

JO DAVIESS COUNTY EMERGENCY TELEPHONE SYSTEM BOARD

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MINUTES FOR THE REGULAR MEETING OF JUNE 5, 2024

CALL TO ORDER: The regular meeting of the Emergency Telephone System Board was called to order by Bill Kimball at 7:03 PM in the Jo Daviess County Sheriff's Conference Room, 330 North Bench Street, Galena, Illinois.

ROLL CALL: Board Members Present: Bill Kimball, Steve Birkbeck, Jeff Wood and Helen Kilgore were all physically present.

Board Members Absent: Kevin Stewart, Dianne Allendorf and Lucas Bourquin.

Others Present: Sergeant Amy Gonzalez and Kristina Tranel, Planning & Development.

A quorum was established.

PUBLIC COMMENTS: None.

CORRESPONDENCE: None.

LEGISLATION: None.

MEETING MINUTES: The May 1, 2024 Regular Meeting minutes were filed for audit as presented.

FINANCIAL REPORTS: April financial reports were reviewed. The Monthly Financial Statements were reviewed and filed as presented to submit for audit. The total accounts payable claims for June 2024 are \$110,001.49. **Kimball moved to approve the accounts payable claims for June 2024 in the amount of \$110,001.49. Seconded by Kilgore and motion carried following a roll call vote resulting in all Ayes.**

REPORTS:

- A. Sheriff's Report:** Sgt. Gonzalez reminded everyone that we are still waiting on the grant money from Darin LaHood's office for the Starcom radios. She will also be meeting with the Sheriff and Starcom to determine the best solution for their consoles going forward.
- B. Coordinator's Report:** Sgt. Gonzalez said there was an unexpected vacancy last week, in addition to the two retirements coming up soon. She confirmed that she hired someone last week to fill one of the open positions. There was also another applicant that was offered a position; she'll be starting in two weeks.
- C. Assistant Coordinator's Report:** None.

UNFINISHED BUSINESS:

- A. Discussion and possible action on approving a five-year contract with Prepared 9-1-1 Assist Communication Service in the amount of \$8,450.00 per year to provide advanced communication services for the 9-1-1 System.**

(Note: If approved, the first year's funds for this purchase to be paid from the ETSB Capital Equipment and Investment Contingency Fund (075-46181-901)). Kimball made a motion to approve to officially approve a five-year contract with Prepared 9-1-1 Assist Communication Service in the amount of \$8,450.00 per year to provide advanced communication services for the 9-1-1 System. (Note: If approved, the first year's funds for this purchase to be paid from the ETSB Capital Equipment and Investment Contingency Fund (075-46181-901)). Seconded by Wood and motion carried following a roll call vote resulting in all Ayes.

NEW BUSINESS:

- A. Kristina Tranel, Planning and Development, will give a presentation on recommendations to revise the Jo Daviess County Ordinance and procedures relating to Numbering of Buildings that may affect ETSB and Sheriff's Office operations. Kristina Tranel, Planning & Development Administrator, presented. She explained that they recently had our 9-1-1 Sign Installer put in his resignation. They're looking for a new solution. With rising insurance rates and requirements, the cost is too great for the Installer to continue. This was also brought to the Planning & Development Committee. She researched what other Counties are doing. Some have a County-wide fire district that installs the signs. Others have the Sheriff's Office and some have the homeowners install them. Tranel initially proposed that the new homeowners should be the ones to install the signs, but it was met with some resistance. She is unsure as to which way this will go. She asked the ETSB if they had any thoughts or suggestions. Kimball suggested that the County possibly hire someone part-time. He said that it doesn't affect the ETSB at all, but would affect the Sheriff more than anything. Tranel explained the process for installing the signs. She believes as good solution would be to have the homeowner do the installation. That would be the change in the Ordinance. Birkbeck asked what would happen if the homeowner does the installation and would there be someone to monitor the placement of the sign. Tranel said it would be simple for new homes because the Code Enforcement Officer would make that part of his final inspection. Wood asked about how many signs per year the County would need. Tranel replied that it would be about 50 signs per year. She thanked the Board for their time and for allowing her to speak with them. There was no action taken on this item.
- B. Discussion and possible action on reimbursing the Sheriff's Office in the amount of \$15,815.00 for replacing the failed Air Conditioning Unit that cools the PSAP and communications equipment. (Note: If approved, funds for this reimbursement to be paid from the ETSB Capital Equipment and Investment Contingency Fund (075-46181-901)). Kilgore made a motion to reimburse the Sheriff's Office in the amount of \$15,815.00 for replacing the failed Air Conditioning Unit that cools the PSAP and communications equipment. (Note: If approved, funds for this reimbursement to be paid from the ETSB Capital Equipment and Investment Contingency Fund (075-46181-901)). Seconded by Birkbeck and motion carried following a roll call vote resulting in all Ayes.
- C. Discussion and possible action on approving funds (estimates to be presented at the meeting) for posting the recently approved ETSB IT position in the Telegraph Herald and the Gazette. Kimball made a motion to approve funds not to exceed \$500.00 for posting the recently approved IT Specialist position in local publications and social media, in addition to the County website. Seconded by Wood and motion passed following a roll call vote resulting in all Ayes.

CLOSED SESSION: None.

BOARD MEMBER CONCERNS: None.

PUBLIC COMMENTS: None.

ADJOURNMENT: The meeting adjourned at 7:36 p.m. following a voice vote resulting in all Ayes.

Next meeting date is Wednesday, July 3rd, 2024, in the Jo Daviess County Sheriff's Conference Room.