

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

DATE: FRIDAY, MAY 5, 2023

TIME: 8:30 A.M.

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

Via webex with information available at
<https://administrator.co.richland.wi.us/minutes/public-safety/>

1. Call to Order.
2. Read and approve Notice of Posting for May 5, 2023 Public Safety meeting.
3. Read and approve agenda for May 5, 2023 Public Safety meeting.
4. Read and approve minutes of the April 14, 2023 Public Safety Meeting.
5. Coroner updates.
6. Circuit Court Judge updates/comments
7. Clerk of Court Updates.
 - a. Monthly updates/reports
8. Probate Department
 - a. Monthly updates/reports
9. District Attorney Update.
 - a. Monthly updates/reports
10. Emergency Management
11. PSAP & GIS grants monthly update.
12. Approve monthly invoices and other Sheriff's Department reports.
13. Discussion on 12 hour shifts and possible action on a trial period.
14. Discussion and possible action on emergency pay increases
15. Approval to hire Danielle Brockway as a casual employee.

16. Discussion & approval of Spillman AVL Module.
17. Discussion on Ordinance 89-7 and possible changes.
18. Discussion on dog ordinance
19. Radio Tower Project updates
20. Mapping, Radio System & Squad Updates
21. Future agenda items
22. Adjourn.

RICHLAND COUNTY PUBLIC SAFETY COMMITTEE MEETING
Friday, April 14, 2023

The Richland County Board of Supervisors Public Safety Committee met on Friday, April 14, 2023 at 8:30am in the County Board Room of the Richland County Court House in Richland Center, Wisconsin.

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

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

Agenda Item #2: Read and Approve Notice of Posting for April 14, 2023 Public Safety Committee Meeting: Committee Chair Luck confirmed that the meeting was properly posted. Upon receiving confirmation Luck declared meeting properly posted.

Agenda Item #3: Read and Approve the Agenda for April 14, 2023 Meeting: Motioned by Bob Frank to approve the agenda. 2nd to this motion by Richard McKee. Motion passed.

Agenda Item #4: Read and Approve Minutes of the March 3, 2023 LEJC Meeting: Motion by Bob Frank to approve the minutes as printed. 2nd to this motion by Kerry Severson. Motion passed, minutes accepted.

Agenda Item #5: Driftless Music Gardens event updates: Representatives from Driftless Music Gardens were present to talk about their upcoming events and looked for feedback from the committee members.

Agenda Item #6: Coroner updates: Sheriff Porter went over the coroner report for March.

Agenda Item #7: Circuit Court Judge updates/comments: Judge McDougal went over current events taking place in the court system regarding backlog in the court, some staffing changes and the reconvening of two committees that deal with treatment court and courthouse security.

Agenda Item #8: Clerk of Court Update: Kleist shared her monthly report, and also reports for the 2022 & 2023 budget with the committee members. She discussed expenses and revenues for last year and also the outlook of those for 2023.

Agenda Item #9: Probate Updates: Jen Laue presented her new Deputy in Probate for the committee members. Laue briefly discussed the out-of-county judges who are working in our county on cases. She would like to discuss the small

courtroom needs at the meeting in May. Laue discussed her 2022 budget and the outlook for her 2023 budget.

Agenda Item #10: District Attorney Updates: DA Harper talked about staffing changes that are currently happening in her department with the Legal Secretary position. She discussed how adding staff in her office is helping her office practices. Harper discussed her 2022 budget along with the outlook for her 2023 budget with the committee members.

Agenda Item #11: Emergency Management: Director Gudgeon discussed his monthly reports with the committee members along with reports for his 2022 budget and the outlook for his 2023 budget.

Agenda Item #12: PSAP & GIS grant monthly updates: Barb Scott informed the committee that the workflow has been completed, there is a signed contract for the 911 software. Sheriff Porter states that there will be training that applies towards the grant.

Agenda Item #13: Approve monthly invoices and other Sheriff's Department reports: The committee members went over the invoices for the month and discussed some specific invoices. Motion to approve paying the invoices for the month made by Kerry Severson, second to this motion by Richard McKee. Motion approved. Sheriff Porter went over the monthly jail statistic report.

Agenda Item #14: Committee approval to hire a Cody McCollough to come back as a casual employee: Sheriff Porter stated that Cody will move from a full time employee to a casual employee as of 4/17/23, he was hired full time by Boscobel Police Department but will remain on our roster as a casual for the road. No committee approval needed.

Agenda Item #15: Review 2022 final budgets for each department: Each department discussed their 2022 budgets and the overall expenses and revenues for each department.

Agenda Item #16: Review of January to March 2023 budgets for each department: Each department discussed the outlook on their budgets for 2023 and what they project that expenses and revenues should look like for the year.

Agenda Item #17: Hiring process discussion: Sheriff Porter stated that interviews are being done today. The department is struggling to get qualified candidates as is every department. Chief Deputy Wallace talked about required staffing levels in the jail and if we are not able to keep that we have to farm out our services. Staffing issues come down to doing dual jobs in the jail (jail/dispatch) and also employees who are leaving are getting better pay and insurance at other places. Sheriff Porter states we need to be able to streamline our hiring process, the process needs to have less hoops and be faster in order to hire qualified candidates.

Agenda Item #18: Committee approval to apply for the US DOJ COPS Hiring Program FY2023 Grant: Sheriff Porter stated that the COPS grant is open and the department is looking to apply and ask for 1 position, one way we would help match monies would be the contract through Lone Rock. Motion to approve applying for the grant but not necessarily accepting the grant until after budget time made by Bob Frank, second to this motion by Kerry Severson. Motion approved.

Agenda Item #19: Discussion of future jail plans: Luck would like the Sheriff's department to think about staffing levels and where a dispatch center would be located so the committee can look at numbers and dollars, she would like this brought back in July.

Agenda Item #20: Update on protective status retirement for jail staff: Sheriff Porter informed the committee that the Senate and Governor has approved protective status for correctional staff which would include county jails.

Agenda Item #21: Review of Ordinance 89-7: Luck stated she would like a discussion on this for the next meeting and if anything needs to be changed.

Agenda Item #22: Radio Tower project updates: Mike Day from True North was at this meeting. Mike informed the committee that radio console training took place this past week and looking to switch over around the end of April. The tower design is still looking at 9 sites, 5 lease sites, 4 greenfield sites currently. The project is looking at the radio vendors and working with US Cellular and the tower rates they have given which are extremely higher than what is currently paid, US Cellular is asking \$50,000 for tower rent. If US Cellular doesn't come down on their rate, the plan for the Boaz area is using a greenfield site. Day stated the security projection is solid, the cost for greenfield sites could change in the overall costs but still within the original budget, so Mike believes there would be no change in overall costs. Administrator Langreck went over projected amounts in the project. There was more discussion on the US Cellular sites, leases and costs for tower space. Motion to approve moving this project in the amount of \$8.1 million to move forward to Finance & Personnel made by Bob Frank, second to this motion by Richard McKee. Motion approved.

Agenda Item #23: Mapping, Radio System & Squad Updates: Chief Deputy went over the squad report with the committee members. There was an issue with an air compressor in one of the Dodge Durangos.

Agenda Item #24: Future agenda items: Discussion on Ordinance 89-7 and possible changes, Discussion of dog ordinance.

Motion to approve to move into closed session made by Bob Frank, second to this motion by Richard McKee. Motion approved.

Agenda Item #25: CLOSED SESSION: Interview candidate(s) for the position(s) of Sheriff's Department Road Patrol Deputy and Jailer/Dispatcher:

Motion to move back into open session at 12:48 made by Bob Frank, second to this motion by Richard McKee. Motion approved.

Motion by committee to let Sheriff Porter move forward on hiring from the 5 Road Patrol and 2 Jailer/Dispatcher position interviews made by Bob Frank, second to this motion by Kerry Severson. Motion approved.

Agenda Item #18: Adjourn; Motion by Richard McKee to adjourn until the regular Public Safety Committee meeting on Friday, May 5, 2023 at 8:30am. Second to this motion by Bob Frank. Motion passed, meeting adjourned.

Respectfully Submitted by Office Manager, Amber Muckler

7 Cases in April

3 heart-related

3 cancer

1 dementia

age range 28-99 years

6 out of the 7 cases were cremations

1 autopsy case.

28 year old male with very limited medical history.

As a result of the autopsy, it was learned that the decedent had an undiagnosed auto-immune/connective tissue disorder which was a major contributing factor to the cause of death, aortic dissection. The findings were very important to the surviving family as they not only provided an answer as to why the decedent passed at such a young age, but also served to provide the family with information that will be used during genetic testing to prevent a similar tragedy from happening again. They were very appreciative of our efforts in this case. Kathy, who was the Coroner on this case, spoke with the decedents mother to make sure the family was ok with us sharing this information with you. Although no names are being mentioned, because we live in a rural area, it is quite possible that someone hearing this information will be able to figure out who we are referring to. I believe this case reinforces the importance of autopsies in specific cases.

Respectfully,

Jim

ANNUAL REPORT OF ACTUAL REVENUES AND EXPENDITURES

Under s.758.19(5)(e), Wis. Stats.

Report is due **May 15, 2023** for period covering **January 01, 2022** through **December 31, 2022**

Failure to submit report by due date will result in penalty per s. 758.19(5)(f)&(6)(b), Wis. Stats.

1. Summary of Court Revenue

Richland County

Revenue Source	Account Code	County Receipts Credited to Court Budgets	Court-Related Rcpts CR to Cty Non-Court Budgets	Total Revenue
Revenue from State				
Circuit Court Support Payments	4110	54,765.00	0.00	54,765.00
Guardian ad Litem (GAL) Payment	4120	26,279.00	0.00	26,279.00
Interpreter Reimbursements	4130	2,530.00	0.00	2,530.00
Child Support IV-D Revenue	4140	2,812.37	0.00	2,812.37
DOA/DOC Prisoner Revenue	4150	0.00	0.00	0.00
Other State Revenue -	4199	0.00	0.00	0.00
Other State Revenue -	4199	0.00	0.00	0.00
Total Revenue from State		\$86,386.37	\$0.00	\$86,386.37
Statutory Fines, Forfeitures, and Surcharges				
State Fines & Forfeitures (County Share)	4210	1,115.60	0.00	1,115.60
County Ordinance Forfeitures	4220	42,534.04	0.00	42,534.04
Driver Improvement Surcharge	4230	0.00	15,022.29	15,022.29
Ignition Interlock Device Surcharge (IIDS)	4235	917.37	0.00	917.37
Jail Assessment Surcharge	4240	0.00	12,025.21	12,025.21
Occupational Driver's License Surcharge	4250	0.00	0.00	0.00
State Forfeitures under ch 348	4260	435.25	0.00	435.25
State Fines and Forf under ch 341-347, 349 and 351	4270	10,941.07	0.00	10,941.07
Other Fines, Forfeitures and Surcharges -	4299	0.00	0.00	0.00
Other Fines, Forfeitures and Surcharges -	4299	0.00	0.00	0.00
Total Statutory Fines, Forfeitures, and Surcharges		\$55,943.33	\$27,047.50	\$82,990.83
Statutory Fees For Services				
Criminal & Civil Action Fees	4310	18,572.92	0.00	18,572.92
Clerk of Court Child Support Fee	4320	299.83	0.00	299.83
Occupational Driver's License Fee	4325	0.00	0.00	0.00
Family Counseling Service Fee	4330	1,444.67	0.00	1,444.67
Custody Study Fee	4333	0.00	0.00	0.00
Marriage License Fees Allocated to Fund Family Counseling Services	4335	0.00	1,940.00	1,940.00
Mediation Fee (for Family Court Counseling Services)	4337	0.00	2,818.12	2,818.12
Other Clerk of Court Fees	4340	4,974.13	0.00	4,974.13
Credit/Debit Card Fee	4341	0.00	0.00	0.00
Copy Fees (Clerk of Court & Probate)	4342	3,706.95	0.00	3,706.95
Administrative Fees	4343	852.00	0.00	852.00
Interest on Judgements	4344	10,204.23	0.00	10,204.23
Jury Demand Fee	4345	864.00	0.00	864.00
Municipal Forfeiture Fee	4346	2,030.00	0.00	2,030.00
Payment Plan Fee	4347	1,375.00	0.00	1,375.00
Probate Fees	4350	9,616.02	0.00	9,616.02
Receipt Disbursement Fee	4360	0.00	0.00	0.00
Restitution Fee 10%	4370	3,160.63	0.00	3,160.63
Restitution Admin Fee 5%	4380	1,152.52	0.00	1,152.52
Community Service Work Offset Fee	4390	0.00	0.00	0.00
Other Fees for Service Revenue -	4399	0.00	0.00	0.00
Other Fees for Service Revenue -	4399	0.00	0.00	0.00
Total Statutory Fees For Services		\$58,252.90	\$4,758.12	\$63,011.02
Recoupment of Expenses and Other Revenue				
Recoupment of Attorney Legal Services Paid by the County	4410	52,535.60	0.00	52,535.60
Recoupment of Guardian Ad Litem Legal Services Paid by the County	4411	47,501.75	0.00	47,501.75
Recoupment of Legal Fees (SPD): DLQ, CHIPS, & JIPS	4412	291.58	0.00	291.58
Recoupment of Juvenile Custody Costs Paid by the County	4413	0.00	0.00	0.00
Recoupment of Medical/Psychological Services Paid by the County	4415	821.37	0.00	821.37
Recoupment of Electronic Monitoring Pd by the Cty	4416	0.00	0.00	0.00
Recoupment of Extradition Costs per s. 973.06(1)(a) Paid by the County	4417	0.00	0.00	0.00
Recoupment of Interpreter Services Paid by the County	4418	730.00	0.00	730.00
Recoupment of Witness Fees and Costs Paid by the County	4419	0.00	0.00	0.00
Bond/Bail Forfeitures Recovered	4420	3,300.00	0.00	3,300.00
Jury Costs Recovered	4430	0.00	0.00	0.00
Interest Earned on Bank Accounts and Investments	4440	73.30	0.00	73.30
Service Fee	4460	0.00	0.00	0.00
Donations/DARE and Other CPO Contributions	4470	0.00	0.00	0.00
Grants	4480	0.00	0.00	0.00
Other County Revenue - Sale of old forms cabinet	4499	30.00	0.00	30.00
Other County Revenue - Treatment Court Grant	4499	0.00	102,065.21	102,065.21
Total Recoupment of Expenses and Other Revenue		\$105,283.60	\$102,065.21	\$207,348.81
Total Revenue		\$305,866.20	\$133,870.83	\$439,737.03

2. Summary of Court-Related Expenditures

Richland County

Expenditure Type	Account Code	Jurors/Jury Bailiffs	Court Interpreters	Law Library/Legal Resource Center	Legal Materials for Judges	Circuit and Family Court Commissioners	Commissioner Court Reporting	Commissioner Support Staff	Other Court-Related Expenditures	All County Budgets Court Related Total Exp.
Allowable Costs under s. 758.19(5)(a), Wis. Stats										
Salaries	7000	0.00	0.00	0.00	0.00	25,868.07	0.00	0.00	235,525.71	261,393.78
Fringe Benefits	7100	0.00	0.00	0.00	0.00	1,910.20	0.00	0.00	97,350.77	99,260.97
Professional or Contractual Services/Third Party Per Diems:										
Medical and Other Psychological Exams	7210	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,600.00	1,600.00
Court Subpoenaed Witnesses and Expert Witnesses	7220	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Attorneys	7230	0.00	0.00	0.00	0.00	0.00	0.00	0.00	236,947.12	236,947.12
Juror Per Diem	7240	1,211.40	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,211.40
Other (includes court reporters per diem, interpreters, etc.)	7299	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8,657.88	8,657.88
Capital Asset Acquisitions	7300	0.00	0.00	0.00	0.00	0.00	0.00	0.00	227.58	227.58
Minor Equipment-Lease/Rental	7360	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Minor Equipment Items Not Capitalized - Inventoried	7370	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,916.10	1,916.10
Insurance	7410	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Postage	7420	0.00	0.00	0.00	0.00	118.00	0.00	0.00	5,906.89	6,024.89
Printing	7430	0.00	0.00	0.00	0.00	0.00	0.00	0.00	549.10	549.10
Materials and Supplies - Other	7440	0.00	0.00	0.00	0.00	456.11	0.00	0.00	4,307.99	4,764.10
Telecommunications	7500	0.00	0.00	0.00	0.00	0.00	0.00	0.00	690.63	690.63
Court Reporter Transcripts	7600	0.00	0.00	0.00	0.00	0.00	0.00	0.00	366.00	366.00
Travel and Training:										
Juror Mileage or Other Travel Reimbursed	7710	439.62	0.00	0.00	0.00	0.00	0.00	0.00	0.00	439.62
Employee/Contractor	7720	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other	7799	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,063.95	2,063.95
Other Admin and Operating Expenses NOT related to courtroom security, security personnel, rent, utilities, maintenance, and rehabilitation and/or construction of court facilities	7800	0.00	0.00	0.00	0.00	485.44	0.00	0.00	2,195.34	2,680.78
Department Chargebacks NOT related to courtroom security, security personnel, rent, utilities, maintenance, and rehabilitation and/or construction of court facilities	7900	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Allowable Costs under s. 758.19(5)(a), Wis. Stats		\$1,651.02	\$0.00	\$0.00	\$0.00	\$28,837.82	\$0.00	\$0.00	\$598,305.06	\$628,793.90
Unallowable Costs under s. 758.19(5)(a)										
Courtroom Security (including security personnel)	8100	0.00	0.00	0.00	0.00	0.00	0.00	0.00	16,602.87	16,602.87
Rent/Lease	8200	0.00	0.00	0.00	0.00	0.00	0.00	0.00	13,549.00	13,549.00
Utilities	8300	0.00	0.00	0.00	0.00	0.00	0.00	0.00	21,233.00	21,233.00
Court Facility Maintenance	8400	0.00	0.00	0.00	0.00	0.00	0.00	0.00	47,746.00	47,746.00
Capital Outlays for Rehabilitation and/or Construction of Court Facilities	8500	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Department Chargebacks related to courtroom security, security personnel, rent, utilities, maintenance, and rehabilitation and/or construction of court facilities	8600	0.00	0.00	0.00	0.00	0.00	0.00	0.00	9,794.00	9,794.00
Other Admin and Operating Expenses related to courtroom security, security personnel, rent, utilities, maintenance, and rehabilitation and/or construction of court facilities	8700	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,070.00	2,070.00
Total Unallowable Costs under s. 758.19(5)(a)		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$110,994.87	\$110,994.87
Indirect Costs										
Indirect Costs	9000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Indirect Costs		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Expenditures		\$1,651.02	\$0.00	\$0.00	\$0.00	\$28,837.82	\$0.00	\$0.00	\$709,299.93	\$739,788.77

3. Juror Costs Under s. 59.77(8)

Richland County

County's Juror Daily rate	\$ 16.00
County's Juror Half-Day rate	\$ 16.00
Juror Mileage rate	\$ 0.510

4. Attorney Costs

Richland County

	Account Code	Expenditures	Recoupments
Guardians ad Litem			
Chapters 48 & 938	9001	28,663.28	4,875.18
Chapters 51, 54, & 55	9002	34,932.09	6,193.05
Chapter 767	9003	37,995.30	36,433.52
Other GAL (includes Chapter 813)	9004	5,277.50	0.00
Total Guardians ad Litem		\$106,868.17	\$47,501.75
County-Paid Counsel under State v. Dean			
Criminal Defense Counsel Paid under Dean	9008	86,414.81	43,674.13
Other County-Paid Counsel Paid under Dean	9009	39,830.64	8,861.47
Total County-Paid Counsel under State v. Dean		\$126,245.45	\$52,535.60
Other Attorney Fees			
Other Attorney Fees - Non-Family Court Commissioner	9010	3,833.50	0.00
Other Attorney Fees	9011	0.00	0.00
Other Attorney Fees	9012	0.00	0.00
Other Attorney Fees	9013	0.00	0.00
Other Attorney Fees	9014	0.00	0.00
Total Other Attorney Fees		\$3,833.50	\$0.00
Total Attorney Costs		\$236,947.12	\$100,037.35

5. Staffing Levels for County Circuit Court Budgets

Richland County

Indicate the budgeted number of full-time equivalent (FTE) positions and the total hours worked by limited term employees (LTE) paid for by the county in the past calendar year in the following areas of the county's circuit court. If contractors provided services to the circuit court, list the total contracted hours paid for by the county in the past calendar year. It is important to list each county-founded position ONLY ONCE in the table below. DO NOT DOUBLE COUNT POSITIONS. See Chapter 6 of the *Circuit Court Revenue and Expenditure Uniform Chart of Accounts* for more instructions in filling out this report section.

Line No:	Circuit Court Staffing:	FTE Positions	LTE (Hours)	Contracted Hours (Not FTE)
1	Clerk of Circuit Court Office (include the Clerk of Circuit Court and other staff providing support for Circuit Court Judges but EXCLUDE judicial assistants, jury bailiffs, register in probate, circuit court commissioner(s), family court commissioner(s), court reporter(s), law clerk(s), interpreter(s) and other positions counted in rows below).	3.00	0.00	0.00
2	Judicial Assistants (report only the number of FTE positions during the past calendar year that were titled "judicial assistant", supported a judge (not a court commissioner) and performed only the job duties in the Director of State Courts judicial assistant position description per Chapter 6 of the Circuit Court Revenue and Expenditure Uniform Chart of Accounts).	0.54	0.00	0.00
3	Positions providing judicial assistance (report the percentage of FTE position(s) during the past calendar year not titled "judicial assistant" that performed judicial assistant duties for judges as described in the Director of State Courts judicial assistant position description in addition to other job duties (i.e. deputy clerk of court, court calendaring clerk, etc.). ONLY RECORD in this section that portion of FTE that was dedicated to performing judicial assistant duties. DO NOT REPORT IN THIS SECTION the percentage of FTE dedicated to performing non-judicial assistant-related duties for judges - FTE for non-judicial assistance duties should be reported elsewhere).	0.00	0.00	0.00
4	Jury Bailiffs or county positions performing jury bailiff duties DO NOT INCLUDE ANY SECURITY BAILIFFS OR BAILIFF/COURT AIDES.	0.00	0.00	30.00
5	Registers in Probate Office (include the Register in Probate if not part of the Clerk of Circuit Court Office)	0.73	0.00	0.00
6	Juvenile Clerks Office (if not part of the Clerk of Circuit Court Office)	0.73	0.00	0.00
7	Circuit Court Commissioner(s)	0.00	0.00	53.00
8	County-funded Court Reporter(s) supporting Circuit Court Commissioner(s)	0.00	0.00	0.00
9	Other staff providing administrative support to Circuit Court Commissioner(s)	0.00	0.00	0.00
10	Family Court Commissioner(s)	0.00	0.00	295.50
11	County-funded Court Reporter(s) supporting Family Court Commissioner(s)	0.00	0.00	0.00
12	Other staff providing administrative support to Family Court Commissioner(s)	0.00	0.00	0.00
13	Report the staff involved with the Family Court Counseling services provided by the county. For example, mediators and social workers.	0.00	0.00	35.50
14	Law Clerk(s)	0.00	0.00	0.00
15	Interpreters providing in-court services or services in the above areas	0.00	0.00	13.00
16	Other staff providing court services in non-court budgets - Small Claims Mediation	0.00	0.00	22.00
	Total Staffing Levels in County Court Budgets for Calendar Year	5.00	0.00	449.00

6.

Richland County

Person Who Submitted Report	StacySueKleist	Date (mm/dd/yyyy)	05-4-2023
Job Title	Clerk of Circuit Court	Phone	608-647-3956
E-Mail	Stacy.Kleist@wicourts.gov	Fax	608-647-3911

Register in Probate

ACS FINANCIAL SYSTEM
 5/02/2023 15:52:21
 LEVEL OF DETAIL 1.0 THRU 4.0

Expenditure Guideline
 FOR THE PERIOD(S) JAN 01, 2023 THROUGH APR 30, 2023

RICHLAND COUNTY
 GL520R-V08.19 PAGE 1

	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	85,956.50	0.00	6,668.20	19,200.30	66,756.20	22 --
5112 SALARIES - PART-TIME	0.00	0.00	0.00	0.00	0.00	0
5144 WITNESS FEES	150.00	0.00	0.00	0.00	150.00	0
5150 SECTION 125 PLAN-CO SHARE	225.00	0.00	9.20	24.20	200.80	10 -
5151 FICA - COUNTY SHARE	6,698.35	0.00	471.52	1,333.01	5,365.34	19 -
5152 RETIREMENT - COUNTY SHARE	5,954.09	0.00	453.44	1,305.61	4,648.48	21 --
5153 DENTAL INSURANCE-CO SHARE	1,257.24	0.00	70.70	246.18	1,011.06	19 -
5154 HEALTH INSURANCE - COUNTY SH	21,737.04	0.00	2,617.72	8,958.48	12,778.56	41 ----
5155 LIFE INSURANCE - COUNTY SHAR	32.54	0.00	5.02	10.96	21.58	33 ---
5161 HEALTH INS REIMBURSEMENT DED	1,000.00	0.00	0.00	0.00	1,000.00	0
5215 PSYCHOLOGICAL EVALUATION	6,000.00	0.00	0.00	0.00	6,000.00	0
5216 INTERPRETER FEES	500.00	0.00	210.00	210.00	290.00	42 ----
5225 TELEPHONE	1,500.00	0.00	36.13	145.12	1,354.88	9
5251 TRANSCRIPTS	150.00	0.00	0.00	0.00	150.00	0
5311 POSTAGE AND ENVELOPES	1,000.00	0.00	37.80	162.09	837.91	16 -
5315 COPY PAPER AND EXPENSE	400.00	0.00	0.00	0.00	400.00	0
5319 OFFICE SUPPLIES & COMPUTER S	1,100.00	0.00	83.90	631.56	468.44	57 -----
5324 DUES	214.00	0.00	0.00	0.00	214.00	0
5326 ADVERTISING	200.00	0.00	0.00	283.80	83.80	141 -----!!!!
5334 REGISTRATION	100.00	0.00	0.00	0.00	100.00	0
5335 MEALS	200.00	0.00	0.00	0.00	200.00	0
5336 LODGING	450.00	0.00	0.00	0.00	450.00	0
5339 MILEAGE	500.00	0.00	0.00	0.00	500.00	0
5819 NEW EQUIPMENT	1,200.00	0.00	0.00	0.00	1,200.00	0
TOTAL: PROJECT	136,524.76	0.00	10,663.63	32,511.31	104,013.45	23 --
0103 GAL FEES CHAPTER 48 & 938						
5212 ATTORNEY-GAL FEES	16,150.00	0.00	1,125.00	2,990.00	13,160.00	18 -
TOTAL: GAL FEES CHAPTER 48 & 938	16,150.00	0.00	1,125.00	2,990.00	13,160.00	18 -
0104 GAL FEES CH 51, 54, & 55						
5212 ATTORNEY-GAL FEES	15,500.00	0.00	2,394.65	5,617.55	9,882.45	36 ---
TOTAL: GAL FEES CH 51, 54, & 55	15,500.00	0.00	2,394.65	5,617.55	9,882.45	36 ---
0109 ADVERSARY-REG IN PROBATE						
5212 ADVERSARY ATT-REG IN PROBATE	25,000.00	0.00	0.00	3,017.50	21,982.50	12 -
TOTAL: ADVERSARY-REG IN PROBATE	25,000.00	0.00	0.00	3,017.50	21,982.50	12 -
0112 N/F COURT COMMISSIONER						
5212 ATTORNEY-N/F COURT COMMISSNR	500.00	0.00	0.00	0.00	500.00	0
TOTAL: N/F COURT COMMISSIONER	500.00	0.00	0.00	0.00	500.00	0
TOTAL: REGISTER IN PROBATE	193,674.76	0.00	14,183.28	44,136.36	149,538.40	22 --
TOTAL: GENERAL FUND	193,674.76	0.00	14,183.28	44,136.36	149,538.40	22 --

	ADOPTED BUDGET	REVISED BUDGET	ANNUAL ACT MTD POSTED 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	562.97	812.79	5,187.21	13 -
TOTAL: PROBATE FEES	6,000.00	6,000.00	562.97	812.79	5,187.21	13 -
0207 CERTIFICATIONS						
4515 REGISTER IN PROBATE - CERTIF	300.00	300.00	60.00	232.92	67.08	77 -----
TOTAL: CERTIFICATIONS	300.00	300.00	60.00	232.92	67.08	77 -----
TOTAL: PUBLIC CHARGES FOR SERVICES	6,300.00	6,300.00	622.97	1,045.71	5,254.29	16 -
TOTAL: GENERAL FUND	6,300.00	6,300.00	622.97	1,045.71	5,254.29	16 -

Does not include reimbursements on attorney fees.

**RICHLAND COUNTY SHERIFF'S DEPARTMENT
MONTHLY BILLS SUBMITTED FOR APPROVAL
APRIL 2023 BILLS**

(PRESENTED AT THE MAY 5, 2023 PUBLIC SAFETY COMMITTEE MEETING)

NO.	VENDOR	# OF INV.	DESCRIPTION	INVOICE #	General Dept. Bills \$ AMT	LINE ITEM	LINE ITEM
1	ADVANCED CORRECTIONAL HEALTHCARE	2	CARE OF PRISONERS	129792, 129793	5,863.66	10.5251.0000.5296	
2	BINDL TIRE & AUTO	2	SQUAD MAINTENANCE	593310, 711553	154.47	10.5211.0000.5352	
3	CHARM-TEX	6	JAIL SUPPLIES	319333, 319463, 319597, 319881, 320289, 320622	2,133.90	10.5251.0000.5352	
4	CZYS, MIKE	1	K-9 SUPPLIES	N/A	68.56	35.5255.0000.5319	
5	ELIOR/SUMMIT FOODS	3	MEALS FOR PRISONERS	170782, 171327, 171872	9,397.95	10.5251.0000.5294	
6	FILLBACK FORD	1	SQUAD MAINTENANCE	300155	73.68	10.5211.0000.5352	
7	FOX VALLEY FIREARMS LLC	1	UNIFORM ALLOWANCE/SUTTON	25430	610.83	19.5213.0000.5346	
8	GALLS	1	UNIFORM ALLOWANCE/RUPNOW	23998690	106.95	19.5213.0000.5346	
9	HOME DEPOT PRO	1	JAIL REPAIR	740433883	357.96	10.5251.0000.5356	
10	LUEDTKE, THEODORE	1	JAIL ASSMNT - JAIL REPAIRS	32419	6,412.00	15.5145.0000.5356	
11	MCKESSON MEDICAL	1	JAIL SUPPLIES	20582800	384.60	10.5251.0000.5352	
12	MELBY, KEVIN	1	UNIFORM ALLOWANCE	N/A	65.91	19.5213.0000.5346	
13	MOTOROLA SOLUTIONS	2	NEW EQUIP & NEW EQUIP-JAIL ASSMNT	1411008606, 8281603008	7,157.00	10.5211.0000.5819	15.5145.0000.5819
14	PERSONNEL EVALUATION	1	MEDICAL EXAMS	47290	200.00	10.5211.0000.5346	
15	RHYME	3	COPY LEASE & SUPPLIES	627499, 627498, 610406	138.54	10.5211.0000.5315	10.5251.0000.5315
16	RICHLAND CENTER POLICE DEPT	1	TRAFFIC GRANT - PD SHARE	N/A	241.36	26.5470.0000.5999	
17	RICHLAND COUNTY HHS	1	MENTAL HEALTH FEES	2023-4	300.00	10.5251.0000.5299	
18	RICHLAND COUNTY HWY DEPT	1	SQUAD MAINTENANCE	23-Mar	94.39	10.5211.0000.5352	
19	RICHLAND HOSPITAL	1	CARE OF PRISONERS	N/A	860.00	10.5251.0000.5296	
20	SUMMIT FIRE PROTECTION	1	FIRE PROTECTION	182011020	348.25	10.5211.0000.5291	
21	STREICHER'S	1	UNIFORM ALLOWANCE/GRAHAM	1630636	586.00	19.5213.0000.5346	
22	TOP PACK DEFENSE	2	UNIFORM ALLOWANCE & NEW EQUIP/JOHNSON, MARSHALL	10508, 10291	1,892.50	19.5213.0000.5346	10.5211.0000.5819
23	WI DEPT OF ADMINISTRATION	1	TRAINING & EDUCATION	69790	282.00	10.5211.0000.5157	
24	WI DEPT OF JUSTICE - TIME	1	TIME	45514458	2,435.25	10.5251.0000.5292	

APRIL 2023 BILLS		40,165.10
SHERIFFS DEPARTMENT		1,842.34
GRANTS		241.36
COUNTY JAIL		21,836.65
JAIL ASSESSMENT		13,179.00
DEPARTMENT-UNIFORM ALLOWANCE		2,997.19
K-9		68.56
DOG CONTRACT-MONTHLY PAYMENT		1,500.00
CURRENT MONTH'S JAIL ASSESSMENT		79,634.49

**SHERIFF'S MONTHLY REPORT
RICHLAND COUNTY
MONTH OF APRIL 2023**

(PRESENTED AT THE MAY 5, 2023 PUBLIC SAFETY MEETING)



	2023		
	FEB	MAR	APRIL
TOTAL AMOUNT OF MONTHLY VOUCHERS SUBMITTED	\$39,519.91	\$61,349.07	\$40,165.76
NUMBER OF JAIL BOOKINGS	43	41	60
AVERAGE NUMBER OF INMATES HOUSED IN OUR COUNTY	36.92	33.77	37.05
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	221	250	260
TRAFFIC CITATIONS ISSUED	0	109	77
TRAFFIC WARNINGS ISSUED	0	0	0
CIVIL PROCESS PAPERS SERVED	15	19	13
TRANSPORTS FOR THE MONTH	11	15	14
AVERAGE NUMBER ON ELECTRONIC MONITORING	10.00	9.00	10.00

Monthly Activity

Citations report not accurate in spillman this month

Jail Activity:

490 calls for service
69 calls for EMS
121 calls for RCPD

Squad	Assigned	Deputy	Sq year	Plate	Vin#	January
Squad 21	Training	Training vehicle	2016	896ZBT	6G3NS5R21GL224245	157,400
Squad 10	Patrol	Back up	2017	5875	1FM5K8AR0HG90332	150,267
Squad 2	Admin	Chief Dep Wallace	2018	ADY7972	1FM5K8AR8JGB69005	45,875
Squad 3	Patrol	Deputy Herbers	2018	AED1287	1FM5K8AR6JGB69004	45,951
Squad 4	K-9/Patrol	Deputy Czys & Rambo	2018	7755	1FM5K8ARXJGB93287	50,491
Squad 6	Investigator	Inv. Johnson	2018	934DBL	1FM5K8AR1JGA84720	70,566
Squad 7	Patrol	Deputy Crotsenberg	2018	5871	1FM5K8AR4JGC17213	126,419
Squad 8	Patrol	Back up	2018	7754	1FM5K8AR2JGC17212	159,101
Squad 12	Patrol	Deputy Kinnison	2019	5874	2C3CDXKTXXKH600559	95,293
Van (13)	Transports	Jail	2019		2C4RDGBG8KR808426	30,278
Squad 16	Sgt/Patrol	Sgt. McCollough	2019	6898	1FTEW1P49KKC42277	61,425
Squad 17	Sgt/Patrol	Sgt. Melby	2019	6958	1FTEW1P47KKC42276	54,082
Squad 14	Patrol	Deputy Graham	2020	5872	1C4RDJFG6LC369759	27,596
Squad 18	Patrol	Deputy Tucker	2020	8980	1C4RDJFG2LC369757	46,228
Squad 19	Patrol	Sgt. Rupnow	2020	9047	1C4RDJFG4LC369758	53,074
Squad 20	Patrol	Deputy Gerber	2020	8989	1C4RDJFG2LC369760	58,350
Squad 1	Admin	Sheriff Porter	2021		1C6SRFGT6MN708092	13,702
Squad 9	Patrol	Deputy Sutton	2021	5873	1FM5K8AB1MGB61433	21,282
Squad 15	Patrol	Deputy Isaacson	2021	9794	1FM5K8AB3MGB61434	19,470
squad 05	K-9/Patrol	Sgt. Schildgen	2022		1FM5K8AB7NGB48221	5,821
Squad 11	Patrol	Deputy Ring	2022	E5619	1FM5K8AB2NGB50491	3,549

Old 5	K-9 Backup	K-9 Backup/Casual	2016		1FM5K8AR2GGA77719	
Old 11	Patrol	removed from service	2017		1FM5K8AR2HGA70982	

February	March	April	May	June	July	August	September	October	November
157,400	157,708	157,708	157,708						
151,045	151,459	151,459	151,459						
46,830	47,535	49,025	49,736						
45,951	47,583	50,927	51,974						
50,919	51,314	52,079	52,499						
71,360	72,378	73,440	73,975						
128,490	130,995	134,303	136,456						
159,101	159,101	159,348	159,348						
96,924	97,756	99,232	54,977						
31,461	32,399	34,958	35,571						
62,269	63,286	66,124	66,502						
55,033	56,184	58,265	58,498						
28,565	29,134	30,692	31,670						
48,302	50,792	53,895	54,977						
54,471	56,203	58,764	60,361						
60,372	62,270	65,573	67,313						
14,490	15,947	17,752	18,699						
22,655	24,196	26,625	28,046						
20,990	23,156	27,563	29,253						
7,350	8,699	12,160	13,245						
5,156	7,491	11,307	13,032						

December

Jail Step Increase Effect

	Step 2		Step 3		Step 4		Step 5		Step 6		Step 7		Step 8
# employees currently in each step	1		3		6		2						
# Sergeants in each step					2								
# employees in each step with change	1		3		3		0		2		0		2
# Sergeants in each step with change													2

(New pay) \$25.36- (old pay) \$24.30=\$1.06
 $\$1.06 \times 2068 \text{ hrs per year} = \$2,192.08$
 $\$2,192.08 \times 2 \text{ employees} = \$4,384.16$

(New pay) \$26.42-(old pay) \$24.83=\$1.59
 $\$1.59 \times 2068 \text{ hrs per year} = \$3,288.12$
 $\$3,288.12 \times 2 \text{ employees} = \$6,576.24$

(New Sgt pay) \$28.56 - (old Sgt pay) \$26.8= \$2.28
 $\$2.28 \times 2068 \text{ hrs per year} = \$4,715.04$
 $\$4,715.04 \times 2 \text{ sergeants} = \$9,430.08$

\$4,384.16
 \$6,576.24
 \$9,430.08

TOTAL **\$20,390.48**

County	Starting Wage	Max Wage	Part time Wage	Shifts	Benefits	Housing cost	Position
Lafayette	\$24.75	\$30.17	\$22	12	State Plan, no deductible	No room	Jail/dispatch
Vernon	\$22.78	\$25.18	\$19.82	12	State Plan, \$1,500 single, \$3,000 family	\$51 but switching to \$55	Jail
Crawford	\$23.29	\$26.78	\$21	12	Not state, \$500 single, \$1,000 family	No room	Jail
Grant	\$21.91	\$25.50	\$20	12	Not state, \$500 single, \$1,000 family	\$50	Jail
Iowa	\$22.83	\$26.19	\$19	12	State Plan, \$500, single, \$1,000 Family	\$60	Jail
Sauk	\$23.95	\$28.99	\$22.46	8.5	Not state, \$1,500 single, \$3,000 Family	\$51.46	Jail
Richland	\$23.25	\$24.30	\$21.35	8.5	State Plan, \$1,000, single, \$2,000 Family		Jail/dispatch

(Cost of inmate per day) 51 x 25 (average inmates in our facility) = \$1,275 per day
 \$1,275 per day x 365 days in a year = **\$465,375**

County Step Increase if following Caslson &		
Step 2	\$23.25	Probationary
Step 3	\$23.77	Off probation
Step 4	\$24.30	After 2 years
Step 5	\$24.83	After 4 years
Step 6	\$25.36	After 6 years
Step 7	\$25.88	After 8 years
Step 8	\$26.42	After 10 years

Billing Address:
 RICHLAND COUNTY SHERIFF
 181 W SEMINARY ST
 RICHLAND CENTER, WI 53581
 US

Shipping Address:
 RICHLAND COUNTY SHERIFF
 181 W. SEMINARY STREET
 RICHLAND CENTER, WI 53581
 US

Quote Date:04/28/2023
 Expiration Date:04/27/2024
 Quote Created By:
 Karen Sweet
 Account Sales
 Karen.Sweet@
 motorolasolutions.com
 303-910-3070

End Customer:
 RICHLAND COUNTY SHERIFF
 Jason Marshall
 jason.marshall@co.richland.wi.us
 (608) 649-5926

Payment Terms:30 NET

Line #	Item Number	Description	Qty	Term	Ext. Sale Price
	Flex				
1	SSV00S00064A-SP	MOBILE AVL AND MAPPING SOFTWARE	1		\$7,550.40
2	ISV00S01851A	PROJECT MANAGEMENT AND IMPLEMENTATION	1		\$4,635.38
3	SSV00S00036A-SP	MOBILE AVL AND MAPPING MAINTENANCE - STANDARD	1	5 YEAR	\$4,530.24
Grand Total					\$16,716.02(USD)



Pricing Summary

	Sale Price	
Upfront Costs for Hardware, Accessories and Implementation (if applicable), plus Subscription Fee	\$13,091.83	\$0.00
Year 2 Subscription Fee	\$906.05	\$0.00
Year 3 Subscription Fee	\$906.05	\$0.00
Year 4 Subscription Fee	\$906.05	\$0.00
Year 5 Subscription Fee	\$906.05	\$0.00
Grand Total System Price	\$16,716.02	\$0.00

Notes:

- Customer affirms that a purchase order or notice to proceed is not required for contract performance or for subsequent years of service, if any, and that sufficient funds have been appropriated in accordance with applicable law. The Customer will pay all invoices as received from Motorola and any changes in scope will be subject to the change order process as described in this Agreement. At the time of execution of this Agreement, the Customer will provide all necessary reference information to include on invoices for payment in accordance with this Agreement.
- Unless otherwise noted, this quote excludes sales tax or other applicable taxes (such as Goods and Services Tax, sales tax, Value Added Tax and other taxes of a similar nature). Any tax the customer is subject to will be added to invoices.

Future Maintenance

- Future maintenance is estimated for your planning purposes and is not included in this purchase.

Term 6 Flex Maintenance Total: \$942.29

The Customer's signature below constitutes its agreement to purchase the licenses, products and/or services according to the terms quoted by Motorola Solutions within this document. This document shall serve as an addendum to the Purchase Agreement previously entered into between the Customer and Motorola Solutions. The terms and conditions of the Purchase Agreement, as well as the related License Agreement and Support Agreement, shall apply to the items quoted herein.

Motorola Solutions, Inc.

By: _____

Name: _____

Title: _____

Date: _____

Customer

By: _____

Name: _____

Title: _____

Date: _____



Any sales transaction following Motorola's quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the "Underlying Agreement") that authorizes Customer to purchase equipment and/or services or license software (collectively "Products"). If no Underlying Agreement exists between Motorola and Customer, then Motorola's Standard Terms of Use and Motorola's Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products.
 Motorola Solutions, Inc.: 500 West Monroe, United States - 60661 ~ #: 36-1115800

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

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

(1) CREATION AND DUTIES OF LAW ENFORCEMENT COMMITTEE: DUTIES OF SHERIFF POSITIONS IN THE DEPARTMENT.

(a) There is created a Law Enforcement Committee to consist of five 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 Law Enforcement Committee shall be filled in the same manner as any other vacancy on a standing committee of the Richland County Board is filled.

(b) DUTIES OF THE LAW ENFORCEMENT COMMITTEE. Committee shall be:

The duties of the Law Enforcement

1. To prepare or approve and publish rules and regulations relating to the Richland County Sheriff's Department, hereinafter referred to as the Department, in the manner set forth in this Ordinance;
2. To observe the Law Enforcement 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 Department, and to audit bills of the Department;
4. To receive applications for vacancies and to conduct or arrange to conduct examinations of potential candidates for the non-elective positions within the Department, subject to the more specific provisions contained in this Ordinance;
5. To review the budget of the Sheriff's Department;
6. To act as Grievance Committee in the case of any grievance by an employee of the Department arising out of employment by the Department;
7. To refer, from time to time as deemed necessary by the Law Enforcement Committee, or as otherwise required by law, matters pertaining to the Sheriff's Department to the County Board;
8. To perform such other acts as are specifically allocated to the Law Enforcement Committee elsewhere in the Ordinance.

(c) DUTIES OF THE SHERIFF. The duties of the Richland County Sheriff shall be set forth in the Wisconsin Statutes. In addition to the statutory duties, the Sheriff's duties shall include the general management of the Richland County Sheriff's Department 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 DEPARTMENT. The positions in the Richland County Sheriff's Department, 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. Investigator, the holder of this position must be deputized by the sheriff.
4. Road Patrol Deputy Sheriff; the holder of this position must be deputized by the Sheriff.
5. Dispatcher-Jailer; the holder of this position ~~must~~ may??? (Changed in 1991-12 from must to may but maybe a mistake?) be deputized by the Sheriff.
6. Task Force Deputy; the holder of this position must be deputized by the Sheriff.
7. Sheriff's Department Secretary; the holder of this position must be deputized by the Sheriff.
8. Sheriff's Department 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 Department are as follows:

- | | |
|--|----|
| 1. Full-time Chief Deputy | 1 |
| 2. Full-time Road Patrol Lieutenant | 1 |
| 3. Full-time Road Patrol Deputy Sheriff | 11 |
| 4. Full-time Investigator | 1 |
| 5. Full-time Dispatcher-Male Section Jailer | 6 |
| 6. Full-time Dispatcher-Female Section Jailer | 6 |
| 7. Full-time Dispatcher-Either Male or Female Jailer | 1 |
| 8. Full-time Task Force Deputy Sheriff | 3 |
| 9. Full-time Office Manager/Confidential Administrative Assistant | 1 |
| 10. Part-time Clerk/Typist | 1 |
| 11. Casual and temporary employees may be called in by the Sheriff, Chief Deputy or Lieutenant to work, as the Department'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 31

TOTAL NUMBER OF PART-TIME POSITIONS 1

\$25,000.00 is hereby appropriated from the Contingency Fund to the County Jail Account in the 2014 County budget to fund this position which shall start on June 1, 2014.

(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 Department which cannot be filled by job posting within the department. These hiring procedures and standards will also apply to all casual and temporary employees except for those casual and temporary employees hired per Ordinance 89-7 or hired as follows:

Law enforcement officers who reside in Richland County and who are certified law enforcement officers by the State of Wisconsin under Wisconsin Statutes section 165.85 may be hired by the Sheriff as a casual employee to do prisoner transports, courtroom duties, emergency duties or other casual employee duties, as determined by the Sheriff. Hiring will only be allowed after an interview with the Law Enforcement Committee and after the approval of the hire by the Committee. Casual employees hired under this subsection are exempt from the written examination, physical agility and interviewing process detailed in 2 (d) and (e) of Ordinance 89-7.

(b) The Law Enforcement Committee shall publicize the creation of an eligibility list to fill any vacancy in accordance with Richland County's Affirmative Action Resolution (Resolution No. 76-58, passed in October 20, 1976).

(c) The Law Enforcement Committee shall screen all applicants for the secretary position to ensure that they have the minimum qualification necessary to satisfy the job description for the position.

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

1. The applicant shall become a resident of Richland County within 30 days of the date of employment.
2. The applicant must be a high school graduate or equivalent.
3. The applicant must be not less than 18 years of age.
4. 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 the positions of Road Patrol Deputy Sheriff or Investigator.
5. 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 (d), as appropriate, shall take a competitive examination, which shall be administered by the Wisconsin Department of Administration, at County expense, in accordance with sec. 59.21 (8)(a), Wisconsin Statutes, except that nothing in this paragraph shall prevent the Sheriff or the Law Enforcement Committee from screening out all applicants whose written applications reveal that they are either ineligible for or incapable of performing the position to which they have applied.

(e) Except as provided in section (i) herein, all applicants for the position of patrol Deputy Sheriff, Investigator or Dispatcher-Jailer, and all applicants who wish to be placed on an eligibility list for

vacancies in those positions, when and if such a vacancy occurs, and who have met the requirements of paragraph (d), shall complete the following steps. In order for applicants to be successful, applicants must achieve a score of 70 percent or better in Steps 3, 4, 5, and 7, before proceeding to the next higher numbered step. (Example: a score of 70 percent or better must be achieved in Step 3 before advancing to Step 4, etc.) Steps one (1) thru four (4) shall establish the eligibility list. Steps five (5) thru ten (10) shall be executed when a vacancy occurs and the County's Law Enforcement Committee determines the vacancy shall be filled.

- 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 d-4 above.
 - b. traffic record check (if applicant will be required to drive as part of his/her duties).
- Step 3. State of Wisconsin competitive examination which will be administered in accordance with sec. 59.21(8)(a), Wisconsin Statutes.
- Step 4. Physical Agility Test administered by local physical education, health or other appropriate personnel.
- Step 5. First oral interview by the following Law Enforcement Personnel:
 - a. Chief Deputy or designee.
 - b. Road Patrol Lieutenant or designee.
 - c. Dispatcher/Jailer Sgt. or designee.
 - d. Patrol Sgt. or designee.
 - e. Investigator or designee.
 - f. Another Department member or designee at the request of the Sheriff.
 - g. Supervisory personnel from another law enforcement agency.
 - h. Sheriff will approve any designee named.
 - i. Maximum interviewers shall be six, one member from each of the categories above.
 - j. Minimum interviewers shall be three, chosen from categories a-g.
- 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 Law Enforcement 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 Law Enforcement determines that a vacancy shall be filled from Step Six (6) occurs, and the Law Enforcement Committee determines the vacancy shall be filled, the five applicants will be interviewed by the Law Enforcement Committee and the Sheriff or his

designee. 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. a physical examination.
- d. successful completion of employee's probationary period. (A probationary employee may be dismissed at any time without cause.)

(f) All persons who apply for or attain the position of full-time Road Patrol Deputy Sheriff, Investigator or Task Force Deputy shall be certified by the State of Wisconsin as a law enforcement officer in accordance with sec. 165.85, Wisconsin Statutes or shall have completed the State of Wisconsin Police Recruit to become eligible for certification. The Department may, upon approval of the Sheriff and the Law Enforcement and Judiciary 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. The Department 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 Sheriff's Department 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.

(g) Part-time 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.

(h) 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. The Department 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 Law Enforcement 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.

(i) Persons who have been full-time employees of the Sheriff's Department for 20 years or more and who retire from such employment; may be rehired as casual and/or temporary employees by the Sheriff upon approval by the Law Enforcement Committee. Sections (2) (d) 5 and (2) (e) shall not apply to such persons, provided that the person has been retired from the Sheriff's Department for more than 35 days but less than 180 days. For purposes of this section, "retire" and "retired" have the same meaning as is applicable to the Wisconsin Retirement System.

(3) LEAVES OF ABSENCE FOR CANDIDATES FOR POLITICAL OFFICE AND CONDUCT OF DEPARTMENT EMPLOYEES IN REGARD TO POLITICAL ACTIVITY.

(a) No employee of the Department 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, except as provided in this subsection.

(b) Any employee of the Department 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 Department.

(c) Any employee of the Department may display political signs, sign nomination papers and otherwise participate in passive political actions so long as such actions do not interfere with the normal operations of the Department or interfere with the discharge of the duties of the employee. The Law Enforcement Committee may by rule or regulation determine the scope of this provision of this Ordinance by determining what actions constitute "passive political actions."

(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 Department. 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 or Dispatcher-Jailer in the Richland County Sheriff's Department 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 Department at the time of his or her appointment. Alternatively, the Sheriff may appoint any person who is not on active duty with the Department 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 Department 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 Department, if such person was an employee of the Department at the time of his or her appointment as Chief Deputy, whether under this Ordinance or any former Richland County Sheriff's Department Ordinance.
3. Restoration to the former position within the Department of a Chief Deputy who was a former employee of the Department 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 Department on active duty with the Department 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 Department.

(d) **DUTIES OF CHIEF DEPUTY.** The Chief Deputy shall be the highest ranking officer of the Department under the Sheriff, and shall be the head administrative officer of the Department 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 Department 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 Department 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 Department, 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 Department during periods of time when the Sheriff is outside the boundaries of Richland County, is on leave of absence, or is incapacitated so as to be unable to discharge his duties as Sheriff. It is intended that all general policies of the Department 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 Department 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 Department at the time of his or her appointment as Chief Deputy, said person shall resume his or her former position with the Department as hereinbefore set forth. In the event that the Chief Deputy was not an employee of the Department 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 Department, 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 Department. 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 Department 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 Law Enforcement 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 Department for ten (10) working days. Officers within the department 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 Law Enforcement 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 Department 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 Richland County Sheriff's Department provided they meet the qualifications detailed in paragraph (5)(c). If this position is to be filled by qualified applicants outside the Richland County Sheriff's Department, those applicants shall be screened in a similar manner as other new employees to the department detailed in Section (2)(d)(1-4) 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)(4).
3. The Law Enforcement 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 Law Enforcement 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 Law Enforcement 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 Law Enforcement Committee and the Chief Deputy combined shall then certify to the Sheriff the names of three (3) candidates who, in the opinion of the Law Enforcement 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 Department, a Road Patrol Deputy Sheriff, Investigator, or Dispatcher-Jailer in the Richland County Sheriff's Department with at least five (5) years experience in the Department, 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 Department at the time of his or her signing the job posting. Candidates from outside the department, 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. The Road patrol Lieutenant upon appointment in this case shall become a resident of Richland County.

1. Upon promotion of an employee on active duty with the Richland County Sheriff's Department 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 as six (6) months probationary period.
2. Upon the resignation of or the vacancy of 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 Department, if such person was an employee of the Department at the time of his or her promotion to Road Patrol Lieutenant, whether under this Ordinance or any former Richland County Sheriff's Department Ordinance.
3. Restoration to the former position within the Department of a Road Patrol Lieutenant shall be with tenure time for the time spent in the position as Road Patrol Lieutenant.
4. 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 Department.
5. Any person who vacates the position of Road Patrol Lieutenant in 1996 to become Sheriff of Richland County shall be deemed to be on unpaid leave of absence from the Road Patrol Lieutenant position. This leave of absence shall be for a period not to exceed 3 years from the date on which the person becomes Sheriff. A person returning to the position of Road Patrol Lieutenant under this section shall displace any person who then holds that position.

(d) **DUTIES OF ROAD PATROL LIEUTENANT.** The Road Patrol Lieutenant shall be the highest ranking officer of the Department 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 Richland County Sheriff's Department. 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 Department as are expected, subject only to the limitations placed upon the Road patrol Lieutenant by the Sheriff, Chief Deputy or Law Enforcement 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 Department 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 Department 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 off duty or outside the boundaries of Richland County, are on leave of absence or are incapacitated so they are unable to discharge their duties as Sheriff or Chief Deputy. It is intended that all general policies of the Department 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 administrating the Richland County Sheriff's Department'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 Department, 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. 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 Department at the time of his or her promotion as Road Patrol Lieutenant, said person shall resume his or her former position within the Department 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 Department unless such person shall be thereafter newly hired pursuant to the provisions of paragraph (2) of this Ordinance.

(6) 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 pertaining and to establish departmental policies and procedures to any or all the positions within the Department. Work Rules may be established in accordance with the procedure hereinafter set forth and subject to the

dis approval of the Law Enforcement 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 Department 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 Sheriff's Department 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 Department, either by personal delivery to such employee or by placing a copy in the employee's personal document box or bin. In the event that an employee is on leave of absence, or is on vacation or sick leave and is not expected to return to work within 10 days of the posting of a proposed work rule, a copy of said work rule shall be mailed to the home address of said employee. Immediately upon posting and circulating a proposed work rule, the Sheriff shall also submit by mail or by personal delivery a copy of the proposed work rule to each incumbent member of the Law Enforcement Committee.
3. The Law Enforcement 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 Law Enforcement Committee within 45 days after the posting, circulation and submission to the members of the Law Enforcement 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 Law Enforcement 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 Department shall conduct themselves in accordance with such rules and regulations.

(7) LEAVE OF ABSENCE FOR MILITARY SERVICE. All employees of the Department who enter the armed forces of the United States shall be considered on leave of absence during 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 Department 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 Department, 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 of 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, the word "Department" and the words "Sheriff's Department" shall mean the Richland County Sheriff's Department. In this Ordinance the word "Committee" and the words "Law Enforcement Committee" shall mean the Law Enforcement Committee of the Richland County Board of Supervisors.

(12) REPEAL OF PREVIOUS ORDINANCES. Richland County Sheriff's Department Ordinance Number 82-4 and 83-2 and Amendment Number 1 to Sheriff's Department Ordinance Number 83-2 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, as follows:

(a) At the rate of \$20 per day or \$140.00 per week, itemized as follows:

- i. For room at \$2.20 per day.
- ii. For meals at the same rate that Richland county pays for the catering of jail meals, plus sales tax.
- iii. For laundry services, at \$0.36 per day;

(b). 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 of \$50.00 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.

(15) DISPOSAL OF LOST, ABANDONED OR SEIZED PROPERTY.

- (a) This paragraph covers the following lost, abandoned or seized property coming into the custody of the Sheriff, in accordance with section 66.28 (1), Wisconsin Statutes:
- i. Court evidence or matters seized in criminal investigations, after all Court proceedings have been finally concluded and the rightful owner of the property, after diligent search, either cannot be determined or cannot be located;
 - ii. Property lost or abandoned in Richland County where the rightful owner of the property, after a diligent search, either cannot be determined or cannot be located;
 - iii. Property in the custody of the Sheriff of which the rightful owner refuses to take possession of the property;
 - iv. Property seized and forfeited as having been used in an illegal drug transaction, consistent with the provisions of sections 161.55 and 161.555, Wisconsin Statutes;
- (b) Except for paragraph (c) herein, all such property shall be sold by the Sheriff at public auction. The frequency of such auctions and the time, date and place of such auction shall be determined by the Sheriff. The auctions shall be advertised for at least 2 weeks in the Richland Observer and the Proceeds of the sale shall be deposited in the County Treasury unless other disposition is required by Wisconsin Statutes;
- (c) Any such property which cannot be sold at a reasonable price, as determined by the Sheriff, or which is deemed by the Sheriff to be useful in the performance of the Sheriff's official duties, may be retained and used by the Sheriff's Department, subject to approval of the Law Enforcement Committee.

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

Dated: June 21, 1989 Passed: June 21, 1989 Published: July 13, 1989

ORDINANCE OFFERED BY THE LAW ENFORCEMENT COMMITTEE

ORDINANCE NO. 94-9

An Ordinance Prohibiting Dogs Running At Large.

The Richland County Board of Supervisors does hereby ordain as follows:

Section I: Authority. This Ordinance is enacted by authority of section 174.042, Wisconsin Statutes.

Section II: Definition. The term "running at large: in this Ordinance means a dog that is off the premises of its owner and not under the control of the owner or some other person. A dog is under the control of the owner or some other person if it is:

(a) Attached to a leash which is in the hands of its owner or some other person or attached to a fixed object, or

(b) Confined in or attached to a motor vehicle.

Section III: Prohibited actions. No owner of a dog shall permit, negligently or otherwise, that dog to run at large in any unincorporated area of Richland County.

Section IV: Exception. This Ordinance does not apply to:

(a) Dogs which are trained and assisting handicapped persons;

(b) Dogs which are participating in hunting by a licensed hunter or hunters.

(c) Dogs which are shepherding farm animals with the consent of the owner of those farm animals.

Section V: Enforcement. Enforcement of this Ordinance shall be by citation issued by the Sheriff's Department and prosecution shall be undertaken by the District Attorney.

Section VI: Penalty. Any person who violates this Ordinance, shall forfeit not less than twenty-five dollars (\$25.00) nor more than one hundred dollars (\$100.00) for the first offense and not less than fifty dollars (\$50.00) nor more than two hundred dollars (\$200.00) for subsequent offenses.

Section VII: Effective date. This Ordinance shall taken effect immediately upon its passage and publication.

Dated: September 20, 1994
Passed: September 20, 1994
Published: October 13, 1994

ORDINANCE OFFERED BY THE
LAW ENFORCEMENT COMMITTEE

Ann M. Greenheck, Chairman
Richland County Board of Supervisors

ATTEST:
Victor V. Vlasak
Richland County Clerk

	FOR	AGAINST
William Seep	X	
Allen Clary	X	
Fred Clary	X	
Gaylord L. Deets	X	
Francis E. Spangler	X	