

**PUBLIC SAFETY COMMITTEE  
COUNTY BOARDROOM  
MONDAY, APRIL 10, 2017  
AGENDA  
4:00 PM**

- 1. Call to Order**
- 2. Roll Call**
- 3. Approval of Minutes**
  - a. March 13, 2017
  - b. March 21, 2017 Special Meeting
- 4. Public Input**
  - a. Motion to Suspend Rules if Necessary
- 5. Sheriff**
  - a. Maintenance Performance Contract—Entec Services (No Action)
  - b. Discuss Public Safety Building Roof Replacement Project Update (No Action)
  - c. Discuss Sheriff Communications Update (No Action)
  - d. Discuss Deer Strike Mitigation Update (No Action)
- 6. Animal Control**
  - a. Discuss and Act on Animal Control Warden RFP/Bid Parameters (Forward Recommendations to Board)
  - b. Discuss County Relationship With Menssen Trust (No Action)
  - c. Discuss Ordinance/Fee Structure Review and Update (No Action)
- 7. 911**
  - a. Discuss and Act on Fact Finding Requests From Committee to Investigate Alternative Structure/Fee Proposals (Forward Requests to 911 Chairman)
- 8. New Business**
  - a. Initial Comprehensive County Facilities Discussion (No Action)
- 9. Unfinished Business**
  - a. Discussion of Implementation of Random Drug Test Policy (No Action)
  - b. Discuss and Act on Scheduling Workers' Compensation Retraining for Departments Heads/County Officials (Forward Recommendations to Board)
- 10. Legal Claims Against County Insurance**
  - a. **Liability**
  - b. **Workers' Compensation**
- 11. Approval of Claims**
- 12. Other**
- 13. Executive Session**
- 14. Any Action Coming Out of Executive Session**
- 15. Adjournment**

**PUBLIC SAFETY COMMITTEE  
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MONDAY, MARCH 13, 2017  
4:00 PM  
MINUTES**

**1. Call to Order**

Meeting was called to order at 4:00 pm by Mr. Jording.

**2. Roll Call**

Present: Jason Jording (Chairman), Donald Tolan (Vice-Chairman), Russell Cotton, Barry Logan, Randy Roethler. A quorum was declared present.

**3. Approval of Minutes**

**a. February 15, 2017 Minutes**

Mr. Tolan moved to approve as written, seconded by Mr. Roethler. A correction was made to page 3, paragraph 3 to add Jording after Mr. by unanimous consent. Motion passed unanimously.

**b. February 15, 2017 Executive Session Minutes**

Motion to approve and keep confidential by Mr. Logan. Second by Mr. Cotton. Motion passed unanimously.

**c. February 21, 2017 Special Meeting Minutes**

Motion to approve by Mr. Logan. Second by Mr. Cotton. Motion passed unanimously.

**4. Public Input**

Mr. Jording asked unanimous consent to leave public input open throughout the meeting. Mr. Logan objected to allowing the public to participate in the meeting. Mr. Jording asked for a motion to suspend the rules to allow the public to participate. Motion to suspend the rules made by Mr. Cotton. Second by Mr. Roethler. Mr. Logan stated that his objection was due to the amount of public involvement did not allow the committee to adequately complete its business. Mr. Jording, Mr. Tolan, Mr. Cotton, and Mr. Roethler voted aye. Mr. Logan voted nay. Motion passed by simple majority.

Robert Lenz addressed the committee as a lawyer who represents the Menssen Trust. Mr. Lenz wished to engage with Woodford County to provide funds to help dogs and cats in the County. The trust had not worked with Woodford County in the past due to policy disagreements. The trust has been working with McLean County in the past and hopes to help Woodford County to fund its animal control program. Mr. Lenz provided an outline of the trust, a redacted trust document, and a draft agreement between the trust and McLean County. Mr. Lenz wished to establish a long-term relationship with Woodford County.

**5. Coroner**

The Coroner did not appear.

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**6. ESDA**

The ESDA Director discussed the early start to the storm season with the touchdown of a tornado in Washburn. The 5-year plan was passed by unanimous consent. The ESDA director provided the background regarding a generator which ESDA owns, but does not use. ESDA was aware that the Highway Department has a use for the generator. No transfer restrictions were known. Mr. Logan indicated that the highway has a need for the generator and that after looking at options, this is what was decided by highway. Mr. Roethler noted there needs to be a custody change regarding inventory. It was noted that there is no title and no license was required. Mr. Logan made the motion to transfer the generator to highway. Second by Mr. Cotton. Motion passed unanimously.

**7. Sheriff**

**a. Public Safety Building Roof Project Bid Opening**

Sheriff noted that eight vendors looked at the roof, with five bids being submitted. The bids were for 15 and 20 year warranties. It was noted options for additional walk paths and insulation could be included. Core samples were taken by some bidders where the bidders chose to take samples. The bids were distributed and read as follows:

Advanced Commercial Roofing—15 year \$254,500. Add \$1,275.00 for 20 year. No walk pad price. Insulation at \$2.25 per board foot.

River City—20 year \$250,000. 15 year \$248,500. 5 year workmanship warranty included. \$10,000 allowance included towards 8,000 board feet of insulation. \$1.25 for additional insulation. Refund for any insulation not used under 8,000 board feet of insulation. No additional walk pad price.

Union Roofing—20 year \$305,540. 15 year less \$1,350. No additional walk pad price. No insulation price.

Keiling Roofing—\$1.25 per square foot per inch of thickness. 15 year \$311,501. 20 year \$312,911. 860 feet of lineal walk pad not mentioned.

Olden Roofing—15 year \$188,534. 20 year additional \$7,485. Insulation \$2.00 per board foot. No walkway pad price.

Sheriff expressed concern that there was only \$200,000 budgeted for the project. Only one bid is within the budgeted amount. Sheriff requested action be deferred until the night of the Board meeting. Mr. Roethler requested copies of the bids. Mr. Jording noted for the price differences, the committee should consider the 20 year warranty. Mr. Jording noted that the warranty should include a provision to repair damage due to leaks. Mr. Logan requested the representative from Olden Roofing, who was present, provide the difference between the 15 year and 20 year roof. The representative indicated the materials are different. It was noted that the chronic roof leaks were blamed on bricklayers. The Olden Roofing representative noted cracks in the mortar and bricks of the building. Mr. Logan asked whether the bricks have been sealed and indicated that sealing would take care of the bricks wicking moisture. Mr. Logan noted it could be done in house. The Committee set a special meeting for March 21, 2017 at 6:00 pm by unanimous consent to discuss the roof issue further.

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**b. Inmate Medical Contract Bid Opening**

Only one bidder responded to the request. The bid packet was distributed and read as follows: Annual price \$69,633.23. Add RX and med waste \$77,993.23. Add LPN and RX \$72,446.17.

Sheriff indicated the RX and med waste at \$77,993.23 is the current contract. Sheriff indicated the waste disposal used to be done by a different vendor for additional cost. Mr. Roethler asked how long the contract period would be if accepted. The current contract is annual with a 3-5% increase each year. Mr. Roethler suggested we attempt to include a maximum annual increase with the contract. Mr. Roethler also questioned whether we are refunded if under the 40 prisoner population benchmark. Motion to accept the \$77,993.23 bid and forward to the full Board by Mr. Roethler, second by Mr. Cotton. Motion passed unanimously.

**c. Village of Roanoke Dedicated Patrol Contract**

Mr. Jording asked the Sheriff to track the expenses associated with the contracts to verify the numbers next year. Motion to approve and send to the full Board by Mr. Logan. Second by Mr. Cotton. Mr. Roethler expressed concerns about the long-term costs of the contract. Motion passed unanimously.

**d. Sheriff Communications**

Mr. Jording expressed his desire to have the dead spots mapped to determine the nature and scope of the issue. Sheriff stated he is working on the issue.

**e. Deer Strike Mitigation Options**

Mr. Jording indicated that he spoke with Sheriff and the County's insurance agent that a potential mitigation step would be full wrap around brush guards to mitigate the cost of deer strikes. Mr. Logan expressed concern that adding the brush guard would increase the cost. Mr. Jording indicated that the guards could stop the patrol vehicle from being damaged. Sheriff indicated that we never used to have push bumpers until the prior Sheriff stated he wanted them installed. The committee indicated it would like the numbers for the full guard versus a push bumper and the number of deer strikes. Mr. Jording stated he would get the insurance numbers from the County's agent. Mr. Logan stated it would make more sense to do this going forward rather than retrofitting.

**f. Buildings & Grounds**

No discussion.

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**8. Animal Control**

**a. Administrator Position Pay**

Mr. Jording noted the Animal Control Administrator's bills reflected a higher amount than budgeted. Dr. McKenna stated that he indicated he would not do the job for the prior salary. Dr. McKenna provided a number and the County accepted. None of the members of the present committee were on the committee that selected Dr. McKenna. Dr. McKenna stated he was approached by Tom Karr who told Dr. McKenna he was going to get bids. Tom Karr returned to Dr. McKenna and stated no other veterinarians were interested. Mr. Karr was accompanied by Don Cremeens. Dr. McKenna told Mr. Karr and Mr. Cremeens that he would do the job, but not at the current rate. Dr. McKenna first learned he was appointed to the job after the Board meeting in which the appointment was approved. Dr. McKenna stated he told Mr. Karr that Dr. McKenna would not do the job for less than \$20,000.

Mr. Jording stated that whether it is reasonable or not, Dr. McKenna was promised \$20,000 annually by the County. Mr. Roethler felt more discussion with the prior committee members was necessary. Motion to send Dr. McKenna's bill to the full Board with a recommendation to approve made by Mr. Roethler. Second by Mr. Cotton. Motion passed unanimously.

**b. Administrator Potential Job Opening**

Dr. McKenna provided the Committee with an update regarding the animal control problems which were inherited by the current administrator and Committee. Dr. McKenna indicated that he was working on updates SOPs and fines and would like to work with the Menssen trust in the future. Dr. McKenna also indicated that the animal control truck was having problems with the safety light. Mr. Jording indicated that the light fix should be accomplished by the installer.

**c. Ordinance Review and Update**

Dr. McKenna indicated he would provide a list of updated fines which he would like to put in place.

**d. Alternative Proposals for Animal Control Warden Position**

The contract animal control warden provided an update regarding the calls she took since the last committee meeting.

Mr. Roethler recognized that the Committee approved \$150 per dog picked up for the warden. The warden indicated she assumed it was \$150 when she responded to a call. Mr. Logan indicated that the prior motion by the Committee was for \$150 per dog impounded. Mr. Cotton indicated that these problems pre-existed the current Committee. Mr. Cotton wished to provide a set fee to the administrator to handle the whole program. Mr. Tolan asked whether the list would be condensed in the future. The warden agreed it would. Mr. Tolan believed the current arrangement would work in the future. Mr. Logan preferred that the entire program be bid out. Mr. Jording indicated Dr. McKenna deserves the chance at his rate and that he would be in favor of putting the contract warden position out for bids.

Sheriff declined to present a proposal because the costs would be too high.

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Mr. Roethler made a motion to approve the warden's bill, amending the terms to \$150 per call to which the warden responds. Second by Mr. Cotton. Motion passed unanimously.

Mr. Roethler made a motion to make the administrator's annual salary \$20,000. Second by Mr. Cotton. Motion passed unanimously.

**9. 911**

**a. Alternative Proposals for 911 Organization or Fee Structure**

Mr. Jording stated the County's per capita charge is the same as other organizations who do not provide the same benefits that the County provides. Mr. Jording noted that the County provides a rent free facility, electricity, water, internet, etc. Mr. Jording saw two options—charge 911 for benefits, or absorb 911. Mr. Jording noted the 911 Board would still exist. Mr. Logan noted a third option of receiving a reduced rate.

David Fever, Tom Seckler and Betsy Tipsword spoke for the 911 Board and discussed the duties of 911. Mr. Roethler asked where the funding comes from and was told it is a combination of phone surcharge and the fee schedule implemented by the 911 Board.

Mr. Jording noted no one was complaining about the job 911 does. The complaint is the County is subsidizing 911. In discussing the fee schedule issue, Mr. Jording presented four options for the Committee to consider:

1. Do nothing;
2. Take over Woodcom;
3. Charge for services the County provides;
4. Get a reduced rate.

Mr. Logan noted 911 double charges for persons in municipalities like Eureka.

**10. New Business**

**a. Random Drug Test Policy**

Mr. Jording noted the FOP contract states that the parties will work toward implementing a drug testing policy.

**b. Workers' Compensation Retraining for Department Heads/County Officials**

Mr. Jording noted the County's insurance agent is working up a program to retain County officials for workers' compensation.

**11. Unfinished Business**

None.

**12. Legal Claims Against County Insurance**

**a. Liability**

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No discussion.

**b. Workers' Compensation**

No discussion.

**13. Approval of Claims**

Motion made by Mr. Cotton. Second by Mr. Tolan. There were no questions. Motion passed unanimously.

**14. Other**

None.

**15. Executive Session**

None.

**16. Any Action Coming Out of Executive Session**

None.

**17. Adjournment**

Motion made by Mr. Cotton. Second by Mr. Rothler. Motion passed unanimously. Committee adjourned at 6:03 pm.

## **Woodford County Fees**

\*\* Existing Charges/Recommended Charges

Failure to register                 \$25/ \$100

Failure to vaccinate                 \$25/\$75

Impound Fee 1<sup>st</sup> offense \$25/\$50, 2<sup>nd</sup> offense \$35/\$100

Public safety fine \$25, to impound dog \$50

Running at large reclamation fee \$50

Public safety fee for biting dog   \$25/\$75

\*\*Circuit Clerk of Woodford County distributes fines

\*\*All registration fees paid to Animal Control Fund of Woodford County

\*\*30 days to pay citation

\*\*Need new tickets with amount of fines on them

\*\*If impounded and not current on rabies must come to office to get rabies vaccinated, microchipped, and pay for registration of dog