

COMMITTEE REPORT

COMMITTEE: Law Enforcement & Courts
CHAIRPERSON: Bill Bingham, Vice-Chair
DATE/TIME: May 16, 2016 @ 5:30 p.m.

PRESENT:

<input type="checkbox"/> RJ Winkelhake	<input type="checkbox"/> Gerald Bennett	<input checked="" type="checkbox"/> Ron Smith
<input checked="" type="checkbox"/> Bill Bingham	<input checked="" type="checkbox"/> Terry Stoffregen	
<input type="checkbox"/> Brandon Behlke	<input checked="" type="checkbox"/> Don Zillig	

A quorum was established.

Other Board Members: None

Others: Kurt Karnstedt, Chuck Pedersen, Dan Reimer and Sheriff Kevin Turner

1. **Don Zillig made a motion to move item 6.a) to the top of the agenda. Seconded by Terry Stoffregen and motion passed.**
2. **Don Zillig made a motion to move item 6.b) up on the agenda. Seconded by Terry Stoffregen and motion passed.**
3. **Minutes Approval**
 - a) **Don Zillig made a motion to approve the minutes of the April 11, 2016 Special Law Enforcement and Courts Committee meeting minutes as presented. Seconded by Ron Smith and motion passed.**
 - b) **Don Zillig made a motion to approve the minutes of the April 18, 2016 Law Enforcement & Courts Committee meeting minutes as presented. Seconded by Ron Smith and motion passed.**
4. **Citizens' Comments : None**
5. **Unfinished Business**
 - a) **FY2015/FY2016 Strategic Goals & Plans – Timelines/Responsibilities** – Nothing new to report at this time.
 - b) **Update on proposed 911 dispatch center consolidation feasibility study** – This item is currently on hold.
 - c) **Update on five year capital improvement plan** – Sheriff Turner reported that he is working on preparing reports for the five year capital improvement plan which are due on May 20th.
 - d) **Update on 2016 Courthouse HVAC Project** – This item was discussed under the new business agenda item.
 - e) **Update on implementation of CodeRED** – Emergency Management Coordinator, Chuck Pedersen reported that he has been meeting with each of the communities to discuss the CodeRED program and the associated intergovernmental cooperation agreement. Reception of the program has been very good. Sheriff Turner discussed how CodeRED was used in the recent incident in Galena.
6. **New Business**
 - a) Discussion and possible action on revised construction and bid documents for the Jo Daviess County Courthouse HVAC Improvements Project with a base bid and three alternates – Shive-Hattery, Inc. Mechanical Engineer, Kurt Karnstedt, joined the meeting

via conference call. Karnstedt reviewed the proposed base bid and three alternate bids. Karnstedt suggested a fourth possible alternate. The committee discussed the rebid of the Courthouse HVAC Improvements Project and associated project timeline with Karnstedt. **Don Zillig made a motion to approve revised construction and bid documents for the Jo Daviess County Courthouse HVAC Improvements Project with a base bid and four alternatives as follows: Alternate 1 – Wireless thermostats with repeaters as required in lieu of electronic thermostats (add). Alternate 2 – Control work associated with the hot water boiler and terminal heating devices, radiation, cabinet unit heaters, and unit heaters (add). Alternate 3 – Reduce owner training to three five-hour sessions during a year in lieu of the training specified (deduct). Alternate 4 – Remove part or all of the pneumatic controls from the base bid (add). Seconded by Terry Stoffregen and motion passed. A nay vote was recorded for Ron Smith. Don Zillig amended the original motion to approve no more than \$5,000 in contingency allowance in the bid documents and to appoint a three-person ad-hoc committee to approve the use of contingency. Seconded by Ron Smith and motion passed. The vote on the original motion and amendment to the motion passed by unanimous vote.**

- b) Discussion and possible action on revised timeline schedule for the 2016 JDC Courthouse HVAC Improvements Project – County Administrator, Dan Reimer discussed the revised timeline schedule for rebid of Courthouse HVAC Improvements Project. The timeline moved out about one month from the original timeline. The construction start date was revised to July 5th with final completion scheduled for September 23rd. **Ron Smith made a motion to approve the revised timeline schedule for the 2016 JDC Courthouse HVAC Improvements Project as presented with final completion date and closeout set for September 23, 2016. Seconded by Terry Stoffregen and motion passed.**
- c) Discussion and possible action on a Professional Service Agreement for the upgrading of surveillance camera system at the Jo Daviess County Courthouse and Public Safety Building – Sheriff Turner discussed plans to upgrade the surveillance camera system at the Courthouse and Public Safety Building. This project is included in the FY2016 budget plan. Sheriff Turner asked Shive-Hattery for a professional service proposal to design and oversee the project. The project description, scope of services, client responsibilities, schedule and compensation are spelled out in the professional services agreement which was included in the committee packet. **Don Zillig made a motion to approve a Professional Service Agreement for the upgrade of surveillance camera system in the Jo Daviess County Courthouse and Public Safety Building with Shive-Hattery at a cost of \$5,250.00. Seconded by Terry Stoffregen and motion passed.**
- d) Discussion on proposed Courthouse office space layout – Sheriff Turner discussed that several months ago one of the Department Head in the Courthouse asked about the possibility of moving some of the offices around. Some departments said they were not interested in moving. One department said they would be interested and two departments responded that they would like to see the proposal first. Turner asked that this item be placed on the agenda for discussion purposes. After more information is gathered a more developed plan will be brought back to the committee for consideration.

7. Staff Reports

- a) **Sheriff's Report** – Sheriff Turner reported the jail inspection is May 31st. There was a deficiency with the sprinkler system which has been scheduled for repair. The estimated cost of the project is \$1,200.00. At the last EMS meeting it was noted that several of the ambulance services are having an issues with staffing EMT's. This could cause issues with response time. There are not as many people volunteering to be EMT's. Willman Construction, the contractor that did the Courthouse masonry restoration and window replacement project for the 1900 addition of the Courthouse has filed bankruptcy. The project is complete except for a change order which was scheduled for completion this spring. Retainage is still being held pending close out requirements. Dan Reimer discussed that the NG-911 project is moving forward. Ten counties which have formed an alliance are participating in the project. Based on 10 counties participating, the initial first year startup cost is \$108,400.00 per county. Reimer was contacted by ETSB Board Chairman, Bill Kimball, who asked if the County would pay the initial \$108,400.00. The ETSB Board would then pay annual maintenance costs and fees moving forward. Reimer discussed that the County Board did appropriate \$150,000.00 in the FY2016 budget for NG911 and the initial first year payment does require County Board approval.
- b) **Circuit Clerk's Office** – Report was included in the packet.
- c) **Probation** – No report.
- d) **Public Defender** – Report was included in the packet.
- e) **Other** – No report.

8. Citizens' Comments -- None

9. Board Member Concerns – None

The next Law & Courts Committee meeting will be Monday, June 20, 2016, at 5:30 p.m.

Meeting adjourned at 6:40 p.m. following a motion by Don Zillig and a second by Ron Smith.