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Agenda  
Public Safety Committee meeting  
September 6, 2016; 8:30 a.m.  
Assembly Room, Sawyer County Courthouse

01. Meeting agenda
02. Minutes of August 9, 2016 meeting
03. Audience recognition
04. 2017 Preliminary Budget Discussion
05. Judge's and Clerk of Court's Office reports
  - 2016 Courthouse Security Assessment Report
06. Child Support Department report
07. District Attorney's Office report
  - Victim Witness Coordinator Position Resolution
08. Sheriff's Department report, including
  - Jail report
09. Animal Control report
10. Coroner's report
11. Emergency Management Department report
  - Resolution for repeater on Pipestone tower
12. Ambulance Service Department report
  - Consideration of full-time pay for the Winter Ambulance Station
  - Ambulance Study Update
  - Ambulance Fee adjustment
13. Other matters for discussion only

CW

Carol Williamson  
Sawyer County Clerk

Emailed to: Sawyer County Record, Sawyer County Gazette, WRLS, WHSM, AND  
WOJB, Hayward Library, and Village Of Winter for posting on Wednesday, August 31,  
2016, 3:30 p.m. by Carol Williamson

Draft  
Minutes of the meeting of the Public Safety Committee  
Sawyer County Board of Supervisors  
August 9, 2016; 8:30 a.m.; Assembly Room; Sawyer County Courthouse

Members present: Bill Voight, Dale Schleeter, Helen Dennis, Jim Bassett

Others present: Tom Hoff, Mike Keefe, Connie Lepley, John Adler, Eric Nilson, Ricki Briggs, Sandy Okamoto, Sherrie Shelton, Pat Sanchez, Ron Buckholtz, Bruce Paulsen, Ron Barnaby, Joshua Walters, Kim Cook, Andrew Carli, Bob DeSmith, Carol Williamson

Motion by Bassett, 2<sup>nd</sup> by Dennis, to approve the agenda. Motion carried

Motion by Bassett, 2<sup>nd</sup> by Schleeter, to approve the minutes of the July 12, 2016 meeting. Motion carried

Interim Clerk of Court Ricki Briggs was present and will provide a written report next month. The Clerk of Courts staff is recovering from the loss of Clerk of Court Claudia Burgan.

Child Support Director Sandy Okamoto informed the Committee that 4 cases transferred to LCO in July and there are none pending. Okamoto expressed how much Claudia Burgan will be missed.

Sheriff Mark Kelsey gave a report to the Committee including how Deputy Trace apprehended an individual. Kelsey commented on the skill of the REALiving team and the counseling employees received after losing a fellow employee. A security analysis occurred Monday in the courthouse. The Annual Jail Inspection in June went very well.

Animal Control Sherrie Shelton provided a report to the Committee. Shelton sent out 318 notices regarding delinquent dog licenses.

The Coroner's report is attached. Coroner Dave Dokkestul was unable to attend the meeting.

Emergency Management Pat Sanchez updated the Committee on preliminary damage assessments from the July storm. FEMA toured the area on July 27, 2016. 30 homes incurred moderate to severe damage. The County will be responsible for repairs on County Road T. A Resolution for a Cooperation Agreement for CDBG-Emergency Assistance is on the County Board agenda. Iron County will be the fiscal agent and NWRP will be the grant recipient. Emergency Management is changing from the Code Red alert system to nixle. Code Red ends September 1, 2016. Landlines will automatically be linked up to nixle. Please see the nixle attachment if you need to register other devices. There is also a CDBG attachment showing income guidelines for housing assistance.

Ambulance Director Eric Nilson reported 227 runs and 37 transfers in June, 2016. Accounting Manager Mike Keefe clarified the timing delay on the budget reports for the committee.

Dale Schleeter exited the meeting.

The Committee requested a report next month reflecting six months of expenses and revenues. Keefe will provide the report for the meeting.

Ambulance billing will be converting to Billing Bridge software through Image Trend. The new software will integrate with the Ambulance Department software. At the time of conversion, the rate structure for billing will also be addressed.

Administrator Hoff and Nilson met with Gold Cross and North Memorial to discuss providing service to Sawyer County. A professional analysis by an outside vendor would determine what kind of service the county could provide and a means of measuring efficiency. The 2017 Ambulance Budget will include funding to cover a full-time service. Motion by Bassett, 2<sup>nd</sup> by Dennis, to recommend a professional analysis on ambulance service in Sawyer County to the Administration Committee and County Board. Motion carried

Motion by Bassett, 2<sup>nd</sup> by Voight, to adjourn. Motion carried

Minutes prepared by County Clerk Carol Williamson



# Preliminary Ambulance Budget

Budget Year 2017

G/L Account	Account Description	2016 Actual Amount	2016 Amended Budget	2017 Administrator
Fund 100 - General Fund				
REVENUE				
Department 38 - Ambulance Service				
Taxes				
Property				
General Property Taxes				
100-38-41110	General Property Taxes	242,591.00	242,591.00	532,178.00
	General Property Taxes Totals	\$242,591.00	\$242,591.00	\$532,178.00
	Property Totals	\$242,591.00	\$242,591.00	\$532,178.00
	Taxes Totals	\$242,591.00	\$242,591.00	\$532,178.00
Intergovernmental Revenue				
State Grants				
General Transportation				
100-38-48430	Insurance Recoveries	3,531.05	.00	.00
	General Transportation Totals	\$3,531.05	\$0.00	\$0.00
	State Grants Totals	\$3,531.05	\$0.00	\$0.00
	Intergovernmental Revenue Totals	\$3,531.05	\$0.00	\$0.00
Public Charges for Services				
public safety				
ambulance/ems fees				
100-38-46230	Ambulance Fees	871,207.56	2,000,000.00	1,800,000.00
100-38-46230-OLD	Ambulance Fees Outstanding	42,824.88	.00	25,000.00
100-38-46231	Ambulance Fees Other	34,855.95	30,000.00	45,000.00
	ambulance/ems fees Totals	\$948,888.39	\$2,030,000.00	\$1,870,000.00
	public safety Totals	\$948,888.39	\$2,030,000.00	\$1,870,000.00
	Public Charges for Services Totals	\$948,888.39	\$2,030,000.00	\$1,870,000.00
Misc. Revenues				
other misc. revenues				
100-38-48600	Misc. General Revenue	6,323.44	.00	.00
	other misc. revenues Totals	\$6,323.44	\$0.00	\$0.00
	Misc. Revenues Totals	\$6,323.44	\$0.00	\$0.00
Department 38 - Ambulance Service Totals		\$1,201,333.88	\$2,272,591.00	\$2,402,178.00
REVENUE TOTALS		\$1,201,333.88	\$2,272,591.00	\$2,402,178.00
EXPENSE				
Department 38 - Ambulance Service				
State Account 52300 - Ambulance Expenses				
Personal Services				
100-38-52300-50111	Regular Salaries	637,304.89	1,226,520.00	1,070,355.00
100-38-52300-50112	Salaries Overtime	3,083.99	10,000.00	40,000.00
100-38-52300-50144	Term Life Ins./Employer's Share	30.73	111.00	405.00
100-38-52300-50147	Workers Comp	37,628.80	98,000.00	69,064.00



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Fund 100 - General Fund				
<b>EXPENSE</b>				
Department 38 - Ambulance Service				
State Account 52300 - Ambulance Expenses				
<i>Personal Services</i>				
100-38-52300-50151	FICA-Employer's Share	48,029.31	95,560.00	84,942.00
100-38-52300-50152	Retirement-Employer's Share	25,574.76	69,080.00	74,144.00
100-38-52300-50154	Hospital and Health Insurance	113,479.00	217,500.00	488,494.00
100-38-52300-50155	Flex Administration Fees	342.80	540.00	514.00
100-38-52300-50157	Employee Education and Training	5,278.13	10,000.00	10,000.00
100-38-52300-50158	Unemployment Compensation	213.97	1,000.00	1,000.00
	<i>Personal Services Totals</i>	<b>\$870,966.38</b>	<b>\$1,728,311.00</b>	<b>\$1,838,918.00</b>
<i>Contractual Services</i>				
100-38-52300-50211-334	Medical Testing	45.00	.00	1,000.00
100-38-52300-50212	Legal Fees	1,279.00	.00	1,500.00
100-38-52300-50218-323	Garbage	226.05	300.00	350.00
100-38-52300-50220	Contracted Expenses	43,099.28	25,000.00	25,000.00
100-38-52300-50220-337	Ambulance Fees collection costs	9,515.00	75,000.00	3,000.00
	<i>Contractual Services Totals</i>	<b>\$114,200.38</b>	<b>\$231,500.00</b>	<b>\$353,960.00</b>
<i>Supplies and Expense</i>				
100-38-52300-50216	Janitorial Supplies	601.83	1,500.00	1,000.00
100-38-52300-50309	Vehicle Equipment	2,325.86	15,000.00	15,000.00
100-38-52300-50311	Postage	778.82	1,000.00	800.00
100-38-52300-50312	Office Supplies	855.01	2,000.00	1,500.00
100-38-52300-50313	Printing	965.44	400.00	1,500.00
100-38-52300-50314	Small Items of Equipment	535.42	5,500.00	3,000.00

Comments

Level

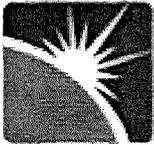
Comment

Department

LifeQuest and World Pay

100-38-52300-50221	Water and Sewer	693.63	1,200.00	1,500.00
100-38-52300-50222	Electric	2,375.67	4,000.00	4,000.00
100-38-52300-50224	Heating Fuels	2,447.66	6,000.00	6,000.00
100-38-52300-50225	Telephone	5,442.87	4,500.00	5,000.00
100-38-52300-50235	Snow removal	.00	1,000.00	1,000.00
100-38-52300-50241	Repairs/Maintenance-Vehicles	29,424.41	65,000.00	50,000.00
100-38-52300-50242	Repair & Maint.	795.02	6,000.00	2,000.00
100-38-52300-50243-328	Computer Repair/Maint.	3,225.26	10,000.00	10,000.00
100-38-52300-50292	Radio-Tower	1,105.93	10,000.00	5,000.00
100-38-52300-50346-337	Clothing, Uniforms, Laundry	574.93	3,500.00	3,000.00
100-38-52300-50871-181	AP/EMT Award Prog. Exp.	13,950.67	20,000.00	235,610.00

*Contractual Services Totals*      **\$114,200.38**      **\$231,500.00**      **\$353,960.00**



# Preliminary Ambulance Budget

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G/L Account	Account Description	2016 Actual Amount	2016 Amended Budget	2017 Administrator
<b>Fund 100 - General Fund</b>				
EXPENSE				
Department 38 - Ambulance Service				
State Account 52300 - Ambulance Expenses				
Supplies and Expense				
100-38-52300-50321	Publications/Legal Notices	.00	.00	1,000.00
100-38-52300-50325	Registration Fees	.00	25,000.00	20,000.00
100-38-52300-50329	Dues/Subscriptions	2,254.00	300.00	2,000.00
100-38-52300-50335	Meal Expenses	48.07	.00	500.00
100-38-52300-50339	Travel	904.23	2,500.00	1,000.00
100-38-52300-50340	Operating Supplies	55,424.08	95,000.00	100,000.00
100-38-52300-50342	Storage	4,924.80	11,000.00	12,000.00
100-38-52300-50351	Vehicle Fuel	25,471.28	45,000.00	50,000.00
<i>Supplies and Expense Totals</i>		\$95,088.84	\$204,200.00	\$209,300.00
State Account 52300 - Ambulance Expenses Totals		\$1,080,255.60	\$2,164,011.00	\$2,402,178.00
Department 38 - Ambulance Service Totals		\$1,080,255.60	\$2,164,011.00	\$2,402,178.00
EXPENSE TOTALS		\$1,080,255.60	\$2,164,011.00	\$2,402,178.00
Fund 100 - General Fund Totals				
REVENUE TOTALS		\$1,201,333.88	\$2,272,591.00	\$2,402,178.00
EXPENSE TOTALS		\$1,080,255.60	\$2,164,011.00	\$2,402,178.00
Fund 100 - General Fund Totals		\$121,078.28	\$108,580.00	\$0.00
<b>Fund 410 - Ambulance Purchase</b>				
REVENUE				
Department 00 - General				
Taxes				
Property				
General Property Taxes				
410-00-41110	General Property Taxes	110,000.00	110,000.00	212,020.00
<i>General Property Taxes Totals</i>		\$110,000.00	\$110,000.00	\$212,020.00
<i>Property Totals</i>		\$110,000.00	\$110,000.00	\$212,020.00
<i>Taxes Totals</i>		\$110,000.00	\$110,000.00	\$212,020.00
Misc. Revenues				
interest income				
410-00-49300	Use of Prior Years' Fund Balance	.00	.00	375,500.00
<i>interest income Totals</i>		\$0.00	\$0.00	\$375,500.00
<i>Misc. Revenues Totals</i>		\$0.00	\$0.00	\$375,500.00
Department 00 - General Totals		\$110,000.00	\$110,000.00	\$587,520.00
REVENUE TOTALS		\$110,000.00	\$110,000.00	\$587,520.00
EXPENSE				



# Preliminary Ambulance Budget

Budget Year 2017

G/L Account	Account Description	2016 Actual Amount	2016 Amended Budget	2017 Administrator
Fund 410 - Ambulance Purchase				
EXPENSE				
Department 00 - General				
State Account 52235 - Ambulance Purchase				
Capital Outlay				
410-00-52235-50811	Capital Outlay -Vehicles	.00	110,000.00	150,000.00
410-00-52235-50814	Cap.Outlay-Buildings	.00	.00	400,000.00
410-00-52235-50819	Capital Outlay	.00	.00	37,520.00
	<i>Capital Outlay Totals</i>	\$0.00	\$110,000.00	\$587,520.00
State Account 52235 - Ambulance Purchase Totals		\$0.00	\$110,000.00	\$587,520.00
Department 00 - General Totals		\$0.00	\$110,000.00	\$587,520.00
EXPENSE TOTALS		\$0.00	\$110,000.00	\$587,520.00
Fund 410 - Ambulance Purchase Totals				
REVENUE TOTALS		\$110,000.00	\$110,000.00	\$587,520.00
EXPENSE TOTALS		\$0.00	\$110,000.00	\$587,520.00
Fund 410 - Ambulance Purchase Totals		\$110,000.00	\$0.00	\$0.00
Net Grand Totals				
REVENUE GRAND TOTALS		\$1,311,333.88	\$2,382,591.00	\$2,989,698.00
EXPENSE GRAND TOTALS		\$1,080,255.60	\$2,274,011.00	\$2,989,698.00
Net Grand Totals		\$231,078.28	\$108,580.00	\$0.00

1 RESOLUTION NO. \_\_\_\_\_

2  
3 CREATION OF CRIME VICTIM/WITNESS PROGRAM

4  
5  
6 WHEREAS, the Wisconsin Constitution, Article I, Section 9m and Chapter 950 of the Wisconsin  
7 Statutes sets forth the basic bill of rights for crime victims and witnesses; and

8  
9 WHEREAS, Chapter 950 of the Wisconsin Statutes encourages counties to provide  
10 victim/witness services pursuant to section 950.06, Stats., authorizes the county to undertake a  
11 victim/witness program; and

12  
13 WHEREAS, PURSUANT TO Section 950.06, Stats., the Wisconsin Department of Justice will  
14 reimburse Sawyer County 50% - 60% of the costs incurred in providing victim witness services;  
15 and

16  
17 WHEREAS, the Sawyer County District Attorney's Office has proposed to provide the  
18 victim/witness services through the addition of a crime victim/witness program; and

19  
20 WHEREAS, the cost to Sawyer County for a half-time program (50% victim/witness coordinator  
21 and 50% legal secretary) should be no more than \$35,000 in 2016 and \$36,441 in 2017,  
22 reassigning an existing staff person.

23  
24 THEREFORE, BE IT RESOLVED, that pursuant to Chapter 950 of the Wisconsin Statutes, the  
25 Sawyer County Board of Supervisors creates a crime victim/witness program under the Sawyer  
26 County District Attorney and authorizes the half-time position of victim/witness coordinator.

27  
28  
29 **FISCAL IMPACT: Approximately \$17,500 State Reimbursed Funds Annually**

30  
31 Recommended for adoption by the Sawyer County Public Safety Committee this 6<sup>th</sup> day of  
32 September, 2016.

33  
34 \_\_\_\_\_  
35 Bill Voight, Chairman

\_\_\_\_\_

36  
37 \_\_\_\_\_  
38 Iras Humphreys, Member

\_\_\_\_\_

39  
40 \_\_\_\_\_  
41 James Schlender Jr., Member

8/19/2016

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Walter Kruk - N9VAO  
Sawyer County ARES/RACES  
10155 N Sunrise Rd.  
Hayward, WI 54843

John Kruk  
Sawyer County Communication System specialist

**Mr. Kruk -**

Sawyer County ARES/RACES is a group of amateur radio volunteers who donate their time for the purpose of helping in times of communications needs. This can range from anything with storm spotting activities to requests by public officials during times of need. Over the last five years we have been instrumental in working with the American Birkebeiner in providing communications support for logistics along the entire route at every food station.

Through our committed and continued support we have been able to obtain new communications equipment through a grant. With this new equipment we plan to increase coverage in areas of the county that are lacking it greatly. This is mainly to the northeastern, east, and southeastern parts of the county. For well over the past 20 years we have been able to maintain coverage to the west side, however this opportunity now allows us to address this issue.

At this time we are asking the county for assistance and support in this endeavor. This is not through a request for money but for support and approval to utilize some of the counties communications infrastructure. We have identified the tower site known as 'Pipestone' as being a key location for placement of our repeater purchased on the grant.

The operating parameters of the equipment are as follows:

Receive Frequency: 146.2350 Mhz 110.9 PL

Transmit Frequency: 146.8350 Mhz 110.9 PL

Receive and Transmit Modulation: Wideband 25 Khz deviation in analog and C4FM (12.5 Khz) formats

Equipment: Yaesu DR-1X Repeater

Sawyer County ARES/RACES

\* \* \*

We hope that you will be able to facilitate this request that we are sending to you in this matter. We are always here and available to assist the county if a communications need should ever arise.

If you have any further questions please feel free to contact me in regards to this matter.

Walter Kruk - N9VAO  
Emergency Coordinator (EC) Sawyer County  
Sawyer County ARES/RACES

A handwritten signature in cursive script that reads "Walter Kruk". The signature is written in black ink and is positioned below the typed name and title.

