

Richland County Public Safety Standing Committee

August 30, 2024

NOTICE OF MEETING

Please be advised that the Richland County Public Safety Standing Committee will convene on Friday, September 6, 2024 at 8:30 AM in the Richland County Board Room of the Courthouse at 181 West Seminary Street, Richland Center, WI 53581.

Information for attending the meeting virtually (if available) can be found at the following link:

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

If you have any trouble accessing the meeting, please contact MIS Director Barbara Scott at 608-649-5922 (phone) or barbara.scott@co.richland.wi.us (email).

Agenda

1. Call To Order
2. Roll Call
3. Verification Of Open Meetings Law Compliance
4. Approval Of Agenda
5. Approval Of Minutes From August 2nd Meeting
6. Public Comment
7. Reports
 - A. Sheriff – Departmental Activities
 - B. Coroner – Departmental Activities
 - C. Circuit Court Judge – Departmental Activities
 - D. Clerk Of Court – Departmental Activities
 - E. Register In Probate – Departmental Activities
 - F. District Attorney – Departmental Activities
 - G. Emergency Management – Departmental Activities & Wisconsin Emergency Management Grant Funding Update
 - H. PSAP & GIS Grants
 - I. Radio Tower Project
 - J. Mapping, Radio Systems, And Squad Updates
8. Approval Of Monthly Invoices
9. Discussion & Possible Action: Sale Of Sheriff's Office Surplus Firearms
10. Discussion & Possible Action: Approval Of Amendments To The Richland County Sheriff's Office Ordinance No. 89-7 Relating To Department Staffing & Hiring Practices
11. Discussion & Possible Action: Approval Of Decommission And Sale Of Emergency Management Vehicle
12. Discussion & Possible Action: Shared Cost / Shared Vehicle Replacement With EMS
13. Resolution Celebrating And Saluting Richland County's Citizen Jurors
14. Correspondence
15. Future Agenda Items
16. Adjourn

A quorum may be present from other Committees, Boards, or Commissions. No committee, board or commission will exercise any responsibilities, authority or duties except for the Public Safety Standing Committee.

Derek S. Kalish
County Clerk

Richland County Public Safety Standing Committee

August 2, 2024

The Richland County Public Safety Standing Committee convened on Friday, August 2, 2024 in person and virtually at 8:30 AM in the County Boardroom of the Richland County Courthouse.

Call To Order: Committee Chair Frank called the meeting to order at 8:35 AM.

Roll Call: Deputy Clerk Hege conducted roll call. Committee member(s) present: Craig Woodhouse, David Turk via WebEx, Bob Frank, and Julie Fleming. Committee member(s) absent: Gary Manning, Chad Cosgrove, and Kerry Severson.

Verification of Open Meetings Law Compliance: Deputy Clerk Hege confirmed the meeting had been properly noticed.

Approval Of Agenda: Motion by Fleming, second by Woodhouse to approve agenda. Motion carried and agenda declared approved.

Approval Of Minutes From July 5th and July 16th, 2024 Meetings: Motion by Fleming, second by Woodhouse to approve July 5th and July 16th, 2024 minutes. Motion carried and minutes declared approved.

Public Comment: None.

Reports:

- A. **Sheriff – Departmental Activities:** Sheriff Porter presented the Sheriff's Monthly Report and a Memo relating to the staffing in the Sheriff's Department to the committee. Sheriff Porter highlighted that there were zero vacant positions in the Sheriff's Department. Brief discussion ensued.
- B. **Coroner - Departmental Activities:** Michael Jessen, Emergency Management Director, gave report on behalf of Mr. Rossing for June and July 2024. June 2024: 9 total calls, all cremations, ages of the decedents ranged from 59-91. 4 cases were on hospice, 6 heart related, 1 cancer related, 1 kidney related, and 1 case is still pending toxicology results. There was 1 autopsy case in June. At the end of June 2024 there was a total of 60 cases for the year. At the same time last year, there were 63 cases, 52 cases 10 years ago, and 40 cases 20 years ago. July 2024: 10 total cases, all cremations, ages of the decedents ranged from 46-92. 7 cases were on hospice, 1 pulmonary embolism, 1 kidney related, 2 dementia, 1 cancer, 1 heart related, 1 lung related, 1 sepsis, 2 neurological disorders. At the end of July 2024 there was a total of 70 cases for the year. At the same time last year, there were 78 cases, 59 cases 10 years ago, and 52 cases 20 years ago. Mr. Rossing's report also included mention of the issues with the paging system used by the Coroner's Office due to the lack of service in certain areas and staffing changes as the weekday Deputy Coroner took other employment. Mr. Jessen explained a plan for collaboration between the Emergency Services Department and the Coroner's Office to ensure coverage for the calls to the Coroner's Office. Brief discussion ensued.
- C. **Circuit Court Judge - Departmental Activities:** Register in Probate, Ms. Jenifer Laue gave report on behalf of Judge McDougal as the Judge has a full court calendar. Ms. Laue reported

Richland County Public Safety Standing Committee

that Judge McDougal has been with Richland County for two years. Judge McDougal wanted to extend her thanks to Randy Nelson, County Maintenance Manager and Darin Barto, Courthouse Custodian for their recent painting of the Jury Room. Ms. Laue reported that Court security has been improving, there has been no update on the audio/Zoom issues mentioned at the last meeting. The Judge has requested an operating budget of around \$5,000, separate from the Probate Office budget and Clerk of Court budget.

- E. Register In Probate - Departmental Activities:** Register in Probate, Ms. Jenifer Laue, briefly spoke on the Register in Probate budget projections. Ms. Laue reported that the Judge has requested an operating budget of around \$5,000, separate from the Probate Office budget and Clerk of Court budget. Brief discussion ensued.
- D. Clerk Of Court - Departmental Activities:** Clerk of Court, Stacy Kleist presented the financial reports for the Clerk of Courts Office to the committee. Extensive discussion ensued.
- F. District Attorney - Departmental Activities:** There was no representation from the DA's Office present for the meeting.
- G. Emergency Management - Departmental Activities & Wisconsin Emergency Management Grant Funding Update:** Emergency Services Director, Michael Jessen reported on the Emergency Management Departments public outreach via social media efforts and collaboration efforts between the department and municipalities. Director Jessen reported that the Wisconsin Emergency Management Grant is in the information gathering stage. Director Jessen reported that there were no disasters in the county since the last meeting. Brief discussion ensued.
- H. PSAP & GIS Grants:** Sheriff Porter reported on behalf of MIS Director Scott that the grants were submitted. Brief discussion ensued.
- I. Radio Tower Project:** County Administrator Pesch reported zoning issues involving the Keysville tower site. Discussion ensued.
- J. Mapping, Radio Systems, And Squad Updates:** Chief Deputy Wallace presented the Sheriff Department's Squad Mileage Report, reported that the new Lieutenant squad has been finished, and reported on repairs made to squads. Brief discussion ensued.
- K. Courthouse Security Report:** Register in Probate, Ms. Laue reported that the security report from the Capital Security team will be taken to the Courthouse Security Committee in September then brought to the October Public Safety Standing Committee meeting.

Approval of Monthly Invoices: Sheriff Porter gave a brief explanation of the monthly invoices. Brief discussion ensued. Motion by Fleming, second by Woodhouse to approve the Sheriff's Department's monthly invoices. Motion carried and the monthly invoices were approved.

Discussion & Possible Action: Sale Of Sheriff's Office Surplus Firearms: Sheriff Porter reported that he had reached out to the Badger Sheriff's Association for guidance on how to proceed with the sale of surplus firearms. Extensive discussion ensued. Chair Frank recommended moving this item to the

Richland County Public Safety Standing Committee

September meeting of the Public Safety Standing Committee. Brief discussion on the possible need for a policy to specifically address the sale of surplus firearms.

Discussion & Possible Action: Approval Of Amendments To The Richland County Sheriff's Department Ordinance No. 89-7 Relating To Department Staffing & Hiring Practices: Committee Chair Frank gave a brief recap of the ordinance project. Attorney Windle spoke on sections recommended for removal from the ordinance. Extensive discussion ensued.

Supervisor Turk left meeting at 9:56 AM.

County Board Vice Chair Williamson joined the meeting to act in the stead of County Board Chair Turk, pursuant to the Richland County Rules of the Board 3.01(a) and 3.02(a) to ensure that quorum was maintained at 10:10 AM.

Discussion & Possible Action: Approval To Apply For A BOTS Equipment Grant From The Wisconsin Department Of Transportation: Sheriff Porter gave a brief explanation of the resolution. Discussion ensued. Motion by Fleming, second by Woodhouse to approve the resolution. Motion carried and the resolution forwarded to full County Board for approval.

Discussion & Possible Action: Approval Of Decommission And Sale Of Emergency Management Vehicle, Discussion & Possible Action: Shared Cost / Shared Vehicle Replacement With EMS, Discussion & Possible Action: Deputy Director Of Emergency Management Position: John Heinen, Community Emergency Coordinator/Haz Planner, requested on behalf of Emergency Management Director Jessen, that these items be moved to the next meeting of the Public Safety Standing Committee.

Correspondence: None

Future Agenda Items:

Courthouse Security Report to be presented in October

Discussion & Possible Action: Sale Of Sheriff's Office Surplus Firearms

Discussion & Possible Action: Approval Of Amendments To The Richland County Sheriff's Office Ordinance No. 89-7 Relating To Department Staffing & Hiring Practices

Discussion & Possible Action: Approval Of Decommission And Sale Of Emergency Management Vehicle

Discussion & Possible Action: Shared Cost / Shared Vehicle Replacement With EMS

Discussion & Possible Action: Deputy Director Of Emergency Management Position

Brief discussion on recent accident at the intersection of Highway 60 and County Highway T.

Adjourn: Committee Chair Frank entertained a motion to adjourn. Motion by Fleming, second by Woodhouse to adjourn. Motion carried and meeting adjourned at 10:20 AM.



Myranda H. Hege
Deputy County Clerk

SHERIFF'S MONTHLY REPORT
RICHLAND COUNTY
MONTH OF AUGUST 2024

(PRESENTED AT THE SEPT 6TH, 2024 PUBLIC SAFETY MEETING)



	2024		
	MAY	JUNE	JULY
TOTAL AMOUNT OF MONTHLY VOUCHERS SUBMITTED	\$37,069.45	\$38,434.66	\$41,517.24
NUMBER OF JAIL BOOKINGS	71	59	65
AVERAGE NUMBER OF INMATES HOUSED IN OUR COUNTY	36.87	40.25	33.47
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	477	410	409
TRAFFIC CITATIONS ISSUED	74	33	85
TRAFFIC WARNINGS ISSUED	5	4	10
CIVIL PROCESS PAPERS SERVED	15	10	21
TRANSPORTS FOR THE MONTH	15	13	13
AVERAGE NUMBER ON ELECTRONIC MONITORING	6.00	6.00	6.00

Monthly Activity

Jail Activity:

674 calls for service
101 calls for EMS
136 calls for RCPD

From: James Rossing <james.rossing@co.richland.wi.us>
Sent: Monday, September 2, 2024 4:23:15 PM
To: Michael Jessen <michael.jessen@co.richland.wi.us>
Subject: Coroner's Report August 2024

Thank you for sharing the following information

Our office covered 14 calls in August

This compares to...

15 calls in August of last year

5 calls in August of 2022

5 calls 10 years ago in August and

8 calls in August 20 years ago

Of the 14 cases...

4 were respiratory-related

4 were cancer deaths

2 were heart-related

2 were alzheimers/dementia

1 was multi-organ failure, and

1 was a motorcycle fatality

11 of the 14 cases were Hospice deaths

All of the cases were cremations

There were no autopsies in August

We are at 84 calls for the year

Last year at this time, we were at 89 calls

2 years ago, we had 76 calls at this time

10 years ago we were at 64 calls and 20 years ago we were at 60 calls

As always, please reach out with any questions or concerns you may have. Please let me know if there is any other information from our office that you would like shared at the monthly meeting.

Regards,
Jim

Register in Probate

ACS FINANCIAL SYSTEM
9/03/2024 15:17:20
LEVEL OF DETAIL 1.0 THRU 4.0

Expenditure Guideline
FOR THE PERIOD(S) JAN 01, 2024 THROUGH AUG 31, 2024

RICHLAND COUNTY
GL520R-V08.21 PAGE

	ANNUAL REVISED BUDGET	ENCUMBERED	ACT MTD POSTED AND IN PROCESS	ACT YTD POSTED AND IN PROCESS	REMAINING BALANCE	PCT
10 GENERAL FUND						
5120 REGISTER IN PROBATE						
0000 PROJECT						
5111 SALARIES - REGULAR	93,948.40	0.00	7,226.80	61,427.80	32,520.60	65 -----
5112 SALARIES - PART-TIME	0.00	0.00	0.00	0.00	0.00	0
5144 WITNESS FEES	150.00	0.00	0.00	24.80	125.20	16 -
5150 SECTION 125 PLAN-CO SHARE	225.00	0.00	13.40	107.20	117.80	47 ----
5151 FICA - COUNTY SHARE	7,187.05	0.00	520.37	4,436.45	2,750.60	61 -----
5152 RETIREMENT - COUNTY SHARE	6,482.44	0.00	498.66	4,238.61	2,243.83	65 -----
5153 DENTAL INSURANCE-CO SHARE	1,257.24	0.00	70.70	565.60	691.64	44 ----
5154 HEALTH INSURANCE - COUNTY SH	34,265.87	0.00	2,756.39	22,051.12	12,214.75	64 -----
5155 LIFE INSURANCE - COUNTY SHAR	60.26	0.00	6.71	52.88	7.38	87 -----
5161 HEALTH INS REIMBURSEMENT DED	1,500.00	0.00	0.00	496.01	1,003.99	33 ---
5215 PSYCHOLOGICAL EVALUATION	6,000.00	0.00	641.65	641.65	5,358.35	10 -
5216 INTERPRETER FEES	600.00	0.00	0.00	270.00	330.00	45 ----
5225 TELEPHONE	1,500.00	0.00	36.13	289.04	1,210.96	19 -
5251 TRANSCRIPTS	150.00	0.00	0.00	0.00	150.00	0
5311 POSTAGE AND ENVELOPES	1,000.00	0.00	38.64	415.95	584.05	41 ----
5315 COPY PAPER AND EXPENSE	400.00	0.00	223.56	324.26	75.74	81 -----
5319 OFFICE SUPPLIES & COMPUTER S	1,100.00	0.00	99.28	354.43	745.57	32 ---
5324 DUES & SUBSCRIPTIONS	214.00	0.00	0.00	180.00	34.00	84 -----
5326 ADVERTISING	200.00	0.00	0.00	0.00	200.00	0
5334 REGISTRATION	100.00	0.00	0.00	0.00	100.00	0
5335 MEALS	200.00	0.00	0.00	17.17	182.83	8
5336 LODGING	450.00	0.00	0.00	0.00	450.00	0
5339 MILEAGE	400.00	0.00	0.00	97.92	302.08	24 --
5819 NEW EQUIPMENT	1,200.00	0.00	0.00	0.00	1,200.00	0
TOTAL: PROJECT	158,590.26	0.00	12,132.29	95,990.89	62,599.37	60 -----
0103 GAL FEES CHAPTER 48 & 938						
5212 ATTORNEY-GAL FEES	16,150.00	0.00	1,736.50	7,199.88	8,950.12	44 ----
TOTAL: GAL FEES CHAPTER 48 & 938	16,150.00	0.00	1,736.50	7,199.88	8,950.12	44 ----
0104 GAL FEES CH 51, 54, & 55						
5212 ATTORNEY-GAL FEES	17,000.00	0.00	913.80	13,127.47	3,872.53	77 -----
TOTAL: GAL FEES CH 51, 54, & 55	17,000.00	0.00	913.80	13,127.47	3,872.53	77 -----
0109 ADVERSARY-REG IN PROBATE						
5212 ADVERSARY ATT-REG IN PROBATE	25,000.00	0.00	0.00	3,590.00	21,410.00	14 -
TOTAL: ADVERSARY-REG IN PROBATE	25,000.00	0.00	0.00	3,590.00	21,410.00	14 -
0112 N/F COURT COMMISSIONER						
5212 ATTORNEY-N/F COURT COMMISSNR	500.00	0.00	0.00	140.00	360.00	28 --
TOTAL: N/F COURT COMMISSIONER	500.00	0.00	0.00	140.00	360.00	28 --
TOTAL: REGISTER IN PROBATE	217,240.26	0.00	14,782.59	120,048.24	97,192.02	55 -----
TOTAL: GENERAL FUND	217,240.26	0.00	14,782.59	120,048.24	97,192.02	55 -----

Currently under
Budget

	ADOPTED BUDGET	REVISED BUDGET	ANNUAL ACT MTD POSTED BUDGET AND IN PROCESS	ACT YTD POSTED AND IN PROCESS	REMAINING BALANCE	PCT	
10	GENERAL FUND						
4500	PUBLIC CHARGES FOR SERVICES						
0206	PROBATE FEES						
4515	REGISTER IN PROBATE - PROBAT	6,000.00	6,000.00	154.38	6,249.93	249.93-	104 -----
TOTAL:	PROBATE FEES	6,000.00	6,000.00	154.38	6,249.93	249.93-	104 -----
0207	CERTIFICATIONS						
4515	REGISTER IN PROBATE - CERTIF	300.00	300.00	40.00	344.00	44.00-	114 -----!
TOTAL:	CERTIFICATIONS	300.00	300.00	40.00	344.00	44.00-	114 -----!
TOTAL:	PUBLIC CHARGES FOR SERVICES	6,300.00	6,300.00	194.38	6,593.93	293.93-	104 -----
TOTAL:	GENERAL FUND	6,300.00	6,300.00	194.38	6,593.93	293.93-	104 -----

over in Revenues

ACS FINANCIAL SYSTEM
09/03/2024 15:17:38

Disbursement History Report

RICHLAND COUNTY
GL540R-V08.21 PAGE

CHECK#	DATE	VENDOR	VENDOR NAME DETAIL DESCR	AMOUNT	CLAIM PROJECT	INVOICE	PO#	SOURCE/JE/ID F 9 BX M BANK FUND & ACCOUNT	LINE	ACCOUNT NAME
39160	07/30/24	132	FRANK/ATTORNEY THEODORE 07/25 11GN16	100.00CR		11GN16		M-080824-957 N 01 WF52 10.5120.0104.5212	00003	ATTORNEY-GAL FEES
39160	07/30/24	132	FRANK/ATTORNEY THEODORE 07/25 13GN10	314.52CR		13GN10		M-080824-957 N 01 WF52 10.5120.0104.5212	00004	ATTORNEY-GAL FEES
39160	07/30/24	132	FRANK/ATTORNEY THEODORE 07/25 13GN12	100.00CR		13GN12		M-080824-957 N 01 WF52 10.5120.0104.5212	00005	ATTORNEY-GAL FEES
39160	07/30/24	132	FRANK/ATTORNEY THEODORE 07/26 23GN25	135.60CR		23GN25		M-080824-957 N 01 WF52 10.5120.0104.5212	00002	ATTORNEY-GAL FEES
39160	07/30/24	132	FRANK/ATTORNEY THEODORE 07/26 24GN18	329.20CR		24GN18		M-080824-957 N 01 WF52 10.5120.0104.5212	00001	ATTORNEY-GAL FEES
				979.32CR	*CHECK TOTAL					
39306	08/09/24	132	FRANK/ATTORNEY THEODORE 11GN16	100.00		11GN16		D-080924-959 N 01 WF52 10.5120.0104.5212	00005	ATTORNEY-GAL FEES
39306	08/09/24	132	FRANK/ATTORNEY THEODORE 13GN10	314.52		13GN10		D-080924-959 N 01 WF52 10.5120.0104.5212	00006	ATTORNEY-GAL FEES
39306	08/09/24	132	FRANK/ATTORNEY THEODORE 23GN25	135.60		23GN25		D-080924-959 N 01 WF52 10.5120.0104.5212	00007	ATTORNEY-GAL FEES
39306	08/09/24	132	FRANK/ATTORNEY THEODORE 24GN18	329.20		24GN18		D-080924-959 N 01 WF52 10.5120.0104.5212	00008	ATTORNEY-GAL FEES
				879.32	*CHECK TOTAL					
39324	08/13/24	132	FRANK/ATTORNEY THEODORE 08/13 24GN18	30.00		24GN18		D-081324-978 N 01 WF52 10.5120.0104.5212	00004	ATTORNEY-GAL FEES
39326	08/13/24	4233	KOPP MCKICHAN LLP 08/09 22JC09 22JC10	343.50		22JC09,10		D-081324-978 N 01 WF52 10.5120.0103.5212	00003	ATTORNEY-GAL FEES
39326	08/13/24	4233	KOPP MCKICHAN LLP 08/12 24JC02	357.00		24JC02		D-081324-978 N 01 WF52 10.5120.0103.5212	00002	ATTORNEY-GAL FEES
				700.50	*CHECK TOTAL					
39329	08/15/24	6167	US BANK NATIONAL ASSOCIA 07/09 5111	87.89		5111		D-081524-987 - WF52 10.5120.0000.5319	00016	OFFICE SUPPLIES & COMI
39329	08/15/24	6167	US BANK NATIONAL ASSOCIA 07/09 5111	4.83		5111		D-081524-987 - WF52 10.5120.0000.5319	00017	OFFICE SUPPLIES & COMI
				92.72	*CHECK TOTAL					
39437	08/21/24	1575	TECH COM, INC 08/20 597500	36.13		597500		D-082124-004 - WF52 10.5120.0000.5225	00040	TELEPHONE
39439	08/21/24	4233	KOPP MCKICHAN LLP 08/20 23JC07	168.50		23JC07		D-082124-004 N 01 WF52 10.5120.0103.5212	00020	ATTORNEY-GAL FEES
39509	08/22/24	4513	BEHAVIORAL CONSULTANTS I 7/29 AC/725-19240 24JV10	641.65		42588		D-082224-013 M 06 WF52 10.5120.0000.5215	00001	PSYCHOLOGICAL EVALUATI
39511	08/22/24	1390	CDW LLC DBA- 6/26 AC/12083465	223.56		SB18530		D-082224-013 - WF52 10.5120.0000.5315	00004	COPY PAPER AND EXPENSE

ACS FINANCIAL SYSTEM
09/03/2024 15:17:38

Disbursement History Report

RICHLAND COUNTY
GL540R-V08.21 PAGE 1

CHECK#	DATE	VENDOR	VENDOR NAME DETAIL DESCR	AMOUNT	CLAIM PROJECT	INVOICE PROJECT	PO#	SOURCE/JE/ID F 9 BX M BANK FUND & ACCOUNT	LINE	ACCOUNT NAME
39627	08/28/24	132	FRANK/ATTORNEY THEODORE 08/23 09GN25	430.12		09GN25		D-082824-038	00023	ATTORNEY-GAL FEES
39627	08/28/24	132	FRANK/ATTORNEY THEODORE 08/21 24GN13	276.84		24GN13		N 01 WF52 10.5120.0104.5212		
39627	08/28/24	132	FRANK/ATTORNEY THEODORE 08/21 24GN14	276.84		24GN14		D-082824-038	00005	ATTORNEY-GAL FEES
								N 01 WF52 10.5120.0104.5212		
				983.80	*CHECK TOTAL					
39630	08/28/24	2860	JACKSON LAW FIRM SC 08/21 21JC07	365.50		21JC07		D-082824-038	00006	ATTORNEY-GAL FEES
								N 01 WF52 10.5120.0103.5212		
39632	08/28/24	4233	KOPP MCKICHAN LLP 05/28 2019JC14	65.00		2019JC14		D-082824-038	00022	ATTORNEY-GAL FEES
								N 01 WF52 10.5120.0103.5212		
39658	08/29/24	4233	KOPP MCKICHAN LLP 08/28 23JC02	437.00		23JC02		D-082924-042	00001	ATTORNEY-GAL FEES
								N 01 WF52 10.5120.0103.5212		

ACS FINANCIAL SYSTEM
09/03/2024 15:17:38

Disbursement History Report

CHECK#	DATE	VENDOR	VENDOR NAME DETAIL DESCR	AMOUNT	CLAIM PROJECT	INVOICE	PO#	SOURCE/JE/ID	LINE	ACCOUNT NAME
REPORT TOTALS:				3,644.36				F 9 BX M BANK FUND & ACCOUNT		

Sq year	Plate	Vin#	January	February	March	April	May
2018	ADY7972	1FM5K8AR8JGB69005	56,723	58,439	59,310	60,140	60,513
2018	AED1287	1FM5K8AR6JGB69004	64,194	67,030	68,745	70,648	72,012
2018	7755	1FM5K8ARXJGB93287	56,940	57,748	58,347	58,736	59,119
2018	AST2493	1FM5K8AR1JGA84720	77,796	78,531	79,377	80,526	81,635
2018	5871	1FM5K8AR4JGC17213	151,223	151,514	151,550	151,550	151,602
2018	7754	1FM5K8AR2JGC17212	172,731	172,731	172,740	172,780	172,875
2019	5874	2C3CDXKTXKH600559	111,939	113,964	114,220	114,250	115,393
2019	AJM5933	2C4RDGBG8KR808426	44,123	45,910	47,890	48,999	49,772
2019	6898	1FTEW1P49KKC42277	73,645	76,851	78,761	80,941	82,574
2019	6958	1FTEW1P47KKC42276	68,310	69,446	71,294	73,004	74,468
2020	5872	1C4RDJFG6LC369759	38,070	39,330	40,118	40,764	41,999
2020	8980	1C4RDJFG2LC369757	70,285	75,079	77,393	80,747	82,737
2020	9047	1C4RDJFG4LC369758	71,186	74,346	76,233	78,226	79,486
2020	F2574	1C4RDJFG2LC369760	83,379	89,931	92,504	95,368	97,309
2021	TM8804	1C6SRFGT6MN708092	25,055	26,654	27,628	29,412	30,736
2021	5873	1FM5K8AB1MGB61433	39,628	43,230	44,585	46,760	48,285
2021	9794	1FM5K8AB3MGB61434	42,130	44,652	46,877	48,917	50,334
2022	E5876	1FM5K8AB7NGB48221	26,675	30,787	32,643	34,169	35,895
2022	E5619	1FM5K8AB2NGB50491	27,369	27,400	31,542	34,377	36,892
2023	E5875	1C4RDJFG8PC591449		4,169	6479	9,081	10,748
2023	E7754	1C4RDJFG9PC591539		3,746	5461	7,539	9,236
2024	AXF7591	1C4RDJFG1RC139717				880	1,569
2024	F2890	1C4RDJFGXRC139716					

June	July	August	September
61,316	61,960	63,012	63,993
73,979	75,564	77,334	79,155
60,072	60,100	60,239	60,922
83,210	84,037	84,836	86,440
152,007	152,630	153,188	153,970
172,925	173,102	173,274	173,294
115,895	117,383	119,053	119,761
50,773	52,136	52,536	53,317
84,968	85,761	87,330	88,726
76,107	77,240	78,740	80,371
43,515	45,723	47,072	48,761
85,793	86,186	89,454	91,640
82,322	83,564	85,722	87,540
100,873	101,917	103,112	106,632
31,469	32,615	34,666	35,889
50,773	52,324	54,422	56,814
52,484	54,325	55,171	57,254
37,617	39,548	41,728	44,562
38,997	40,816	43,881	47,058
13,752	14,485	17,097	19,626
10,835	12,513	13,836	16,056
2,000	2,332	2,902	3,460

**RICHLAND COUNTY SHERIFF'S DEPARTMENT
MONTHLY BILLS SUBMITTED FOR APPROVAL
AUGUST 2024 BILLS**

(PRESENTED AT THE **SEPT 6TH**, 2024 PUBLIC SAFETY COMMITTEE MEETING)

NO.	VENDOR	# OF INV.	DESCRIPTION	INVOICE #	General Dept. Bills \$ AMT	LINE ITEM	LINE ITEM
1	ADVANCED CORRECTIONAL HEALTH	3	CARE OF PRISONERS	2567, 2161, 516	11,289.48	10.5251.0000.5296	
2	AUTOZONE	7	SQUAD MAINTENANCE	244222, 929355, 954480, 954569, 957375, 958633, 960364	206.20	10.5211.0000.5352	
3	BARR, TYLER	1	UNIFORM ALLOWANCE	N/A	153.55	19.5213.0000.5346	
4	CDW GOVERNMENT	2	911 OUTLAY & COMPUTER MAINTENANCE	81296, 70857	2,279.44	50.5242.3015.5999	10.5211.0000.5813
5	COMMUNITY SERVICE ASSOC	1	MEDICAL EXAMS	122101	325.00	10.5211.0000.5346	
6	CORNERSTONE SERVICE	1	SQUAD MAINTENANCE	18695	72.04	10.5211.0000.5352	
7	ELIOR - SUMMIT FOODS	5	MEALS FOR PRISONERS	214576, 215784, 216646, 217217, 218199	17,127.78	10.5251.0000.5294	
8	FILLBACK FORD	4	SQUAD MAINTENANCE	310796, 310940, 310997, 310080	1,410.41	10.5211.0000.5352	
9	GALLS	5	GENERAL UNIFORM & UNIFORM ALLOW	28617785, 28582345, 28588457, 28453315, 28467422	724.72	10.5211.0000.5346	19.5213.0000.5346
10	GFC LEASING	4	COPY LEASE	14795574, 14795575, 946390,	260.32	10.5211.0000.5315	10.5251.0000.5315
11	LYNN PEAVEY COMPANY	2	CRIME SCENE RESPONSE EQUIP	411542, 411832	83.85	10.5211.0000.5818	
12	MCKESSON MEDICAL	3	JAIL SUPPLIES	22529871, 22554350, 22468855	471.11	10.5251.0000.5352	
13	O'REILLY AUTO PARTS	2	SQUAD MAINTENANCE	169383, 169653	24.75	10.5211.0000.5352	
14	PERSONNEL EVALUATION INC	1	MEDICAL EXAMS	52221	25.00	10.5211.0000.5346	
15	PIONEER PRINT CO	1	UNIFORM ALLOWANCE/ORELLANA	5666	50.00	19.5213.0000.5346	
16	RHYME	1	OFFICE SUPPLIES	757041	67.11	10.5211.0000.5319	
17	RICHLAND COUNTY HHS	1	MENTAL HEALTH FEES	2024-6	62.50	10.5251.0000.5299	
18	RICHLAND FAMILY DENTAL	1	CARE OF PRISONERS	N/A	691.00	10.5251.0000.5296	
19	RICHLAND HOSPITAL	1	CARE OF PRISONERS	41	540.00	10.5251.0000.5296	
20	TC AUTOWORKS	2	SQUAD MAINTENANCE	13410, 13338	117.85	10.5211.0000.5352	
21	THE SHOE BOX	2	UNIFORM ALLOWANCE/R COLLINS, WIEDENFELD	87957, 87919	304.20	19.5213.0000.5346	
22	TOP PACK DEFENSE	7	UNIFORM ALLOWANCE/PORTER, GRAHAM, ORELLANA, MELBY, RING, L CROTSBERG, SUTTON	14027, 13894, 13951, 13945, 13815, 13840, 13802	2,026.93	19.5213.0000.5346	
23	WEGNER AUTO SERVICE	6	TOWING	6045, 6046, 6044, 6088, 6650, 6047	1,150.00	10.5211.0000.5295	
24	WEGNER AUTO SERVICE	1	SQUAD MAINTENANCE	81924	2,054.00	10.5211.0000.5352	

AUGUST 2024 BILLS	41,517.24
SHERIFFS DEPARTMENT	7,516.05
POLICE RADIO	
COUNTY JAIL	30,310.82
911 OUTLAY	511.88
DEPARTMENT-UNIFORM ALLOWANCE	3,178.49
SPECIAL INVESTIGATIONS	
DOG CONTRACT-MONTHLY PAYMENT	1,500.00
CURRENT MONTH'S JAIL ASSESSMENT	69,604.37

RICHLAND COUNTY SHERIFF'S OFFICE ORDINANCE NO. 89-7

The County Board of Supervisors of Richland County, Wisconsin, do ordain as follows:

(1) CREATION AND DUTIES OF THE PUBLIC SAFETY COMMITTEE: DUTIES OF SHERIFF POSITIONS IN THE OFFICE.

(a) There is created a Public Safety Committee to consist of seven members of the Richland County Board appointed to this Committee in the manner of appointment of Supervisors to committees which is set forth in Richland County Board's RULES OF THE BOARD. Vacancies on the Public Safety Committee shall be filled in the same manner as any other vacancy on a standing committee of the Richland County Board.

(b) DUTIES OF THE PUBLIC SAFETY COMMITTEE.

The duties of the Public Safety Committee shall be:

1. To prepare or approve and publish rules and regulations relating to the Richland County Sheriff's Office, hereinafter referred to as the RCSO, in the manner set forth in this Ordinance;
2. To observe the Public Safety Program of the Richland County Board, and to make recommendations to the Sheriff and to the Richland County Board for its implementation and improvement;
3. To hold monthly meetings to conduct the business of the Sheriff's Office, and to review bills of the RCSO;
4. To review the budget of the RCSO;
5. To act as Grievance Committee in the case of any grievance by an employee of the RCSO arising out of employment by the RCSO;
6. To refer, from time to time as deemed necessary by the Public Safety Committee, or as otherwise required by law, matters pertaining to the RCSO to the County Board;
7. To perform such other acts as are specifically allocated to the Public Safety Committee elsewhere in the Ordinance.

(c) **DUTIES OF THE SHERIFF.** The duties of the Richland County Sheriff shall be set forth in Wisconsin Statutes. In addition to the statutory duties, the Sheriff's duties shall include the general management of the RCSO and the maintenance of law enforcement services to the citizens of Richland County, as well as any other duty assigned elsewhere in this Ordinance.

(d) **TYPES OF POSITIONS IN THE RICHLAND COUNTY SHERIFF'S OFFICE.** The positions in the RCSO, excluding the Sheriff shall be as follows:

1. Chief Deputy Sheriff, a management position, the holder of this position must be deputized by the Sheriff.
2. Road Patrol Lieutenant, a management position; the holder of this position must be deputized by the Sheriff.
3. Jail/Dispatch Administrator, a management position; the holder of this position

must be deputized by the Sheriff.

4. Investigator, the holder of this position must be deputized by the sheriff.
5. Road Patrol Deputy Sheriff; the holder of this position must be deputized by the Sheriff.
6. Dispatcher-Jailer; the holder of this position may be deputized by the Sheriff.
7. RCSO Office Manager/Confidential Administrative Assistant; the holder of this position must be deputized by the Sheriff.
8. RCSO Clerk/Typist; the holder of this position may be deputized by the Sheriff.
9. The above positions are classified as follows:
 - a. Full-time.
 - b. Part-time, being those part-time employees who work a regular part-time basis.
 - c. Casual and temporary, being those persons who are called in to work in the Department on an irregular and unscheduled basis, as the Department's needs demand.

(e) NUMBERS OF POSITIONS. The numbers of each of the foregoing positions in the Richland County Sheriff's Office are as follows:

- | | |
|--|----|
| 1. Full-time Chief Deputy | 1 |
| 2. Full-time Road Patrol Lieutenant | 1 |
| 3. Full-time Jail/Dispatch Lieutenant (Administrator) | 1 |
| 4. Full-time Road Patrol Deputy Sheriff | 14 |
| 5. Full-time Investigator | 1 |
| 6. Full-time Dispatcher-Male Section Jailer | 6 |
| 7. Full-time Dispatcher-Female Section Jailer | 6 |
| 8. Full-time Dispatcher-Either Male or Female Jailer | 2 |
| 9. Full-time Office Manager/Confidential Administrative Assistant | 1 |
| 10. Full-time Clerk/Typist | 1 |
| 11. Casual and temporary employees may be called in by the Sheriff, Chief Deputy or Lieutenant to work, as the RCSO's needs demand and in accordance with the appropriate collective bargaining agreement. Clerical and administrative office staff may be called in for casual or "call in status". | |

TOTAL NUMBER OF FULL-TIME POSITIONS 34

TOTAL NUMBER OF PART-TIME POSITIONS 0

(f) SALARIES. The Richland County Board of Supervisors shall fix the salaries to be paid to the Sheriff and to the holders of all of the above positions by Resolution as needed from time to time.

(2) PROCEDURES AND STANDARDS FOR HIRING NEW PERSONNEL.

(a) This section shall govern the filling of all full-time and part-time non-management vacancies in the RCSO which cannot be filled by job posting within the department. These hiring standards will also apply to all casual and temporary employees.

(b) The Public Safety Committee shall cause to be publicized the creation of an eligibility list to fill any vacancy.

(c) Minimum qualifications for all Non-Management positions in the Richland County Sheriff's Office are:

1. The applicant must be a high school graduate or equivalent.
2. The applicant must be not less than 18 years of age.
3. Applicants with a pending criminal charge or a criminal record, as those terms are defined by Wisconsin Statute, will be considered for employment on a case-by-case basis; persons convicted of a felony are ineligible, by virtue of a Wisconsin Statute, to apply for all positions within RCSO.

Except as provided in section (i) herein, all applicants who apply for the eligibility list to fill a vacancy for the position of Road Patrol Deputy Sheriff, Investigator or Dispatcher-Jailer who have met the requirements of paragraph (c), as appropriate, shall take a competitive examination at County expense.

- Step 1. Complete a standardized application form provided by the Training and Standards Board of the State of Wisconsin.
- Step 2. The application shall be reviewed to make sure applicants meet qualifications:
 - a. criminal record check pursuant to c-3 above.
 - b. traffic record check (if applicant will be required to drive as part of his/her duties).
- Step 3. A competitive examination will be administered.
- Step 4. Road Patrol Deputies will complete a Physical Agility Test administered by the RCSO or designee.
- Step 5. First oral interview panel will consist of the Sheriff or designee and 3-6 other people appointed by the Sheriff.
- Step 6. The five highest ranking applicants who are eligible to fill the following categories (Male Section Jailer/Dispatcher; Female Section Jailer/Dispatcher; Part-Time Male or Female Section Jailer/Dispatcher; Road Patrol Deputy; Part-Time Road Patrol Deputy; Investigator;) shall undergo background checks, reference checks, neighborhood inquiries, prior employment checks, character references and other checks.
- Step 7. No person shall be certified as one of the five highest ranking applicants who has not taken the examination within twelve (12) months of the date of certification, unless the Public Safety Committee shall have extended the time interval between the taking of the examination and the date of certification, which extension said Committee is herewith empowered to grant up to an aggregate period of twelve (12) months after the date of examination, except that any such extension must be granted to all persons who took said examination at the same time.
- Step 8. When a vacancy occurs, and the Public Safety Committee determines that a vacancy shall be filled from Step Six (6) the five applicants will be interviewed by a panel that consists of the Sheriff or designee, the Chair of Public Safety Committee or designee, County Administrator or designee and 3-6 other people designated by the Sheriff. All information from Steps 1 through 6 will be available for review at this interview. Applicants will then be ranked 1 through 5 for the position which is vacant.
- Step 9. Vacancies will be filled by appointment by the Sheriff from the names provided by Step 8.
- Step 10. Appointment to a position is contingent upon successful completion of:
 - a. a psychological examination.
 - b. a psychologist's recommendation.
 - c. background check.

c. a physical examination.

d. successful completion of employee's probationary period. A probationary employee may be dismissed at any time without cause.

(d) All persons who apply for or attain the position of full-time Road Patrol Deputy Sheriff or Investigator shall be certified by the State of Wisconsin as a law enforcement officer in accordance with sec. 165.85 of Wisconsin Statutes or be eligible for Wisconsin Law Enforcement Standards Board certification. RCSO may, upon approval of the Sheriff and the Public Safety Committee, give any current employee who is not so certified or certifiable at the time of his or her employment, an opportunity to attend the Academy, where successful completion leads to that person being accepted and approved as a law enforcement officer by the State of Wisconsin Law Enforcement Board of Standards. RCSO will give the opportunity to any such person to attend such a course only once. Failure to satisfactorily complete the course shall constitute grounds for discharge. Persons who become full-time Road Patrol Deputy Sheriffs or Investigators by attending the Academy after application for employment and who do not remain employed by the RCSO for 3 consecutive years must promptly reimburse the County for all expenses which were paid or reimbursed by the County relative to the person's attendance at the Academy, except salary or wages. The County will deduct the amount due under this paragraph from any compensation owed to the employee after the County has received the employee's notice of separation or retirement.

(e) Part-time/casual Road Patrol Deputy. All persons who apply for or attain the position of part-time or casual Road Patrol Deputy Sheriff shall be certified by the State of Wisconsin as a Law Enforcement Officer in accordance with that portion of the Wisconsin Statutes which pertains to part-time law enforcement officers sec. 165.85, or have completed the law enforcement recruit academy to become eligible for certification prior to the start of their employment.

(f) Full or part-time Jailer/Dispatcher. All persons who attain the position of Part-Time or Full-Time Jailer/Dispatcher shall be certified by the State of Wisconsin Statutes 165.85 which pertains to part-time or full-time jail officers. RCSO shall give any Part-Time or Full-Time Jailer/Dispatcher who is not so certified at the time of his or her appointment to the position, an opportunity to attend one full or part-time, State of Wisconsin Certified Jailer School where completion leads to being accepted and approved as a State of Wisconsin certified jailer by the State of Wisconsin Law Enforcement Board as outlined in Wisconsin Statutes 165.85. Failure to satisfactorily complete the course shall constitute grounds and cause for discharge except that the Public Safety Committee may, in its sole discretion, allow a person who has failed to satisfactorily complete such course, time and opportunity to retake all or a portion of the course on such terms as the Committee deems appropriate.

(3) CONDUCT OF DEPARTMENT EMPLOYEES IN REGARD TO POLITICAL ACTIVITY.

(a) No employee of RCSO shall engage in any form of political activity calculated to favor or improve the chances of any political party or of any person seeking or attempting to seek political office, while on duty.

(b) Any employee of the Office may seek any partisan or non-partisan office which he or she is legally

able to hold without being required to take a leave of absence from the RCSO.

(4) PROVISION FOR CHIEF DEPUTY AND POWERS AND DUTIES OF CHIEF DEPUTY.

(a) There is continued the position of Chief Deputy Sheriff within the Richland County Sheriff's Office. The Chief Deputy Sheriff, hereinafter, referred to as Chief Deputy, shall be selected and appointed in the manner set out hereinafter.

(b) SELECTION OF CHIEF DEPUTY. The Sheriff of Richland County shall, within thirty (30) days after taking office as Sheriff, select a person to be Chief Deputy Sheriff, who shall serve in that position at the pleasure of the Sheriff.

(c) QUALIFICATIONS FOR THE OFFICE OF CHIEF DEPUTY. Any person who is a Patrol Deputy Sheriff, Investigator, Road Patrol Lieutenant, Dispatcher-Jailer or Jail Administrator in the RCSO at the time of his or her appointment as Chief Deputy may be selected as Chief Deputy, provided that such person shall at the time of his or her appointment as Chief Deputy be certified by the State of Wisconsin as a law enforcement officer in accordance with sec. 165.85, Wisconsin Statutes, and is on active duty with the RCSO at the time of his or her appointment. Alternatively, the Sheriff may appoint any person who is not on active duty with the RCSO at the time of his or her appointment, provided that such person shall be at the time of his or her appointment certified by the State of Wisconsin as a law enforcement officer in accordance with sec. 165.85, Wisconsin Statutes, or such person possessed such training and experience as a law enforcement officer that he or she can become so certified forthwith, without the necessity of completing a training course leading to such certification, and shall forthwith upon appointment become a resident of Richland County.

1. Upon the appointment of an employee on active duty with the RCSO as Chief Deputy, said employee shall be considered on leave of absence from his or her prior duties and shall not be responsible for any duty of his or her prior position except as incorporated in the office of the Chief Deputy or as otherwise directed by the Sheriff.
2. Upon the appointment of a new Chief Deputy, the incumbent Chief Deputy shall be returned to his or her former position with the RCSO, if such person was an employee of the RCSO at the time of his or her appointment as Chief Deputy, whether under this Ordinance or any former Richland County Sheriff's Office Ordinance.
3. Restoration to the former position within the RCSO of a Chief Deputy who was a former employee of the RCSO shall be with tenure time for the time spent in the position as Chief Deputy.
4. Nothing contained herein shall limit the right of a former Chief Deputy who was an employee of the RCSO on active duty with the RCSO at the time of his or her appointment as Chief Deputy, to advancements in rank upon his or her return to his or her former position with the RCSO.

(d) DUTIES OF CHIEF DEPUTY. The Chief Deputy shall be the highest ranking officer of the RCSO under the Sheriff, and shall be the head administrative officer of the RCSO under the Sheriff. Chief Deputy is a management position, and it shall be the duty of the Chief Deputy to provide such

management services in the RCSO as are expected of the head administrative officer, subject only to the limitations placed upon a Chief Deputy by the Sheriff under whom he or she serves. The Chief Deputy shall assume any duties related to the management and day to day operations of the RCSO specified by the Sheriff, whether orally or in writing, which duties shall continue for the period of time established by the Sheriff. Chief Deputy shall delegate responsibility to other employees of the RCSO, as warranted by the nature of the responsibilities and tasks so delegated and the ability of the employee to carry out said tasks. The Chief Deputy shall assume the management of the RCSO during periods of time when the Sheriff is outside the boundaries of Richland County or is on a leave of absence. It is intended that all general policies of the RCSO and its operation shall come from the Sheriff, but that the Chief Deputy, with the authority herein delegated and as limited by the Sheriff, shall furnish the necessary leadership and administration skills so as to free the Sheriff and to assist the Sheriff in providing efficient operation of the RCSO and delivery of law enforcement services to the citizens of Richland County.

(e) Because of the nature of the Chief Deputy's position and duties in implementing the directions and philosophies of the Sheriff, the Sheriff may at any time, without demonstrating cause, remove a Chief Deputy from that office. In the event that there is a removal of a Chief Deputy from office, and said Chief Deputy was an employee on active duty with the RCSO at the time of his or her appointment as Chief Deputy, said person shall resume his or her former position with the RCSO as hereinbefore set forth. In the event that the Chief Deputy was not an employee of the RCSO on active duty at the time of his or her appointment, service as Chief Deputy shall not in any way be construed to grant such person any rights to continued employment with the RCSO, unless such person shall be thereafter hired pursuant to the provisions of paragraph (2) of this Ordinance.

(5) PROVISIONS AND DUTIES OF THE DEPUTY SHERIFF ROAD PATROL LIEUTENANT.

(a) There is created the position of Deputy Sheriff Road Patrol Lieutenant within the Richland County Sheriff's Office. The holder of this position must be deputized by the Sheriff. The Deputy Sheriff Road Patrol Lieutenant, herein after referred to as Road Patrol Lieutenant, shall be a "Third in Command" management position in the Richland County Sheriff's Office with administrative duties as well as all other Deputy Sheriff duties.

(b) SELECTION OF ROAD PATROL LIEUTENANT

When a vacancy occurs in the position of Road Patrol Lieutenant and the Public Safety Committee determines that the vacancy shall be filled, applicants who meet the following requirements set forth in this Ordinance shall be certified and the Road Patrol Lieutenant vacancy shall be filled in the following manner:

1. The vacancy detailing the duties and job description for the position of Road patrol Lieutenant shall be posted within the Richland County Sheriff's Office for ten (10) working days. Officers within the RCSO who meet the requirements set forth in paragraph (5)(c), as appropriate, shall sign the job posting vacancy and submit a resume' to the Sheriff. The Sheriff or the Public Safety Committee shall screen out applicants whose written resume' or experience does not meet minimum qualifications in paragraph (5)(c).
2. If no officer within the Richland County Sheriff's Office signs the job posting or meets the

requirements detailed in paragraph (5)(c) or is not promoted at the end of the selection process, the position may be filled by individuals outside the RCSO provided they meet the qualifications detailed in paragraph (5)(c). If this position is to be filled by qualified applicants outside the RCSO, those applicants shall be screened in a similar manner as other new employees to the RCSO detailed in Section (2)(c) of this ordinance. Applicants must also successfully pass a psychological examination and a physical examination. In addition, they shall also follow the same process of selection detailed in (5)(b)(3) and (4).

3. The Public Safety Committee shall designate that either a "project" oriented competitive exam, an essay type competitive examination or a question/answer type examination shall be given by the Sheriff to all applicants whose written resume' and experience meets the minimum qualifications in paragraph (5)(c). The exam shall be scored by or at the direction of supervisory Law Enforcement Personnel from other Sheriff's or Police Departments or by the direction of the Public Safety Committee. The scorers of the exam shall not know the names of the candidates submitting their exams. The exams shall be scored and ranked. The minimum number of scorers shall be three (3) and the maximum number of scorers shall be five (5). The Sheriff shall designate scorers from the various law enforcement departments. A score of 70% or more shall be considered a passing grade. A failing grade being that the scorer feels that the applicant does not meet the minimum standards for a Road patrol Lieutenant position. All passing scores are to be then compiled and the top five (5) passing scores shall be invited for an oral interview detailed in (5)(b).
4. The Richland County Public Safety Committee and the Chief Deputy, (if not an applicant) shall then review applicant's resume' and examination scores and interview no more than the top five (5) candidates from (5)(b)(3). The Public Safety Committee and the Chief Deputy combined shall then certify to the Sheriff the names of three (3) candidates who, in the opinion of the Public Safety Committee and Chief Deputy, are the most qualified to fill the position. The Sheriff may then fill the position from one of the candidates certified.

(c) QUALIFICATIONS FOR THE POSITION OF ROAD PATROL LIEUTENANT. Any person who is a Chief Deputy Sheriff, who is on leave of absence from his prior duties in the RCSO, Jail Administrator, a Road Patrol Deputy Sheriff, Investigator, or Dispatcher-Jailer in the Richland County Sheriff's Office with at least five (5) years' experience in the RCSO, is eligible to sign a job posting for Road Patrol Lieutenant provided that such person is at the time of his or her signing certified by the State of Wisconsin as a law enforcement officer in accordance with Sec. 165.85, Wisconsin Statute and is on active duty with the RCSO at the time of his or her signing the job posting. Candidates from outside the RCSO, should the need arise to fill the position from outside the department, per paragraph (5)(b)(2) shall also be required to have at least five (5) years of law enforcement experience and be certified by the State of Wisconsin as a law enforcement officer in accordance with Section 165.85 Wisconsin Statutes. Upon promotion of an employee on active duty with the Richland County Sheriff's Office as Road Patrol Lieutenant, said employee shall be considered on leave of absence from his or her prior duties and shall not be responsible for any duty of his or her prior position except as incorporated in the position of Road Patrol Lieutenant or as otherwise directed by the Sheriff or Chief Deputy. The employee shall serve a three (3) month probationary period.

1. Upon the resignation of, the vacancy of, or the elimination of the Road Patrol Lieutenant position,

by the Richland County Board of Supervisors, the incumbent Road Patrol Lieutenant shall be returned to his or her former position within the RCSO, if such person was an employee of the RCSO at the time of his or her promotion to Road Patrol Lieutenant, whether under this Ordinance or any former Richland County Sheriff's Office Ordinance.

2. Restoration to the former position within the RCSO of a Road Patrol Lieutenant shall be with tenure time for the time spent in the position as Road Patrol Lieutenant.
3. Nothing contained herein shall limit the right of a former Road Patrol Lieutenant who returns to their former position from advancements in rank upon their return to their former position within the RCSO.

(d) DUTIES OF ROAD PATROL LIEUTENANT. The Road Patrol Lieutenant shall be the highest-ranking officer of the RCSO under the Sheriff and Chief Deputy. The Road Patrol Lieutenant shall assist the Sheriff and the Chief Deputy in managing the road patrol and investigative activities of the RCSO. The Road Patrol Lieutenant position is a combined Management and Deputy Sheriff position. It shall be the duty of the Road Patrol Lieutenant to provide such management and deputy sheriff services in the RCSO as are expected, subject only to the limitations placed upon the Road Patrol Lieutenant by the Sheriff, Chief Deputy or Public Safety Committee. The Road Patrol Lieutenant shall also assume any duties related to being a deputy Sheriff and a manager of the day to day operations of the RCSO specified by the Sheriff or Chief Deputy, whether orally or in writing, which duties shall continue for the period of time established by the Sheriff or Chief Deputy. The Road Patrol Lieutenant shall delegate responsibility to other employees of the RCSO as warranted by the nature of the responsibilities and tasks so delegated and monitor and evaluate the ability of the employees to carry out said tasks. The Road Patrol Lieutenant shall assume management of the Road Patrol responsibilities during periods of time when the Sheriff and Chief Deputy are outside the boundaries of Richland County or are on a leave of absence. It is intended that all general policies of the RCSO and its operation shall come from the Sheriff, but the Road Patrol Lieutenant, with the authority herein delegated and as limited by the Sheriff, shall furnish the necessary leadership and administrative skills to assist the Sheriff or Chief Deputy in carrying out the responsibilities they have in administering the Richland County Sheriff's Office's law enforcement services to the citizens of Richland County.

Other duties are designated in the Road Patrol Lieutenant's job description. The Road Patrol Lieutenant shall assist the Sheriff and the Chief Deputy in evaluating personnel, maintaining discipline within the RCSO, and assisting with scheduling needs including authorizing overtime and changing or modifying existing work schedules or grievances.

(e) A ROAD PATROL LIEUTENANT may only be demoted or removed from the department for just cause as determined by Richland County's Personnel Policies applying to non-union employees and in the manner prescribed in those policies and as outlined in statute. In the event of a resignation or demotion of a Road Patrol Lieutenant or the elimination of said position and said Road Patrol Lieutenant was an employee on active duty with the RCSO at the time of his or her promotion as Road Patrol Lieutenant, said person shall resume his or her former position within the RCSO as herein set forth in this ordinance. In the event that the Road Patrol Lieutenant was not an employee of the Department on active duty at the time of his or her hiring, the Road Patrol Lieutenant shall not in any way be construed to grant such

person any rights to continued employment with the RCSO unless such person shall be thereafter newly hired pursuant to the provisions of paragraph (2) of this Ordinance.

(6) PROVISIONS AND DUTIES OF THE DEPUTY SHERIFF JAIL ADMINISTRATOR LIEUTENANT.

(a) There is created the position of Deputy Sheriff Jail Administrator within the Richland County Sheriff's Office. The holder of this position must be deputized by the Sheriff. The Deputy Sheriff Jail Administrator, herein after referred to as Jail Administrator, shall be a "Fourth in Command" management position with direct oversight of jail/dispatch operations in the Richland County Sheriff's Office with administrative duties as well as all other Deputy Sheriff duties.

(b) SELECTION OF JAIL ADMINISTRATOR

When a vacancy occurs in the position of Jail Administrator and the Public Safety Committee determines that the vacancy shall be filled, applicants who meet the following requirements set forth in this Ordinance shall be certified and the Jail Administrator vacancy shall be filled in the following manner:

1. The vacancy detailing the duties and job description for the position of Jail Administrator shall be posted within the Richland County Sheriff's Office for ten (10) working days. Officers within the RCSO who meet the requirements set forth in paragraph (6)(c), as appropriate, shall sign the job posting vacancy and submit a resume' to the Sheriff. The Sheriff or the Public Safety Committee shall screen out applicants whose written resume' or experience does not meet minimum qualifications in paragraph (6)(c).
2. If no officer within the Richland County Sheriff's Office signs the job posting or meets the requirements detailed in paragraph (6)(c) or is not promoted at the end of the selection process, the position may be filled by individuals outside the RCSO provided they meet the qualifications detailed in paragraph (6)(c). If this position is to be filled by qualified applicants outside the RCSO, those applicants shall be screened in a similar manner as other new employees to the RCSO detailed in Section (2)(c) of this ordinance. Applicants must also successfully pass a psychological examination and a physical examination. In addition, they shall also follow the same process of selection detailed in (6)(b)(3) and (4).
3. The Public Safety Committee shall designate that either a "project" oriented competitive exam, an essay type competitive examination or a question/answer type examination shall be given by the Sheriff to all applicants whose written resume' and experience meets the minimum qualifications in paragraph (6)(c). The exam shall be scored by or at the direction of supervisory Law Enforcement Personnel from other Sheriff's or Police Departments or by the direction of the Public Safety Committee. The scorers of the exam shall not know the names of the candidates submitting their exams. The exams shall be scored and ranked. The minimum number of scorers shall be three (3) and the maximum number of scorers shall be five (5). The Sheriff shall designate scorers from the various law enforcement departments. A score of 70% or more shall be considered a passing grade. A failing grade being that the scorer feels that the applicant does not meet the minimum standards for a Road patrol Lieutenant position. All passing scores are to be then compiled and the top five (5) passing scores shall be invited for an oral interview detailed in (6)(b).

4. The Richland County Public Safety Committee and the Chief Deputy, (if not an applicant) shall then review applicant's resume' and examination scores and interview no more than the top five (5) candidates from (6)(b)(3). The Public Safety Committee and the Chief Deputy combined shall then certify to the Sheriff the names of three (3) candidates who, in the opinion of the Public Safety Committee and Chief Deputy, are the most qualified to fill the position. The Sheriff may then fill the position from one of the candidates certified.

(c) QUALIFICATIONS FOR THE POSITION OF JAIL ADMINISTRATOR. Any person who is a Chief Deputy Sheriff, who is on leave of absence from his prior duties in the RCSO, a Road Patrol Lieutenant, a Road Patrol Deputy Sheriff, Investigator, or Dispatcher-Jailer in the Richland County Sheriff's Office with at least five (5) years' experience in the RCSO, is eligible to sign a job posting for Jail Administrator provided that such person is at the time of his or her signing certified by the State of Wisconsin as a law enforcement officer in accordance with Sec. 165.85, Wisconsin Statute and is on active duty with the RCSO at the time of his or her signing the job posting. Candidates from outside the RCSO, should the need arise to fill the position from outside the RCSO, per paragraph (6) (b)(2) shall also be required to have at least five (5) years of law enforcement experience and be certified by the State of Wisconsin as a law enforcement officer in accordance with Section 165.85 Wisconsin Statutes.

Upon promotion of an employee on active duty with the Richland County Sheriff's Office as Jail Administrator, said employee shall be considered on leave of absence from his or her prior duties and shall not be responsible for any duty of his or her prior position except as incorporated in the position of Jail Administrator or as otherwise directed by the Sheriff or Chief Deputy. The employee shall serve a three (3) month probationary period.

1. Upon the resignation of, the vacancy of or the elimination of the Jail Administrator position, by the Richland County Board of Supervisors, the incumbent Jail Administrator shall be returned to his or her former position within the RCSO, if such person was an employee of the RCSO at the time of his or her promotion to Jail Administrator, whether under this Ordinance or any former Richland County Sheriff's Office Ordinance.
2. Restoration to the former position within the RCSO of a Jail Administrator shall be with tenure time for the time spent in the position as Jail Administrator.
3. Nothing contained herein shall limit the right of a former Jail Administrator who returns to their former position from advancements in rank upon their return to their former position within the RCSO.

(d) DUTIES OF JAIL ADMINISTRATOR. The Jail Administrator shall be the highest-ranking officer of the RCSO in the Jail/Dispatch Division but under the Sheriff, Chief Deputy and Road Patrol Lieutenant. The Jail Administrator shall assist the Sheriff and the Chief Deputy in managing the jail and dispatch operations. The Jail Administrator position is a combined Management and Deputy Sheriff position. It shall be the duty of the Jail Administrator to provide such management and deputy sheriff services in the Office as are expected, subject only to the limitations placed upon the Jail Administrator by the Sheriff, Chief Deputy or Public Safety Committee. The Jail Administrator shall also assume any duties related to being a deputy Sheriff and a manager of the day to day operations specified by the Sheriff or Chief Deputy, whether orally or in writing, which duties shall continue for the period of time established by the

Sheriff or Chief Deputy. The Jail Administrator shall delegate responsibility to other employees of the RCSO as warranted by the nature of the responsibilities and tasks so delegated and monitor and evaluate the ability of the employees to carry out said tasks. The Jail Administrator shall assume management of the operations during periods of time when the Sheriff and Chief Deputy are outside the boundaries of Richland County or are on a leave of absence. It is intended that all general policies of the RCSO and its operation shall come from the Sheriff, but the Jail Administrator, with the authority herein delegated and as limited by the Sheriff, shall furnish the necessary leadership and administrative skills to assist the Sheriff or Chief Deputy in carrying out the responsibilities they have in administering the Richland County Sheriff's Office's law enforcement services to the citizens of Richland County.

Other duties are designated in the Jail Administrator's job description. The Jail Administrator shall assist the Sheriff and the Chief Deputy in evaluating personnel, maintaining discipline within the RCSO, and assisting with scheduling needs including authorizing overtime and changing or modifying existing work schedules or grievances.

(e) A JAIL ADMINISTRATOR may only be demoted or removed from the RCSO for just cause as determined by Richland County's Personnel Policies applying to non-union employees and in the manner prescribed in those policies and as outlined in statute. In the event of a resignation or demotion of a Jail Administrator or the elimination of said position and said Jail Administrator was an employee on active duty with the RCSO at the time of his or her promotion as Jail Administrator, said person shall resume his or her former position within the RCSO as herein set forth in this ordinance. In the event that the Jail Administrator was not an employee of the RCSO on active duty at the time of his or her hiring, the Jail Administrator shall not in any way be construed to grant such person any rights to continued employment with the RCSO unless such person shall be thereafter newly hired pursuant to the provisions of paragraph (2) of this Ordinance.

(7) POWERS OF THE SHERIFF TO MAKE WORK RULES.

(a) There is hereby delegated to the Sheriff of Richland County the power to make work rules and to establish departmental policies and procedures to any or all the positions within the RCSO. Work Rules may be established in accordance with the procedure hereinafter set forth and subject to the approval of the Public Safety Committee as hereinafter set forth:

1. The Sheriff may prepare Work Rules which the Sheriff believes necessary and advisable for the efficient operation of the RCSO and provision of law enforcement services to Richland County.
2. The work rule proposed by the Sheriff shall be posted on a bulletin board within the office of the RCSO in such a location as to be readily observed by the employees. In addition, a copy of such proposed work rules shall be circulated to every employee of the RCSO and the Public Safety Committee Chair.
3. The Public Safety Committee shall have 45 days in which to disapprove, in whole or in part, any proposed work rule. The Committee may, in its sole discretion, conduct a formal or informal hearing or hearings upon said proposed work rule, or any portion thereof, but the Committee need not give notice of said hearings except as required by the "Wisconsin Open Meeting Law."

4. If the proposed work rule is not disapproved by the Public Safety Committee within 45 days after the posting, circulation and submission to the members of the Public Safety Committee of the proposed work rules, said work rule shall be deemed to be in full force and effect retroactive to the date of said circulation, posting and submission to the Public Safety Committee,
5. All work rules in effect at the time a Sheriff assumes office shall remain in full force and effect until and unless the said Sheriff shall modify or repeal the existing rule or rules, in whole or in part. Modification or repeal of any work rule, or part thereof, shall be accomplished by means of the identical procedure hereinabove set forth for the creation of new work rules.
6. Upon the effective date of any work rule, all employees of the RCSO shall conduct themselves in accordance with such rules and regulations.

(7) LEAVE OF ABSENCE FOR MILITARY SERVICE. All employees of the RCSO who enter the armed forces of the United States shall be considered on leave of absence for the period during which said employee is on active duty with said armed forces, and such employees shall retain all seniority rights and rank accumulated at the time of his or her induction into the armed forces, provided said employee receives an Honorable Discharge upon completion of military service and is physically and mentally capable of performing the duties of his or her employment upon discharge and returns to work within 60 days of the date of discharge.

(8) CARRYOVER OF ACCUMULATED SICK LEAVE UPON BECOMING SHERIFF. In the event that any employee of the RCSO shall take office as Sheriff, whether by election or by appointment, such employee shall retain all sick leave which he or she had accumulated as of the date of taking office as Sheriff provided such employee shall leave the office of Sheriff and return to his or her full-time employment within twenty-five (25) months of the date of originally taking office as Sheriff. In the event that such employee does not so leave the office of Sheriff and return to full-time employment within such twenty-five (25) months, then all such accumulated sick leave shall be lost and forfeited permanently by such employee, without compensation therefor.

(9) EFFECT OF LABOR CONTRACT. In the event that the Richland County Board shall, during the period of time that this Ordinance is in effect, enter into a labor contract with a recognized union representing the employees of the RCSO, then the provisions of such contract wherein conflict with the provisions of this Ordinance, shall supersede this Ordinance and such provisions of this Ordinance so superseded shall be of no force and effect during the continuance of such contract, or renewals or extensions thereof.

(10) SEVERABILITY. The provisions of this Ordinance are hereby declared severable. All provisions or sections which may hereinafter be declared to be illegal or unconstitutional shall be declared void, and the remaining portions of this Ordinance not so declared to be illegal or unconstitutional shall be and remain in full force and effect.

(11) WORDS AND PHRASES. In this Ordinance, "RCSO" and the words "Sheriff's Office" shall mean the Richland County Sheriff's Office. In this Ordinance the word "Committee" and the words "Public Safety Committee" shall mean the Public Safety Committee of the Richland County Board of

Supervisors.

(12) REPEAL OF PREVIOUS ORDINANCES. All previous Richland County Sheriff's Office ordinances that are contrary to this ordinance are hereby repealed.

(13) HUBER CHARGES FOR BOARD AND ROOM WHILE AN INMATE OF THE RICHLAND COUNTY JAIL. Every prisoner who is granted Huber privileges and who is gainfully employed or who receives unemployment compensation or employment training benefits shall, in accordance with section 56.08(4), Wisconsin Statutes, as amended, be charged for his or her maintenance and board while in the jail in accordance with Richland County Fee Schedule Policy. All charges shall be payable in a lump-sum payment for each week and such payment shall be made in advance by the prisoner; any refund due for unused days shall be refunded to the prisoner;

(14) CHARGE FOR HOUSING OF PRISONERS IN THE RICHLAND COUNTY JAIL. When either the Federal Government, State Government or other counties have excess prisoners whom they desire the Richland County Jail to house on their behalf, a daily fee per day shall be charged for the care and maintenance of one prisoner, in addition to any costs incurred by the Richland County Jail for medical treatment, hospitalization, or medication required on behalf of said prisoner, while said prisoner is being housed by Richland County. See Richland County Fee Schedule Policy for rates.

(16) EFFECTIVE DATE. This ordinance shall be in full force and effect upon its passage and publication.

Dated:

ORDINANCE OFFERED BY THE PUBLIC SAFETY COMMITTEE

Richland County Committee

Agenda Item Cover

Agenda Item Name:

Department	Emergency Management	Presented By:	M. Jessen
Date of Meeting:	08/02/2024	Action Needed:	Approval to sell depreciated asset
Disclosure:		Authority:	
Date submitted:	07/25/2024	Referred by:	
Action needed by no later than (date)	08/02/2024	Resolution	Ref. 2003-135

Recommendation and/or action language:**Background:**

.

Seeking action to decommission and sell 2004 F-250 belonging to emergency management. Action needed due to this vehicle being acquired with federal grant dollars in 2003.

Attachments and References:**Financial Review:**

(please check one)

<input type="checkbox"/>	In adopted budget	Fund Number	
<input type="checkbox"/>	Apportionment needed	Requested Fund Number	
<input type="checkbox"/>	Other funding Source		
<input type="checkbox"/>	No financial impact		

Department Head

M. Jessen

Administrator, Candace Pesch

Resolution No. 2003-135 Approving Three Purchases By The Emergency Management Department was read by the Clerk. Motion by Sowle, second by Deets that Resolution No. 2003-135 be adopted. Discussion followed. Motion carried and resolution declared adopted.

RESOLUTION NO. 2003-135

A Resolution Approving Three Purchases By The Emergency Management Department.

WHEREAS the Emergency Management Committee has recommended that the Emergency Management Department be authorized to make the three purchases described in this Resolution, and

WHEREAS Rule 17 of the Rules of the Board requires nearly all purchases by the County in excess of \$5,000 to be approved by the County Board, and

WHEREAS the Emergency Management Committee has carefully considered these proposed purchases and is now presenting this Resolution to the County Board for its consideration.

NOW, THEREFORE, BE IT RESOLVED by the Richland County Board of Supervisors that approval is hereby granted for the Emergency Management Department to make the following three purchases:

1. A Keywatcher II System (an electronic key management system) to give total accountability of keys to the Courthouse and emergency equipment, from Morse Watchmans, Inc. of Oxford, Connecticut in the amount of \$7,795.00, plus freight. This unit will be stored in the Sheriff's Department. Funds for this purchase are in the 2003 budget of the Local Emergency Planning Committee.

2. A 2004 3/4 ton Ford 4-wheel drive truck to be purchased from Fillback Ford of Richland Center at an estimated purchase price of \$43,193.34. This purchase is to be made with funds from the 2003 Domestic Preparedness grant.

3. One portable repeater from Evans Communications of Madison for an estimated purchase price of \$20,000. This purchase is to be made with funds from the 2003 Domestic Preparedness grant, and

BE IT FURTHER RESOLVED that this Resolution shall be effective immediately upon its passage and publication.

RESOLUTION OFFERED BY THE EMERGENCY MANAGEMENT COMMITTEE

FOR AGAINST

Ann M. Greenheck	X
Gaylord L. Deets	X
Lawrence Sowle	X



Proposal for Municipal Lease Purchase

To: Richland County Emergency Services
1027 N Jefferson St
Richland Center wi 53581

From: GM Financial
Commercial Vehicle Lending
220 E. Las Colinas Blvd., Suite 800
Irving, TX 75039

Date: 08/13/2024

GM Financial is pleased to respond to your application for tax-exempt lease purchase financing. Our proposed terms and conditions are as follows:

Lessor: AmeriCredit Financial Services, Inc.

Lessee: Richland County Emergency Services

Assignee: De Lage Landen Public Finance LLC

PRICING AND TERMS

Amount Financed: \$ 51,000.00 Fees: N/A Proposed Funding Date: _____ Interest Rate: 7.398 %

Valid until: 09/12/2024 Asset Description: 2024 Chevrolet Silverado 1500 Crew WT 4WD + Upfit

Lease Term 5 Years Payment: \$ 1,013.22

Payment remittance (choose one):

Annual/Advance ☐

Semiannual/Advance ☐

Quarterly/Advance ☐

Monthly/Advance ☒

Quarterly/Arrears ☐

Monthly/Arrears ☐

ADDITIONAL TERMS AND CONDITIONS

Security: First priority security interest in the leased vehicle(s).

Closing Costs: Lessee shall be responsible for all costs and expenses incurred in connection with the proposed transaction, including, but not limited to, those incurred with respect to all (i) issuing costs, (ii) bond and/or legal counsel, and (iii) escrow accounts.

Documentation and Insurance: As required, and in form and content approved, by Lessee in its sole discretion.

RESOLUTION NO. 24 - XX

A Resolution Celebrating And Saluting Richland County's Citizen Jurors.

WHEREAS the Wisconsin Supreme Court has declared September as Juror Appreciation Month, a time to celebrate the jury's role in democracy and in the court system, and to thank those who have served and those who will serve as jurors, and

WHEREAS, in its Declaration of September as Juror Appreciation Month, Wisconsin Supreme Court Chief Justice Annette Kingsland Ziegler, reminds us:

The right to a trial by jury is a cornerstone of our democracy.
Serving as a juror is as fundamental to our democracy as is the right to vote.
Our courts depend upon citizen jurors.
Jury selection and jury service must be fair, effective, and not unduly burdensome.
Wisconsin courts are indebted to the thousands of people who annually give their time and talents to serve on juries.
The Wisconsin Courts greatly appreciate jurors, and the accommodations made by their families and employers who support juries for our judicial system.

NOW THEREFORE BE IT RESOLVED by the Richland County Board of Supervisors joins Richland County Clerk of Court Stacy Kleist and Richland County Judge Lisa McDougal in recognizing our own Citizen Jurors who selflessly serve the Richland County Circuit Court.

BE IT FURTHER RESOLVED this resolution is an expression of gratitude without beginning or end, but formally, through this action of the County Board, be effective in the month of September 2024 via its passage and publication.

VOTE ON FOREGOING RESOLUTION

RESOLUTION OFFERED BY THE PUBLIC
SAFETY STANDING COMMITTEE
(06 SEPTEMBER 2024)

AYES NOES

RESOLUTION _____

FOR AGAINST

DEREK S. KALISH
COUNTY CLERK

GARY MANNING
CRAIG WOODHOUSE
DAVID TURK
CHAD COSGROVE
BOB FRANK
KERRY SEVERSON
JULIE FLEMING

DATED: SEPTEMBER 17, 2024