

1. Call to Order and Certification of Open Meeting Law: The meeting was called to order and compliance with the Open Meeting Law was certified by Chair Donald Stevens at 10:18 AM.
2. Agenda: Motion by Tollaksen, seconded by Johnson, to adopt the agenda. Motion carried.
3. Approve minutes of Previous Meeting(s): Motion by Halfen, seconded by Sinklair approve the minutes from previous meetings on July 11, 2011. Motion carried.
4. Communications:  
None
5. Public comment :  
None
6. Appearances :  
None
7. Sauk County Animal Shelter operations update:  
Animal Shelter took in 68 dogs and adopted/reclaimed 62 dogs. They also took in 122 cats and adopted out 53 in the month of July.

The Animal Shelter had a total of 65 calls and picked up 20 dogs and 37 cats  
The Animal Shelter dealt with a total of 14 bite cases; 4 dogs and 6 cats.

The Animal Shelter will be having an adopt-a-thon at Pierces Market on August 20<sup>th</sup>.

#### Budget Presentation

Dianne informed the committee that the Animal Shelter is requesting an increase of \$5,000.

8. Review and approve July 2011, expenses for Coroner:

Motion by Halfen, seconded by Tollaksen, to approve payment of the Coroner's expenses for July 2011, in the amount of \$4,082.16. Bills discussed. Motion carried.

#### 2012 Budget presentation

Budget packet distributed to Committee.

9. Review and approve July 2011, expenses for Sheriff:

Motion by Tollaksen, seconded by Halfen, to approve payment of the Sheriff's Department expenses for July 2011 in the amount of \$81,627.89. Bills discussed. Motion carried.

10. Consideration of a resolution Authorizing Contracting with Baker Tilly Virchow Krause, LLP to Conduct an Organizational Analysis and Assessment of the Sauk County Sheriff's Department. Motion by Sinklair, seconded by Tollaksen to postpone. Motion carried.

Sinklair asked why the RFP was not presented to LEC. Kathy advised that the money was in the Administrative budget.

Peter Murray wanted to know what we are going to get, wanted to know why a CPA firm. They want a management study. He doesn't believe Baker Tilly is a company that has done a law enforcement study.

Tom Kriegl states that National Institute of Corrections will do an analysis for no cost, Chairperson Stevens states we should request some information from National Institute of Corrections.

Rob Sinklair wanted to see a copy of the RFP and also stated that the main problem was the decrease in the Jail population so a free National Institute of Corrections study would be beneficial.

Committee members agree to wait another 30 days and would like the Sheriff to contact NIC to see what they can provide.

11. Discussion on 2012 Budget-Disabled Parking Enforcement Council.

Distributed the 2012 budget packet.

12. Discussion on 2012 Budget.

Committee would like an all inclusive per diem per day per inmate cost.

13. Sheriff's Report.

Number of Calls Report handed out. 7,490 calls for service in July 2011

Overtime for July 2011 1,963.75 hrs

Deputy Trina Schulte is resigning on August 10, 2011

Civil Process 172 papers served in July 2011.

There was 75 Prisoner Transports in July 2011.

Prisoner Transport cost and housing costs for Juveniles was \$1,952.39 for transport and \$6,500.00 for housing for July 2011.

Electronic monitoring billed out \$6,053.00 and paid Pro Tech \$1,969.25 for a profit of \$4,083.75 in the month of July. There was 356 offender days.

Sheriff advised the Committee that we are looking at compressed natural gas for squad cars.

Community Service Hours for 2011 Year to date are 8,952.75 hours

Inmate Community Service Release and Hold Harmless Agreement discussed.

Year to date budget report handed out.

Thank you letter from Kids Ranch for the Huber staff that helped set up the tent.

Letter handed out from Department of Corrections.

Thank you letter from inmate regarding Jail programs especially educational programs.

Jail Inspection set for September 29, 2011.

RFP Medical Services in the Jail will be sent out within the next week.

#### 14. Adjournment

The next regular meeting of the committee was scheduled for September 13, 2011 at 05:30 pm. Motion by Sinklair, seconded by Johnson, to adjourn the meeting at 12:55 pm. Motion Carried.

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Robert Sinklair, Secretary  
(Minutes taken by J. Fry)