



**PUBLIC SAFETY & JUSTICE COMMITTEE
MONDAY – APRIL 21, 2014 - 4:00 P.M.
CONFERENCE ROOM N-1 - FIFTH FLOOR
ROCK COUNTY COURTHOUSE-EAST**

Agenda

1. Call to Order
2. Adoption of Agenda
3. Adoption of Minutes – April 7, 2014
4. Citizen Participation, Communications, Announcements, Information
5. Consent Calendar
 - A. Transfers and Appropriations
 - B. Bills
 - C. Encumbrances
 - D. Pre-Approved Encumbrance Amendment
 - 1) Sheriff's Office
6. Resolutions
 - A. Amending the Sheriff's 2014 Budget to Use Equitably Shared Funds for Unmarked Vehicle
7. Committee Requests and Motions
8. Adjournment

COMMITTEE APPROVAL REPORT

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
00-0000-0001-21000	VOUCHERS PAYABLE	P1400552	04/01/2014	ADVANCED CORRECTIONAL HEALTHC	357.08
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	0.00	101,959.43	357.08	357.08	(102,673.59)
GENERAL FUND PROG TOTAL				357.08	

I have examined the preceding bills and encumbrances in the total amount of **\$357.08**

Claims covering the items are proper and have been previously funded. These items are to be treated as follows:

A. Bills and encumbrances over \$10,000 referred to the Finance Committee and County Board.

B. Bills under \$10,000 to be paid.

C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: **APR 21 2014**

Dept Head _____

Committee Chair _____

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt		
21-2100-0000-62410	R & M-VEHICLES	P1400559	03/28/2014	CARQUEST AUTO PARTS	84.68		
		P1400586	03/18/2014	FRANK BOUCHER CHRYSLER DODGE	995.00		
		P1400569	03/05/2014	GLASSWORKS OF WISCONSIN INC	40.00		
		P1400581	01/17/2014	KUTTER HARLEY DAVIDSON	1,018.08		
		P1400585	03/28/2014	MENARDS	7.98		
		P1400597	03/18/2014	PIONEER RIM AND WHEEL CO	84.58		
			Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	135,000.00	35,610.37	91,620.95	2,230.32	5,538.36		
21-2100-0000-62420	MACH & EQUIP RM	P1400555	03/21/2014	BANDT COMMUNICATIONS INC	96.63		
		P1401743	03/28/2014	ENGINEERED SECURITY SOLUTIONS	276.25		
			Budget	YTD Exp	YTD Enc	Pending	Closing Balance
			5,600.00	478.06	683.63	372.88	4,065.43
21-2100-0000-63900	AMMO/RANGE SUPPL	P1400567	02/24/2014	GALLS INC	363.80		
			Budget	YTD Exp	YTD Enc	Pending	Closing Balance
			35,627.00	10,418.76	9,435.77	363.80	15,408.67
21-2100-0000-63904	POLICING/1ST AID	ENC	R1402001	04/14/2014	WISCONSIN DEPARTMENT OF TRANSI	150.00	
		ENC	R1402001	04/14/2014	WISCONSIN DEPARTMENT OF TRANSI	0.00	
		ENC	R1402002	04/14/2014	AMAZON.COM	801.71	
			P1400556	04/01/2014	BATTERIES PLUS INC	584.97	
			Budget	YTD Exp	YTD Enc	Pending	Closing Balance
			17,613.00	5,528.87	1,412.41	1,536.68	9,135.04
21-2100-0000-64200	TRAINING EXP	P1401663	04/02/2014	WISCONSIN DEPARTMENT OF JUSTIC	50.00		
		P1401746	03/27/2014	NORTH AMERICAN POLICE WORK DO	275.00		
			Budget	YTD Exp	YTD Enc	Pending	Closing Balance
			32,000.00	14,762.51	4,579.03	325.00	12,333.46
21-2100-0000-67160	CA \$500-\$4,999	P1401155	03/21/2014	PHYSIO CONTROL INC	1,960.00		
			Budget	YTD Exp	YTD Enc	Pending	Closing Balance
			17,175.00	7,345.08	1,949.95	1,960.00	5,919.97
				SHERIFF PROG TOTAL	6,788.68		
21-2140-2013-63904	POLICING/1ST AID	P1400567	03/27/2014	GALLS INC	295.40		
		P1400610	03/24/2014	ULINE	445.51		
			Budget	YTD Exp	YTD Enc	Pending	Closing Balance

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	750.00	0.00	740.89	740.91	(731.80)
21-2140-2013-64200	TRAINING EXP				
		P1401770	04/08/2014	WISCONSIN NARCOTICS OFFICERS A	555.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	4,000.00	0.00	0.00	555.00	3,445.00
HIDTA GRANT PROG TOTAL				1,295.91	
21-2190-0000-67105	MOTOR VEHICLES				
		P1401745	03/18/2014	GORDIE BOUCHER FORD LINCOLN ME	1,530.83
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	243,500.00	125,671.99	44,741.06	1,530.83	71,556.12
SHERIFF'S VEHICLES PROG TOTAL				1,530.83	
21-2200-0000-62161	HOUSEHOLD SERV				
		P1400673	03/13/2014	UNISOURCE WORLDWIDE INC	433.87
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	47,905.00	12,397.87	13,119.70	433.87	21,953.56
21-2200-0000-64200	TRAINING EXP				
		P1401647	03/11/2014	SOUTHWEST WISCONSIN TECH COLL	41.00
		P1401664	04/02/2014	CATLET COURSE ENROLLMENT	790.00
		P1401742	04/08/2014	ASP-WI LANGLADE COSO	110.00
		P1401771	03/21/2014	SOUTHWEST WISCONSIN TECH COLL	41.00
		P1401772	03/12/2014	UNIVERSITY OF MILWAUKEE	200.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	27,274.00	2,964.44	6,462.75	1,182.00	16,664.81
21-2200-0000-64904	SUNDRY EXPENSE				
		P1400555	03/27/2014	BANDT COMMUNICATIONS INC	390.00
		P1400585	03/31/2014	MENARDS	45.87
		P1400615	03/20/2014	BLACKHAWK TECHNICAL COLLEGE	5.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	135,000.00	15,073.26	5,355.75	440.87	114,130.12
CORRECTIONAL FACILITY PROG TOTAL				2,056.74	

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
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I have examined the preceding bills and encumbrances in the total amount of **\$11,672.16**

Claims covering the items are proper and have been previously funded. These items are to be treated as follows:

- A. Bills and encumbrances over \$10,000 referred to the Finance Committee and County Board.
- B. Bills under \$10,000 to be paid.
- C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: **APR 21 2014**

Dept Head _____

Committee Chair _____

COMMITTEE APPROVAL REPORT

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
22-1200-0000-63200	PUBL/SUBCR/DUES	P1401700	03/31/2014	WISCONSIN FAMILY COURT COMMISS	200.00
		P1401717	03/31/2014	WISCONSIN FAMILY COURT COMMISS	200.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	9,000.00	312.35	0.00	400.00	8,287.65
22-1200-0000-63202	LAW BOOKS	P1400677	04/03/2014	STATE BAR OF WISCONSIN	121.16
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	35,000.00	6,655.76	27,178.26	121.16	1,044.82
CIRCUIT COURTS PROG TOTAL				521.16	

I have examined the preceding bills and encumbrances in the total amount of **\$521.16**

Claims covering the items are proper and have been previously funded. These items are to be treated as follows:

- A. Bills and encumbrances over \$10,000 referred to the Finance Committee and County Board.
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- C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

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COMMITTEE APPROVAL REPORT

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
22-1201-0000-63200	PUBL/SUBCR/DUES	P1401671	03/27/2014	STATE BAR OF WISCONSIN	103.69
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	600.00	185.00	0.00	103.69	311.31
MEDIATION/FAMILY COURT SERVICE PROG TOTAL				103.69	

I have examined the preceding bills and encumbrances in the total amount of **\$624.85**
 Claims covering the items are proper and have been previously funded. These items are to be treated as follows:
 A. Bills and encumbrances over \$10,000 referred to the Finance Committee and County Board.
 B. Bills under \$10,000 to be paid.
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Date: **APR 21 2014**

Dept Head _____

Committee Chair _____

COMMITTEE APPROVAL REPORT

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
23-2400-0000-62210	TELEPHONE	P1401699	03/24/2014	AT AND T MIDWEST	5,442.48
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	149,074.00	39,156.73	0.00	5,442.48	104,474.79
23-2400-0000-62218	DATA COMMUNICTN.		02/05/2014	BECKER,BRIAN	96.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	1,680.00	415.68	709.32	96.00	459.00
23-2400-0000-63100	OFC SUPP & EXP	P1401555	03/14/2014	SHOPKO INC #130	95.96
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	10,409.00	3,267.44	45.07	95.96	7,000.53
23-2400-0000-64200	TRAINING EXP	P1400514	03/28/2014	BELOIT HEALTH SYSTEM INC	42.00
		P1401720	03/31/2014	VICKERS,MICHAEL	100.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	26,400.00	2,829.17	12,266.83	142.00	11,162.00
911 PROJECT OPERATIONS PROG TOTAL				5,776.44	

I have examined the preceding bills and encumbrances in the total amount of **\$5,776.44**
 Claims covering the items are proper and have been previously funded. These items are to be treated as follows:
 A. Bills and encumbrances over \$10,000 referred to the Finance Committee and County Board.
 B. Bills under \$10,000 to be paid.
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Date: APR 21 2014

Dept Head _____

Committee Chair _____

COMMITTEE APPROVAL REPORT

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
24-1610-0000-62119	OTHER SERVICES	P1400449	03/17/2014	OFFICE PRO	55.01
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	500.00	8.83	55.01	55.01	381.15
24-1610-0000-62126	OFFICER FEES	P1400453	03/31/2014	BAT ENTERPRISES LLC	340.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	8,000.00	855.00	340.00	340.00	6,465.00
24-1610-0000-62501	REPORTER FEES	P1400456	03/25/2014	NELSON,DEBRA A	30.00
		P1400458	03/31/2014	KANE,KRISTINE	10.00
		P1400459	04/07/2014	BARKLEY,MICAL	60.00
		P1400460	04/01/2014	MUELLER CPR-CM,TAMMIE D	28.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	8,000.00	802.50	128.00	128.00	6,941.50
24-1610-0000-63300	TRAVEL		04/08/2014	OLEARY,DAVID J	210.26
			03/31/2014	BRAUNSCHWEIG,ATTY MASON	61.24
			03/31/2014	TJOA,GWANNY	20.16
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	11,000.00	1,884.58	0.00	291.66	8,823.76
24-1610-0000-64200	TRAINING EXP	P1401792	04/09/2014	WISCONSIN DEPARTMENT OF JUSTIC	1,350.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	5,200.00	(160.00)	0.00	1,350.00	4,010.00
DISTRICT ATTORNEY PROG TOTAL				2,164.67	

I have examined the preceding bills and encumbrances in the total amount of **\$2,164.67**

Claims covering the items are proper and have been previously funded. These items are to be treated as follows:

- A. Bills and encumbrances over \$10,000 referred to the Finance Committee and County Board.
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- C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: **APR 21 2014**

Dept Head _____

Committee Chair _____

COMMITTEE APPROVAL REPORT

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
28-2600-0000-62170	PHYSICIAN/OTHER	P1400700	03/27/2014	DANE COUNTY CORONERS OFFICE	4,909.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	135,500.00	19,540.96	4,909.00	4,909.00	106,141.04
				CORONER PROG TOTAL	4,909.00

I have examined the preceding bills and encumbrances in the total amount of **\$4,909.00**
 Claims covering the items are proper and have been previously funded. These items are to be treated as follows:
 A. Bills and encumbrances over \$10,000 referred to the Finance Committee and County Board.
 B. Bills under \$10,000 to be paid.
 C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: **APR 21 2014**

Dept Head _____

Committee Chair _____

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
34-3850-0000-62119	OTHER SERVICES				
		P1401753	03/25/2014	TRANS UNION LLC	3.47
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	827,478.00	137,422.05	49,121.46	3.47	640,931.02
34-3850-0000-62126	OFFICER FEES				
		P1400774	03/27/2014	GREGG INVESTIGATIONS INC	70.00
		P1401000	03/18/2014	STATE PROCESS SERVICE INC	30.25
		P1401721	03/31/2014	CARDINAL PROCESS SERVICE	45.00
		P1401722	03/28/2014	DEKALB COUNTY SHERIFFS DEPARTM	22.00
		P1401723	03/27/2014	GREEN COUNTY SHERIFFS DEPARTM	75.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	22,600.00	4,889.97	220.25	242.25	17,247.53
34-3850-0000-62503	INTERPRETER FEES				
		P1400771	04/02/2014	GONZALEZ,VICTOR M	120.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	2,000.00	520.00	120.00	120.00	1,240.00
34-3850-0000-63100	OFC SUPP & EXP				
		P1400778	01/03/2014	CNA SURETY DIRECT BILL	30.00
		P1401396	03/20/2014	PROFORMA PRINTWORKS	236.04
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	21,980.00	3,578.93	287.98	266.04	17,847.05
CHILD SUPPORT PROG TOTAL				631.76	

I have examined the preceding bills and encumbrances in the total amount of **\$631.76**
 Claims covering the items are proper and have been previously funded. These items are to be treated as follows:
 A. Bills and encumbrances over \$10,000 referred to the Finance Committee and County Board.
 B. Bills under \$10,000 to be paid.
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Date: **APR 21 2014**

Dept Head _____

Committee Chair _____

COMMITTEE APPROVAL REPORT

Pre-Approved Encumbrances

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
28-2600-0000-63100 ENC	OFC SUPP & EXP	R1402018	04/16/2014	JP MORGAN CHASE BANK NA	100.00	
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance	
	800.00	353.48	0.00	100.00	346.52	
28-2600-0000-64200 ENC	TRAINING EXP	R1402018	04/16/2014	JP MORGAN CHASE BANK NA	1,500.00	
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance	
	4,500.00	0.00	0.00	1,500.00	3,000.00	
CORONER PROG TOTAL				1,600.00		

I have examined the preceding bills and encumbrances in the total amount of **\$1,600.00**
 Claims covering the items are proper and have been previously funded. These items are to be treated as follows:
 A. Bills and encumbrances over \$10,000 referred to the Finance Committee and County Board.
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 C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: **APR 21 2014**

Dept Head _____

Committee Chair _____

PURCHASE ORDER NUMBER P1400314 PEID 052519

PRE-APPROVED ENCUMBRANCE AMENDMENT FORM

This form must be used when adding funds to or changing an account number of a previously approved encumbrance. Please complete this form and e-mail to Susan Balog in Accounting (balog@co.rock.wi.us), Cheryl Mikrut in Accounting (mikrut@co.rock.wi.us) **and** Jodi Millis in Purchasing (jodi@co.rock.wi.us). Susan or Cheryl will forward on to your governing committee for approval. The Encumbrance and Purchase Order will be updated upon approval of all necessary committees and County Board (if amendment is over \$10,000).

DATE April 14, 2014

DEPARTMENT Sheriff's Office

COMMITTEE PS&J

VENDOR NAME JP Morgan Chase Bank NA

ACCOUNT NUMBER 21-2100-0000-64200

FUNDS DESCRIPTION Training Expense - LES

AMOUNT OF INCREASE \$ 1,000.00

INCREASE FROM \$ 9,000.00 TO \$ 10,000.00

ACCOUNT BALANCE AVAILABLE \$ 12,333.44 SB 04/14/14

REASON FOR AMENDMENT Travel expenses related to training are being charged to the Chase credit card.

APPROVALS

GOVERNING COMMITTEE _____
Chair _____ Date _____

FINANCE COMMITTEE _____
(If over \$10,000) Chair _____ Date _____

COUNTY BOARD _____
(If over \$10,000) Resolution # _____ Adoption Date _____

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Robert D. Spoden, Sheriff
INITIATED BY



Diane Michaelis
DRAFTED BY

Public Safety and Justice Committee
SUBMITTED BY

April 14, 2014
DATE DRAFTED

Amending the Sheriff's 2014 Budget to Use Equitably Shared Funds for Unmarked Vehicle

1 **WHEREAS**, federal law authorizes the Attorney General to share federally forfeited property with
 2 participating state and local law enforcement agencies through the Department of Justice Asset Forfeiture
 3 Program; and,
 4
 5 **WHEREAS**, equitably shared funds are required to be used by law enforcement agencies for law
 6 enforcement purposes only; and,
 7
 8 **WHEREAS**, the intent of the transfer is to enhance law enforcement, and it must increase, not supplant
 9 the recipient's appropriated operating budget; and,
 10
 11 **WHEREAS**, for their participation in the program, the Sheriff's Office received funds in the amount of
 12 \$4,127; and,
 13
 14 **WHEREAS**, the Sheriff's Office plans to use the funds to acquire an unmarked vehicle and to repair
 15 unmarked vehicles.
 16
 17 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled
 18 this _____ day of _____, 2014 that the 2014 budget be amended as follows:
 19

<u>Account/Description</u>	<u>Budget 04/01/14</u>	<u>Increase (Decrease)</u>	<u>Amended Budget</u>
Source of Funds			
21-2195-0000-46000			
24 Contributions	\$27,400	\$4,127	\$31,527
Use of Funds			
21-2195-0000-62410			
28 Repair and Maintenance Vehicles	\$0	\$2,000	\$2,000
21-2195-0000-67105			
31 Motor Vehicles	\$1,450	\$2,127	\$3,577

Respectfully submitted,
Public Safety and Justice Committee

Finance Committee Endorsement
Reviewed and approved on a vote of

Vacant, Chair

Henry Brill

Mary Mawhinney, Chair

Mary Beaver

Brian Knudson

Larry Wiedenfeld

FISCAL NOTE:

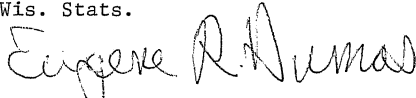
This resolution authorizes a transfer in from the Sheriff's Trust Account, FBI Forfeitures, A/C 00-0000-0070-29637, which has a current balance of \$76,360.



Sherry Oja
Finance Director

LEGAL NOTE:

As an amendment to the adopted 2014 County Budget, this Resolution requires a 2/3 vote of the entire membership of the County Board pursuant to sec. 65.90(5)(a), Wis. Stats.



Eugene R. Dumas
Deputy Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Craig Knutson
County Administrator

Executive Summary
Amending the Sheriff's 2014 Budget to
Use Equitably Shared Funds for
Unmarked Vehicle

The Department of Justice Asset Forfeiture Program is a nationwide law enforcement initiative that removes the tools of crime from criminal organizations and deprives wrongdoers of the proceeds of their crimes. Federal law authorizes the Attorney General to share federally forfeited property with participating state and local law enforcement agencies.

Equitably shared funds are required to be used by law enforcement agencies for law enforcement purposes only. The intent of the transfer is to enhance law enforcement. It must increase, not supplant the recipient's appropriated operating budget.

For their participation in the program, the Sheriff's Office received funds in the amount of \$4,127. The Sheriff's Office plans to use the funds to acquire an unmarked vehicle and to repair an unmarked vehicle.

The Sheriff's Office filed a sharing request with the Drug Enforcement Administration (DEA) seeking equitable distribution of seized property (vehicle). The sharing request was granted. The Sheriff's Office is required to pay 20% of vehicle's wholesale value at the time of the seizure, plus the United States Marshals Service (USMS) expenses related to the vehicle.

Wholesale value	\$9,625.00
Twenty percent sharing	\$1,925.00
USMS expenses	<u>\$201.25</u>
Total sharing amount due	\$2,126.25
Repairs for Seized Vehicles	\$2,000.00