

**RICHLAND COUNTY PUBLIC SAFETY AND JUDICIARY  
STANDING COMMITTEE MEETING**

**DATE: FRIDAY, NOVEMBER 4, 2022**

**TIME: 8:30 A.M.**

**LOCATION: COUNTY BOARD ROOM OF THE RICHLAND  
COUNTY COURTHOUSE 181 W SEMINARY ST, RICHLAND  
CENTER, WI 53581**

Via webex with information available at

<https://administrator.co.richland.wi.us/minutes/public-safety/>

1. Call to Order.
2. Read and approve Notice of Posting for November 4, 2022 Public Safety meeting.
3. Read and approve agenda for November 4, 2022 Public Safety meeting.
4. Read and approve minutes of the October 7, 2022 Public Safety Meeting.
- 5. Public Safety Committee response document for Resolution 22-96 discussion and approval**
6. Coroner updates.
7. Circuit Court Judge updates/comments
8. Clerk of Court Updates.
  - a. Monthly updates/reports
9. Probate Department
  - a. Monthly updates/reports
10. District Attorney Update.
  - a. Monthly updates/reports
11. Emergency Management
12. Staffing levels
13. Approve monthly invoices and other Sheriff's Department reports.
- 14. Discussion of contracting law enforcement services for the Village of Lone Rock**
- 15. Open & approve squad bids.**
16. Radio Tower Project updates
17. Mapping, Radio System & Squad Updates

18. Future agenda items
19. Adjourn.

**RICHLAND COUNTY PUBLIC SAFETY COMMITTEE MEETING**  
**Friday, October 7, 2022**

The Richland County Board of Supervisors Public Safety Committee met on Friday, October 7, 2022 at 8:30am in the County Board Room of the Richland County Court House in Richland Center, Wisconsin.

Committee members present at the meeting were: Committee Chair Melissa Luck and Committee members David Turk, Kerry Severson, Bob Frank, Richard McKee, Ken Rynes and Barbara Voyce. Present from the Richland County Sheriff's Department were Sheriff Clay Porter, Chief Deputy Aaron Wallace, Lt. Mike Czys and Amber Muckler. Also present for the meeting or a portion of the meeting was Richland County Clerk of Circuit Court Stacy Kleist, DA Jennifer Harper, Jenifer Laue, Darin Gudgeon, Clinton Langreck and Lisa McDougal.

**Agenda Item #1: Call to Order:** Committee Chair Luck called the meeting to order at 8:30am.

**Agenda Item #2: Read and Approve Notice of Posting for October 7, 2022 Public Safety Committee Meeting:** Committee Chair Luck confirmed that the meeting was properly posted. Upon receiving confirmation Luck declared meeting properly posted.

**Agenda Item #3: Read and Approve the Agenda for October 7, 2022 Meeting:** Motioned by Bob Frank to approve the agenda. 2<sup>nd</sup> to this motion by Kerry Severson. Motion passed.

**Agenda Item #4: Read and Approve Minutes of the September 2, 2022 LEJC Meeting:** Motion by Bob Frank to approve the minutes as printed. 2<sup>nd</sup> to this motion by Barb Voyce. Motion passed, minutes accepted.

**Agenda Item #5: Coroner Updates:** no update for this meeting

**Agenda Item #6: Resolution 22-96 Department Responses:** Luck stated this is the resolution that will be presented to Finance that will involve budget cuts that will meet the county levy. Luck stated these numbers were created by looking at the departments that take the most levy and then figuring a percentage that department would have to cut. Public Safety utilizes the most amount of the county levy and will be asked to cut about 40% of their current budget. Luck stated public safety is a core function that the levy was created to provide. There was discussion on what should be stated if a referendum is created and what the wording would be. Departments presented their cuts or what could be done in their budgets to help fill the budget gap over the next 5 years. Clerk of Court Kleist stated that if staff were cut by 1 person, court would not be able to be served as each person on her staff currently clerk's court, the office would be forced to be closed at times and collections would not be made as there would not be sufficient staff to continue revenue collection. DA Harper stated her budget cuts will also result in a staff member with the amount be requested by the county, this would lead to office having to be closed at times and services that are currently state mandated would not be able to be covered and have not been

covered or in compliance since Marcy's Law took effect. Emergency Government Director Gudgeon stated this is his 19<sup>th</sup> budget cycle where he has had to cut his budget. Gudgeon stated he thinks that mandated services should be shown priority and then look at other services that are not mandated. Gudgeon stated cuts to his department would mean a loss of revenue to the county, and loss of services. Probate department head Jen Laue stated that she could trim her budget possibly, but any significant cut would be to cut her deputy and that would mean services would not be provided like the currently are and her office would be closed if she were in court. Sheriff Porter stated cuts could be made, none of the cuts are good cuts to make which would come down to meal contracts, there would be no new patrol position, switching fuel vendors, reducing training, computers, ammo just in 2023. The only way to meet the budget cuts in 2024 would be a reduction of 3 deputies and 1 jailer and then in 2025 additional cuts would be 4 additional deputies, jailers and an administrative assistant. There would be more cuts of staff in 2026 and 2027. In 2027 this would leave the Sheriff and 4 deputies left in the entire department. Currently we have 1.4 deputies per thousand for our county area. Porter stated if this is the staff cuts that are made by 2025 only emergency calls would be handled, no other calls would be handled due to lack of staff. There was more discussion on what the loss of people and services from all departments would do to the budget and the county as a whole and what ramifications would result in loss of services and people to serve the public.

**Agenda Item #7: Circuit Court Judge updates/comments:** Judge McDougal discussed items going on in the court with the committee.

**Agenda Item #8: Clerk of Court Update:** Clerk of Court Kleist went over her reports with the committee members.

**Agenda Item #9: Probate Updates:** Jen Laue discussed budget cuts and how it affects her department and the county.

**Agenda Item #10: District Attorney Updates:** DA Harper was at the meeting and also discussed budget cuts and what could be affected in her department.

**Agenda Item #11: Emergency Management:** Director Gudgeon talked about the mitigation plan status and that he's received a lot of good input from outside people and sources.

**Agenda Item #12: Approve monthly invoices and other Sheriff's Department reports:** Sheriff Porter went over the invoices for the month with the committee members. Motion to approve the bills made by Richard McKee, 2<sup>nd</sup> to this motion by Kerry Severson. Motion approved. Sheriff Porter went through the jail statistics report with the committee members.

**Agenda Item #13: Invoice approval for K-9 purchase:** The department is asking the committee to approve the purchase of the new K-9 for a total of \$19,255. This cost is taken out of the K-9 account and is covered in full through the Badger Sheriff's Association and is fully donated. Motion to approve this invoice made by donated funds by resolution if needed made by Bob Frank, second to this motion by Ken Rynes. Motion approved.

**Agenda Item #14: Staffing updates:** There was a retirement of one road patrol deputy the past month.

**Agenda Item #15: Approval & discussion of ACH mental health fees and hours:** Sheriff Porter stated for a period of time the jail has not been able to fulfill the mental health needs for the inmates by HHS as they did not have staff. As of the last few days HHS did let us know they do have staffing to cover this now. The department was going to look into outside sources at a cost to help fill this need for inmates, which is a required service for the jail to provide the inmates. ACH did offer their services for \$10,000 per year plus \$150 per hour for on call hours. The Paquette Center offered services at \$4000 per month plus \$187 per hour to do weekly visits. Pine Counseling was \$7000 per year and also provide substance abuse counseling as well.

**Agenda Item #16: Update on jail & jail shower project:** Chief Deputy Wallace stated the shower project will begin after the jail inspection which would be after October 18, 2022. The grates in the jail will need to be worked on and will get Marshall Construction in the jail to work on that issue.

**Agenda Item #17: Discussion to set up Jailer/Dispatcher interview date & time:** The committee looked at the week of October 17th through October 21<sup>st</sup> and there will be 4 candidates to interview. The final date that was decided on will be Tuesday, October 18<sup>th</sup> at 3:00pm.

**Agenda Item #18: Committee approval to get squad bids for 2023:** Approval is needed by this committee to at least get bids for 2023 squads. Motion to get squad bids made by Bob Frank, second to this motion by Richard McKee. Motion approved.

**Agenda Item #19: Resolution to recognize the retirement of Deputy Ken Moe:** Motion to approve this resolution made by Kerry Severson, second to this motion by Ken Rynes. Motion approved.

**Agenda Item #20: Resolution to approve DOJ grant spending:** The invoice made through the DOJ Grant has provided for a virtual reality simulator for deputy training on certain situations in the amount of \$67,500. Sheriff Porter stated our spending would be over by about \$8000 and would like to split that between computer maintenance and new equipment in the budget to cover that additional cost. Motion to approve this spending of the DOJ grant and the excess spending to be covered by resolution made by Kerry Severson, second to this motion by Richard McKee. Motion approved.

**Agenda Item #21: Radio Tower project updates:** Barb was not at this meeting. Dispatch counsels have been ordered and may possibly be in and hoping to have them online yet this year.

**Agenda Item #22: Mapping, Radio System & Squad Updates:** Mapping – still working towards the GIS grant. Squads – the new K-9 squad is being built and the other new squad will be outfitted in the coming weeks.

**Agenda Item #23: Possibly renaming “Public Safety Committee” to “Public Safety and Judiciary Committee”:** Luck put this on the agenda due to the fact that Public Safety does include the judicial departments as well. Motion to approve the name change of the committee to Public Safety and Judiciary Committee made by Ken Rynes, second to this motion by Richard McKee. Motion approved.

**Agenda Item #24: Future agenda items:** none

**Agenda Item #16: Adjourn;** Motion by Bob Frank to adjourn until the regular Public Safety Committee meeting on Friday, November 4, 2022 at 8:30am. Second to this motion by Ken Rynes. Motion passed, meeting adjourned.

Respectfully Submitted by Office Manager, Amber Muckler

Department	2022 Levy Budget	% of Levy for Public Safety Departments	2024 cuts/increase revenues	2025	2026	2027	Total Cuts/Increased Revenues by 2027	TOTAL Department Budget from LEVY in 2027	% of 2022 budget
Circuit Court	\$ 114,728.40	2.81%	\$ 14,919.08	\$ 14,806.69	\$ 6,827.37	\$ 10,311.30	\$ 46,864.44	\$ 67,863.96	59.15%
Coroner	\$ 51,850.00	1.27%	\$ 6,742.48	\$ 6,691.69	\$ 3,085.54	\$ 4,660.06	\$ 21,179.77	\$ 30,670.23	59.15%
District Attorney	\$ 190,819.69	4.67%	\$ 24,813.85	\$ 24,626.93	\$ 11,355.49	\$ 17,150.06	\$ 77,946.33	\$ 112,873.36	59.15%
Emergency Government	\$ 35,327.40	0.87%	\$ 4,593.91	\$ 4,559.31	\$ 2,102.30	\$ 3,175.08	\$ 14,430.59	\$ 20,896.81	59.15%
Family Court Commissioner	\$ 29,533.19	0.72%	\$ 3,840.44	\$ 3,811.51	\$ 1,757.49	\$ 2,654.32	\$ 12,063.77	\$ 17,469.42	59.15%
Local Emergency Planning Committee	\$ 7,318.80	0.18%	\$ 951.72	\$ 944.55	\$ 435.53	\$ 657.78	\$ 2,989.60	\$ 4,329.20	59.15%
Register in Probate	\$ 187,456.65	4.59%	\$ 24,376.53	\$ 24,192.90	\$ 11,155.36	\$ 16,847.81	\$ 76,572.59	\$ 110,884.06	59.15%
Sheriff's Department	\$ 3,466,381.00	84.89%	\$ 450,761.99	\$ 447,366.41	\$ 206,280.91	\$ 311,543.59	\$ 1,415,952.90	\$ 2,050,428.10	59.15%
		100.00%	\$ 531,000.00	\$ 527,000.00	\$ 243,000.00	\$ 367,000.00	\$ 1,668,000.00		
TOTAL ALL DEPARTMENTS \$ 4,083,415.13									

Resolution Reductions			TOTAL NEW REDUCTIONS PER YEAR	
2024	\$ 531,000.00		\$ 531,000.00	
2025	\$ 1,058,000.00	includes keeping \$531k cuts from 2024	\$ 527,000.00	
2026	\$ 1,301,000.00	includes prev. 1.058M cuts 24/25	\$ 243,000.00	
2027	\$ 1,668,000.00	includes prev.1.3M cuts from 24, 25 & 26	\$ 367,000.00	
TOTAL \$ 1,668,000.00				

## DRAFT

				2024		2025		2026		2027		Total Recommended Reduction/Revenues	Resolution Reduction	Difference	
Department	Proposed Cut or Revenue	Dollar Amount	Year of Reduction	Committee Recommend	Budget Adjustment	Committee Recommend	Budget Adjustment	Committee Recommend	Budget Adjustment	Committee Recommend	Budget Adjustment				
Circuit Court	Reduction of Health Insurance for Clerk of Court	\$ 22,829.00	2024	yes	\$ (14,919.08)	yes	\$ (7,909.92)	-	-	-	-				
Circuit Court	Increase Revenue	\$ 24,000.00	2025-2027	-	-	yes	\$ 7,000.00	yes	\$ 7,000.00	yes	\$ 10,000.00	\$ 46,829.00	\$ 46,864.44	\$ (35.44)	
Coroner	Reduction in Salaries	\$ 21,179.77	2024-2027	no	\$ (6,742.48)	no	\$ (6,691.69)	no	\$ (3,085.54)	no	\$ (4,660.06)	\$ -	\$ 21,179.77	\$ (21,179.77)	
District Attorney	Increase in state funding victim/witness position	\$ 10,000.00	2023-2027	yes	\$ 10,000.00	yes	\$ 10,000.00	yes	\$ 10,000.00	yes	\$ 10,000.00	\$ 50,000.00			
District Attorney	Increase bond forfeitures	\$ 10,000.00	2023-2027	yes	\$ 10,000.00	yes	\$ 10,000.00	yes	\$ 10,000.00	yes	\$ 10,000.00	\$ 50,000.00			
District Attorney	Carryover unspent funds from 2022	\$ 76,000.00	2024-2027	yes	\$ 24,813.85	yes	\$ 24,626.93	yes	\$ 11,355.49	yes	\$ 15,203.73	\$ 76,000.00	\$ 77,946.33	\$ 98,053.67	
Emergency Government	Designate Sheriff Deputy as EM Director, eliminate current position	\$ 18,503.00	2026	no	\$ -	no	\$ -	yes	\$ (18,503.00)	-	-	\$ 18,503.00	\$ 14,430.59	\$ 4,072.41	
Family Court Commissioner	Reduction in Salary	\$ 12,063.77	2024-2027	no	\$ (3,849.44)	no	\$ (3,811.51)	no	\$ (1,757.49)	no	\$ 657.78	\$ -	\$ 12,063.77	\$ (12,063.77)	
Local Emergency Planning Committee			2024-2027	no	\$ (951.72)	no	\$ (944.55)	no	\$ (453.53)	no	\$ 657.78	\$ -	\$ 2,989.60	\$ (2,989.60)	
Register in Probate	Eliminate Deputy	\$ 55,563.00	2024	no	\$ (55,563.00)		\$ -		\$ -		\$ -				
Register in Probate	Deputy not taking health insurance	\$ 5,009.18	2024	yes	\$ (5,009.18)		\$ -		\$ -		\$ -				
Register in Probate	Monitor Attorney Fees	\$ 2,000.00	2024	yes	\$ (2,000.00)		\$ -		\$ -	\$ -	\$ -				
Register in Probate	Conference/Continuing Education Reduction	\$ 150.00	2024	yes	\$ (150.00)		\$ -		\$ -		\$ -	\$ 7,159.18	\$ 76,572.29	\$ (69,413.11)	
Sheriff's Office	Road Patrol Deputy (3)	\$ 271,728.00	2024	no	\$ (271,728.00)		\$ -		\$ -		\$ -				
Sheriff's Office	Jailer/Dispatcher (1)	\$ 71,051.00	2024	no	\$ (82,035.00)		\$ -		\$ -		\$ -				
Sheriff's Office	Administrative Assistant	\$ 59,231.00	2024	yes	\$ (44,074.00)		\$ -		\$ -		\$ -				
Sheriff's Office	Staff training & Professional Development	\$ 7,000.00	2024	yes	\$ (7,000.00)										
Sheriff's Office	Reduction in Inmate Meal Costs	\$ 85,000.00	2024	yes	\$ (85,000.00)		\$ -		\$ -		\$ -				
Sheriff's Office	Reduction in Fuel Costs	\$ 25,000.00	2024	yes	\$ (25,000.00)		\$ -		\$ -		\$ -				
Sheriff's Office	Reduction in DFT/SRT Funds	\$ 2,000.00	2024	yes	\$ (2,000.00)		\$ -		\$ -		\$ -				
Sheriff's Office	Computer maint. & upgrades	\$ 5,000.00	2024	yes	\$ (5,000.00)		\$ -		\$ -		\$ -				
Sheriff's Office	Casual/transport officers	\$ 7,000.00	2024	no if reduce deputies, yes if don't	\$ (7,000.00)		\$ -		\$ -		\$ -				
Sheriff's Office	Ammo	\$ 1,000.00	2024	yes	\$ (1,000.00)		\$ -		\$ -		\$ -				
Sheriff's Office	State Sanctions Revenue	\$ 60,000.00	2024	yes	\$ 60,000.00		\$ -		\$ -		\$ -				
SHERIFF'S OFFICE 2024 SUBTOTALS		\$ 594,010.00			\$ (529,837.00)	in cuts+ 60K revenue						\$ 229,074.00	\$ 450,761.99	\$ (221,687.99)	2024
Sheriff's Office	Road Patrol Deputy (4)	\$ 375,008.00	2025	-	-	no	\$ (375,008.00)	-	-	-	-				
Sheriff's Office	Jailer/Dispatcher (1)	\$ 84,849.00	2025	-	-	no	\$ (84,849.00)	-	-	-	-				
SHERIFF'S OFFICE 2025 SUBTOTALS							\$ (459,857.00)					\$ -	\$ 447,366.41	\$ (447,366.41)	2025
Sheriff's Office	Road Patrol Deputy (2)	\$ 194,092.00	2026	-	-	-	-	no	\$ (194,092.00)						
SHERIFF'S OFFICE 2026 SUBTOTALS									\$ (194,092.00)			\$ -	\$ 206,280.91	\$ (206,280.91)	2026
Sheriff's Office	Road Patrol Deputy (3)	\$ 301,389.00	2027	-	-	-	-	-	-	no	\$ (301,389.00)				
Sheriff's Office	Jailer/Dispatcher (1)	\$ 89,154.00	2027	-	-	-	-	-	-	no	\$ (89,154.00)				
SHERIFF'S OFFICE 2027 SUBTOTALS											\$ (390,543.00)	\$ -	\$ 311,543.59	\$ (311,543.59)	2027
												\$ 477,565.18	\$ 1,667,999.69	\$ (1,190,434.51)	total shortfall



# Richland County

## Public Safety Standing Committee

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To: Finance & Personnel Standing Committee

Date: November 4, 2022

Re: Response to Resolution 22-96

**Overall, the departments reporting to the Public Safety Committee were asked to reduce their budgets or increase revenues for a total of \$1,668,000 by 2027.**

It should be noted that most of the departments that report to the Public Safety Committee have statutory responsibilities and provide services that are not available from the private sector. When counties were originally formed in Wisconsin, the services provided by Public Safety Departments were a core reason for their formation. These departments were not created as a revenue stream for counties. Also of note is that the total reduction of \$1.668 million by 2027 **would result in budgets that are 40% less** than the 2022 allocations for all departments that report to this committee.

**Clerk of Circuit Court- Requested Total Reduction (2024-2027) \$46,864.44**

The Clerk of Circuit Court is able to meet the required levy reduction by the Clerk not using county health insurance (\$22,829) and an increase in collections of unpaid tickets, court settlements, and other fees (\$24,000). The Clerk of Circuit Court office has established a pattern of exceeding budgeted revenue estimates each year for several years so we feel confident they can increase their revenues by the needed amount to meet the levy reduction.

**Total reduction/increase revenues 2024-2027 = \$46,829**

**Coroner- Requested Total Reduction (2024-2027) \$21,179.77**

The Coroner's office budget consists of staff salary (coroner, call-in deputies) and morgue supplies required to meet the statutory duties related to this office. If we were to cut this budget it would have to be to the Coroner's salary or to call-in deputies, which would inhibit the ability of Richland County to fulfill its statutory duties related to deaths in Richland County. **Total reduction 2024-2027 = \$0**

**District Attorney- Requested Total Reduction (2024-2027) \$77,946.33**

The District Attorney's office is able to meet the required levy reduction by increase to state staffing funds and increase to bond forfeitures. The state reimburses the County for half the salary/benefits of the victim witness coordinator position and with the reorganization of the District Attorney's office that position will be getting an additional \$10,000 per year in reimbursement (starting in 2023). Also, due to the substantial reorganization of the office, there has been a significant change in the policy regarding filing motions to forfeit cash bonds by repeat offenders. That policy change by the office is likely to generate at least approximately \$10,000 per year by the office for use in the general revenue fund (also starting in 2023). **Total increase to income 2023-2027 = \$100,000**

A new position was approved in this office for 2022. It has taken much of the year to get that position description written and approved. There has also been reorganization of employees in that office which will result in the budget for 2022 being underspent by \$76,000. That amount, when carried forward, will meet the required reduction. In addition, while it is difficult to pin-point the exact numbers at this time, the Richland County general fund will likely see increased victim witness state reimbursement dollars beginning in FY23 due to the office restructuring. As the office moves forward, a more concrete dollar figure will be identified. **Total savings in 2022 = \$76,000**

**Emergency Government- Requested Total Reduction (2024-2027) \$14,430.59**

The Emergency Management (EM) budget consists of salary for the director at 60% (the other 40% is paid for by Ambulance). Reduction of this position would put Richland County at risk of being unable to appropriately respond to any emergency that may arise and inhibit our ability to apply for and attain FEMA funding. In the past 15 years, Richland County has qualified for FEMA funding in 6 different years, bringing in several million dollars for needed

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## Public Safety Standing Committee

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response and repairs. There were at least 2 other years where Richland County met the threshold for damages to qualify for FEMA money but the State as a whole did not so we were not allowed to apply. The EM department was also critical in our response to Covid-19. In addition, there have been countless responses to chemical spills, road hazards, tornadoes, straight-line wind events and many other emergencies.

The Director has indicated that he is willing to forego any raises from 2024-2027, which would be a reduction of \$3,508.48. The committee does not recommend this reduction. If we reduce the director position to less than 20 hrs per week we will also lose \$30,509 in federal funding for emergency management staffing. There are some counties that designate a Sheriff Deputy as the EM director. This may be an option at current (2022) Sheriff Department staffing levels, but not if the staffing levels are reduced. The State of Wisconsin Office of Emergency Management (WEM) does audit county emergency management departments to ensure compliance with the statutorily required 20 hrs per week dedicated to emergency management tasks as well as completion of all reports and grant applications. If the staffing levels within the Sheriff Department are not reduced, one deputy could be designated for 20 hrs per week of EM and the other 20 as road patrol and the current EM director position could be eliminated in 2026 for a cost savings of \$18,503 (the amount of director position paid for from tax levy). This also may make sense if Richland County Ambulance becomes an independent service. However, there are considerations to a Sheriff Deputy performing the duties of EM director. The hours required of this position during an emergency will easily exceed 20 hours per week. These additional hours are covered currently by a salaried employee with no overtime or compensatory time considerations. A deputy who is working part-time would need to be 100% available for EM work during any disaster (40+ hrs), which would result in 1) overtime and 2) loss of coverage on the road or dispatch/jail during the disaster event. **Total reduction 2024-2027 = \$18,503**

### **Family Court Commissioner- Requested Total Reduction (2024-2027) \$12,063.77**

This budget consists of salary for the Commissioner and \$2000 to run the office. If we were to reduce the salary of the commissioner by the required amount her salary would be the same as it was in 1997. The Commissioner is required by statute and reducing the salary to that level would make the position unfillable and the county would not be able to provide the required services of the office. **Total reduction 2024-2027 = \$0**

### **Local Emergency Planning Committee- Requested Total Reduction (2024-2027) \$2,989.60**

The budget for the LEPC is specifically for expenses related to the Federal requirement of planning for and responding to hazardous materials. LEPC is required under EPCRA which stands for the Emergency Planning and Community Right-to-know Act. This budget consists of contract salary for chemical hazard response and planning, payment to Vernon County for our portion for hazmat response coverage (their Hazmat response team/equipment), computer equipment and other hazmat/emergency response equipment, which are all items required by state and federal regulations. It is not recommended by this committee that any cuts be made to this budget.

**Total reduction 2024-2027 = \$0**

### **Register in Probate- Requested Total Reduction (2024-2027) \$76,572.59**

This budget consists of salary for the Register in Probate and a deputy as well as some office supplies and attorney fees. It should be noted that Jenifer Laue is also the Judicial Assistant and Juvenile Clerk. In addition to normal daily duties, there are statutory requirements of this office that include the scheduling of hearings within a set timeframe. When children are taken out of the home and placed into Temporary Physical Custody by the social workers, there must be a hearing within 48 hours. When someone has an emergency detention (Mental) situation there must be a hearing within 72 hours. In juvenile cases, there are times when a hearing must be scheduled within 24 hours because a juvenile cannot sit in jail as is allowed in adult cases. This means that Ms. Laue or her Deputy must always be available during regular business hours. If the deputy position were eliminated from this office, that would mean that Ms. Laue would never be allowed a day away from the office in which she wasn't on call for emergency hearings. Ms. Laue did not have a deputy when she first accepted the positions of Register in Probate/Judicial Assistant/Juvenile Clerk and the Clerk of Circuit Court was her backup, it was not sustainable. The deputy position was assigned to this office a couple of years ago to address this issue. It was created by eliminating a deputy position from the Clerk of Circuit Court's office. Elimination of the deputy position from this office would reduce the budget by \$55,363 but is

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## Public Safety Standing Committee

not recommended by this committee because the Clerk of Circuit Court's office would no longer be able to serve as a backup given that they reduced their staff to make the Register in Probate office whole. Ms. Laue has indicated that the budget can be reduced by the deputy not taking health insurance (\$5009.18), scrutinization of attorney fees (\$2000, estimated) and reduction to conference/continuing education expenses (\$150).

**Total reduction 2024-2027 = \$7,159.18**

### **Sheriff's Department – Requested Total Reduction (2024-2027) \$1,415,952.90**

The Sheriff's Department (which includes the Richland County Jail and Dispatch) has been tasked with cutting \$450,762 in 2024, \$447,366 in 2025, \$206,281 in 2026 and \$311,544 in 2027.

In 2024, the department has identified some non-staff areas in their budget that could be reduced for a total of \$132,000. The committee is comfortable with most of those cuts with the exception of the \$7,000 cut to training. The Sheriff's Department is a relatively young department with 10 of 13 total road patrol deputies having been hired since 2018 (with 6 of those hired in 2021). It seems irresponsible for the county to cut funds for training of such a young force. The Sheriff has also begun accepting state sanction inmates that will create additional income of \$60,000. This assumes that the staff in the jail remains at current levels. If staff is cut then the ability of the County to take in State inmates will end. The remainder of the requested budget reductions will have to be taken from staff. The committee does recommend cutting the Administrative Assistant position in 2024 for \$59,231, however, dictation software would need to be purchased to replace work done by this position at a cost of \$4,200/year so the savings from 2024-2027 for that position would be \$42,431. To meet the balance of budget reductions there would be the need to eliminate 3 road patrol deputies (\$90,576\*/position) and 1 jailer/dispatcher (\$81,9335\*).

In 2025, the only way to reduce the budget to the requested level would be to eliminate 4 more road patrol deputies (\$93,752\*/position) and 1 more jailer/dispatcher (\$84,849\*).

In 2026, the only way to reduce the budget to the requested level would be to eliminate 2 more road patrol deputies (\$97,046\*/position).

In 2027, the only way to reduce the budget to the requested level would be to eliminate 1 more road patrol deputy and 2 Road Patrol Sergeants (\$100,463\*/position) and 1 more jailer/dispatcher (\$89,154\*).

\*In calculating these salary amounts it is with the assumption that family health insurance is included.

If cuts were made to meet the resolution amounts, staffing would be as follows each year:

Position	2022	2024	2025	2026	2027
Sheriff	1	1	1	1	1
Chief Deputy	1	1	1	1	1
Lieutenant	1	1	1	1	1
Investigator	1	1	1	1	1
Sergeants-Road Patrol	3	3	3	3	1
Sergeants-Jail/Dispatch	2	2	2	2	2
Road Patrol Deputies	10	7	3	1	0
Jailer/Dispatch Deputies	12	11	10	10	9
Office Manager	1	1	1	1	1
Administrative Assistant	1	0	0	0	0
TOTAL	33	28	23	21	17

# Richland County

## Public Safety Standing Committee

Other data to consider when contemplating a reduction to deputy positions:

Comparison at current (2022) Richland County Sheriff's Department staffing levels\*

	Officers per 1000 residents	Coverage Area (sq mile)
Richland County Sheriff	1.4	589
National Average	2.8	
Regional Average (Midwest)	2.2	
Richland Center	2.1	4.6

\*above statistics obtained from <https://ucr.fbi.gov/crime-in-the-u.s/2019/crime-in-the-u.s.-2019/topic-pages/police-employee-data> and <https://ucr.fbi.gov/crime-in-the-u.s/2019/crime-in-the-u.s.-2019/topic-pages/tables/table-70>

In 2010 there was an open deputy position in the Sheriff's department that was not filled due to budget considerations and has been left vacant. Since then overall call volume (calls when deputies needed to respond) are up 20%, OWI cases are up 147%, drug cases are up 260%, emergency detention cases are up 766%, domestic cases remain consistent (have not dropped) and crashes remain consistent (have not dropped). It should be noted that one emergency detention case can take up to 10 hours of a deputy's time and are a statutory requirement to handle. **\*note -include reference to where data came from**

Starting with the cuts in 2024, the department would be severely limited (to completely unable by 2027) to do more than respond to critical emergencies. Theft, trespassing, burglary, minor assaults, paper service, traffic grant programs, routine patrol, house checks, business checks, ambulance assists, criminal damage to property, disorderly conduct, parades, presence at local events and ballgames and many other non-life threatening issues would not be responded to until all critical emergencies are handled. In addition, the following services would no longer be provided:

1. No Counteract in schools or school visits
2. No bars or business checks
3. No fingerprinting program in schools
4. No K9 demos or school drug sniffs
5. No funeral escorts
6. Withdrawal from Regional Drug Task Force
7. No Special Response Team
8. Court security (statutory duty) would have to be covered by Sheriff working from courtroom

**\*insert Code reference for staff/inmate ratio requirements (waiting to hear from jail inspector)**

It is the recommendation of the Public Safety Committee that Richland County cut the Administrative Assistant position in 2024 but not cut any deputy or jailer/dispatcher positions from 2024-2027.

Department	Function/position	Number of Positions	Dollar/cost	Year of first reduction	Service Impact	Workaround or Alternative of delivery of service	As originally proposed	OPTION 1	OPTION 2
							Cost Savings	2 deputies instead of 3	no jail cut
Sheriff's Office	Road Patrol Deputy(818)	3	\$90,576	Current Expense (2024)	Reduces ability to provided active patrol duties, drug enforcement, alcohol enforcement, complaint response time and reduction of overall safety of the public.	Make future efforts to enhance functions following financial stabilization.	\$271,728	\$181,152	\$ 271,728
Sheriff's Office	Jailer/Dispatcher	1	\$ 82,035.00	Current Expense (2024)	Reduces ability to have adequate staffing levels for number of inmates, reduces the ability to except state sanctions, creates staffing safety issues in the jail.	Make future efforts to enhance functions following financial stabilization.	\$ 82,035.00	\$ 82,035.00	\$ -
Sheriff's Office	Administrative Assistant	1	\$ 59,231.00	Current Expense (2024)	Will need to purchase dictation software at cost of \$4200/yr (total \$16,800 2024-2027) so total savings from eliminating position is less		\$ 44,074.00	\$ 44,074.00	\$ 44,074.00
Sheriff's Office	Reduction of funds for staff training and professional development		\$ 7,000.00	Current Expense (2024) if not pulled for 2023	Reduces funding for staff training and conference attendance	Continue to reach out through free training opportunities and collaboration with local/internal training events	\$7,000	\$ 7,000.00	\$ 7,000
Sheriff's Office	Reduction of inmate meal cost		\$ 85,000.00	Current Expense (2024)	Through meal contract negotiations price of meals have been reduced by \$85k a year for a 3 year term starting in 2023.	Money can be used in other budget areas	\$85,000	\$ 85,000.00	\$ 85,000
Sheriff's Office	Reduction in fuel cost		\$ 25,000.00	Current Expense (2024)	Reduces traffic enforcement and proactive enforcement practices.	Reduce expectation on citation revenue and drug arrest	\$25,000	\$ 25,000.00	\$ 25,000
Sheriff's Office	Reduction in DTF/SRT funds		\$ 2,000.00	Current Expense (2024)	Reduces funding for equipment to provide members extra safety.	Reduce expectation of specialized operations	\$2,000	\$ 2,000.00	\$ 2,000
Sheriff's Office	Computer maint. & upgrades		\$ 5,000.00	Current Expense (2024)	Reduced our ability to keep functioning computers and software for the advancing technology based world.	Use outdated equipment for longer period of time	\$5,000	\$ 5,000.00	\$ 5,000
Sheriff's Office	Casual/transport officers		\$ 7,000.00	Current Expense (2024)	Reduces the ability to give employees off, unable to cover shifts and provide as much coverage if road officer needs to transport	Less ability for staff to use benefit time.	\$7,000	\$ 7,000.00	\$ 7,000
Sheriff's Office	Ammo		\$1,000.00	Current Expense (2024)	Reduces the ability to provide training ammo for deputies/less training for staff to be as proficient with weapons.	Possible use of training simulator	\$1,000	\$ 1,000.00	\$ 1,000
Sheriff's Office	State Sanctions		\$60,000.00	Projected Revenue	Without the additon of Jail Admin. position this will put more work on current staff and jail size limitations.	Hire Jail Admin.	\$60,000	\$ 60,000.00	\$ 60,000
Total			\$423,842				\$589,837	\$499,261	\$ 507,802.00

Resolution Reduction Amount for 2024 \$450,761

Department	Function/position	Number of Positions	Dollar/cost	Year of first reduction	Service Impact	Workaround or Alternative of delivery of service	Cost Savings
Sheriff's Office	Road Patrol Deputy(818)	4	\$93,752	Current Expense (2025)	Reduces ability to provided active patrol duties, drug enforcement, alcohol enforcement, complaint response time and reduction of overall safety of the public.	Make future efforts to enhance functions following financial stabilization.	\$375,008
Sheriff's Office	Jailer/Dispatcher	1	\$ 84,849.00	Current Expense (2025)	Reduces ability to have adequate staffing levels for number of inmates, reduces the ability to except state sanctions, creates staffing safety issues in the jail.	Make future efforts to enhance functions following financial stabilization.	\$ 84,849.00

Total \$459,857

<b>Resolution Reduction Amount for 2025</b>	<b>\$ 447,366.41</b>
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Department	Function/position	Number of Positions	Dollar/cost	Year of first reduction	Service Impact	Workaround or Alternative of delivery of service	Cost Savings
Sheriff's Office	Road Patrol Deputy(818)	2	\$97,046	Current Expense (2026)	Reduces ability to provided active patrol duties, drug enforcement, alcohol enforcement, complaint response time and reduction of overall safety of the public.	Make future efforts to enhance functions following financial stabilization.	\$194,092
Sheriff's Office	Jailer/Dispatcher	0	\$ 86,965.00	Current Expense (2026)	Reduces ability to have adequate staffing levels for number of inmates, reduces the ability to except state sanctions, creates staffing safety issues in the jail.	Make future efforts to enhance functions following financial stabilization.	\$0
Total							\$194,092

Resolution Reduction Amount for 2026	\$ 206,280.91
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Department	Function/position	Number of Positions	Dollar/cost	Year of first reduction	Service Impact	Workaround or Alternative of delivery of service	Cost Savings	OPTION 1. Cut 2 deputies instead of 3	OPTION 2 no cut to jail
Sheriff's Office	Road Patrol Deputy	3	\$100,463	Current Expense (2027)	Reduces ability to provided active patrol duties, drug enforcement, alcohol enforcement, complaint response time and reduction of overall safety of the public.	Make future efforts to enhance functions following financial stabilization.	\$301,389	\$200,926	\$301,389
Sheriff's Office	Jailer/Dispatcher	1	\$ 89,154.00	Current Expense (2027)	Reduces ability to have adequate staffing levels for number of inmates, reduces the ability to except state sanctions, creates staffing safety issues in the jail.	Make future efforts to enhance functions following financial stabilization.	\$ 89,154	\$ 89,154	\$ -
Total							\$390,543	\$290,080	\$301,389

<b>Resolution Reduction Amount for 2027</b>	<b>\$ 311,543.59</b>
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# Register in Probate

ACS FINANCIAL SYSTEM  
11/01/2022 13:42:16  
LEVEL OF DETAIL 1.0 THRU 4.0

Expenditure Guideline  
FOR THE PERIOD(S) JAN 01, 2022 THROUGH OCT 31, 2022

RICHLAND COUNTY  
GL520R-V08.17 PAGE 1

	ANNUAL	ACT MTD POSTED	ACT YTD POSTED	REMAINING	PCT
	REVISED BUDGET	ENCUMBERED	AND IN PROCESS AND IN PROCESS	BALANCE	
10 GENERAL FUND					
5120 REGISTER IN PROBATE					
0000 PROJECT	84,229.60	0.00	65,395.49	18,834.11	77
5111 SALARIES - REGULAR	0.00	0.00	0.00	0.00	0
5112 SALARIES - PART-TIME	150.00	0.00	0.00	150.00	0
5144 WITNESS FEES	225.00	0.00	99.00	126.00	44
5150 SECTION 125 PLAN-CO SHARE	6,443.56	0.00	4,749.32	1,694.24	73
5151 FICA - COUNTY SHARE	5,474.92	0.00	4,250.23	1,224.69	77
5152 RETIREMENT - COUNTY SHARE	848.34	0.00	1,047.80	199.46	123
5153 DENTAL INSURANCE-CO SHARE	27,838.69	0.00	16,543.00	11,295.69	59
5154 HEALTH INSURANCE - COUNTY SH	32.54	0.00	23.80	8.74	73
5155 LIFE INSURANCE - COUNTY SHAR	3,000.00	0.00	0.00	3,000.00	0
5161 HEALTH INS REIMBURSEMENT DED	6,000.00	0.00	0.00	6,000.00	0
5215 PSYCHOLOGICAL EVALUATION	500.00	0.00	2,612.37	2,112.37	522
5216 INTERPRETER FEES	1,500.00	0.00	271.98	1,228.02	18
5225 TELEPHONE	150.00	0.00	0.00	150.00	0
5251 TRANSCRIPTS	1,000.00	0.00	0.00	1,000.00	0
5311 POSTAGE AND ENVELOPES	400.00	0.00	716.65	283.35	71
5315 COPY PAPER AND EXPENSE	1,100.00	0.00	116.00	284.00	29
5319 OFFICE SUPPLIES & COMPUTER S	214.00	0.00	832.41	267.59	75
5324 DUES	200.00	0.00	280.00	66.00	130
5326 ADVERTISING	100.00	0.00	0.00	200.00	0
5334 REGISTRATION	200.00	0.00	50.00	50.00	50
5335 MEALS	450.00	0.00	26.71	173.29	13
5336 LODGING	500.00	0.00	180.00	270.00	40
5339 MILEAGE	1,200.00	0.00	140.76	359.24	28
5819 NEW EQUIPMENT	0.00	0.00	916.10	283.90	76
5970 CONTRACT SERVICES	0.00	0.00	0.00	0.00	0
TOTAL: PROJECT	141,756.65	0.00	98,251.62	43,505.03	69
0103 GAL FEES CHAPTER 48 & 938					
5212 ATTORNEY-GAL FEES	15,000.00	0.00	19,841.98	4,841.98	132
TOTAL: GAL FEES CHAPTER 48 & 938	15,000.00	0.00	19,841.98	4,841.98	132
0104 GAL FEES CH 51, 54, & 55					
5212 ATTORNEY-GAL FEES	11,500.00	0.00	19,983.88	8,483.88	173
TOTAL: GAL FEES CH 51, 54, & 55	11,500.00	0.00	19,983.88	8,483.88	173
0109 ADVERSARY-REG IN PROBATE					
5212 ADVERSARY ATT-REG IN PROBATE	25,000.00	0.00	13,052.91	11,947.09	52
TOTAL: ADVERSARY-REG IN PROBATE	25,000.00	0.00	13,052.91	11,947.09	52
0112 N/F COURT COMMISSIONER					
5212 ATTORNEY-N/F COURT COMMISSNR	500.00	0.00	147.00	353.00	29
TOTAL: N/F COURT COMMISSIONER	500.00	0.00	147.00	353.00	29
0112 REGISTER IN PROBATE	193,756.65	0.00	151,277.39	42,479.26	78
TOTAL: GENERAL FUND	193,756.65	0.00	151,277.39	42,479.26	78

Disbursement History Report  
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CHECK#	DATE	VENDOR	VENDOR NAME DETAIL DESCR	AMOUNT	CLAIM INVOICE PROJECT	PO#	SOURCE/JE/ID F 9 BX M BANK FUND & ACCOUNT	LINE ACCOUNT NAME
26221	10/04/22	1055	ANGEL & ANGEL S C 09/29 96GN04	230.00	96GN04		D-100422-536 N 01 WF52 10.5120.0104.5212	00023 ATTORNEY-GAL FEES
26224	10/04/22	132	FRANK/ATTORNEY THEODORE 09/29 09GN13	70.00	09GN13		D-100422-536 N 01 WF52 10.5120.0104.5212	00027 ATTORNEY-GAL FEES
26224	10/04/22	132	FRANK/ATTORNEY THEODORE 09/29 13GN10	198.44	13GN10		D-100422-536 N 01 WF52 10.5120.0104.5212	00020 ATTORNEY-GAL FEES
26224	10/04/22	132	FRANK/ATTORNEY THEODORE 09/29 17GN05	198.44	17GN05		D-100422-536 N 01 WF52 10.5120.0104.5212	00019 ATTORNEY-GAL FEES
26224	10/04/22	132	FRANK/ATTORNEY THEODORE 09/29 18GN07	416.84	18GN07		D-100422-536 N 01 WF52 10.5120.0104.5212	00021 ATTORNEY-GAL FEES
				883.72	*CHECK TOTAL			
26227	10/04/22	2860	JACKSON LAW FIRM SC 09/29 22JG06	664.20	22JG06		D-100422-536 N 01 WF52 10.5120.0103.5212	00026 ATTORNEY-GAL FEES
26228	10/04/22	4233	KOPP MCKICHAN LLP 09/29 2019JC14	90.00	2019JC14		D-100422-536 N 01 WF52 10.5120.0103.5212	00018 ATTORNEY-GAL FEES
26228	10/04/22	4233	KOPP MCKICHAN LLP 09/28 2021JG05	80.00	2021JG05		D-100422-536 N 01 WF52 10.5120.0103.5212	00022 ATTORNEY-GAL FEES
26228	10/04/22	4233	KOPP MCKICHAN LLP 09/29 22JC03 22JC04	536.25	22JC03		D-100422-536 N 01 WF52 10.5120.0103.5212	00025 ATTORNEY-GAL FEES
26228	10/04/22	4233	KOPP MCKICHAN LLP 09/29 22JC08 22JC09	221.25	22JC08		D-100422-536 N 01 WF52 10.5120.0103.5212	00024 ATTORNEY-GAL FEES
				927.50	*CHECK TOTAL			
26344	10/11/22	2593	CENTURYLINK COMMUNICATIO 10/01 612285995	0.24	612285995		D-101122-566 - WF52 10.5120.0000.5225	00023 TELEPHONE
26448	10/13/22	6167	US BANK NATIONAL ASSOCIA 10/04 5942	77.78	5942		D-101122-563 - WF52 10.5120.0000.5319	00015 OFFICE SUPPLIES & COMP
26448	10/13/22	6167	US BANK NATIONAL ASSOCIA 09/13 5942	1.14CR	5942		D-101122-563 - WF52 10.5120.0000.5319	00016 OFFICE SUPPLIES & COMP
				76.64	*CHECK TOTAL			
26474	10/17/22	5153	DIGITAL DOLPHIN SUPPLIES 10/4	164.99	SIN030069		D-101722-578 - WF52 10.5120.0000.5319	00011 OFFICE SUPPLIES & COMP
26478	10/17/22	4406	GREELEY SIGNS & GRAPHICS 10/7	80.00	AG2200		D-101722-578 N 01 WF52 10.5120.0000.5819	00017 NEW EQUIPMENT
26665	10/20/22	1575	TECH COM, INC 10/20 597500	36.13	597500		D-102022-595 - WF52 10.5120.0000.5225	00042 TELEPHONE
26667	10/20/22	4233	KOPP MCKICHAN LLP 09/23 2022JG03	225.00	2022JG03		D-102022-595 N 01 WF52 10.5120.0103.5212	00003 ATTORNEY-GAL FEES
26667	10/20/22	4233	KOPP MCKICHAN LLP 10/04 21JC06 21JC07	255.00	21JC06 21JC07		D-102022-595 N 01 WF52 10.5120.0103.5212	00002 ATTORNEY-GAL FEES
				480.00	*CHECK TOTAL			

Disbursement History Report  
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CHECK#	DATE	VENDOR	VENDOR NAME DETAIL DESCR	AMOUNT	CLAIM INVOICE PROJECT	PO#	SOURCE/JE/ID F 9 BX M BANK FUND & ACCOUNT	LINE ACCOUNT NAME
26671	10/20/22	4157	RUDOLPH LAW OFFICES/WM H 09/29 96GN04	1,130.80	96GN04		D-102022-595 N 01 WF52 10.5120.0104.5212	00004 ATTORNEY-GAL FEES

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RICHLAND COUNTY  
GL540R-V08.17 PAGE 3

## Disbursement History Report .....

CHECK#	DATE	VENDOR NAME	DETAIL DESCR
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AMOUNT	CLAIM INVOICE PROJECT
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PO#	SOURCE/JE/ID	LINE	ACCOUNT NAME
	F 9 BX M	BANK FUND	& ACCOUNT

REPORT TOTALS:

4,674.22

RECORDS PRINTED - 000019

	ADOPTED BUDGET	REVISED BUDGET	ANNUAL ACT MTD POSTED ACT YTD POSTED	REMAINING	PCT
			AND IN PROCESS	BALANCE	
10	GENERAL FUND				
4500	PUBLIC CHARGES FOR SERVICES				
0206	PROBATE FEES				
4515	REGISTER IN PROBATE - PROBAT	6,000.00	544.27	1,764.77-	129
TOTAL:	PROBATE FEES	6,000.00	544.27	1,764.77-	129
0207	CERTIFICATIONS				
4515	REGISTER IN PROBATE - CERTIF	300.00	62.00	262.00-	187
TOTAL:	CERTIFICATIONS	300.00	62.00	262.00-	187
TOTAL:	PUBLIC CHARGES FOR SERVICES	6,300.00	606.27	2,026.77-	132
TOTAL:	GENERAL FUND	6,300.00	606.27	2,026.77-	132

**RICHLAND COUNTY SHERIFF'S DEPARTMENT  
MONTHLY BILLS SUBMITTED FOR APPROVAL  
OCTOBER 2022 BILLS**

(PRESENTED AT THE NOV 11TH, 2022 PUBLIC SAFETY COMMITTEE MEETING)

NO.	VENDOR	# OF INV.	DESCRIPTION	INVOICE #	General Dept. Bills \$ AMT	LINE ITEM	LINE ITEM
1	ADVANCED CORRECTIONAL HEALTH	1	CARE OF PRISONERS	122131	4,845.18	10.5251.0000.5296	
2	AUTOZONE	1	SQUAD MAINTENANCE	1990717760	58.59	10.5211.0000.5352	
3	CDW GOVERNMENT	2	COMPUTER MAINTENANCE	24686, 95230	336.76	10.5211.0000.5813	
4	CHARM-TEX	2	JAIL SUPPLIES	298989, 298434	426.10	10.5251.0000.5352	
5	CORNERSTONE SERVICE	1	SQUAD MAINTENANCE	12932, 13205	492.51	10.5211.0000.5352	
6	CZYS, MIKE	1	UNIFORM ALLOWANCE	N/A	595.53	19.5213.0000.5346	
7	DASH	1	DOJ GRANT - RES 22-109	1274137	572.60	10.5129.0000.5999	
8	ELIOR - SUMMIT FOODS	5	MEALS FOR PRISONERS	154598, 155172, 155830, 156397, 156951	15,778.41	10.5251.0000.5294	
9	FERRELLGAS	1	RADIO PARTS/REPAIR	9480857	40.00	10.5217.0000.5352	
10	FILLBACK FORD	1	SQUAD MAINTENANCE	292666	242.16	10.5211.0000.5352	
11	GALLS	4	UNIFORM ALLOWANCE	22010417, 22323007, 22165409, 22154859	548.81	19.5213.0000.5346	
12	GARCIA CLINICAL	1	CARE OF PRISONERS	63115	35.00	10.5251.0000.5296	
13	HYNEK PRINTING	1	JAIL OFFICE SUPPLIES	71267	156.00	10.5251.0000.5319	
14	ILLINOIS TOLLWAY	1	BILLS NO DETAIL	5504370548	52.40	10.5211.0000.5999	
15	JEFFERSON FIRE & SAFETY	1	OFFICER SUPPLIES	144980	95.67	10.5211.0000.5319	
16	MACQUEEN EQUIPMENT	1	NEW EQUIPMENT	7556	310.00	10.5251.0000.5819	
17	MCKESSON MEDICAL	1	JAIL SUPPLIES	19905018	13.12	10.5251.0000.5352	
18	MCKESSON MEDICAL	2	DOJ GRANT - RES 22-109	19958443, 19958433	3,603.77	10.5129.0000.5999	
19	MUCKLER, AMBER	1	UNIFORM ALLOWANCE	N/A	98.96	19.5213.0000.5346	
20	PERSONNEL EVALUATION	1	EXAMS & UNIFORMS	45643	100.00	10.5211.0000.5346	
21	PORTER, CLAY	1	BILLS NO DETAIL - TOLL FEES	N/A	104.30	10.5211.0000.5999	
22	RHYME	3	COPY LEASE & OFFICE SUPPLIES	584060, 581195, 581196	289.72	10.5211.0000.5315	10.5251.0000.5315
23	RICHLAND COUNTY AMBULANCE	1	CARE OF PRISONERS	N/A	409.28	10.5251.0000.5296	
24	RICHLAND HOSPITAL	1	CARE OF PRISONERS/MEDICAL EXAMS	N/A	712.00	10.5251.0000.5296	10.5211.0000.5346
25	SHOE BOX	1	UNIFORM ALLOWANCE/BARNES	83215	183.60	19.5213.0000.5346	
26	SUMWALT/ZANE	1	UNIFORM ALLOWANCE	N/A	183.57	19.5213.0000.5346	
27	SUNSET LAW ENFORCEMENT	1	AMMO SUPPLIES	7294	1,326.20	10.5211.0000.5361	
28	TOP PACK DEFENSE	1	UNIFORM ALLOWANCE/GERBER	9137	149.38	19.5213.0000.5346	
29	TOWN & COUNTRY TV	1	NEW EQUIPMENT - JAIL	203003	1,299.00	10.5251.0000.5819	
30	WEGNER TOWING	3	SQUAD MAINTENANCE & TOWING	4319	1,041.50	10.5211.0000.5352	10.5211.0000.5295
31	WI DEPT OF JUSTICE - TIME	1	TIME - QUARTERLY	13379	2,448.00	10.5251.0000.5292	

<b>OCTOBER 2022 BILLS</b>	<b>36,548.12</b>
<b>SHERIFFS DEPARTMENT</b>	<b>4,273.97</b>
<b>POLICE RADIO</b>	<b>40.00</b>
<b>COUNTY JAIL</b>	<b>26,297.93</b>
<b>SHERIFFS OUTLAY-NEW CARS</b>	
<b>DEPARTMENT-UNIFORM ALLOWANCE</b>	<b>1,759.85</b>
<b>DOJ GRANT</b>	<b>4,176.37</b>
<b>DOG CONTRACT-MONTHLY PAYMENT</b>	<b>1,500.00</b>
<b>CURRENT MONTH'S JAIL ASSESSMENT</b>	<b>73,658.79</b>

# SHERIFF'S MONTHLY REPORT

## RICHLAND COUNTY

### MONTH OF OCTOBER 2022

(PRESENTED AT THE NOV 11, 2022 PUBLIC SAFETY MEETING)



	2022		
	AUG	SEPT	OCT
TOTAL AMOUNT OF MONTHLY VOUCHERS SUBMITTED	\$23,167.71	\$116,525.04	\$36,548.12
NUMBER OF JAIL BOOKINGS	50	48	37
AVERAGE NUMBER OF INMATES HOUSED IN OUR COUNTY	34.87	32.31	37.39
TOTAL NUMBER OF INMATES HOUSED OUT OF COUNTY	0	0	0
MONTHLY COST OF HOUSING INMATES OUT OF COUNTY	\$0.00	\$0.00	\$0.00
MEDICAL COST OF INMATES HOUSED OUT OF COUNTY	\$0.00	\$0.00	\$0.00
MONTHLY COMPLAINTS	260	294	278
TRAFFIC CITATIONS ISSUED	76	59	28
TRAFFIC WARNINGS ISSUED	0	0	0
CIVIL PROCESS PAPERS SERVED	16	24	15
TRANSPORTS FOR THE MONTH	17	12	7
AVERAGE NUMBER ON ELECTRONIC MONITORING	6.00	6.00	8.00

#### Monthly Activity

##### **Jail Activity:**

510 calls for service  
 96 calls for EMS  
 107 calls for RCPD

Squad	Assigned	Deputy	Sq year	Plate	Vin#	January
Squad 21	Training	Training vehicle	2016		6G3NS5R21GL224245	141,212
Squad 10	Patrol	Deputy Sutton	2017	5875	1FM5K8AR0HGC90332	130,702
Squad 2	Admin	Chief Dep Wallace	2018	ADY7972	1FM5K8AR8JGB69005	36,160
Squad 3	Admin	Lt. D. Kanable	2018	AED1287	1FM5K8AR6JGB69004	37,934
Squad 4	K-9/Patrol	Deputy Czys & Rambo	2018	7755	1FM5K8ARXJGB93287	38,536
Squad 6	Investigator	Inv. Johnson	2018	934DBL	1FM5K8AR1JGA84720	57,270
Squad 7	Patrol	Deputy Crotsenberg	2018	5871	1FM5K8AR4JGC17213	107,145
Squad 8	Patrol	Back up	2018	7754	1FM5K8AR2JGC17212	127,990
Squad 12	Patrol		2019	5874	2C3CDXKTXKH600559	72,532
Van (13)	Transports	Jail	2019		2C4RDGBG8KR808426	18,796
Squad 16	Sgt/Patrol	Sgt. Herbers	2019	6898	1FTEW1P49KKC42277	44,335
Squad 17	Sgt/Patrol	Sgt. Melby	2019	6958	1FTEW1P47KKC42276	36,569
Squad 14	Patrol	Deputy Graham	2020	5872	1C4RDJFG6LC369759	16,554
Squad 18	Patrol	Deputy Tucker	2020	8980	1C4RDJFG2LC369757	39
Squad 19	Patrol	Sgt. Rupnow	2020	9047	1C4RDJFG4LC369758	34,057
Squad 20	Patrol	Deputy Gerber	2020	8989	1C4RDJFG2LC369760	32,760
Squad 1	Admin	Sheriff Porter	2021		1C6SRFGT6MN708092	1,360
Squad 9	Patrol	Deputy Kinnison	2021	5873	1FM5K8AB1MGB61433	1,057
Squad 15	Patrol	Deputy McCollough	2021	9794	1FM5K8AB3MGB61434	1,319
squad 5	K-9/Patrol	Deputy Schildgen	2022		1FM5K8AB7NGB48221	
Squad 11	Patrol	Deputy Ring	2022	E5619	1FM5K8AB2NGB50491	
Old 5	K-9 Backup	K-9 Backup/Casual	2016		1FM5K8AR2GGA77719	152,824
Old 11	Patrol	removed from service	2017		1FM5K8AR2HGA70982	152,935



February	March	April	May	June	July	August	September	October	November
142,079	144,180	146,794	149,584	151,561	153,044	154,125	154,708	155,398	156,667
132,239	133,866	135,331	137,891	138,952	140,873	143,350	144,790	146,503	148,071
36,813	37,459	38,120	39,192	39,915	40,461	41,540	42,350	43,500	44,183
38,667	39,135	39,677	40,011	40,118	40,140	40,976	41,337	41,712	42,335
38,981	39,500	40,065	41,039	41,725	42,537	43,335	44,013	47,524	49,739
58,383	59,658	61,138	62,023	63,891	64,996	66,363	67,611	68,710	69,608
108,771	110,190	110,779	110,800	112,195	112,245	114,521	116,829	119,400	122,065
130,920	134,000	137,505	141,216	142,965	145,705	149,235	151,871	154,326	156,531
74,871	76,758	79,004	82,267	83,271	86,256	89,304	91,045	92,761	94,272
20,100	21,125	22,987	24,655	24,866	25,165	27,133	27,747	28,202	28,969
46,240	47,521	49,148	50,713	51,900	53,082	55,641	56,608	58,737	60,392
38,710	39,746	41,624	43,231	44,703	45,915	48,011	48,818	50,824	52,643
17,768	19,030	19,554	20,096	20,312	21,046	23,069	24,040	24,858	25,605
21,950	24,108	26,910	28,813	30,223	32,783	35,516	37,957	40,220	42,572
34,057	34,057	37,032	39,230	40,503	42,369	44,944	46,533	47,451	48,889
35,095	36,517	38,814	41,609	43,563	45,964	49,289	51,779	52,893	53,810
2,146	3,300	4,196	5,832	6,907	8,305	9,400	10,236	11,216	12,187
3,507	5,588	8,096	10,300	12,216	12,846	12,900	13,953	16,166	17,987
2,464	3,818	5,240	6,731	7,935	9,229.40	11,061	13,179	14,355	15,814

152,824 152,967 152,911 155,287 155,358 155,670 155,700 156,319 156,500 156,575  
152,935 152,935 152,935 152,975 152,975 152,975 152,975 152,980 152,980 152,980

December

## Contracted Services Agreement

THIS AGREEMENT, made and entered into on the dates indicated after the signature of the parties by and between RICHLAND COUNTY, a municipal corporation (hereinafter referred to as "COUNTY"), and the VILLAGE of LONE ROCK, municipal corporation located within the geographic boundaries of Richland County (hereinafter referred to as "VILLAGE").

This AGREEMENT constitutes and contains the entire agreement of the parties, and supersedes any and all other contracts, agreements or understandings between the parties, whether oral or written.

### I. SCOPE OF SERVICES

- A. One deputy sheriff, in a county-assigned vehicle, will be assigned to patrol duty in the VILLAGE. A patrol sergeant, from the Sheriff's Office, will be responsible for the coordination of duties for the deputy sheriff. The sergeant will work with the Village's designated liaison regarding scheduling of coverage in the VILLAGE.
- B. In addition to those patrol services typically provided to all Richland County municipalities, the COUNTY shall provide up to one thousand and forty (1040) hours of patrol services annually per deputy sheriff assigned under Section I. A of this AGREEMENT. Patrol services shall include the following:
  - 1. During patrol hours, the assigned deputy sheriff will provide continuous patrol in the VILLAGE. The assigned deputy sheriff, unless otherwise occupied, will be first responder to all dispatched events in the VILLAGE. The assigned deputy sheriff will leave the boundaries of the VILLAGE only in those situations that would require mutual aid assistance by the COUNTY or serve a legitimate law enforcement need of the VILLAGE.
  - 2. The Sheriff shall have supervisory control over the personnel providing services under this AGREEMENT. The Sheriff shall retain final authority to make decisions as to the manner in which the services under this AGREEMENT shall be rendered.
  - 3. To insure continuity, the Sheriff will assign deputy sheriffs to the VILLAGE on an annual basis, whenever possible. The Sheriff will consider requests by the VILLAGE for changes in assignment, but retains final authority in those assignments.
  - 4. The Deputy sheriff assigned to the VILLAGE shall be properly trained and supervised. Such training shall include an orientation session to provide the deputy sheriff with specific knowledge of the VILLAGE. The Deputy Sheriff assigned to the VILLAGE shall have a minimum of six (6) months of patrol experience with the Sheriff's Office prior to being assigned to the VILLAGE, when possible.
  - 5. The COUNTY shall provide a necessary deputy sheriff as relief and/or replacement during the absence or after termination of a deputy sheriff regularly assigned to the VILLAGE, in accordance with all the terms and

conditions of this AGREEMENT.

- C. Under this AGREEMENT, the COUNTY and the Sheriff are considered to be independent contractors with the right to control the details of the work performed.

## **II. RECORDKEEPING**

- A. The Sheriff's Office shall require that all time spent by the deputy, under the terms of this AGREEMENT, be documented.
- B. The COUNTY shall provide the VILLAGE with the following reports on a monthly basis:
  - a) Incident report
  - b) Citations issued report
  - c) Accident activity report
  - d) Adult arrest report
  - e) Juvenile arrest report
  - f) Such reports as may be reasonably requested by the VILLAGE

## **III. FORFEITURES**

- A. The assigned deputy sheriff will be responsible for the enforcement of the VILLAGE ordinances. The VILLAGE Attorney will handle the prosecution of the VILLAGE ordinance violations. It is further agreed that all forfeitures collected from citations issued by the assigned deputy sheriff shall be paid to the VILLAGE, unless otherwise mandated by State law.
- B. It is agreed, that whenever possible, all arrests made in the VILLAGE by the deputy sheriff contracted for and assigned to the VILLAGE shall be made under Village Ordinance.

## **IV. VEHICLES and EQUIPMENT**

- A. All vehicles and other equipment shall remain the property of the COUNTY. Whenever possible, vehicles furnished by the COUNTY, under this AGREEMENT, shall carry identification markings of the Sheriff's Office.

## **V. TERM**

- A. The TERM of the AGREEMENT shall be January 1, 2023, through December 31, 2023, regardless of the dates of the signatures set forth below.
- B. The VILLAGE, except as described in Section VI.B. of this AGREEMENT, may terminate this AGREEMENT only by providing written notice to the COUNTY no later than July 1st of the year preceding termination. If the VILLAGE decides to continue the AGREEMENT beyond December 31, 2023, it shall be on such terms and conditions as mutually agreeable between the VILLAGE and the COUNTY.

## **VI. TERMINATION**

- A. Any violation by the VILLAGE of any portion of this AGREEMENT shall constitute a breach of the AGREEMENT by the VILLAGE. In the event of such breach, the COUNTY shall have the option of declaring this AGREEMENT terminated. If this AGREEMENT is declared terminated by the COUNTY, the VILLAGE shall pay the COUNTY for such police services rendered through the date of termination, prorated on the basis of the monthly charge set forth in this AGREEMENT, within 45 days of receipt of invoice from the COUNTY.
- B. Any violation by the COUNTY of any portion of this AGREEMENT shall constitute a breach of the AGREEMENT by the COUNTY. In the event of such breach, the VILLAGE shall have the option of declaring this AGREEMENT terminated. If the AGREEMENT is declared terminated by the VILLAGE pursuant to this paragraph, the VILLAGE shall not be liable for any charges for police services rendered after receipt of written notice of termination by the COUNTY, with payment for services rendered prior to receipt of that notice to be prorated on the basis of the monthly charge set forth in this AGREEMENT.
- C. Should the VILLAGE terminate the AGREEMENT under the terms of Section VI. B., the COUNTY shall make every effort to reassign contracted personnel within enforcement functions. In the event the COUNTY is unable to reassign the contracted personnel and is required to lay off COUNTY enforcement personnel, the VILLAGE shall not be responsible to pay the COUNTY the costs of unemployment for the COUNTY.
- D. Should the COUNTY terminate the AGREEMENT prior to its maturity the COUNTY agrees to continue to provide patrol coverage, under the current terms of the AGREEMENT, for a period not to exceed 12 months, unless mutually agreed upon by both the COUNTY and the VILLAGE. This subsection will allow the VILLAGE sufficient time to arrange for other police protection coverage as determined by the VILLAGE.
- E. In the event that this AGREEMENT is terminated with respect to either VILLAGE, the remaining VILLAGE shall not be required or responsible to pay for the terminated VILLAGES monthly financial obligations under this AGREEMENT.

## **VII. PAYMENT**

- A. The VILLAGE shall pay the COUNTY the sum of \$46,800 annually or \$3,900.00 each month (\$45.00 per hour times 1040 hours annually) for the 2023 contract year. These rates will remain the same until December 31, 2023.
- B. In addition to this monthly charge, the VILLAGE shall reimburse the COUNTY for the actual costs for the assigned deputy sheriff serving there under overtime hours directly arising from VILLAGE patrol functions, including overtime spent in court in connection with the prosecution of all matters originated under the terms of this AGREEMENT.
- C. It is further agreed that the COUNTY shall invoice the VILLAGE on a monthly basis for all hours of service provided. The VILLAGE agrees to pay, within 45 days of receipt of

invoiced services, for all services rendered by the COUNTY under this AGREEMENT.

#### **VIII. MISCELLANEOUS**

- A. The VILLAGE Boards may, if it so desires, submit a monthly or other periodic request, thirty (30) days in advance, whenever possible, detailing specific events that should be addressed under the terms of this AGREEMENT, and those needs likewise will be addressed under the terms of this AGREEMENT.
- B. The VILLAGE will designate a liaison to provide the Sheriff or his/her designee with any information as to concentration of patrol efforts, special assignments, etc., which the VILLAGE desires. The liaisons will deal directly with the Sheriff or his/her designee, both of whom shall be knowledgeable of community affairs and attend VILLAGE Board and committee meetings as necessary.
- C. The VILLAGE agrees to provide bathroom facilities, photocopy machine, telephone, heavy-duty document shredder, fax system, for use by assigned deputy sheriff.
- D. The VILLAGE agrees to forward all monies received from the school district, businesses, and others, which are designated for the D.A.R.E. program, or any other community policing program, to the COUNTY.
- E. The VILLAGE agrees to incorporate the annual twenty-four hours of state mandated training within the yearly patrol hours.

#### **IX. INDEMNIFICATION**

- A. The VILLAGE will defend, hold harmless and indemnify the COUNTY and the Sheriff, the officers and employees of each, for any claim brought against them or any of them founded in or growing out of the negligence or improper act of the VILLAGE or conduct of any official, agent, or employee of the VILLAGE.
- B. The COUNTY will defend, hold harmless and indemnify the VILLAGE, its officers and employees, for any claim brought against them or any of them founded in growing out of the negligence or improper act of the Sheriff and the assigned deputy sheriff.
- C. It is expressly understood that the VILLAGE will not defend, hold harmless or indemnify the COUNTY and the Sheriff relative to alleged negligence or improper conduct, or both, of the Sheriff or the assigned deputy sheriffs.

#### **X. ASSIGNMENT**

Neither of the parties hereto shall assign any interest in this AGREEMENT without the expressed written consent of the other party which consent may be withdrawn at their sole discretion.

#### **XI. COOPERATION**

The parties hereto shall commence, carry on and complete their respective obligations under this AGREEMENT with all deliberate speed and in a sound, economical and efficient manner, in accordance with this AGREEMENT and all applicable laws. In providing services under this AGREEMENT each party agrees to cooperate with the various departments, agencies, employees and officers of the other party.

## **XII. SOLE AGREEMENT**

This AGREEMENT is intended to be an agreement solely between the parties hereto and for their benefit only. No part of this AGREEMENT shall be construed to add to, supplement, amend, abridge or repeal existing duties, rights, benefits or privileges of any third party or parties, including but not limited to employees of any party hereto. The entire AGREEMENT of the parties is contained herein and this AGREEMENT supersedes any and all oral agreements and negotiations between the parties relating to the subject matter hereof.

## **XIII. AMENDMENT**

The parties expressly agree that this AGREEMENT shall not be amended in any fashion except in writing, executed by both parties.

## **XIV. NON-APPROPRIATION of FUNDS, SUSPENSION of SERVICES**

If during the term of this AGREEMENT, the governing body of either the COUNTY or the VILLAGES shall fail to appropriate sufficient funds to carry out that party's obligations under this AGREEMENT, the services provided under this AGREEMENT shall be suspended upon a 30 day written notice to the other party. This section shall not relieve the VILLAGES of its responsibility to pay for services furnished to the VILLAGES prior to the effective date of suspension. Services provided under this AGREEMENT shall be reinstated immediately upon notice by either party that funds therefore have been appropriated.

IN WITNESS WHEREOF, the parties hereto, either directly or by the respective authorized agents, have caused the AGREEMENT to be executed, as of the dates indicated below.

### **VILLAGE OF LONE ROCK**

By Its Village Board

\_\_\_\_\_  
President

\_\_\_\_\_  
Village Clerk

### **RICHLAND COUNTY**

By Its County Board of Supervisors

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
County Clerk

\_\_\_\_\_  
Sheriff

Dated: \_\_\_\_\_