

COMMITTEE REPORT

COMMITTEE: Law Enforcement & Courts
CHAIRPERSON: Dane Jackson
DATE/TIME: June 18, 2012 @ 7:00 p.m.

PRESENT:

<input checked="" type="checkbox"/> Bill Cooper	<input checked="" type="checkbox"/> Marvin Schultz	<input checked="" type="checkbox"/> Don Zillig
<input checked="" type="checkbox"/> Bernece Hill	<input checked="" type="checkbox"/> Terry Stoffregen	
<input checked="" type="checkbox"/> Dane Jackson	<input checked="" type="checkbox"/> Gerald Bennett	

Other Board Members: Ron Smith

Others: Dan Reimer, Ira Wiesenfeld, Mike Moser and Kevin Turner.

Dane Jackson called the meeting to order at 7:03 p.m. and read the first floor evacuation policy.

- 1. Review and approve minutes of April 9, 2012 special meeting and May 21, 2012 meeting. Bill Cooper made a motion to approve the minutes of the April 9, 2012 special meeting and May 21, 2012 regular meeting minutes. Seconded by Gerald Bennett and motion passed.**
- 2. Citizens' Comments**

Chairman Jackson moved forward 3d Public Safety Radio Communication System Upgrade Project Update at this time. Ira Wiesenfeld reported that the Illinois State Police (ISP) is requiring Jo Daviess County to perform a structural analysis on the Stockton Tower before the County is allowed to complete any more planned equipment modifications. The County currently utilizes this tower for communications associated with law and paging and as part of the communications upgrade project will add a new civil defense fire dispatch channel and a talkback channel. Wiesenfeld contacted two engineering firms that ISP recommended, Rohn Products LLC and Fullerton Engineering, and received quotes from both. Wiesenfeld recommended that the County contract with Rohn Products LLC to obtain the required documents, perform the required engineering study, and to follow the requested items as listed by ISP. Rohn is the manufacturer of the tower and provided Wiesenfeld with a \$2,500 quote for the study, \$550 for the required documents and \$250 for a soil sample study- if available which defines the foundation. It was discussed that this action would require a project change order. The Committee discussed that to prevent further delays, the study should be considered a mandatory obligation and Sheriff Turner should approve the agreement and if payment is required before work is started Chairman Schultz should approve an emergency purchase. Wiesenfeld reported that an intergovernmental agreement with Guilford Township is still being worked on. Wiesenfeld did check on the Scales Mound site and determined that the Guilford site was still the best location for a tower because of the elevation and line of site to Apple Canyon Lake. Legal counsel for Guilford Township and State's Attorney Kurt will finalize the liability language associated with the intergovernmental agreement. Wiesenfeld reported that he is working with a new coordinator and the required FCC filings are close to being completed. The new console system for the dispatch center has been delivered. Wiesenfeld reported that the VHF frequencies have been secured so people can start programming radios. The PL codes have been changed so the older

programming will not work. Wisenfeld recommended that tower guards be placed on existing towers and will get quotes for installation.

3. Unfinished Business

- a) **FY2012 Strategic Goals & Plans** – This item will be added to next months agenda.
- b) **Executive Committee assignments associated with the 2011 County Board Retreat-** This item will be added to next months agenda.
- c) **Update on the Andover Gateway System in the Courthouse** – Sheriff Turner reported that he received a revised quote from Johnson Control, in the amount of \$64,300, to complete the installation of the Andover Gateway System in the Courthouse. This would allow in house control of the Courthouse HVAC system. **Dane Jackson made a motion to add the Andover Gateway System proposal to the list of shovel ready projects being maintained by Joe Kratcha and to contact Nancy Lewis regarding possible grant opportunities. Seconded by Bill Cooper and motion passed.**
- d) **Public Safety Radio Communication Systems Upgrade Project Update**– See above.
- e) **JDC Natural Hazard Mitigation Planning Update**– Sheriff Turner reported that the second JDC Natural Hazard Mitigation Planning meeting was held on Thursday, June 14, 2012 at the Jo Daviess County Health Department. The next step in the process is for the County and each Municipality to develop and submit a list of hazard mitigation projects for their respective communities that can be included in the mitigation plan.
- f) **Responsibilities associated with assigning and issuing of street numbers in the unincorporated areas of Jo Daviess County** – Dane Jackson discussed that he asked GIS/IT Coordinator Joe Kratcha to provide the ETSB with a proposal for the GIS department to contract with 911/ETSB and take over the responsibilities associated with addressing in the unincorporated areas of Jo Daviess County.
- g) **Update on maintenance agreement with Comelec Services for the Public Safety Radio Communication System** – The County Board has approved the maintenance agreement with Comelec with the stipulation that Comelec have the opportunity to review and approve the final equipment list - appendix B of the agreement.
- h) **Update on the development of shovel ready projects for ETSB 911, Sheriff and IT** – Dane Jackson reported that GIS/IT Coordinator Joe Kratcha is working on this list.
- i) **Update on the intergovernmental agreement between Guilford Township and Jo Daviess County regarding expansion of the JDC radio communication system** - see above
- j) **Resolution to clarify FY2012 accounting procedures for Emergency Management Coordinator compensation** – Dan Reimer reviewed a draft

resolution to clarify FY2012 accounting procedures associated with the Jo Daviess County Emergency Management Agency Coordinator position. **Bill Cooper made a motion to approve a resolution to clarify FY2012 accounting procedures for Emergency Management Agency Coordinator Compensation. Seconded by Terry Stoffregen and motion passed.**

- k) **Update on possible grants for the purchase of six laptops for the Jo Daviess County Sheriff's Department** – Sheriff Turner reported that he has forwarded this item to grant writer, Nancy Lewis, to see if there may be a grant available to purchase six laptop computers for the Sheriff's Department.

4. New Business

- a) **Discussion and possible action on repair of flooring on the steps in the Courthouse** – The committee reviewed two bids for repair the 53 steps in the stairwell of the Courthouse by the elevator. **Bill Cooper made a motion to award a contract to Gillen and Conley Flooring Inc., Galena, Illinois to install vinyl stair treads in the stairway of the Courthouse at a cost not to exceed \$6,071.90 to be paid from 001-40101-701 Courthouse/Maintenance subject to prevailing wage and the Jo Daviess County Certificate of Insurance Policy. Seconded by Don Zillig and motion passed.**
- b) **Discussion and possible action on a recommendation to fund the Public Safety Radio Communication System Project-** Ron Smith discussed that the Finance, Tax and Budget Committee approved a motion to request that the Law Enforcement and Courts Committee research funding options and recommend a plan to fund the annual installment payments associated with the Safety Radio Communications System Project and to build up additional revenue reserves for future repairs or replacement. Dan Reimer provided the committee with a comparative cost analysis of annual expenses associated with the current public safety radio communication system and the estimated costs for the new system. Current annual costs total \$42,334 and include AT&T 8000 Communication lines \$31,474 (phone line communication to the radio towers will be eliminated with the new system) and maintenance contracts with Comelec Services totaling \$10,860 annually. Estimated annual maintenance costs associated with new system are \$34,000; this amount includes the new \$30,000 annual maintenance agreement with Comelec Services. The estimated annual savings is \$8,334.08. **Dane Jackson made a motion to earmark the estimated savings of \$8,334 from the new maintenance agreement with Comelec Services, Inc. and to deduct this amount from the appropriate expense line item(s) in the General Fund and the amount of \$8,334 to be transferred annually from the General Fund to the Emergency Communications Fund. Seconded by Gerald Bennett and motion passed.**
- c) **Discussion and possible action on the jail inspection report** – **Bill Cooper made a motion to accept the jail inspection report as presented. Seconded by Bernice Hill and motion passed.**
- d) **Discussion and possible action on a resolution for execution of mutual aid agreement with the Illinois Coroners and Medical Examiners Association** – The committee reviewed a resolution authorizing the execution of a mutual aid

agreement with the Illinois Coroners and Medical Examiners Association. **Terry Stoffregen made a motion to approve a resolution for execution of Mutual Aid Agreement with the Illinois Coroners and Medical Examiners Association subject to review by States Attorney Terry Kurt. Seconded by Don Zillig and motion passed.**

- e) **Discussion and possible action on Hazard Mitigation Projects for the JDC Hazard Mitigation Plan** – See above, this item will remain on the agenda.
- f) **Discussion and possible action on maintenance contract for the HVAC system** – Sheriff Turner reviewed three bids for a maintenance agreement for the HVAC system. **Bill Cooper made a motion to award a preventative maintenance contract to Geisler Brothers for the Courthouse and Public Safety Building HVAC System at a cost of \$780.00 semi-annually. Seconded by Marvin Schultz and motion passed.**

5. Staff Reports

- a) **Sheriff's Office**
- b) **Circuit Clerk's Office**
- c) **Probation**
- d) **Public Defender**
- e) **Other**

6. Citizens' Comments

- 7. Board Member Concerns** – Marvin Schultz reported that the State Capital Grant for \$100,000 has been submitted and received by the State of Illinois. Schultz reported that Jo Daviess County is working with Nancy Lewis on compiling information for submitting an 80/20 EDA disaster program grant for a \$1 million.

Meeting adjourned at 9:10 p.m. following a motion by Bill Cooper and seconded by Bernece Hill.