

**MENARD COUNTY  
EMERGENCY TELEPHONE SYSTEMS BOARD**

**MEETING MINUTES  
August 21, 2017**

The regular meeting of the Menard County ETSB was called to order by Mike Chandler at 7:00 p.m.

Members Present: John Balster, Jason Huffman, Pat Rebbe, Mike Burg, Karen Boensel, Bob Lott, Ken Yocom, George Castles, Ben Hollis and Mike Chandler

Members Absent: Dave King

Guests: B. J. Sutton, Jason LeMar, Brian Hollemkamp, Carl D. Morgan, Hal Schirding, Rick Snyder, and Rod Leamon.

**BOARD MINUTES**

- No motion to accept the consent agenda of the August 21, 2017, ETSB regular meeting as it was an open forum.
- A motion to accept the minutes of June 19, 2017, ETSB regular meeting was made by George Castles and seconded by Jason Huffman. All aye. Motion carried unanimously.
- A motion to accept the cancellation minutes of July 17, 2017, ETSB regular meeting was made by Bob Lott and seconded by George Castles. All aye. Motion carried unanimously.
- A motion to accept the financial reports as presented was made by Jason Huffman and seconded by Ken Yocom. All aye. Motion carried unanimously.

**OPEN FORUM FOR DISPATCH FEES AND GIS**

- A presentation was given by Brian Hollemkamp and Jason LeMar. Local level of GIS overview on addressing to reach 911 dispatch for all municipalities, fire protection districts, and fire and rescue departments. This demonstration was to give an overview of the ETSB, the development, and how a 911 address is completed. Throughout our county in the rural areas we have the correct GIS addressing, however the cities and villages we do not have correct GIS addressing. Proper addressing gives proper response on fire, police, safety and health. We were conducting this meeting to make all aware we have local GIS addressing now and the need for all entities to work as one for the correct dispatch response. Petersburg Mayor Rick Snyder believes this procedure is the way to go. Ben Hollis questioned on correcting errors made in the past. Jason Huffman and John Balster suggest talking to other ETSB's for how they handled those types of situations as we have run into great expense to our board. Athens has also expressed interest into calling our ETSB for addressing. Having this within our county has saved our ETSB time and money as what was days from our carrier Geo-Comm is not minutes from Jason LeMar and Brian Hollemkamp. Our ETSB had ten years ago, in land lines bringing in \$3 per line has been reduced by 75% due to the use of cellphones and removal of our populations'

land lines.

George Castles brought to the table the call count and what our ETSB would like to discuss as a breakout of maintenance fees on the ratio of calls received from each entity. Our ETSB is proposing a revenue stream for assistance on the cost of maintaining the dispatch equipment. We have a tiered ratio proposal based on the call count of 2015 as follows:

**\$500 Annual Maintenance Fee**

Tallula  
Menard County Rescue Squad  
Greenview Fire/Greenview BLS  
Oakford

**\$750 Annual Maintenance Fee**

Greenview Police  
Athens Fire  
Petersburg Rural Fire  
Petersburg Fire

**\$1000 Annual Maintenance Fee**

Menard County Sheriff's Department  
Petersburg Police Department  
Athens Police Department  
Menard County EMS/Ambulance

This proposal would just reduce some of the cost of upkeep on the constant updating of our equipment. Hal Schirding questioned if it could be tied to the real estate tax. Bob Lott would like to see more cost for cellphones.

This presentation was to inform all entities to take back to their boards to see if they agree and add it to their budget process. We would if agreement is received begin this annual charge in January of 2018. Please inform our ETSB as soon as possible so we may also include in our budget process.

**911 COORDINATOR REPORT**

- Oakford Fire Chief B. J. Sutton questioned if box cards had been corrected and Ben Hollis will contact after his review.
- Bill from GTSI has been received in the amount of \$15,098.13 on the lightning damage at the jail. It is determined we have a \$5,000 deductible. Motion to pay this bill was made by George Castles and seconded by Jason Huffman. All aye. Motion carried unanimously.
- John spoke with Chris Ginder along with Ben Hollis as the last information we received was at the end of June that the new system would be installed and it has not. They will keep pushing for this to be completed.

- Radio Equipment in the amount of \$61,265. We chose a 5-year lease and we need to know if we approve by resolution of a third party after the correction of county listed. We will table for now for further discussion and check with our local banks.
- Recorder issues part of claim on lightning damage. GTSI would repair but we still are having trouble. A new recorder is \$20,000. We will call insurance about claim to see if they will stand by it. Bob Lott will have Dara Worthington call Ben Hollis to open this claim. John will get bills to Ben Hollis to review.
- Dara Worthington sent the list of 911 equipment with values for review. John Balster and Ben Hollis will meet and review with Dara.

#### **PSAP UPDATE**

- New radio equipment has been installed and we will need head set jacks. Zetron will send the needed items to finish. Software can remote in to make corrections. During the testing, we did find tornado sirens not working properly. They are set up on OPS 2. Ben Hollis had them to switch to dispatch on backup equipment but GTSI wants to wait until all is on new equipment. Ben is still reviewing.
- Water damage at water tower was determined to be 911 equipment with just loaner equipment being used now. The value to replace was estimated at \$36,000. Options given was a system that had been in operation and is capable. The bid for this system is \$39,000. Insurance will pay a portion leaving a balance of around \$7,000. If all works in sync this should end up with an out of pocket expense of approximately \$1,600. We need to move on this as a new structure to house with heating and air conditioning will be needed. A motion to pay with a budget of up to \$5,000 upon insurance claims was made by Bob Lott and seconded by Jason Huffman. All aye. Motion carried unanimously.

#### **OLD BUSINESS**

- None

#### **NEW BUSINESS**

- None

#### **HEARING OF CITIZENS**

- None

#### **SPECIAL COMMITTEES REPORT**

- None

## **ADJOURN**

- A motion to adjourn was made by George Castles and seconded by Ken Yocom. All aye.  
Motion carried unanimously.

Due to the Menard County Fair, there will be no July meeting. The next regular meeting will be held on September 18, 2017, at 7:00 p.m. at the Menard County Courthouse.

Respectfully submitted,

Karen Boensel  
Secretary/Board Member