



GOODHUE COUNTY MINNESOTA

TO EFFECTIVELY PROMOTE THE SAFETY, HEALTH, AND WELL-BEING OF OUR RESIDENTS

GOODHUE COUNTY PERSONNEL COMMITTEE

ADMINISTRATION CONFERENCE ROOM
GOVERNMENT CENTER, RED WING

MAY 18, 2021
8:00 A.M.

1. VIRTUAL MEETING NOTICE

VIRTUAL MEETING NOTICE "Due to concerns surrounding the spread of COVID-19, it has been determined that in-person meetings or meetings conducted under Minn. Stat. 13D.02 are not practical or prudent. Therefore, meetings that are governed by Open Meeting Law will temporarily be conducted by telephone or other electronic means pursuant to Minn. Stat. 13D.021." "The Goodhue County Personnel Committee will be conducting a meeting pursuant to this section on May 18, 2021 at 8:00 AM. The Personnel Committee members and presenters attending will appear by telephone or other electronic means. The public may monitor the meeting from a remote site by logging into [HTTPS://GLOBAL.GOTOMEETING.COM/JOIN/439915933](https://global.gotomeeting.com/join/439915933) or calling 1 866 899 4679 any time during the meeting." Access Code: 439-915-933

2. Zumbrota-Mazeppa School Resource Officer Proposal

Documents:

[ZM SRO PROPOSAL.PDF](#)



Marty Kelly
Goodhue County Sheriff

430 West 6th Street
Red Wing, MN 55066
Office (651) 267.2600
Dispatch (651) 385.3155

TO: Goodhue County Commissioners

FROM: Sheriff Marty Kelly

DATE: 04-29-2021

SUBJECT: Zumbrota-Mazeppa School Resource Officer

Dear Commissioners,

Over the past several weeks, Zumbrota-Mazeppa Superintendent Michael Harvey has been communicating with us regarding the school district's desire to have a Goodhue County Sheriff's Office Deputy as a School Resource Officer (SRO) in Zumbrota-Mazeppa schools. Superintendent Harvey requested a copy of the current Pine Island SRO contract, which is attached, and had spoken with Pine Island Superintendent Tamara Champa regarding the SRO service we provide to Pine Island schools.

Superintendent Harvey met with Zumbrota City Administrator Brian Grudem along with Zumbrota Police Chief Patrick Callahan regarding the current SRO agreement with the city.

On April 12, 2021, The Zumbrota School Board met and had the SRO position on the agenda as an action item. The board voted to not renew the SRO contract with the City of Zumbrota and pursue the possibility of a contract similar to Pine Island Schools with the Goodhue County Sheriff's Office. Superintendent Harvey indicated the district would like this position to begin in August 2021.

If this position were approved, the invoice to Zumbrota-Mazeppa schools in 2021 would be \$17,156 before December 31, 2021. The cost of hiring a new deputy for this position with all necessary equipment and prorated salary is \$114,532. Therefore, the total added expense to 2021 budget would be \$76,540.

Recommendation:

Hire an additional Patrol Deputy and enter into a contract agreement with Zumbrota-Mazeppa school district to provide a School Resource Officer.

OFFICE OF THE GOODHUE COUNTY SHERIFF

ADULT DETENTION
CENTER
651.267.2804

CIVIL DIVISION
651.267.2601

RECORDS DIVISION
651-267-2600

EMERGENCY
MANAGEMENT
651.267.2639

EMERGENCY
COMMUNICATIONS
651.385.3155

An Equal Opportunity Employer

PATROL STAFF

PATROL STAFF			
<u>Salary & Benefits</u>			
	Full Year		June - Dec
	2021		2021
2021 Salary (Grade 83/Step 1)	\$ 55,515		\$ 32,384
Family Insurance	\$ 25,036		\$ 14,604
Police PERA	\$ 9,826		\$ 5,732
Medicare	\$ 805		\$ 470
Salary & Benefit Subtotal	\$ 91,182		\$ 53,190
<u>Other Expenses</u>			
Deputy psych eval/drug screen/phy	\$ 900		\$ 900
Initial Uniforms	\$ 2,500		\$ 2,500
Initial Gear	\$ 850		\$ 850
Uniform Allowance			
Defibrillator	\$ 1,400		\$ 1,400
Glock	\$ 550		\$ 550
Rifle	\$ 1,200		\$ 1,200
Taser	\$ 1,150		\$ 1,150
MDT	\$ 5,000		\$ 5,000
Portable Radio	\$ 4,800		\$ 4,800
Mobile Radio	\$ 5,000		\$ 5,000
Fuel/Squad Maintenance/Overtime	??????		??????
Other Expense Subtotal	\$ 23,350		\$ 23,350
Grand Total	\$ 114,532		\$ 76,540

**Contract for Police-School Liaison Officer
Between The
Goodhue County Sheriff's Office
And
The Pine Island School District 255**

The period of this Agreement shall be July 1, 2020 - June 30, 2023.

This agreement, made and entered into this 12 day of March, 2020 by and between the County of Goodhue, hereinafter referred to as the County, the Pine Island School District, hereafter referred to as the "District" and the Goodhue County Sheriff's Office, hereafter referred to as the Sheriff, is entered into under Minnesota law.

1) PURPOSE:

This contract is to address the need for the presence of a law enforcement School Liaison Deputy to be assigned by the Sheriff to work in and around the Pine Island School District. The School Liaison Deputy will provide instruction and law enforcement-school liaison service to the District recognizing these services. Services provided may be, but are not limited to the following:

1. Respond to on-campus emergencies involving medical problems, injuries and related emergency situations of students, staff, and the general public.
2. Enforce federal laws, state laws and local ordinances on the school District campus and on District owned property.
3. Initiate investigations of crimes committed on the school District campus, and District owned property, and prevent continued criminal behavior.
4. Detain and/or arrest suspects according to law and policies of the Goodhue County Sheriff's Office.
5. Initiate investigative referrals to the "Sheriff's Investigations Division" as appropriate.
6. Perform investigative follow-up work, including the interviewing of witness, victims and suspects.
7. Complete information and prepare cases for the City and County Attorneys.
8. Promote and provide crime prevention education to staff, students and the public.
9. Provide information to the District faculty and staff regarding federal laws, state laws, local ordinances, and the criminal justice system.
10. Assist district faculty and staff when needed with unruly or violent students.
11. Attend district faculty and staff meetings, committee meetings, staff seminars/ training as requested and appropriate to job position.

12. Participate in student/staff programs as appropriate to job position.
Example: Alcohol and Drug Assessment Teams, Conflict/Relationship Mediation Programs, Support Groups, Student at Risk Programs.
13. Provide assistance in counseling services, provide resource information and options to students as appropriate to the job position.
14. Refer students to District and County counseling services as appropriate.
15. Provide classroom and educational programs dealing with drug, alcohol, and violence prevention (Counter ACT).
16. Provide education to students, faculty, staff, and the public dealing with gang activity and other issues pertaining to law enforcement practices and the Police/School Liaison Program.
17. Coordinate activities, promote, develop and implement programs between the District, Municipalities within the District areas, County, and the criminal justice system.
18. Investigate school truancy.
19. Enforce parking violations on school property at the sole discretion of the deputy.
20. Perform other duties as assigned by the Sheriff, Chief Deputy, Patrol Commander or Operations Captain.

2) OFFICER EMPLOYED BY THE COUNTY:

The Sheriff shall assign in accordance with applicable state statutes a law enforcement officer to serve as the police-school liaison officer in the District. The Sheriff shall do the selection of the officer. The County shall assume all obligations and payments with regard to officer salaries and benefits including workers compensation, PERA, withholding taxes, etc. The District will reimburse the county as defined in section nine of this contract.

3) TERM OF CONTRACT:

The term of this contract will be from July 1, 2020 - June 30, 2023, unless terminated by either party as defined in this contract. The Sheriff will provide the district 1600 hours of service during each school calendar year. These hours will include pre-school year and post-school year preparation time for the school liaison deputy.

4) ADMINISTRATION RESPONSIBILITIES:

Law enforcement services rendered to the District shall be at the sole direction of the Sheriff. Standards of performance, discipline of the deputy assigned and other internal matters, shall be under the authority of the Sheriff. The District shall provide the County with an appraisal of the services received.

The District shall not assume any liability for acts of the Sheriff's personnel hired in performance of their duties, and any law enforcement personnel hired under the terms of this agreement shall be

deemed to be County employees, and the County shall hold the District harmless for any claim for damages resulting from their employment that may accrue to the District.

5) LEVEL OF SERVICE:

The deputy will respond to emergency calls within the County when necessary, and will attend police training and special duties as assigned by the Sheriff while fulfilling the requirements of this contract. This may include the officer's time off for vacation, sick leave, required or approved duty time off.

The deputy assigned will inform the District/School Principals when he/she will be absent from the District due to vacations, time off, training or special duties.

The Sheriff will provide for needed law enforcement within the District during the absence of the school liaison deputy.

6) DUTIES OF DEPUTY:

The list of basic duties as outlined in section 1 of this Agreement shall be cooperatively reviewed between the Sheriff and the District.

Latitude in scheduling of work hours will be allowed for the deputy to meet the needs of the contract.

7) CLOTHING, EQUIPMENT, SUPPLIES:

The County shall provide required clothing, uniforms, vehicle, necessary equipment and supplies for the deputy to perform law enforcement duties.

The District shall provide the deputy with a private lockable office, telephone, and computer with e-mail access, and supplies necessary for the deputy to perform required duties.

8) SCHOOL CALENDAR:

The District shall provide the Sheriff with a school calendar.

9) DURATION AND COST:

The District shall pay the County for services in accordance with the terms of this contract.

Salaries 2020-2021 School Year: The average Deputy Sheriff's salary and benefit rate for the 2020-2021 school year is \$46.42 per hour. The deputy will work an average of 1,600 hours during the term of this contract, and the District agrees to pay the County for 45% of the 1,600 hours.

The District agrees to pay the County \$33,422.00 for the Sheriff's School Liaison Services for the 2020-2021 School Year.

The payments to the County shall be:

Payment 1: Payment of **\$13,369.00** before December 31, 2020.

Payment 2: Payment of **\$20,053.00** before June 30, 2021.

Salaries 2021-2022 School Year: The average Deputy Sheriff's salary and benefit rate for the 2021-2022 school year will be \$48.74 per hour. The deputy will work an average of 1,600 hours during the term of this contract, and the District agrees to pay the County for 55% of the 1,600 hours.

The District agrees to pay the County \$42,891.00 for the Sheriff's School Liaison Services for the 2021-2022 School Year.

The payments to the County shall be:

Payment 1: Payment of **\$17,156.00** before December 31, 2021.

Payment 2: Payment of **\$25,735.00** before June 30, 2022.

Salaries 2022-2023 School Year: The average Deputy Sheriff's salary and benefit rate for the 2022-2023 school year will be \$51.17 per hour. The deputy will work an average of 1,600 hours during the term of this contract, and the District agrees to pay the County for 60% of the 1,600 hours.

The District agrees to pay the County \$49,123.00 for the Sheriff's School Liaison Services for the 2022-2023 School Year.

The payments to the County shall be:

Payment 1: Payment of **\$19,649.00** before December 31, 2022.

Payment 2: Payment of **\$29,474.00** before June 30, 2023.

10) TERMINATION:

The District may terminate this agreement on or before December 31 of each year for the upcoming school year upon written notice of termination. The Sheriff may terminate this agreement at anytime upon one hundred-eighty (180) days written notice of such termination. In the event of termination by either party all payments due hereunder shall be prorated.


11) SAFE SCHOOL FUNDING:

In the event that the District is unable to secure the Safe School Fund/Safety Levy used to fund this position, all parties would reopen negotiations concerning this contract.

12) **IN WITNESS WHEREOF**, the Pine Island Public School District adopted by its governing body, caused this agreement to be signed by its Superintendent and attested by its School Board Chairperson, and by the County of Goodhue, by order of its Board of County Commissioners, has caused these presents to be subscribed by the Chairman of the Board and the seal of said Board to be affixed thereto and attested by the Goodhue County Administrator, and the Goodhue County Sheriff has signed this agreement.

ATTEST:

PINE ISLAND SCHOOL DISTRICT



Chairperson
Pine Island
School Board




Superintendent of School

3/12/2020
Date

3/02/2020
Date

ATTEST:

GOODHUE COUNTY



County Administrator



Chairman
Goodhue County Board of Commissioners

6/2/2020
Date

6/2/2020
Date



Goodhue County Sheriff

5-27-20
Date