

**PUBLIC SAFETY COMMITTEE  
COUNTY BOARDROOM  
MONDAY, SEPTEMBER 13, 2021  
AGENDA  
4:30 PM**

To Attend Meeting by Zoom:

<https://us02web.zoom.us/j/83864543578?pwd=U0hqK1lmVy96Z3A3TXEwZVFEEaTNJQT09>

**The ID is:** 838 6454 3578      **Passcode:** 703301

- 1. Call to Order**
- 2. Roll Call** –Barry Logan (ch), Blake Parsons, Albert Durst, Justin Faulk, Donald Tolan
- 3. Approval of Minutes**
  - a. Approval of August 9, 2021 minutes
  - b. Release or keep confidential the August 9, 2021 Executive Session Minutes
- 4. Public Input**
- 5. Approval of Claims**
- 6. Coroner**
- 7. Sheriff**
- 8. Animal Control**
  - a. Discussion on framework of Animal Control
- 9. Health Department**
- 10. New Business**
  - a. Discussion and Action on carpeting and painting 1833 S. Main Street – early voting center
- 11. Unfinished Business**
- 12. Other**
- 13. Executive Session – Roll Call Vote**
  - a. 5 ILCS 120/2 (c)(5) – Purchase or Lease of Real Property
- 14. Any action coming out of Executive Session**
  - a. 5 ILCS 120/2 (c)(5) – Purchase or Lease of Real Property
- 15. Adjournment**

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**1. Call to Order**

The meeting was called to order by Chairman Logan at 4:31 PM.

**2. Roll Call**

Barry Logan (ch), Blake Parsons, Albert Durst, Justin Faulk, Donald Tolan all present.

**3. Approval of Minutes**

**a. Approval of July 12, 2021 minutes**

Motion to approve July 12, 2021 minutes made by Parsons, seconded by Faulk. There were no correction to the minutes. *Motion passed.*

**b. Approval and Release or Keep Confidential Executive Session 1 Minutes from July 12, 2021**

Motion to approve and keep confidential executive session 1 minutes made by Tolan, seconded by Parsons. *Motion passed.*

**c. Approval and Release or Keep Confidential Executive Session 2 Minutes from July 12, 2021**

Motion to approve and keep confidential executive session 2 minutes made by Parsons, seconded by Durst. *Motion passed.*

**4. Public Input**

Kyle Barber, 610 Bittersweet, Germantown Hills – On July 25<sup>th</sup> his wife and their small children were out for a walk when a dog came out of a house and attacked his wife. The dog bit the woman in three places. The owner of the dog was able to call the dog off. Mrs. Barber went to Prompt Care and was treated for her wounds. She did miss work because of the wounds. On Wednesday animal control was contacted. No one answered the call and a message could not be left because the voice mailbox was full. Mr. Barber's mother-in-law was dropping a dog off for grooming and let the staff know of the incident. Five days later Mr. Barber made contact with Heather Lehman. Ms. Lemman had not read the bite report at that time. Mr. Barber wanted the vaccination records of the dog. Ms. Lemman told Mr. Barber of the citations she would be writing. Mr. Barber was not contacted again until Wednesday of the next week. 11 days after the attack on his wife, he was informed that the dog was not current on its rabies shot. Ms. Lehman did not make contact with the victim until several days later. Mr. Barber stated that the dog has never been quarantined. He would like to know if this service is sufficient or is this the kind of service Woodford County wants to provide.

Tracy Kramer, East 3<sup>rd</sup> Street, Deer Creek - She would like Woodford County to increase the budget for a cat and animal shelter. She stated that the budgets in the surrounding counties for animal control are a lot higher than in Woodford County. She also stated

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that the under state statute, the County has a duty to exercise control over dogs and cat and can hire people to help with this task. She wants the County to put up a shelter.

Susan Elliott, 107 West Hill Street – She is trying to help with taking care of cats. She gives out low cost spade and neutering certificates. She has been told that Woodford County does not require a rabies vaccine for cats. She stated that for health concerns, every animal needs to be vaccinated for rabies.

Russ Kramer 209 E. 3<sup>rd</sup> Street, Deer Creek – He does not live in Woodford County but is helping with sheltering cats from Woodford County. Hopes we get a shelter put in place for animals.

Michelle Cawley, 1528 CR 800 N, Eureka – A sick cat showed up at her door a year ago. She paid out of her own pocket for the cat to be treated. She stated that the County should have someone to call for help. She asked what does one do with an injured or sick animal that just shows up.

**5. Approval of Claims**

Motion to approve claims made by Faulk, seconded by Parsons. *Motion passed.*

**6. Coroner**

**7. Sheriff**

a. Courthouse Project Update.

There have been some issues with the plaster project. The plaster has been staying damp. They had an insulation inspection done and found that the attic insulation has fallen down creating a gap which causes a temperature difference with the heat on top and cool air on the bottom, which keeps the plaster moist. The vendor will add more insulation to fill in the gap. This will be an additional \$6,350, but will fix the problem. .

b. AED – Stop the Bleed kits for PSB, CH, Annex 1 & Annex 4 Project

The Sheriff has spoken with the jail doctor and blood stop kits can be purchased for individual offices for approximately \$43 a kit. He is looking at getting 4 AED's at a cost of \$5,600. He wanted to know if he should do this now, or put in budget for next year. None of this is required by law, but the insurance company recommends we have the blood stop kits in each office. The AED's at the courthouse are over 20 years old and obsolete, and there is no AED in the new boardroom. The committee feels that he should add an additional \$10,000 to his budget to cover the cost of the kits and AED's and he can order them in November, and pay for them out of the new budget in December.

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c. Keith Engineering Update

This is for the HVAC project for next year in the Courthouse and Public Safety Building. The Sheriff will have the numbers in his budget. This needs to be fixed once and for all.

d. PSB Flooring Project Final Update

This project is complete. It was paid for last year, but couldn't be completed until the Judge was gone to get into his courtroom.

e. Approval of P-MEG Agreement

The Sheriff's Department and County are part of a multi-county narcotic enforcement group. The agreement was signed last year, and needs to be resigned this year. Motion by Faulk, seconded by Parsons to approve P-MEG agreement and move to full board. *Motion passed.*

**8. Animal Control**

a. Contract Discussion

The Assistant States Attorney advised that this discussion should be done in public and not in executive session as she is an independent contractor and not a county employee. Mr. Gibson read the statute – there are exceptions for independent contractors in a park/recreational setting, and we do not fall under that.

Heather Leman presented a packet with statics on animals and photos of abused animals. She stated that she needs help, and the call from Mr. Barber shows that. The dogs that she is housing for long periods of time are evidence in animal cruelty cases and must be kept. She has dogs for months at a time because she can't get a vet appointment for vaccine. Once they are vaccinated, it may be a couple more weeks before the vet can get them in to be neutered. She is housing these dogs in the building that she does grooming out of. It was discussed that the dogs she is holding for court cases, she should be reimbursed for the boarding, food etc. She does give the State's Attorney a cost for this, and this cost is included in the restitution that person has to pay along with court fees and fines. However, the way her contract is written, she does not get the restitution money, it goes into animal control, so she is paying out of her own pocket for this. Animals kept for reasons other than court cases, according to policy, are to be put down after 10 days. She asked who is to pay for this. The Menssen trust will only cover spading and neutering. They also only deal with McKenna Vet. It takes her months to get an animal into McKenna Vet Services so she is working with the Menssen Trust to see if she can look for another vet. The committee says there are several issues that need to be address – 1) animals for court need to be paid for by the County; 2) housing animals other than court animals for several months, committee not in favor of; 3) seeing if the

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Menssen Trust will cover costs for a vet other than McKenna. If she has an animal, other than court case animals, she tries to adopt them out. But in order to do so, they have to be vaccinated and spayed, which is the problem because it is taking month to get a vet appointment. She has individual kennels that she keeps the animals in, but they are being housed in with her breeding dogs. She does not have enough room. She stated that animal control increased greatly in 2019. Right now the surrounding shelters are so full you have to get in line to surrender an animal. She has had good luck with adopting animals out. But she does not have the space to quarantine any of the animals should they need to be.

The contract has several issued that will need to be addressed. She has stated that if things do not improve, she will not continue to house animal control animals in her facility as it is hurting her own business. It was asked a month ago if she could provide the amounts she is spending out of pocket to house and feed animal control animals. It was asked again this month of those costs and she does not know them, nor can she give an estimate. She did state she will have the answers next month.

It was asked how the state investigator plays in. In Marshall County they call the state investigator and they come in and take control of the animal. Ms. Leman is not aware of this and will have to check into it. It was asked of her what she has done to educate herself in this job. Anything she has learned about animal control has been taught to her by the Assistant State's Attorney Eric Gibson. This education has been in how to write citations, talks to attorneys, and go in front of a judge in court.

Discussion on how we would keep an additional person from doing Heather's dog grooming business. We would have no way to monitor this. The committee believes animal control to be a part time job, but Heather says it is full time. She is on call 24/7. The dogs she is housing have to be let out 4 to 5 times a day, fed, treated for fleas, etc.

The committee doesn't like where this is going. They feel that the county has three options – 1) continue like is; 2) put out a proposal for new animal control; 3) take it back over and hire in-house. They addressed concerns they have with Heather. Questions were asked 30 days ago, and she still doesn't have answers. She has given no facts or statistics to back her claims. People call, but she never gets back to them. Can't leave messages because voice-mail is full. Victims need to know if animals have rabies immediately, not 11 days later. Need a separation between personal business and county business. How much time is she dedicating to animal control? The committee does agree that she should not be responsible for the cost of housing an animal that has to be kept as evidence in a court case.

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The committee will discuss this again next month. In the meantime, Heather is to get the answers to the questions that have been asked of her. The committee will put together language for Heather to receive restitution fees. It was asked who is on the line if the County loses the court case and there is no restitution paid. The committee is to send to Chairman Logan what information they want to know and he will forward those questions to Ms. Leman. The committee has no desire to address the cat issue until the dog issue is resolved.

**9. Health Department**

a. Epidemiologist Position

There is a lot of information that needs to be tracked for health issues and made public. The Board of Health has been discussing an epidemiologist and what options are available for them. They may hold a special meeting to discuss the options.

**10. Probation**

a. Electronic Pass Cards

Mr. Noar would like to use funds from the juvenile placement line to expedite the electronic key pass system in probation. The funds from that line item have not been used this year. They can currently get in the outside doors, but can't get in the inside door. They have using the side entrance to gain entry into Probation. The cost for the key car entry system is \$7,783. It was discussed that he can use the line item for new equipment, over draw it, and it will be correct at the end of the budget year. Motion made by Faulk to approve key card system for Probation, not to exceed \$9,000, out of annex 1 line item, seconded by Durst. *Motion passed.*

**11. New Business**

a. Approval of Franchise Agreement with Tel-Star Cablevision

This agreement was signed several years ago and Tel-Star would like a new agreement signed. The State's Attorney has looked the agreement over and is okay with it. Motion to approve franchise Agreement with Tel-Star Cablevision made by Durst, seconded by Faulk. *Motion passed.*

b. IT

There have been a few complaints expressed with IT. LEADS is not working for probation and the State's Attorney – Sheriff Smith reported that Heart has everything ready to go, they are waiting on Viscon (which is the court IT vendor) to get data through. The new courtroom was to have Wi-Fi installed. This couldn't be done until court was not in session, but it didn't get done because they were replacing the carpet.

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Heart is working on installing new switches, domains, and creating a disaster recovery plan.

**12. Unfinished Business**

**13. Other**

**14. Executive Session – Roll Call Vote**

- a. 5 ILCS 120/2 (c)(2) Collection bargaining

Motion to go into executive session under 5 ILCS 120/2(c)(2) made by Durst, seconded by Faulk. Roll call vote – Logan-yes; Faulk-yes; Durst-yes; Tolan-yes; Parsons-yes. *Motion passed.*

**15. Any action coming out of Executive Session**

- a. 5 ILCS 120/2 (c)(2) Collection bargaining

Motion to come out of executive session made by Faulk, seconded by Tolan. *Motion passed.*

Motion to pay a \$2,500 stipends to Sheriff Deputies in the first pay check of September 2021, and another \$2,500 the first pay period of September 2022, promote 3 people – 2 in the jail and 1 in patrol with the option to move to lieutenant, and hire 3 new staff between the jail and patrol made by Faulk, seconded by Tolan. *Motion passed.*

**16. Adjournment**

Motion to adjourn made by Faulk, seconded by Durst. *Motion passed.*

Meeting adjourned at 7:50 PM.

Submitted by: Deb Breyman

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Barry Logan, Chairman  
Public Safety Committee