

**PUBLIC SAFETY COMMITTEE  
COUNTY BOARDROOM  
MONDAY SEPTEMBER 11, 2023  
MINUTES  
4:30 PM**

**1. Call to Order**

The meeting was called to order at 4:30 by Chairman Parsons.

**2. Roll Call**

Blake Parsons, Nick Miller, Tim Worner, John Krug, and Randy Barth all present.

**3. Approval of Minutes**

a. Approval of August 7, 2023 minutes

Motion to approve August 7<sup>th</sup> minutes made by Miller, seconded by Barth. There were no corrections. *Motion passed.*

**4. Public Input**

**5. Approval of Claims**

a. Approval of September 2023 Claims

Motion to approve September claims made by Krug, seconded by Miller. *Motion passed.*

**6. Coroner**

**7. Probation**

**8. Health Department**

**9. Sheriff**

a. ARPA Projects Update

They are still completing a few of the projects. Chief Deputy Tipword met today with the project manager for the HVAC system. They went through each office and after reviewing the office, it was decided that because of the scope of the project, each office will have to be physically out of their office while the project is being completed. They are looking at mobile office trailers to move the offices into. Getting everyone out of their office will move the project along quicker. He will check into the pricing of the trailers that would be placed in the south Sheriff parking lot to move the offices into. We will also need pods for storage. The south end of the Courthouse will be done first, so the offices will need to start moving out in about 10 days. The north end of the Courthouse will not be moved until January or until the project is ready to move to that end of the building. The remainder of the ARPA projects are still being worked on with hopes of completing in the near future. They hope to have invoices for the cost of the projects by the end of the year, so we know where we stand on funds.

b. Additional ARPA Project Request

Sheriff Smith has a discussion with Finance Chairman Meinhold and Board Chairman Nagel about moving the two projects he had listed in his budget as extraordinary to ARPA funds. Those two projects were the fire alarm system in the Public Safety Building and replacing the doors on the jail refrigerator. They want to place the fire alarm system on the same panel as the new fire alarm system so there are not two panels. They were trying to cut costs with the refrigerator in the jail by just replacing the doors. However, they are not sure if that will fix the problem, so the Sheriff was told to replace the whole refrigerator. The Sheriff would also like to have signage outside the Courthouse. He has spoken with a vendor and will get pricing. It was asked why the

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Public Safety Sales Tax is not used to fund these projects. The Finance Chairman wants it to come out of ARPA.

c. 911 ETSB Funds, Budget, and Contract Review

Originally ETSB was part of the Sheriff's Office and handled calls for the Sheriff office, 5 of the 6 local police departments and 7 of the 11 fire districts. There was one (1) dispatcher per shift. There were many days where there were no fire or ambulance calls. Under Sheriff Ruestman enhanced 911 was installed. This allowed the dispatcher to see who was calling, where they were calling from, mapping, etc. Previously to that only El Paso had 911 in the county. A 911 Referendum was passed that allowed the County to get E911 and the phone companies to collect a surcharge. They had to have an ETSB Board that had to deal with the surcharge money. That money had to be spent on true 911 expenses. The surcharge was 50 cents per land line. The phone carriers paid the county directly. New 911 enhanced equipment was purchased. Metamora Phone Company was the vendor chosen and they provided all the data. They had 911 but didn't have the enhanced capabilities – example: it told a vicinity of where call was coming from but not exact location. Woodford County was the first county to have enhanced 911. We were in so early, that the state had no rules. Once the rules were established, we had to reapply, which is the date that shows when we started even though we started E911 before that. Towers were added, consoles were upgraded along with equipment. At the time we went to Peoria and then to Springfield. With the new system we went directly to Springfield giving us faster service. In 1996 we started looking at the CAD. A new CAD was installed. All manual work for 911 was now computerized. In 1997 E911 was moved from the Sheriff's department to ETSB. The county paid a fee to ETSB to take over the 911 system. In 1999 we built the Public Safety Building and put the 911 communication system in it. There was no backup system. In 2000 a back-up center in Roanoke was built. 2000 new consoles, new equipment, etc. were purchased. The old equipment was moved to the back-up system in Roanoke. Right around 2000 the surcharge changed dramatically as people were getting rid of their land lines and going with cell phones. The surcharge income dropped. Because of this ETSB came up with a fee schedule that was based on a per capita rate. There was a base rate for law enforcement and a base rate for fire and EMS. In one year's time 2/3 of the surcharge money was lost due to cellular phones. Fire calls started to pick up and the fire stations wanted two (2) dispatchers per shift on high volume hours. 2006 two agreements were entered into. One was for the dispatching for the Sheriff's office. Agreement two was for all others – animal control, coroner, LEADS documentation, etc. Cellular fees were not regulated, so the surcharge fees were dropping again. Equipment and salaries continued to rise. We were in dire straights. Illinois Commerce Commission was watching 6 centers, and Woodford County was one of them. We cut costs by reducing staff. The county met with every agency that was dispatched out of our center, and told them these are the services you want, and this is what it costs to run the system and provide those services. The Sheriff was paying \$200,000 just to have 911 phone line trunks. The only control they had was to raise contract fees of those entities that used the system. Around 2011 the Illinois State Police took over 911. All surcharges were sent to the state. The state paid all the bills and sent the county any left-over surcharge funds. ISP hoped to put money back into the system. ETSB was looking into a long range program to upgrade the 911 system which has been put on hold due to the financial crisis. New equipment was purchased and access offered to all public safety agencies in

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Woodford County. Then calls started to increase, and dispatchers were increased to 3 per shift to comply with code. Information was now shared between all systems. Currently ETSB is working with Motorola regarding a communication issue in El Paso. ETSB is preparing for Essynet – instead of 911 trunks calls will come in on Essynet throughout the state.

It is getting more costly with equipment to run 911. 911 gets funding from two systems – contracts and surcharges. Surcharges are 100% controlled by the state. We get a monthly check from the state for the surcharge. Some years they do an account sweep and we get an additional check. When the account gets above a certain threshold, the state has to sweep it down, and an additional check is issued. Last year we only received 11 checks. We get \$547,000 from state. Our contracts are with agencies that provide police, fire EMA service, such as El Paso, Metamora, Eureka, Washburn, Germantown Hill, etc. We require that the entities we have contracts with pay the dispatch fees. Deer Creek and Bayview Gardens gave up their police departments, so we do not collect anything from them. We also have contracts with fire districts. Contract fees generate \$416,426 from a grand total of income for 911 is \$963,000. Right now the ETSB has 1.8 million in our account. Our projected budget for 23/24 is 1.3 million. Our projected income is \$963,446, so the reserves will start coming down. Last year every contract received a 10% deduction. Woodford County dropped in census, so that reduces funds on the per capita basis. Most governing bodies do not want a yo-yo contract. They want to keep the contracts on an even amount. The current budget only included two projects. StarCom project will be about \$300,000. They will be draining the surplus down. At some point they may have to raise contract fees to bring the balance back up.

It was asked if the Sheriff would keep track for the next year of the finances and report monthly. Payroll is high, but they have to staff according to the call volume. Ambulance calls are extraordinarily high. We have more radio traffic than large cities because we have multiple agencies coming through our system.

**d. Fleet Update and Vehicle Replacement Approval**

There is one car in the body shop being repaired. There is another car that has high mileage and a bad motor. The Sheriff has found a couple vehicles to purchase for replacement. He would like a motion to approve the purchase and not exceed \$50,000 and to be paid in vacation. Motion made by Krug for the purchase of a replacement vehicle not to exceed \$50,000 and be paid in vacation, seconded by Barth. *Motion passed.*

**e. Facility Projects FY 2023**

Sheriff Smith has nothing to report at this time.

**f. Safe T Act Update**

The Safe T Act goes into effect September 18<sup>th</sup> of this year. Sheriff Smith has had several meetings with State's Attorney Minger regarding the court changes. They will no longer be taking cash bail, and there are significant changes to court and conditions put on people, etc.

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g. Sheriff Report

**Sheriff's Office information for August 2023**

**Below is a partial list of calls for service for August.**

Assist other Agency	10	Noise Complaint	7
Business Checks	446	Open Door	3
Burglar Alarm	16	Paper Service	162**
Criminal Damage	6	Reckless Driver	31
Check Wellbeing	32	Road Hazard	16
Dispute	14	Suspicious Activity	20
Domestic Disturbance	30	Suspicious Person	10
Flag down	16	Suspicious Vehicle	38
Follow up	57	Thefts	10
Fraud	13	Threats	4
Keys Locked in Vehicle	22	Trespass	2
Motorist Assist	62	Traffic Stop	628
Motor Vehicle Accident	42*	Unknown Problem	9
Vacation Checks	4	Extra Patrol	197

**Aug. Total Calls 2594**  
*(July Calls Total 1984)*

\*All Types  
\*\*Includes OP

**Total Calls for Service as of the end of August 2023: 16,999**  
*Total Calls for Service as of the end of August 2022: 12,739*

**Below is information for the Corrections Facility August 2023**

August 2023 Average Daily Population: 79  
*August 2022 Average Daily Population: 75*

**Bookings August 2023:**

Male: 86      Female: 27      Total: 113      Year to Date Total: 818

*Bookings August 2022:*

*Male: 64      Female: 32      Total: 96*

Prisoner transports completed August 2023: 16

**IT Report**

	2022		2023
<b>January</b>	<b>53</b>		<b>49</b>
<b>February</b>	<b>49</b>		<b>37</b>
<b>March</b>	<b>52</b>		<b>26</b>
<b>April</b>	<b>41</b>		<b>31</b>
<b>May</b>	<b>54</b>		<b>30</b>
<b>June</b>	<b>50</b>		<b>45</b>
<b>July</b>	<b>28</b>		<b>26</b>

Total Service Tickets 2021 – 599  
Total Service Tickets 2022 – 582  
Total Service Tickets YTD 2023  
- 303

\*As of 9/6/23  
Open tickets as of Sept. 6, 2023 -  
78

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<b>August</b>	<b>50</b>		<b>52</b>
<b>September</b>	<b>60</b>		<b>7*</b>
<b>October</b>	<b>66</b>		
<b>November</b>	<b>50</b>		
<b>December</b>	<b>41</b>		
<b>Year End</b>	<b>582</b>		

EMA

h. Command Post Generator Issue

There was a tragic drowning in Roanoke. Command vehicle was out and the generator quit working. They will take it to Midstate Power and see about repairing it. They did get a quote on a new generator is it would be \$4,500. The generator on the mobile command center now is over 20 years old. It is old enough that they can't find parts to repair it. This command center is also used by the Sheriff Department. They really cant' wait for a meeting next month to address this. It was decided that the Sheriff will bring a resolution to the Board meeting for a new generator. He will either find the total cost for the generator and mounting and fill in the resolution, or bring the resolution with blank to be filled in not to exceed.

**10. Animal Control**

a. Report of Animal Control

Ms. Leman reported that animal control has been busy. She has had several dog and cat bites. There have been a lot of loose dogs also. She has a situation in El Paso where dogs were not well cared for. One dog had Parvo. Another situation where a cat came out and scratched a lady on the leg. She does not have the space to keep the cat. She has to take the cat to her house and keep it in the garage. She has three (3) dogs that she is trying to get homed. She took in 4 labs that Ruby's Rescue took and adopted out. She reported that a lot of people in Woodford County do not know that they need to register and vaccinate their dogs. She would like to send out flyers or notices about the requirements of owning a dog. There are no funds in animal control to pay for the postage to send to all residence. It costs about \$15,000 to mail voter registration cards. We are also supposed to be holding a micro chipping clinic. People pay \$15 to have their pet micro chipped. She stated that working with Dr. Fraker is phenomenal. She really enjoys working with them.

**11. New Business**

**12. Unfinished Business**

**13. Other**

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

a. 5 ILCS 120/2 (c) 3 – Animal control

Motion to go into executive session made by Miller, seconded by Worner. Parsons – yes; Worner -yes; Miller -yes; Krug -yes; Barth -yes. *Motion passed.*

Motion to come out of executive session made by Miller, seconded by Barth.

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**b. 5 ILCS 120/2 (c) 5 – Animal control**

Motion to go into executive session made by Miller, seconded by Worner. Barth- yes; Krug- yes; Miller – yes; Worner – yes; Parsons- yes. *Motion passed.*

Motion to come out of executive session made by Miller, seconded by Worner. *Motion passed.*

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

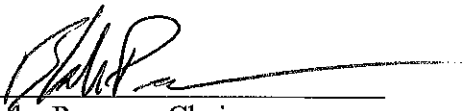
There is no action coming out of either executive.

**16. Adjournment**

Motion to adjourn made by Miller, seconded by Krug. *Motion passed.*

Meeting adjourned at 6:20 PM.

Submitted by: Deb Breyman

  
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Blake Parsons, Chairman  
Public Safety Committee