

JO DAVIESS COUNTY EMERGENCY TELEPHONE SYSTEM BOARD

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MINUTES FOR THE REGULAR MEETING OF AUGUST 2, 2023

CALL TO ORDER: The regular meeting of the Emergency Telephone System Board was called to order by Bill Kimball at 7:09 PM in the Jo Daviess County Sheriff's Conference Room, 330 North Bench Street, Galena, Illinois.

ROLL CALL: Board Members Present: Bill Kimball, Dianne Allendorf, Kevin Stewart, Steve Birkbeck, Lucas Bourquin and Jeff Wood. Lucas Bourquin was present via Zoom.

Board Members Absent: Helen Kilgore.

Others Present: Amy Gonzalez was physically present.
Tessa Moore was present via Zoom.

A quorum was established.

PUBLIC COMMENTS: None.

CORRESPONDENCE: None.

LEGISLATION: None.

MEETING MINUTES: The June 7, 2023 Regular Meeting minutes were filed for audit as presented.

FINANCIAL REPORTS: July and August 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 2023 is \$93,271.85. **Dianne Allendorf moved to approve the accounts payable claims for June in the amount of \$93,271.85. Seconded by Jeff Wood and motion carried by roll call vote.** The total accounts payable claims for July 2023 is \$9,299.10. **Jeff Wood moved to approve the accounts payable claims for July in the amount of \$9,299.10. Seconded by Kevin Stewart and motion carried by roll call vote.**

REPORTS:

- A. **Sheriff's Report:** There was nothing to report at this time.
- B. **Coordinator's Report:** Sgt. Gonzalez updated the board on the NG-911 System. Things are moving along. We have also hired a new telecommunicator who has seven (7) years of experience from Carroll County.
- C. **Assistant Coordinator's Report:** There was nothing to report at this time.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

- A. Discussion and possible action on approving funds in the amount of \$1,018.60 for two (2) T/C's to attend a MABAS In-Service Training class in Champaign, IL, September 13-14, 2023. (Note: The training class is free, but the funds needed to attend are to be paid from the Travel Expense Acct, 007-41128-502, \$340.60 for transportation by personal vehicle, \$140.00 for meals and \$538.00 for lodging.) **Bill Kimball made a motion to approve funds in the amount of \$1,018.60 for two (2) T/C's to attend a MABAS In-Service Training class in Champaign, IL, September 13-14, 2023. (Note: The training class is free, but the funds needed to attend are to be paid from the Travel Expense Acct, 007-41128-502, \$340.60 for transportation by personal vehicle, \$140.00 for meals and \$538.00 for lodging.) Seconded by Steve Birkbeck and motion passed following a roll call vote resulting in all ayes.**
- B. Discussion and possible action on approving funds in the amount of \$2,411.50 for the ETSB Coordinator and two (2) T/C's to attend the IPSTA Conference in Springfield, IL, October 22-25, 2023. (Note: \$525.00 registration fee to be paid from the Education and Training Acct, 007-41128-501, and \$1,886.50 to be paid from the Travel Expense Acct, 007-41128-502, \$331.50 for transportation by personal vehicle, \$420.00 for meals and \$1,135.00 for lodging. If a department vehicle is available, it will be used in lieu of a personal vehicle.) **Bill Kimball made a motion to approve funds in the amount of \$2,411.50 for the ETSB Coordinator and two (2) T/C's to attend the IPSTA Conference in Springfield, IL, October 22-25, 2023. (Note: \$525.00 registration fee to be paid from the Education and Training Acct, 007-41128-501, and \$1,886.50 to be paid from the Travel Expense Acct, 007-41128-502, \$331.50 for transportation by personal vehicle, \$420.00 for meals and \$1,135.00 for lodging. If a department vehicle is available, it will be used in lieu of a personal vehicle.) Seconded by Jeff Wood and motion passed following a roll call vote resulting in all ayes.**
- C. Discussion and possible action on approving funds in the amount of \$39.34 to be paid to Solacom from the Maintenance Service Acct, 007-41128-701, for the ETSB portion of support for four (4) ETSB telephones. (Note: This is a shared expense with all county departments' contribution to support their telephone service.) **Bill Kimball made a motion to approve funds in the amount of \$39.34 to be paid to Solacom from the Maintenance Service Acct, 007-41128-701, for the ETSB portion of support for four (4) ETSB telephones. (Note: This is a shared expense with all county departments' contribution to support their telephone service.) Seconded by Steve Birkbeck and motion passed following a roll call vote resulting in all ayes.**
- D. Discussion and possible action on approving funds in the amount of \$409.97 to be paid from the Equipment Acct, 007-41128-810, for a replacement printer and toner for the ETSB Coordinator to replace a failing printer. **Bill Kimball made a motion to approve funds in the amount of \$409.97 to be paid from the Equipment Acct, 007-41128-810, for a replacement printer and toner for the ETSB Coordinator to replace a failing printer. Seconded by Dianne Allendorf and motion passed following a roll call vote resulting in all ayes.**
- E. Discussion and possible action on approving the 2024 Budget Expense Estimates.
- Bill Kimball made a motion to approve Budget 007 – ETSB Expenditures in the amount of \$510,069.00 for FY2024. Seconded by Jeff Wood and motion carried following a roll call vote resulting in all ayes.**
 - Bill Kimball made a motion to approve Budget 075 – ETSB Capital Equipment Expenditures in the amount of \$50,000.00 for FY2024. Seconded by Dianne Allendorf and motion carried following a roll call vote resulting in all ayes.**

CLOSED SESSION: None.

BOARD MEMBER CONCERNS: Stewart mentioned Starcom funding for all the municipalities. He's hopeful they're going to cover around 85% of the costs incurred.

PUBLIC COMMENTS: None.

ADJOURNMENT: The meeting adjourned at 7:46 p.m. following a voice vote resulting in all ayes.

Next meeting date is Wednesday, September 6th, 2023, in the Jo Daviess County Sheriff's Conference Room.