

**LINCOLN COUNTY LAW ENFORCEMENT COMMITTEE**  
**Meeting Minutes of December 10, 2014 7:30 a.m.**  
**Lincoln County Safety Building,**  
**Lower Level Conference Room**  
**Merrill, WI 54452**

**MEMBERS PRESENT:** Bob Lee, Bill Zeitz, Dan Caylor, Ryan Schwartzman, Mike Loka  
**VISITORS:** Sheriff Jeff Jaeger, Chief Deputy Nate Walrath, Randy Scholz, Dan Leydet, Paul Proulx

**OPEN MEETING**

1. **Call to Order:** Meeting was called to order by the chair at 7:30 a.m.
  - A. **Roll call of members present.**
  - B. **Visitors Welcomed.**
2. **Approval of previous meeting minutes:** Motion by Loka, Second by Zeitz to approve the minutes as printed. Unanimous. Motion carried.
3. **Coroner's Report:** Mr. Proulx distributed copies of his reports at the meeting and gave brief testimony on the events involving the Coroner's Office. Motion by Caylor, Second by Schwartzman to place on file. Unanimous. Motion carried.
4. **Sheriff's Statistical Report:** Committee had no questions.
  - A. **Case Summary Report:** Committee had no questions.
  - B. **Expense Budget, Revenue Budget and Vendor List:** Mr. Bill Zeitz had a question on the budget regarding the YTD balance being higher than expected. This was explained by Sheriff Jaeger and Chief Deputy Walrath, as a result of unrealized revenues and unreported expenditures for the month of December.
  - C. **Recreational Officer Activity Report:** Committee had no questions.
  - D. **9-1-1 Supervisor's Report:** Committee had no questions.
  - E. **Jail Census Report:** Committee had no questions.

Motion by Caylor, Second by Loka to place all reports on file. Unanimous. Motion carried.

5. **Department of Corrections, Annual Jail Inspection Report:** Chair Bob Lee commented on the good report. Sheriff Jaeger commented on the areas identified as deficiencies and the fact that the Wisconsin Department of Corrections has recently updated the DOC 350, which was related to the majority of our deficiencies. Motion by Zeitz, Second by Caylor to commend Jail Administrator David Manninen for a job well done. Unanimous. Motion carried.
6. **Confidential Secretary – New Position:** Sheriff Jaeger gave testimony on the needs, duties and responsibilities of this new position. The position is planned to be shared with the jail as a Jail Administrative Secretary, in addition to the primary duties of Confidential Secretary to the Sheriff and Chief Deputy. This

position will replace the previous Program Assistant position. Motion by Caylor, Second by Loka to create and fill this vacancy. Unanimous. Motion carried.

- 7. Deputy Sheriff – New Position:** Sheriff Jaeger gave testimony on the needs and benefits of this additional position. The Patrol Division of the Sheriff's Office has recently bargained for a new schedule, which aligns with Administrative goals of increased supervision, reduced compensatory time and significantly reduced overtime costs. Sheriff Jaeger commented on several areas that we are able to specifically reduce overtime and other areas that will allow for additional savings. Motion by Caylor, Second by Schwartzman to create and fill this vacancy. Unanimous. Motion carried.
- 8. DNA on Arrest:** Bill Zeitz advised there was nothing new on this topic.
- 9. Marathon County Zoning Issue:** Mr. Zeitz shared a select newspaper article.
- 10. Schedule next regular meeting:** Next regular meeting was scheduled for January 14, 2015 at 7:30 a.m., Lincoln County Safety Building, lower level conference room.
- 11. Adjournment:** Motion by Caylor, second by Loka to adjourn. Unanimous. Motion carried. Meeting adjourned at 07:59 a.m.