

**DRAFT**  
**Buffalo County Public Meeting Minutes**

**Committee/Board:** LAW ENFORCEMENT AND EMERGENCY MANAGEMENT COMMITTEE

**Date of Meeting:** January 19, 2016

**Electronic and Hardcopy Filing Date:** January 22, 2016

Members Present: Mary Anne McMillan Urell, Dennis Youngbauer, John Kriesel, Jason Mork-Excused, and Sheriff Michael Schmidtknecht.

Others Present: Stephen Schiffli-arrived at 2:25pm, Melissa Brunner and Lee Engfer.

Public Comments: None

Ms. McMillan Urell called meeting to order at 2:04pm.

Ms. McMillan Urell called December minutes to order. Mr. Youngbauer made motion to approve the December minutes as presented, second by Mr. Kriesel. Motion carried.

December bills paid in January agenda item was brought to order. There was a brief discussion regarding clarification of the tower rental fees. Ms. McMillan Urell made motion to accept bills as presented, second by Mr. Youngbauer. Motion carried.

Ms. McMillan Urell called agenda item #6 (Jail/Dispatch study update) to order. A representative from Elert & Associates met with Pepin County and Buffalo County, respectively. The representative spent about 1.5 hours with Buffalo County. Sheriff Schmidtknecht doesn't think that the report will be available in time for the January County Board meeting. Sheriff Schmidtknecht then read an email from Sonya Hansen regarding a discussion had with Rod Olson from Vernon Communications. There is discussion of a similar study being done but it is only in its initial phases. Ms. Hansen suggested holding off on the purchase of new 911 equipment; we should wait to see what happens with this study. Sheriff Schmidtknecht expressed again to the committee that the money is available now. If the 911 radio equipment goes down, a) 911 calls will not be received b) the County will have to pay the money for new the equipment, plus an additional \$5,000 due to not accepting the bid prior to January 25<sup>th</sup>, 2016 c) it will at least 4-months for the new 911 equipment to get up and running. Can the County afford to hold off on public safety? **(SEE ATTACHED ARTICLE)**

Pepin County is also running their dispatch with comparable outdated Rescue Star 911 equipment; therefore, it would not make sense to move Buffalo County's dispatch to Pepin County. In addition, Buffalo County has further updated dispatch equipment that Pepin County does not have at this time.

There was discussion of not having a February meeting due to there not being a February County Board meeting. Also, there is only money in Law Enforcement's budget for 10 annual meetings. The next meeting date was set for March 22, 2016 at 2:00pm.

Sheriff Schmidtknecht handed out a 911 call log for 2015. There was a total of 2,231 (911) calls taken. Again, Tammy Huber, 911 Coordinator, has done a great job keeping mapping errors to a minimum. (SEE ATTACHED)

No Chief Deputy or Jail Administrator monthly reports provided at the meeting due to unforeseen scheduling.

Ms. McMillan Urell called agenda item #9 (Purchase of budgeted items) to order. Sheriff Schmidtknecht discussed the need for a replacement squad. The purchase had been previously budgeted for but it needed to be put in the minutes showing the Committee's approval. Mr. Kriesel made a motion approving the purchase of a budgeted squad not to exceed \$30,000.00, second by Mr. Youngbauer. Motion carried.

Sheriff Schmidtknecht discussed the current expenditure budget for 2015 to date. Revenues are coming in a bit ahead of projected figure, which is a plus.

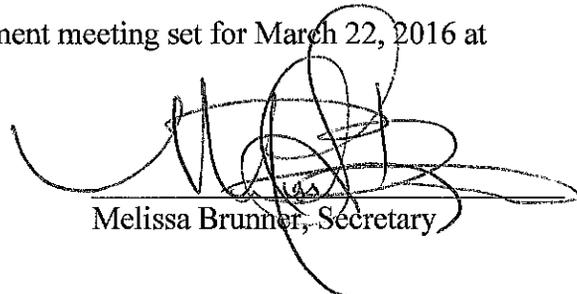
Lee Engfer discussed procedures and guidelines for performing backgrounds on potential hires. Background investigations are a lengthy process and are necessary in order to get qualified staffing.

Sheriff Schmidtknecht discussed the sale of a few vehicles on the Wisconsin Surplus website. About \$3,470.00 will go into revenue and \$750.00, for a seized vehicle, will be deposited into the drug account as mandated on drug related seizures.

Sheriff Schmidtknecht discussed an unbudgeted purchase of a 2003 Ford Expedition (fully loaded K-9 unit, low mileage). It was purchased from a police department that had gone defunct. Initially, the Sheriff visited with Sonya Hansen regarding the possible purchase and it was agreed to set a \$6,000 max purchase price. Sheriff was outbid. About two weeks ago, the Sheriff received a call from WI Surplus checking to see if he was still interested in the vehicle as the successful bidder had not made the payment. The Sheriff stated that he was, but not for his previous bid. He purchased the vehicle for a low price of \$5,885.00.

Mr. Schiffli discussed his handouts. No major expenditures to report. He is still awaiting an answer from BNSF regarding the cause for the November 7, 2015 derailment. He explained that he is in the process of drafting an Emergency Operations Procedure (EOP) guide. It will be used as a guide to the County when an emergency activation is deemed necessary. It should be available in draft form by March's meeting.

Next Law Enforcement/Emergency Management meeting set for March 22, 2016 at 2:00pm. Meeting adjourned at 2:53pm.



Melissa Brunner, Secretary

	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC
Year to date TOTAL	151	142	157	229	172	178	249	292	186	167	159	131
<b>911 Calls that mapped correctly</b>	<b>2213</b>											
<b>911 Calls that did not map correctly</b>	<b>18</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>2</b>	<b>2</b>	<b>2</b>
<i>Errors in City or Village</i>	10	0	1	0	0	1	1	0	0	1	0	2
<i>Errors in County</i>	5	0	0	1	1	0	1	2	0	0	0	0
<i>Error on Cell Tower</i>	3	0	0	0	0	0	0	0	0	1	2	0
<b>Total 911 Calls</b>	<b>2231</b>	<b>142</b>	<b>158</b>	<b>230</b>	<b>173</b>	<b>179</b>	<b>251</b>	<b>294</b>	<b>186</b>	<b>169</b>	<b>161</b>	<b>133</b>
911 Mapping plot rate	97%	100%	99%	100%	99%	99%	99%	99%	100%	99%	99%	98%
Admin Calls	3133	2952	3559	3738	3704	2982	4002	3572	3327	3568	3349	3128
<b>Total Dispatch Calls</b>	<b>43,245</b>	<b>3094</b>	<b>3717</b>	<b>3968</b>	<b>3877</b>	<b>3161</b>	<b>4253</b>	<b>3866</b>	<b>3513</b>	<b>3737</b>	<b>3510</b>	<b>3261</b>

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Year to date TOTAL	151	142	157	229	172	178	249	292	186	167	159	131
<b>911 Calls that mapped correctly</b>	151	142	157	229	172	178	249	292	186	167	159	131
<b>911 Calls that did not map correctly</b>	4	0	1	1	1	1	2	2	0	2	2	2
<i>Errors in City or Village</i>	4	0	1	0	0	1	1	0	0	1	0	2
<i>Errors in County</i>	0	0	0	1	1	0	1	2	0	0	0	0
<i>Error on Cell Tower</i>	0	0	0	0	0	0	0	0	0	1	2	0
<b>Total 911 Calls</b>	155	142	158	230	173	179	251	294	186	169	161	133
911 Mapping plot rate	97%	100%	99%	100%	99%	99%	99%	99%	100%	99%	99%	98%
Admin Calls	3133	2952	3559	3738	3704	2982	4002	3572	3327	3568	3349	3128
<b>Total Dispatch Calls</b>	3288	3094	3717	3968	3877	3161	4253	3866	3513	3737	3510	3261