

**PUBLIC SAFETY COMMITTEE  
COUNTY BOARDROOM  
WEDNESDAY, FEBRUARY 15, 2017  
MINUTES  
4:00 PM**

**1. Call to Order**

Mr. Jording called the meeting to order at 4:00 pm

- 2. Roll Call** – Present: Jason Jording (ch), Russell Cotton, Barry Logan, Donald Tolan. Absent: Randy Roethler.

**3. Approval of Minutes**

- a. January 9, 2017

Motion to approve the January minutes made by Logan, seconded by Cotton. *Motion Carried.*

- b. January 9, 2017 executive session minutes

Motion to approve the executive session minutes and keep confidential made by Logan, seconded by Cotton. *Motion Carried.*

**4. Public Input**

Ms. Leman of Heathers Heavenly Hounds in Roanoke spoke, she currently houses the impounded dogs for the Animal Control Program and discussed that she would be willing to take on the Animal Control Warden duties for an additional fee as determined by the board. She noted that she already receives the impounded dogs and works with Dr. McKenna. She felt this would simplify matters and streamline the process. She also noted that she has a working relationship with Dr. McKenna which would also help. She discussed that there have been issues since the Animal Control Warden left, she has had to deal with a phone calls from the public about dogs at large.

Mr. DeBolt

**5. Approval of Claims**

The Claims were postponed till the end of the meeting.

Mr. Logan asked about CM Promotions Inc. Mrs. Jording pulled that claim and stated it was a Coroners charge. Mr. Logan asked about Dr. Steffen bills, Mrs. Andrews noted he still participates in the low cost population control program. Mr. Logan asked about deputy uniforms. Sheriff Smith noted these are for new Deputy hires, this is their first time uniform purchase. Some is for part time deputies. Mr. Jording asked about the miscellaneous food purchases and if it was standard across the County. Sheriff Smith stated that is for training meetings. Mr. Jording stated he was trying to get a feel for how the County handles this across the departments.

Motion to approve the claims made by Logan, seconded by Cotton. *Motion Carried.*

**6. Coroner - None**

**7. ESDA**

- a. 5 year plan discussion – Postponed till next month  
b. Generator transfer to Highway Department – Postponed till next month  
c. LEPC representative from the county

Mr. McCanless explained that Mr. Glazier has volunteered to be the LEPC representative for the county.

- d. Evergreen Dam report

Mr. McCanless discussed that he is continuing to work on notification options for this issue.

- e. Severe Weather Preparedness week March 5-11

Mr. McCanless discussed that he and his staff and volunteers will assist the schools during drills during Severe Weather Preparedness Week next month.

**8. Sheriff**

Mr. DeBolt discussed that through the grapevine he has heard that some committee members want to cut personnel to patrol and have the deputy's drive their own vehicles to and from work, he stated that seems like a waste of the deputy's time. He asked what the part time deputies do. Sheriff Smith stated they patrol, there are 4 part time shifts plus contracts and overtime if the full time turn it down. He noted they do the full

Germantown project and part of the Roanoke contract and the towns pay for that. Mr. DeBolt stated that the public safety tax is up next year that they are thinking of not renewing and it brings in about \$1.5M a year. Mr. Jording stated its \$2.1M Mr. DeBolt asked if the tax is eliminated where is that \$2M going to come from. He asked if they are going to get that money, and if that was going to be discussed. Mr. Jording stated that is not one the agenda tonight and the bond is not up until next year. Mr. DeBolt continued that the Sheriff's Department has computers that are 8-10 years old and the tasers are getting old and they cannot get parts and they are about \$900.00 each. He asked the Sheriff if that was correct. Sheriff Smith stated it was. Mr. DeBolt stated that the communications is also a problem and need updated. He asked is the committee took care of that. Mr. Jording stated that the Sheriff would bring those items to the committee. Mr. Jording discussed that he recommended taking care with who is telling him what, the grapevine as some things that are being spread are completely false. Mr. DeBolt said his information came face-to-face. Mr. Jording noted that it can still be wrong, he stated that a board member called the Regional office for 4H and stated a committee was cutting their entire budget and that was false. Mr. DeBolt asked if any of these items were false Mr. Jording stated the committee has not looked at cutting personnel at the sheriff's department, fewer cars, deputy's driving personal cars or public safety sales tax. He noted that they will be looking at the contracts tonight. Mr. Glazier asked if Mr. DeBolt is an employee of the Sheriff Department. Sheriff Smith stated no, he does not know him. Mr. Jording asked who the face-to face was with. Mr. DeBolt said he would rather not say. Mr. Jording stated that that person could come to the committee and discuss their concerns.

a. County Telephone System Maintenance Bid Opening

Sheriff Smith presented three bids for the Telephone system maintenance bid. Those bids include Tech Electronics for a one-time fee of \$5,825.00 for software upgrade and an a 15 month contract of \$15,349.00 for a total cost of \$21,174.00

Sheriff Smith discussed that he set it at a 15 month contract so as not to bid a future Sheriff.

Frontier for a 15 month contract cost of \$7,806.80

Heart for a 15 month contract cost of \$660.80 per month with rates for work not covered in the contract charged at \$90.00 for time and material work, \$130.00 per hour for after hours, \$180.00 per hour for Sundays and holidays. Total contract cost \$11,894.40 plus hourly if needed.

Sheriff Smith checked all three proposals and stated that they all met the RFP requirements.

Motion to accept the Frontier bid and send to the board for approval made by Cotton, seconded by Tolan.

*Motion Carried.*

b. Village of Germantown Hills Dedicated Patrol Contract

Sheriff Smith presented the Germantown Hills information, he noted that he does not have the new contract but has included the new costs which he based on information from the Treasurer, County Clerk and our Insurer, the total yearly cost is \$51,128.00. Mr. Jording discussed that he was not happy about this program before speaking with the Sheriff and Germantown Hills at the meeting Monday, he noted that all parties are very happy with the program and that the County would have the responsibility anyways this allows the County to be paid for the work. Mr. Cotton agreed that that was the sentiment he noted from Germantown Hills also.

Motion to approve and send to the full board made by Logan, seconded by Cotton. *Motion Carried.*

c. Village Of Roanoke Dedicated Patrol Contract

Sheriff Smith discussed that this information went out in the contract, he discussed that the costs are different as there is a full time individual so the additional cost must be added in. He stated they are paying \$118,595 and will increase to \$124,103.32. He noted he has not heard back from Roanoke on the contract. Mr. Jording asked if this could be postponed till next month so they could possibly have a meeting with the Village of Roanoke about the contract like they did with Germantown Hills. Sheriff Smith stated he would contact Roanoke about this and postponing was not an issue.

d. Building & Grounds Maintenance

Mr. Arbuckle discussed a five year plan showing the replacement and preventative maintenance of the HVAC systems in the Public Safety building and Courthouse. He discussed the age of the equipment and the work that has been completed. See attached. Mr. Jording asked for an estimate on the maintenance cost annually. Sheriff Smith stated that he would estimate \$100,000 on the Public Safety building alone. He discussed that the old mentality was to not work on equipment unless it was broken, the mentality of completing preventative maintenance is not something the board has wanted in the past. Mr. Jording asked the committee to review for further discussion next month. Mr. Tolan asked what VAV, RTU, and AHU

Mr. Arbuckle explained that RTU is Roof Top Unit, VAV is Variable Air Volume controller, and Air Handler Unit. Mr. Jording discussed that the RTU's and VAV's have a lot of problems. He asked if the cooling tower needed work. Mr. Arbuckle noted that the fill should have been replaced and has not.

e. Project Schedule / Update PSB Roof & Inmate Medical

Sheriff Smith noted that the Roof RFP is out for bid and the Inmate Medical RFP is at the State's Attorney for review and will go out for bid once it is back.

f. Sheriff Communications

Sheriff Smith played several video clips of Deputies attempting to contact dispatch while engaged with subjects and being unable to communicate due to radio transmission issues. This has been an ongoing issue. The Deputies are frustrated because they are unaware their transmissions are not going through. Mr. Jording discussed that there are dead spots. Sheriff Smith stated the narrow banding cut transmission power. Mr. Jording noted that the only real fix is an approximately \$15M digital radio upgrade. Mr. Glazier asked if this is the same subject Mr. Debolt brought up tonight. He noted that this is the fourth committee in which someone has come in with very specific information about issues. He stated he hoped the departments aren't soliciting citizens to come and talk before a committee has the opportunity to hear the issue. He discussed that he will bring this up with the State's Attorney and the Press about this issue. Mr. Jording noted that he has addressed the issue with the Sheriff in regard to Deputies making comments about targeting individuals. Mr. Jording noted that Deputies are FOIAing information for other people when they would have no need for the information. He noted he found it interesting that someone would know the topics to be discussed down to the exact numbers. Mr. Jording discussed that the Communications is very much an issue, the money is not there so a solution needs to be found.

## 9. Animal Control

a. Ordinance Review and Update – Postponed till next month

b. Alternative Proposals for Animal Control Warden Position

This item was discussed at the beginning of the meeting.

Mr. Jording stated that with the resignation of the Animal Control Warden the committee needs to determine what they would like to do going forward. Options include re-hire a full time person, Sheriff assumes the Warden Duties, bid out for a contract position, Administrator handle the program minimum per the state in house for pay(do nothing), or per call type contract. Mr. Tolan indicated that the do nothing option the Administrator would not stay. Mr. Jording indicated that was off the table then. Mr. Jording asked if anyone wished to rehire, the consensus was no and that option was off the table. Sheriff Smith explained that he has a Deputy that would be willing to perform the Warden duties. Sheriff Smith stated the full time deputy would handle the calls during day shift in addition to his road patrol duties. A part time Deputy would be on call at night and on weekends. Sheriff Smith stated that to do that he would need a different vehicle with an extended cab to allow the Deputy to perform police services, with a cage in the back. He indicated he would use the current animal control truck as a new maintenance vehicle and get rid of a Sheriff's Cruiser and the current maintenance truck. Sheriff Smith stated he was unsure how much the part time work would cost. Ms. Leman indicated most calls she has seen in the last few months are after 5. Mr. Logan asked about the authority of the Warden to write tickets. Mr. Jording discussed that if they went with a contractor then the Administrator would deal with the tickets and legalities. Mr. Logan asked the Sheriff about costs. Sheriff Smith noted he would need to work up some numbers. Mr. Jording stated he would like to see some information from the Sheriff next month. Mr. Cotton asked if the County was only going to handle dogs or were they going to expand to wildlife. Mrs. Andrews stated that she refers then to a Wildlife removal service. Mr. Logan discussed that he felt the county would see higher cost if wildlife are picked up. Mr. Jording discussed that he would like to see cats registered as well as dogs. Mrs. Andrews discussed that is cats are registered as well the county will need a full time animal control office in the courthouse to deal with the increase in duties. Mr. Jording explained that dog owners are subsidizing cat owners for the population control program. Mrs. Andrews indicated that the county must have a population control program otherwise it turns over the intact dog registration differential to the state. Mr. Logan asked if the duties are put out for bid, it is professional services and therefore should not need to be sealed bids. Mr. Jording concurred. Ms. Leman discussed that the process would be streamlined if she performed the warden duties and the impounding duties. Mr. Tolan discussed that it seems as though Dr. McKenna is the last option for vet's in the county to do the Administrator duties so to find someone who can work with him important. Mr. Jording asked the committee to think about what they would like the duties to be and then have a meeting before the board meeting to determine the bid parameters. Mr. Jording discussed that Dr. McKenna stated he has been fielding many calls that the warden would normally do. Dr. McKenna indicated he could handle those duties for \$150.00 an hour. Ms. Leman indicated she could do the duties but would prefer to use the truck. Mr.

Jording asked Mr. Minger what the county would need to do to have her covered to drive the truck. The committee concurred that the Administrator has the authority to hire a warden. Ms. Lemman stated she would perform the duties for \$150.00 per call. Sheriff Smith was asked if the Deputy could before the duties in the interim, he stated no due to the vehicle. Mr. Jording asked the committee if they were comfortable with Heather Lemman being appointed to be the interim warden for \$150.00 per impounded dog if Dr. McKenna agrees. Mr. DeBolt stated that there were some good ideas but indicated that Ms. Lemman stated she would use her own vehicle. Ms. Lemman stated she would prefer to use the truck as it is setup. He discussed that if a Sheriff Deputy was doing this job it would take them off patrol duties. Ms. Andrews asked how she would be paid. The committee noted that she would be paid like a contractor through claims. Motion to appoint Heather Lemman to the animal control warden position with the terms being \$150.00 per impounded dog made by Tolan, seconded by Cotton. *Motion Carried.* Mrs. Jording asked when she would start. Mr. Jording stated that if Dr. McKenna agreed she could begin tomorrow. MR Jording asked Ms. Lemman to have Dr. McKenna write up a quick appointment letter.

**10. New Business**

- a. Reappointment of ESDA Director

Motion to approve and send to the full board made by Cotton, seconded by Logan. *Motion Carried.*

**11. Unfinished Business - None**

**12. Legal Claims Against County Insurance**

- a. **Liability**  
b. **Workers' Compensation**

This will be discussed in executive session.

**13. Other**

Mr. Jording discussed that next month the committee will look at 9-1-1 and the costs, as the County pays for the building, utilities, internet and such and still pays the same rate as everyone else. He would like to discuss the possibility of 9-1-1 going back under the Sheriff's Department.

**14. Executive Session – Roll Call Vote**

- a. Workers Comp Claim

Motion to enter executive session for 5 ILCS 120 2 (c)(1) made by Logan at 5:57 pm, seconded by Cotton.

Roll Call Vote: Cotton – yes, Logan – Yes, Tolan – Yes, Jording – Yes. *Motion Carried.* Mr. Jording asked for Mr. Minger, Mr. Noar and any board member present to attend the session.

Motion to come out of Executive Session at 5:59 pm made by Logan, seconded by Cotton. *Motion Carried.*

**15. Any action coming out of Executive Session**

No action out of Executive session.

**16. Adjournment**

Motion to adjourn at 6:00 pm made by Cotton, seconded by Tolan. *Motion Carried.*

Submitted by: Lisa Jording

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Jason Jording, Chairman  
Public Safety Committee

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Date