
VILLAGE BOARD MEETING

From: Chad Pelishek, Village Manager

VILLAGE OF HARRISON

Meeting Date: 4/29/2025

Title: Approval to fund a Supervisory Position dedicated to the Village of Harrison and amending the contract between the Calumet County Sheriff's office and Village of Harrison.

Issue: Does the Village Board wish to fund a Supervisory position (Patrol Sergeant) dedicated to managing current deputies and working with the Village Manager in Harrison?

Background and Additional Information:

The Village Manager has determined the need to have a supervisory position (Patrol Sergeant) dedicated to managing the patrol officers in Harrison and providing community policing type activities for both the residents and the Village staff.

The Village Manager worked with the Calumet County Sheriff's Department in determining the cost to add position.

Currently, there are six officers, and three squad cars dedicated to Harrison. In 2026, another officer will be added. These officers currently report the Patrol Lieutenant who operates out of the Sheriff's office in Chilton.

This new position would be the addition of a patrol sergeant that would be an hourly position, working five days on, two days off Monday through Friday. The sergeant would be stationed at Village Hall and work jointly with the Village Manager to address resident concerns.

The Village Manager would be involved in the hiring process and believes that incorporating more community policing activities like "Coffee with a Cop" would be beneficial to the residents to share concerns, educate and address hot topic items like speeding for example. Although the position would ultimately report to the Sheriff's Dept., the position would also collaborate day-to-day activities with the Village Manager.

The cost to add this position ranges from \$129,000 per year to \$155,000 depending on whether this position is promotion of an existing officer or a new hire. This position would be hired with about six months left in the year so the costs would be about \$80,000-100,000 to fund the supervisor.

Attached to the memo is the proposed job description, the cost of the position with benefits for three different pay grades (to be determined when hired), the yearly costs going forward that the Village would need to budget for, and then a breakdown of all costs per the contract.

The Village anticipates funding for this position from the savings of the Assistant Village Manager (budgeted at \$100,000, plus benefits). If the Board was to approve the addition of the position, a budget amendment would occur to transfer the funding from wages to the law enforcement budget.

Budget Impacts: \$80,000 – \$107,000 per year for salary and benefits

Recommended Action: Motion to approve funding the patrol sergeant position for up to \$107,000, depending on the pay scale of the chosen candidate to be dedicated to Harrison and authorizing staff to amend the agreement to reflect this addition?

Attachments:

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- Cover letter from Chief Deputy Bries
Patrol Sergeant Budget Projection
 - Yearly Budget Impact Amounts
 - Job Description
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