

**DRAFT**

**Buffalo County Public Meeting Minutes**

**Committee/Board:** LAW ENFORCEMENT AND EMERGENCY MANAGEMENT  
COMMITTEE

**Date of Meeting:** May 21, 2019

**Electronic and Hardcopy Filing Date:** June 3, 2019

Meeting called to order by Mr. Brunkow at 9:00 am.

Members present pursuant to roll call: Bernie Brunkow, John Kriesel, Mike Taylor, Dennis Bork, and Butch Schreiner

Others present: Sheriff Michael Schmidtknecht, Melissa Brunner, Chief Deputy Engfer, Bruce Fuerbringer, and Lieutenant Diane Mikelson

Public-None

**Minutes:** Approved as mailed. Motion by Mr. Kriesel, second by Mr. Schreiner. Motion carried.

Due to Mr. Brunkow needing to leave by 10am, he asked to change the order of some of the agenda items.

**R/D/A: Hire/Fill Deputy Position:** Sheriff Schmidtknecht reiterated to the committee that he offered to hold Brian King's deputy position open upon his return from his military deployment, however, Mr. King did not feel it was fair to the county to ask them to do that for him; he would like to come back after his tour to work as a part-time deputy. Sheriff Schmidtknecht advised the committee that he had an idea to bring onboard and hire the county sponsored, part-time individual who is currently finishing up at tech school and will be moving onto the academy. If the committee approves, he would move forward to fill the vacated deputy position, which is all that would be needed. Motion to fill the vacant deputy position made by Mr. Kriesel, second by Mr. Taylor. Motion carried.

**Staffing updates:** Sheriff Schmidtknecht addressed to the committee that the sheriff's office is down two deputies; one due to a non-work related medical leave, and one due to resignation. The last two hires for the communications/corrections officer have been going very smoothly; there is one female, and one male left to hire.

**Law Enforcement April bills paid in May:** Mr. Bork wanted an explanation what the CIS bill was for. It was explained that it was the yearly fee for the records management software. Mr. Bork made a motion to approve the bills as presented, second by Mr. Kriesel. Motion carried.

**Discussion of Transportation grant updates:** Sheriff Schmidtknecht informed the committee that the sheriff's office recently received a \$4,000 equipment grant; the grant is not a county fund match grant. When grants are available, in order to even be considered, some staff need to attend state held meetings, and work allotted grant hours in order to get their agency's name in the grant drawing.

**R/D/A: Social media tech support with archiving records:** Sheriff Schmidtknecht advised that he has been contacted several times by a social media records archiving vendor. He did some checking with other counties to see what they are doing. There is another county that specifically uses the vendor to archive their Facebook page. He explained that just as the open records law applies to law

enforcement reports/records, it also can apply to social media and it is our responsibility to maintain the records. He has been working with Sonya Hansen to get her thoughts on the subject as it would be more cost efficient to have the courthouse be on-board versus just the sheriff's office; the open records law applies to the courthouse as a whole also.

**Current Expenditures LE/Jail:** Sheriff Schmidtknecht advised that with the loss of two deputy wages, the budget will be under. There are no unexpected large purchases at this time. Sheriff Schmidtknecht reiterated that the 2020 budget will be coming soon.

**Emergency Management Expenditures/written report:** Mr. Fuerbringer advised he is currently 10% under budget. The transfer of the law enforcement vehicle to emergency management is underway; just need to confirm how to get the funds transferred to law enforcement. June 3<sup>rd</sup> is the scheduled date for the new LE squad to arrive.

Mr. Fuerbringer attended multiple meetings over the past month. He attended a City of Mondovi Council meeting which addressed telephone issues when trying to reach county offices, as well as other county-related businesses.

He attended the Regional WEM Director's meeting, met with Regional Director to discuss an amendment to EMPG Grant, which would re-designate funds from the exercise training line to the EM vehicle acquisition, and sandbag purchase reimbursement.

He worked to secure booths for the County at the Mondovi Fair this year; several courthouse departments will be displaying their services.

Mr. Bork made a motion to accept the reports, second by Mr. Schreiner. Motion carried.

**Chief Deputy and Sheriff's Reports:** Chief Deputy Engfer presented his report. He advised the committee that there were 647 calls for service in the month of April. There will be 25.5 hours of reimbursed over-time. There were several special/significant events that took place in April: spring flood run, highway department active-threat training; drug take-back day, which about 30lbs was recovered; and a deputy was on a "routine" welfare check that turned into a firearm being pointed in the deputy's face. The deputy maintained control and handled the situation very well but it could have easily gone bad. He wanted to reiterate the importance of what law enforcement is asked to do, and the necessity of their training.

Chief Deputy Engfer advised that the DOT is offering a distracted driving simulator and he has made arrangements to have it setup at the Mondovi Fair this year. DOT provides staffing for the event.

**Jail Lieutenant Report:** Lieutenant Mikelson presented her report. As of the end of April, there were 167 total bookings for the year. \$4,116.80 has been collected from ES Sanctions for the year, and the jail assessment balance is at \$74,544.41 for the year. There has been staff training for April which consisted of in-house training for Advanced Correctional Health Care, Fire Safety & Suicide Prevention. The inmate daily headcount for April was 16.60 average.

**Sheriff's Report:** Sheriff Schmidtknecht did advise the committee that the technology budget may put the LE/Jail 2020 budget over as staff is working with the IT Department to determine which computers are end of life.

After committee discussion of going back to the original scheduled meeting dates of the 3<sup>rd</sup> Tuesday of the month, the next meeting was set.

Next meeting is currently set for June 18<sup>th</sup> at 9:00am.

10:07a.m., motion to adjourn by Mr. Schreiner, second by Mr. Taylor.

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Melissa L. Brunner, Secretary