

**LAW ENFORCEMENT AND  
EMERGENCY MANAGEMENT COMMITTEE MEETING**

**NOVEMBER 7, 2013**

**Page 1 of 3**

Chair Edward Bluthardt called to order the regular meeting of the Law Enforcement and Emergency Management Committee at 1:00 p.m., on Thursday, November 7, 2013, in Conference Room #2, at the Vilas County Courthouse, in Eagle River, Wisconsin.

**Present.** The following persons were present: Edward Bluthardt, James Behling, Charles Rayala, Sheriff Fath, Chief Deputy Collins, Captain Kennedy, Jail Administrator Weiss, Lieutenant Schaub, Lieutenant Soltow, Emergency Management Director Galloway, Finance Director Hilger, HR Manager Kahl, Ken Anderson, and recorder Carol Krebs. Not present were Ronald DeBruyne and Christopher Mayer.

**Approve the agenda.** Charles Rayala made a motion to approve the agenda to be discussed in any order by the Chair. Motion was seconded by James Behling. All voting aye. Carried.

**Approve the minutes.** James Behling made a motion to approve the minutes of the August 26, 2013, September 9, 2013, and October 14, 2013 committee meetings. Motion was seconded by Charles Rayala. All voting aye. Carried.

**Resignations/New Appointments.** Sheriff Fath introduced the committee members to Mark Collins, as Mark was promoted to Chief Deputy on November 3, 2013.

Sheriff Fath advised the committee that Correctional Officer, Joshua Collette has resigned his position effective, November 10, 2013, as he has accepted a full-time position with the Forest County Sheriff's Office.

**2013 PTO Accrual Limit Special Request.** A motion was made by James Behling, and seconded by Charles Rayala to recommend approval of this request, and forward it to the Personnel Committee for action. All voting aye. Carried.

**Credit Card Policy and Internal Control Procedures.** Sheriff Fath reported on his findings as he had checked with the surrounding counties to see what their policy was regarding the use of credit cards. Sheriff Fath felt our department was managing the use of credit cards, as there haven't been any problems with the cards or their use in over two decades. Finance Director Jason Hilger was present and again addressed the committee about some concerns the auditors have expressed about the credit card dollar limit and the number of credit cards issued to the Sheriff's Department. Finance Director Hilger advised the committee that he would like to see some reduction in the total number of cards, a lower credit limit, or both. The committee requested some additional information of the use of the department credits cards, before a decision would be made. This item will be placed on the December committee agenda for further discussion.

**Emergency Management Report.** Emergency Management Director Galloway was present and reported on the activities of his department.

**Resolution – Emergency Management Budget Amendment.** Emergency Management Director Galloway presented a Resolution for a budget amendment for the payment and reimbursement of a hazmat expense. A motion was made by James Behling, and seconded by Charles Rayala to approve the Resolution and forward it to the full County Board for their consideration. All voting aye. Carried.

**Equipment Purchases – Sheriff Budget.** None.

**Equipment Purchases – Jail Budget.** None.

**Overtime Report.** The committee reviewed the October 2013 overtime reports.

**Resolution – Authorization for Sheriff to purchase six (6) new patrol vehicles in 2014.** A motion was made by Charles Rayala, and seconded by James Behling to approve the Resolution authorizing the Sheriff to purchase six (6) new patrol vehicles in 2014, and forward the same to the full County Board for their consideration. All voting aye. Carried.

**Resolution – 2014 County Tribal Law Enforcement Grant.** Sheriff Fath presented the Resolution authorizing the County to apply for the 2014 County Tribal Law Enforcement Grant. A motion was made by Charles Rayala, and seconded by James Behling to approve the Resolution, and forward the same to the full County Board for their consideration. All voting aye. Carried.

**Review 2013 budget.** The committee reviewed the 2013 budget documents.

**Letters and Communications.** Sheriff Fath discussed the recent County Jail inspection report with the committee. The inspection report specifically noted some areas within the Jail with graffiti and drawings that needed to be removed and painted. The committee requested a copy of this report and findings be forwarded to the Public Property Committee.

**Future meeting date is scheduled for:** Friday, December 13, 2013, at 9:00 a.m. The meeting date was confirmed.

**Propane Grant Project.** Captain Kennedy updated the committee on the propane grant project. He advised the committee that the concrete had been installed, in Arbor Vitae, and he is currently working on electrical bids to complete the LP fill station. Finance Director, Jason Hilger confirmed that a 2014 outlay had been established to assist with the project costs. The committee requested information on the possibility of tax rebates associated with the conversion to propane fuel. This information will be brought back to the committee in December.

**Dual Fuel Squad Car Demonstration.** Captain Kennedy and Lieutenant Schaub conducted the dual fuel squad car demonstration.

**Convene Closed Session:** At 2:02 p.m. a motion was made by Charles Rayala, and seconded by James Behling to adjourn into closed session pursuant to Wis. Stat. §19.85(1)(c) for the purpose of considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility (Lieutenant vacancy). All voting aye. Carried.

**Return to Open Session:** At 2:06 p.m. a motion was made by Charles Rayala, and seconded by James Behling to adjourn the closed session pursuant to Wis. Stat. § 19.85(1)(c), and return to open session. All voting aye. Carried.

**Committee may take action on any matters discussed in closed session:** A motion was made by James Behling, and seconded by Charles Rayala to approve filling the Lieutenant vacancy. All voting aye. Carried.

**Adjournment.** The meeting was adjourned at 2:07 p.m.

Submitted by: Carol Krebs, Confidential Secretary