

## PUBLIC SAFETY COMMITTEE MINUTES

**DATE OF MEETING:** August 4, 2016 at 7:02 a.m. – County Building

**MEMBERS PRESENT:** Cris Rogers – Chair, Sue Whitted, Christy Pruser and David Newberg. Also present Dee Rentmeister, County Administrator.

Others present: Jered Shofner – Sheriff, Teresa Barnett – EMA Coordinator, Tamara McFeeters – Animal Control Administrator and Melanie Kinney – Animal Control Officer.

**MEMBERS ABSENT:** Cole Ritter

### **SUMMARY OF DISCUSSION:**

- Jered Shofner, Sheriff, introduced Deputy Morgan and the new K-9, Drax, to the committee. The County received the dog approximately 4-5 weeks and was paid for by a private donor. Drax is certified in narcotics, searching and tracking and is not a bite dog.
- Jered indicated that he received a grant from Crime Stoppers to purchase 4 tazers for the deputies at a cost of \$4800.
- Jered stated that he needed to purchase 10 new body cameras at a cost of \$6000 from the DUI equipment fund. Motion by Rogers, 2<sup>nd</sup> by Pruser to recommend to the full board to purchase 10 new body cameras from the DUI equipment fund for \$6,000. Voice vote, motion carried.
- Motion by Rogers, 2<sup>nd</sup> by Whitted to approve last month's minutes. Voice vote, motion carried.
- Motion by Newberg, 2<sup>nd</sup> by Pruser to approve all claims. Voice vote, motion carried.
- Rogers informed committee that there are problems with moisture at the animal shelter. He has contacted and met with the architect and the architect is bringing in an independent HVAC contractor to look at the problem and come up with a solution. The architect will be paying for the independent HVAC contractor. Will keep the committee informed.
- There is no ventilation in the attic areas of the animal shelter and the ambulance building. Rogers will be getting quotes to install roof vents in these buildings.
- Discussion on changing the storage room at the shelter into a break room for the staff and utilizing the additional 1000 sq. ft for a storage room with shelving. A table and chairs have already been donated for the break room. Would need to get a microwave, refrigerator, countertop for the room.
- Discussion on the proposed job descriptions and policy manual for the animal shelter. A few items will be revised and sent to the state's attorney's office for review.
- Monthly animal control report was submitted.
- Teresa Barnett – EMA Coordinator, requested permission for herself and Lana Ophorst to attend the annual Summit Conference (IEMA conference) on September 6 - 8 in Springfield. Lana would be attending September 7 and 8. Only possible cost may be a meal reimbursement. This conference qualifies for required training credits. Motion by Whitted, 2<sup>nd</sup> by Newberg to approve travel request as presented. Voice vote, motion carried.
- General discussion about complaints about H & M Trucking. Teresa stated that there have been no new complaints and that they have been working with the EPA and putting in additional equipment to combat the odor. At this time there is no odor coming from the company.
- Teresa stated that she has received State money that should have been received last year.
- Motion by Whitted, 2<sup>nd</sup> by Pruser to release and approve the executive session minutes from 6-11-15 and 7-7-16. Voice vote, motion carried.
- Discussion on shirts and jackets for the animal control employees. Could utilize donation funds for the initial set and then authorize an annual clothing allowance.

- Motion by Newberg, 2<sup>nd</sup> by Pruser to adjourn at 8:02 a.m. Voice vote, motion carried.

**COMMITTEE ACTION:**

Recommend to the full board to purchase 10 new body cameras from the DUI equipment fund for \$6,000.

Approve last month's minutes.

Approve all claims.

Approve travel request as presented.

Release and approve the executive session minutes from 6-11-15 and 7-7-16.

**RECOMMENDATIONS TO THE FULL BOARD:**

Recommend to the full board to purchase 10 new body cameras from the DUI equipment fund for \$6,000.

**DATE OF NEXT MEETING: September 15, 2016 at 7:00 a.m.**

**AGENDA FOR THE  
PUBLIC SAFETY COMMITTEE**

Date and Time of Meeting: August 4, 2016 at 7:00 a.m. County Board Room

1. Call Meeting to Order
2. Persons Wishing to Address the Committee (If requesting action, also list below in section three)
  - a. Introduction of new DCSO K-9 provided by Buffett Foundation grant
3. Items for Discussion and Possible Action
  - a. Approve last month's minutes
  - b. Approve claims
  - c. Replace 10 body cameras for deputies - \$6000 (DUI equip fees)
  - d. Replace 4 tazer units for deputies - \$4800 (Crime stoppers grant)
  - e. Travel request - EMA
  - f. Problems with moisture, rust, paint throughout animal shelter
  - g. Breakroom in the shelter
  - h. Job descriptions/departamental policies for animal shelter
  - i. Release executive session minutes dated 6-11-15 and 7-7-16
4. Items for Discussion Only (No Action Requested)
  - a. Report on federal inmate housing trends
  - b.
5. Closed Session
  - a.
6. Motion to adjourn

Posted: August 1, 2016 at 2:30 p.m.

By: Dee Rentmeister

## **Public Safety Committee – Executive Session**

June 11, 2015 at 7:26 a.m.

Members Present – Cris Rogers, David Newberg and Sue Whitted.

Also Present Mark McCandless with PSI

Discussion on a lease for the main building at the East Annex. The ambulance service is interested in leasing the property. Would like to the lease to coincide with the contract for services.

Their current lease expires at the end of October. PSI needs to install two overhead doors, a shower and put some floor drains in the cold storage area. The air handler will also need to be relocated. PSI is willing to pay for these items.

Committee discussed setting the lease amount for the first 3 years at a reduced amount to allow PSI to recoup costs associated with the changes that they need to make and then have the amount increase.

County will provide snow removal and mowing.

This contract will tie into the contract with PSI to provide ambulance service. As long as PSI provides ambulance services to the county the building lease will be in place.

Committee discussed charging \$1500 per month with the lease to expire 11-30-17. They can take occupancy once the lease is signed to begin improvements.

Requested a flag pole.

Motion by Newberg, 2<sup>nd</sup> by Rogers to return to regular session at 7:44 a.m.

Public Safety  
Executive Session Minutes

Date of Meeting: July 7, 2016 at 7:56 a.m.

Members Present: Rogers, Whitted, Pruser and Newberg

Summary of Discussion:

- Committee discussed upcoming wages for Tamara McFeeters, Animal Control Administrator and Teresa Barnett, EMA Coordinator. Due to a recent change in classifications with the Department of Labor either their salary amount must be increased considerably or they will become hourly employees. Need to determine what hourly rate to set and how much overtime money to budget.
- The current salary for Tamara converted to hourly is \$14.78. At this, for budgetary purposes will budget \$15.08. She will also have the opportunity to comp overtime hours.
- Discussed increasing Melanie Kinney's hourly rate to \$13.00 an hour as she continues showing excellent work and learning the duties to assist and back up Tamara.
- Will have to discuss the EMA Coordinator's wage.
- Will also need to stress to both departments that when/if the overtime money is exhausted then work schedules will be adjusted to provide necessary coverage without any overtime.

Motion by Newberg, 2<sup>nd</sup> by Pruser to return to regular session at 8:20 a.m.

# DEWITT COUNTY ANIMAL CONTROL

## ANIMAL SHELTER REPORT

Month: July Year: 2016

ENDING MILEAGE: 068178 BEGINNING MILEAGE: 067631 MILES TRAVELED: 547

FUEL USED: \_\_\_\_\_ MILES PER GALLON: \_\_\_\_\_

### ANIMAL IMPOUNDS

LOCATION:	DOGS:	PUPS:	CATS:	KITTENS:	OTHER:
CLINTON:	<u>7</u>	_____	<u>4</u>	<u>10</u>	<u>1 Rabbit</u>
RURAL:	_____	_____	_____	<u>1</u>	_____
WAPPELLA:	_____	_____	_____	_____	_____
RURAL:	_____	_____	_____	_____	_____
WAYNESVILLE:	_____	_____	_____	_____	_____
RURAL:	_____	_____	<u>1</u>	_____	_____
HALLSVILLE:	_____	_____	_____	_____	_____
MIDLAND CITY:	_____	_____	_____	_____	_____
KENNEY:	_____	_____	<u>1</u>	_____	_____
RURAL:	<u>1</u>	_____	_____	_____	_____
LANE:	_____	_____	<u>1</u>	_____	_____
WELDON:	_____	_____	_____	_____	_____
DEWITT:	_____	_____	_____	_____	_____
RURAL:	_____	_____	_____	_____	_____
FARMER CITY:	<u>1</u>	_____	_____	_____	_____
RURAL:	_____	_____	_____	_____	_____
SUBTOTAL:	_____	_____	_____	_____	_____

28

TOTAL ANIMALS: \_\_\_\_\_

**ANIMALS RECLAIMED/ADOPTED/EUTHANIZED/  
TRANSFERRED TO OTHER AGENCIES**

	DOGS:	PUPS:	CATS:	KITTENS:	OTHER:
Reclaimed:	4				
Adopted:	1		1	1	
Euthanized/ Died/Killed:			1(E)	1(K/D)	
Transferred to Second Chance:	1	1			
Transferred to other Licensed Facilities:			1		Wish Bone Rescue Barn
Held From Last Month:	1	2	8	11	
Held To Next Month:	4	1	10	20	

**ANIMAL RECLAIMED BY OWNERS**

1. Rabbit Ashley Rogers \$40.<sup>00</sup>
  2. Dog Christina Cogdill Family City
  3. Dog Marsha Thomas Cleaton, NJ \$72.<sup>00</sup>
  4. Dog Gloria Cameron Cleaton, NJ \$15.<sup>00</sup>
  5. Dog Kimberly Bateson Cleaton, NJ \$145.<sup>00</sup>
  6. \_\_\_\_\_
  7. \_\_\_\_\_
  8. \_\_\_\_\_
  9. \_\_\_\_\_
  10. \_\_\_\_\_
- TOTAL: \$350.<sup>00</sup>

## ANIMALS ADOPTED/ADOPTERS

1.	ANIMAL:	ADOPTER:	CITY:	FEES PAID:
	Cat	Kalyn Ferguson	Clench, IL	\$118. <sup>00</sup>
	Dog	Todd Hayes	Clench, IL	\$205. <sup>00</sup>
	Kitten	Lora Kinder	Clench, IL	\$60. <sup>00</sup>
4.				
5.				
6.				
7.				
8.				
9.				
10.				

TOTAL: \$ 389.<sup>00</sup>

## GIVE UP ANIMAL/ FOR ADOPTION

1.	ANIMAL:	CITY:	FEES PAID:
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			

TOTAL: \$ NA

# ANIMAL BITES

DOG: 4 CAT: 2 OTHER: \_\_\_\_\_

NUMBER OF DOGS VACCINATED AGAINST RABIES: 1

NUMBER OF DOGS NOT VACCINATED AGAINST RABIES: 3

NUMBER OF CATS VACCINATED AGAINST RABIES: 0

NUMBER OF CATS NOT VACCINATED AGAINST RABIES: 2

NUMBER OF DOGS CONFINED BY

OWNER: 2 VETERINARIAN: \_\_\_\_\_ ANIMAL SHELTER: \_\_\_\_\_

1 Dupage → unable to  
1 Heyworth → make contact

NUMBER OF DOG RABIES SUSPECTS SENT TO LAB: 0

NUMBER OF CATS CONFINED BY

OWNER: 1 VETERINARIAN: \_\_\_\_\_ AT ANIMAL SHELTER: \_\_\_\_\_ 1 (UTH)

NUMBER OF CAT RABIES SUSPECTS SENT TO LAB: 0

NUMBER OF OTHER RABIES SUSPECTS SENT TO LAB: 0

NUMBER OF POSITIVE DOG RABIES: \_\_\_\_\_ NUMBER OF NEGATIVE DOG RABIES: 2 2?

NUMBER OF POSITIVE CAT RABIES: \_\_\_\_\_ NUMBER OF NEGATIVE CAT RABIES: \_\_\_\_\_

NUMBER OF OTHER POSITIVE RABIES: \_\_\_\_\_ NUMBER OF OTHER NEGATIVE RABIES: \_\_\_\_\_

**ADDITIONAL INFORMATION:**

ventilation problem at shelter

Breakroom

Phone problem fixed

paint peeling off wall in catroom due to humidity

Tamara McFeeters  
Animal Control Officer  
Administrator

Date of Report: \_\_\_\_\_

DEWITT COUNTY VEHICLE  
USAGE LOG  
Year, Make/Model: 1996 Chevy S10

July 2016

Department: De Witt County Animal Control		Destination; Purpose		End Mileage	Initials
Date	Start Mileage				
7/1/16	067631	Dispatch CPD, Courthouse		067636	TRF
7/5/16	067636	Conenent (sock kittens) Conant house X2, JIS recycle, 400 N. Jackson (Roth/VT)			
7/6/16	067636	Dispatch (bike report) W. Johnson (PU trap)		067656	TRF
7/7/16	067662	Conenent (babies vac) 403 S. Wilson (dog dog)		067662	MK
7/8/16	067678	803 N. Spore (sock kitten/Conenent) 33 Spruce Rd (9T trap) X3		067678	TRF
7/11/16	067703	Conenent (2 sick cats/Duke/Buddy) dispatch, bike case, Conenent (PU cats) 1700 E Main Apt 109, PU Cat from AB/PT		067703	TRF
7/13/16	067719	Conenent (2 cats combo test) 8 PO (06 raccoon) Dollar Tree (supplies)		067719	TRF
7/14/16	067736	Conenent (Supplies) Conenent (fillets)		067736	TRF
7/14/16	067736	Conenent (Cat) 33 Spruce Rd X3 9160 Washington st (bike report)		067736	TRF
7/15/16	067757	Conenent (PU cat)		067757	TRF
7/15/16	067757	Conenent (65)		067761	TRF
7/18/16	067761	Dispatch (bike report) 918 E Adams (doggo/no dog) Fort Hand street rabbit no rabbit, Courthouse		067774	TRF
7/19/16	067774	Dr. Mann (Mammal/mauler) 67 Millerst (S/T trap) X1 33 Spruce (Vn kittens)			
7/19/16	067774	603 E. Water FC (citation in rabbit/leg) 503 E Water FC (Combineround)			
7/20/16	067901	Dr. Mann (PU dog) Courthouse (stray kitten, 67 Millerst (PU trap) (rabbit) Courthouse, 67 Millerst (3 trap) Spruce X2 trap Pitt land place		067901	MKR
7/21/16	067955	Conenent (Kittens/Combo test) Ale (supplies)		067944	MK
7/21/16	067955	603 E Main Apt 109 (PU dog) Dispatch, Courthouse, 581 Cemetery Rd		067941	MK
7/25/16	067991	2 pit bull/stormy found		067991	MK
7/25/16	067991	Conenent (Mammal) Courthouse FC 205 Dodge (dog dog) Co. Lumps (kui)			
7/26/16	068063	2000 E White (dead cat) Asher Rd (dead animal to JCS)		068063	MK
7/27/16	068081	505 N. Webster (PU 2 cats) Conenent (knight vup) FC (Vn lost dog)		068081	MK
7/27/16	068081	APT (lost spay) Conenent (Cat/rabbit vac) Courthouse, Conenent (PU cat) SIS dog KAL			
7/28/16	068109	Webster Apt (Cat dog)		068109	MK
7/28/16	068109	APT (PU cat) Courthouse (Spruce Co PU key) Conenent (Topey, rabbit vac) 605 N. John FC			
7/29/16	068163	Sick cat/Vaken to Conenent/Euth		068163	MK
7/29/16	068163	Conenent (Kittens/Combo test) Clenton PD (report) Conenent (PU kittens)		068178	MK