

APPROVED

OWEN-WITHEE POLICE COMMITTEE MEETING MINUTES

DATE: Tuesday, June 2nd, 2020

LOCATION: Owen Community Center 833 West 3rd Street, Owen WI 54460

TIME: 6:00pm

CITY OFFICIALS PRESENT: OWEN: Pam Jaffke, Bob Wilczek, Ken Martine, Michelle Kind, Charlie Milliren, Joan Jalling, and John Maul

WITHEE: Everett Lindgren, Randy Shelton, and Ellen Niemi-via zoom

OFFICIALS EXCUSED: John Frankewicz

ATTENDANCE LIST: Police Chief/Ibarra, Officer Juzwiak, Officer Haugstad, & CDC/Tim Swiggum

COMMUNITY ATTENDACE: Kitara Mills-Sentinel Rural News and Cindy Cardinal-OW Enterprise.

A quorum being present, the meeting was called to order at 6:04pm.

Minutes

Motion by Martine/Wilczek to approve the minutes for the 05-05-20 meeting— see attached. Motion carried.

Police Report

Chief Ibarra presented the April and May Police Incident Reports – see attached.

Disbursements

Motion by Lindgren/Shelton to approve the payment of the disbursements for \$2,163.39 and \$7,771.82 paid since last meeting-see attached. Motion carried.

Building Needs for Police Dept

The group discussed the new building needs for the Police dept. There will be a new evidence room with a fire-proof door. Four offices/desks including space that will be rented to the Neillsville County Sheriff for their North office. There will be a restroom, shower, and locker facility for the Officers. The garage behind can house not only two spaces for the police vehicles but also a K9 kennel and grooming/washing facility.

Motion by Martine/Wilczek to recommend the draft layout for the Police Dept as noted. Motion Carried.

Contract Agreement Review:

Lengthy discussion held regarding the option for Owen and Withee to have a joint Police Department through an agreement in leu of creating new Ordinance and Resolutions due to the fact that upon further investigation it would include Administrative costs and additional audit fees. Both Municipalities pay a portion into the OWPD for their share of the budget quarterly. Currently, Owen provides all the Accounts Payable/Accounts Receivable/Payroll support. The OWPD refunds Owen for the employer share of Withee payroll but no other Admin costs. To save on Administrative costs for double entry, annual audit fees of separate accounting for OWPD, and accounting software fees & training, which estimated could cost upwards to \$15,000 not including the Clerk/Treasurer hours. Owen proposed if the

Municipalities had a contract or agreement, the savings could be better served to provide for a 3rd Police Officer or additional equipment and payroll. This would be more fiscally responsible for all our Residents as well as reduce the redundancy and possibility of errors between the three budgets. Withee reviewed their last meeting where they voted the option down as they wanted to maintain their representation. Owen suggested if Withee is uncomfortable they can be the lead and subcontract with Owen. Withee also did not want to take this on or share the Clerk and Treasurer duties but rather forward these duties onto the Police Dept. It is noted this has been a struggle for over two years and still the Admin details have not been worked out and the Legal representation has not been able to clear up the matters. Withee's main concerns were that they would need to maintain representation, the Committee meet monthly as it does currently, review budgets yearly, and have an extended date range of the agreement to allow for consistency. Owen and Withee representatives all agreed to these details which will keep the Admin fees down for simplicity including but not limited to Ordinances and Resolutions as well as the Employee Handbook to be maintained by Owen. The Municipalities would share the cost of the rent for the PD building and Utilities. A separate Legal Counsel not associated with either municipality with previous experience in joint municipal agreements was requested to be obtained.

Motion by Wilczek/Shelton to move forward to find Legal Counsel preferably with joint municipal experience for an agreement solution including a shared representation with Owen & Withee funding. Motion carried. Chief Ibarra, Clerk Kind, and CDC Swiggum to research the League of Municipalities or other PD's for experienced Legal Counsel.

Ordinance/Resolution Review:

Motion by Wilczek/Lindgren to table the Ordinance/Resolution to work on the agreement option with Legal. Motion carried.

Suggested Items for Future Agendas

Select and Obtain a new Legal Representative for the OWPD separate from Owen or Withee to provide a joint agreement, 6-month budget update and review payroll budget for a 3rd part time Police Officer.

Jaffke adjourned the meeting at 6:59pm.

Next regular meeting is scheduled for Tuesday, July 7th, 2020 however a special meeting may be scheduled if we have Legal representatives in place to provide for a joint OWPD agreement.

Respectfully submitted,
Michelle Kind, Clerk/Treasurer WCMC