

**PUBLIC SAFETY COMMITTEE  
COUNTY BOARDROOM  
MONDAY, JULY 11, 2022  
MINUTES  
4:30 PM**

**1. Call to Order**

The meeting was called to order at 4:30 PM.

**2. Roll Call**

Ansel Burditt (ch), Blake Parsons, Albert Durst, Justin Faulk, Donald Tolan all present.

**3. Approval of Minutes**

**a.** Approval of June 13, 2022 minutes

Motion to approve June 13, 2022 minutes made by Faulk, seconded by Durst. *Motion passed.*

**b.** Approval of June 21, 2022 Special Meeting minutes

Motion to approve June 21, 2022 special meeting minutes made by Tolan, seconded by Faulk. *Motion passed.*

**4. Public Input**

None

**5. Approval of Claims**

**a.** Approval of July 2022 Claims

Motion to approve July claims made by Durst, seconded by Parsons. There are three claims to add for animal control to be paid in vacation. The claims were submitted on time, but did not make it into the system to be paid by the deadline. One claim is for Mr. Abney's monthly salary, one is for vet fees to euthanize an aggressive dog, and one for boarding fees. A procedure for paying boarding fees was set up when we started this contract – claims were to be turned into Melissa along with boarding fees. This way there would be a paper trail of all fees and claims. The reclamation fees charged to the owner would cover the boarding fees paid to Mr. Abney for holding an animal. No reclamation fees have been collected for some time. Mr. Abney does not charge a fee when the animal is registered and vetted. He does not want to punish people who are doing the right thing because their dog got out. Mr. Abney is only charging the county boarding fees on dog that he does not know who the owner is. The committee feels at a disadvantage as this is the first time they have seen something like this. Mr. Abney is giving people an option – either prosecution or register your dog within 5 days. In the month of June 14 dogs were taken to Rubies, 40 dogs in the kennel, 17 went back to the owner. 57 total dogs. It was asked about the \$300 for one dog. That dog is a court case animal that is on special food per the vet. Mr. Abney is to be paid \$10 per day per animal for holding an animal. If he would have collected the \$75 reclamation fee, \$1,275 would have been collected and would cover half the cost of this invoice. Motion made by Faulk to pay the \$5,833.33 salary to Mr. Abney in vacation, seconded by Parsons. *Motion passed.*

Boarding fees of \$2,260 was discussed. The committee needs to make sure that the fees that need to be collected are being collected. And an invoice with an explanation needs to be given. Some guidelines need to be given in order for Mr. Abney to do the job the way the County sees it needs to be done. The committee sees that Mr. Abney is trying to do good by not charging fees to people who are abiding by the law, but the fees need to be collected. The Animal Control Ordinance spells out what needs to be collected. The committee feels that if Mr. Abney is taking in the dogs, housing and feeding them, then he

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needs to be paid for that. The committee would like to have an explanation on the dogs that are being held. When reclamation fees were being collected, an explanation was given on the receipts as to what the fee being charged was – reclamation or storage fees. Mr. Abney stated that we can just wash this invoice, but that is not the intent of the committee. The committee wants to be transparent and have a paper trail of what is being done. The committee would like Mr. Abney to give an explanation on these fees and then present them to the committee again. Mr. Abney says they are lost dogs that never went back to the owner and were handed over to Rubies. There has to be a check and balance, and we need to know what happened to the dog. The CAD report would state if the dog was taken in, but does not state how long the dog was held. No payment will be made until more documentation is received on these animals. The CAD report is very vague. The committee would like the Treasurer to oversee these reports. Ms. Andrews stated that she does not work for Mr. Abney, and he does not work for her, but they do have to work together. She has been helping him with filling out his paper work, but he should be able to fill it out himself. Her office issues dog tags, sends letter, and answers animal control phone calls, but she is not responsible for Mr. Abney. There should be a report on each dog that states when he took the animal in, and when he released the animal. It was asked about what the disposition initials mean on the CAD report. The Sheriff stated that those initials were from the dispatchers view – HC is probably handled call and RT is report taken.

The second bill – the Prairie Oak Vet Center for \$81.99 if for a dog named Rosie that is being held for a criminal case. This dog is on a special diet. Motion to pay The Prairie Oak Vet for \$81.99 made by Faulk, seconded by Durst. *Motion passed.*

The third bill is to euthanize an aggressive animal in El Paso that bit three people. They had to fill hot dogs with trazodone and feed to the dog in order to subdue him. A question arose about El Paso paying this fee. The statute states that the County will take care of animal control. We can reach out to El Paso to see if they want to contribute to this bill. Motion to approve Associated Vet invoice to euthanize animal, to be paid in vacation made by Durst, seconded by Parsons. *Motion passed.*

**6. Coroner**

**7. Health Department**

Covid update was given – 320 cases reported in June, and so far this month there have been 65 reported cases. There are tests being conducted that are not being counted in our numbers. The CDC website has guidelines on low/medium/and high risks precautions. We are currently at 54.7% vaccinated with 2 or more doses.

**8. Sheriff**

a. PSB – Courthouse Front Parking Lot Project Update

Changes to the parking lot were approved last month by the board. The project should start in mid-August. The project is being paid with RLF funds. They will be working with the Vendor to insure that we maintain traffic flow to the north parking lot during this project.

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b. K-9 Vehicle Replacement Update

The vehicle was picked up last month. It was purchased for \$39,500 and is going to the dealership to have it gone over. Hope to have it back by the end of the month.

The Sheriff handed out the following update on Courthouse projects –

- South Lot Retaining Wall Replacement.

This project was approved by the PSC and the County Board. The project is tentatively scheduled to start on July 18<sup>th</sup> and will be a 2 – 3 week project to complete. We are expecting a slight disruption to a few of the parking spots in the upper parking lot during this project.

- South Lobby Employee Entry Door

The south lobby door and frame will be removed and newly installed. We are still waiting for a confirmation on delivery of the equipment for this project. We are still looking at a mid-August project start date.

- Jail System Automation Controls.

This project was approved by the PSC and the County Board. The Jail Command staff have been working with the vendor on the system design and special functions for the Correctional Facility. The initial payment of \$130,000 was made last month with the remainder to be paid next fiscal year. The vendor has indicated that the project completion is planned for January or February 2023.

- ARPA Funding HVAC CH/PSB.

Keith Engineering has been on sight several times over the past few weeks continuing to complete the engineering and architectural portion of the project. At this time the attic space and the equipment that will be placed in the attic area of the Courthouse is the focus of the engineering group.

- ARPA Camera System Project.

The Sheriff has met with the County Clerk and Steven Lyddon from the US Department of Homeland Security. CCTV in the courthouse was discussed. A meeting with several of the department heads in the Courthouse to discuss the CCTV needs of their office was also held. And a discussion with a CCTV vendor to obtain some budgetary cost for the ARPA funding. The Sheriff will be submitting a funding request to the Finance Committee for this project this month.

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- Maintenance Vehicle Replacement Project.

The PSC and the County Board approved a not to exceed amount for the purchase of a replacement Maintenance Department truck. The Sheriff has located a vehicle to meet the needs of the Maintenance Department and will be looking at it later this week. The vehicle is a 2016 pickup with 30,000 miles.

- Sheriff Patrol / EMA Vehicle Replacement Project

This project was approved by the PSC and the County Board for the purchase of new replacement vehicles for the Sheriff and EMA. The vehicles have been on order at Mangold Ford since late January 2022. We have confirmed that the vehicles are scheduled to be built in June with possible delivery in July 2022. We are expecting one of the vehicles to arrive mid-July and the remainder to arrive in August.

- AED / Stop the Bleed Kits for County Buildings and Sheriff Patrol.

This project was approved by the PSC and the County Board for the purchase of AEDs and Stop the Bleed Kits. The equipment is being installed by the Maintenance Department. At this time 3 of the 4 locations have been installed and are operational. The locations are 3<sup>rd</sup> floor Courthouse, PSB Security desk, Annex 1, and Annex 4 (1837). We also have 2 AED's and CPR kits in the Correctional Facility. The Final Stop the Bleed / AED box will be installed in the Courthouse 3<sup>rd</sup> floor later this month

- Sheriff Office (BWC) Body-Worn Cameras Project.

The Sheriff has met over the past few months with the selected vendor for the purchase of the BWCs and data storage. We are now finalizing the project equipment to be purchased, software, and data storage. It is hoped to have the equipment on-site in August and have the BWC system up and running by the end of the FY. We are working on the purchase coming from Sheriff's Funds and some alternative funding opportunities that are available to the Sheriff's Office. We have finalized the equipment and storage plan for the BWC project. We are now confirming the amount of available funding that we have.

- Annex 4 1833 Polling Place

We are working with the County Clerk, Maintenance Department, and several vendors to start on the remodel of 1833 as soon as the early voting is completed. The hope is to have everything fully done well before the General Election in November 2022. Some of the projects have already been started or completed at this time. The ADA Door opener and access ramp/threshold have been completed, and the IT portion is underway. Carpet, lighting, and paint have all been scheduled after early voting has been completed. The Maintenance Department will be getting the carpet removed this month and the painter

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will be in later in July or EARLY August. The carpet is scheduled for late August or early September for install.

- IT Network Protection.

One of the proposed projects for IT this FY was to implement more security into the network. We have met and discussed some recommended security measures that will be put into place including two-party authentication for user access. In addition to timeout for all county computers with inactivity require login credentials for users to regain access. Several meetings with Heart Tech discussing the next steps for additional security measures for the network, and what projects are to be budgeted for in the next fiscal year in IT. We have had some lengthy discussions as to the IT needs of Woodford County Government, and what the office holders expect and need for IT remote and on site IT services in the future.

- ARPA Projects Sheriff's Office / EMA Department

A proposal for consideration of the use of ARPA funding for the Sheriff's Office, Correctional Facility, and EMA will be submitted. We have met and discussed some areas where ARPA funding could be used to purchase equipment or construction projects that would have a significant benefit to the respective departments/divisions and the county. Budgetary figures for the projects will be submitted to the Finance Committee this month for consideration of ARPA funding.

- PSB Domestic Hot water Boiler Replacement

This project was approved by the PSC and the County Board. The Sheriff has discussed with Ruyle Mechanical the project and requested that the equipment be ordered. The equipment has been received by the vendor. The vendor is working on an installation issue with the exhaust gasses from the boilers. We are thinking the project will be completed by the end of August.

- Sheriff's Office and Maintenance Department Staffing.

Just FYI to the PSC. We continue to try to fill a full-time and part-time maintenance department position. We have one open full-time corrections position and we are aware of the possibility of having two open full-time road patrol positions in the near future.

Below is a partial list of calls for service for June

Assist other Agency	9	Noise Complaint	5
Business Checks	240	Open Door	1
Burglar Alarm	19	Paper Service	190 include OP
Criminal Damage	3	Reckless Driver	25
Check Wellbeing	33	Road Hazard	24

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Dispute	17	Suspicious Activity	16
Domestic Disturbance	26	Suspicious Person	10
Flag down	15	Suspicious Vehicle	23
Follow up	50	Thefts	11
Fraud	6	Threats	1
Keys Locked in Vehicle	17	Trespass	4
Motorist Assist	41	Traffic Stop	487
Motor Vehicle Accident	42 all types	Unknown Problem	13

June call Total 1976      *(May Calls Total 1909)*

Total Calls for Service as of the end of June 2022:    8841

*Total Calls for Service as of the end of June 2021:    6736*

Below is information for the Corrections Facility May 2022

Jail Average Dailey Population June 2022:    69

*Jail Average Dailey Population June 2021:    67*

June 2022 Bookings:

Male- 81                      Female- 24                      Total Bookings June 2022: 105

June 2022 Inmate Transports Completed: 17

Bookings June 2022:    105

Bookings June 2021:    70

The Sheriff has been in contact with the Illinois Department of Corrections regarding the Housing Prisoners Allotment. We should be receiving a check in the amount of \$64,810 for the housing of federal prisoners. A second payment of \$81,000 was discussed. The Sheriff has also been notified of acceptance of an IDOT grant for more than \$37,000 for next year.

The elevator project is to start on the 18<sup>th</sup>. RLF will be used for this project and will take approximately 6 weeks to complete. The Sheriff is working out a plan for people to get to the 3<sup>rd</sup> floor who cannot use the steps.

He is also working with Knapp Construction to keep the front parking lot open while that project is being worked on.

EMA is working on a grant for back-up generator power. We applied last year, but were not awarded any funds. This year we have made it to step two, so far. Currently the only back-up generator power we have is to the jail and dispatch. The grant would put a 500

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Kw generator in the jail and dispatch, and the 250 Kw generator that is currently used for backup in the jail and dispatch would be moved to the Courthouse. This grant is through FEMA. .

**9. Animal Control**

Animal control received a call on the 4<sup>th</sup> of July weekend of a dog with head and eye injuries. The dog was taken to the Emergency Animal Hospital for treatment – only thing open due to holiday. The dog was treated- eye removed and injuries repaired - and the cost was \$4,100. We are asking the Menssen Trust to cover the cost of this bill. The committee wanted to acknowledge Mr. Abney and the compassion he has for the animals. This has also prompted us to take action to see about getting dispatch access to the animal control data. After hours Mr. Abney has no access to this data. Had he had access, the owner could have been contacted and the decision to care for the animal would have been up to them.

a. Discussion/action on tranquilizer gun

Mr. Abney runs into aggressive dogs about 4 or 5 times a month. He would like for the County to purchase a tranquilizer gun that would shoot trazadone. The last animal control administrator had a gun, but it fell apart. One call with an aggressive dog took over 4 hours. If a gun had been available, the call would have been completed a lot sooner. Discussion on cost and regulations. Mr. Abney would use trazadone darts and there is no regulations for that. Mr. Burditt reached out to Peoria County Animal Control to see what they use. They use a controlled substance which you have to be licensed by the DEA to use and must hold an animal control license. Mr. Abney would prefer not to use those drugs. There was a consensus that should a tranquilizer gun be purchased, we would need a policy on the use and to cover the county's liability. The State's Attorney will need to weigh in on the issue. Guns would run anywhere from \$200-400 dollars. Committee feels that this would be a necessary tool to do the job. Questions on size of animal, aggressiveness, and amount of drug to give, along with does a vet have to check animal after being drugged were discussed. These are questions that need to be answered. Mr. Abney is to come back next month with specifics on what he would like, and we will reach out to the State's Attorney for guidance.

b. Discussion/action on call log

Mr. Abney stated that this is not a part-time job, his phone never stops ringing. Half of the calls he responds to are lost dog calls. He would like direction on what calls he has to respond to. He would like to eliminate any after-hours calls that do not require immediate attention. Most of these calls are dogs running at large. He finds roughly 5% of the lost dogs that he searches for. The county is not in the business of finding lost dogs. Owners need to go look for their dog themselves. Discussion on if the committee has the authority to tell Mr. Abney what calls to respond to. The ordinance states that he is to respond, but it doesn't state how that response is to be handled – a phone call would be a response. A vicious dog, aggressive animal, neglect, etc. are issues that should be dealt with immediately and are priority calls. Discussion on how he handles a lost dog call. The committee feels that Mr. Abney can use his discretion after hours to respond to lost dogs calls. This will help cut down on the boarding fees also.

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c. Discussion/action on contract bids

The current animal control contract expires in November. We need to decide if we will continue with the current contract, hire in-house, rebid, or what to do. If Mr. Abney wants to renegotiate this contract it has to be published and bid out again. Mr. Abney would love to be the in-house person with the County paying for the truck, insurance, fuel, food, etc. Discussion on how in-house used to work. Animal Control was divided into three people – the vet who was the administrator, the warden who was part-time was under the Sheriff, and the tags, registration etc. was the Treasurer. The Sheriff does not remember every having so many dogs calls. It was a part-time job. Discussion if it is workable to go back under the Sheriff's direction. The biggest issue is getting a vet to contract with to be the administrator. The housing and care of the dogs is the problem.

**10. New Business**

**11. Unfinished Business**

**12. Other**

Tomorrow night the Treasurer will present her budget for FY 2023. She will be proposing that the salaries of two of her employees that are paid out of animal control funds will be shifted from animal control to be paid out of the general funds. In the past they have maintained a balance in the animal control fund, and this year, for the first time, the animal control fund will go into the red. While general fund funds can be used to subsidize animal control, she does not feel that tax payer dollars should be used for this purpose. It was asked what the net gain was in doing this. Instead of paying the animal control staff from the animal control funds it will now be paid from the general funds and keep the animal control funds solvent. It was asked what was the downsize if the animal control funds were depleted. Animal control has been the responsibility of the Treasurer's office since 1995 and has always has a solvent fund, it has never been in this bad of shape. It is her duty as Treasurer to inform the committee when she has concerns about an account and she is offering a solution. \$85,000 comes from tags, \$15,000 comes in from court cases, reclamation fees, etc. Paying the old Animal Control Administrator Heather Leman to keep some animals for a court case has hurt this account.

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

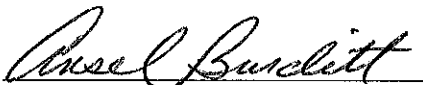
**14. Any action coming out of Executive Session**

**15. Adjournment**

Motion to adjourn made by Parsons, seconded by Tolan. *Motion passed.*

Meeting adjourned at 6 PM.

Submitted by: Deb Breyman

  
Ansel Burditt, Chairman  
Public Safety Committee