

Marion County Emergency Management Commission Minutes
February 27, 2019 at 6:00 pm
3014 E. Main St. Knoxville, IA

1. Chair Sandholdt called the Marion County Emergency Management Commission meeting to order at 6:22 p.m.
2. Secretary Pettyjohn took a verbal roll call and the following members were in attendance:

City of Bussey	Absent
City of Hamilton	Absent
City of Harvey	Dennis Seibert – Via phone
City of Knoxville	Brian Hatch
City of Marysville	Absent
City of Melcher Dallas	Terry Fisher
City of Pella	Absent
City of Pleasantville	Absent
City of Swan	Absent
Marion County BOS	Absent
Marion County Sheriff	Jason Sandholdt
<u>Also present</u>	
Marion County EMA/911	Jeff Anderson
Marion County EMA/911	Kim Pettyjohn
Pella Police Department	Marcia Slycord

3. *Approval of the agenda:* There was a motion by Fisher to amend the agenda to only the public hearing referencing the budget, approving the budget and replacement of the incident command trailer and to table all other items until we have more members in attendance. There was a second by Hatch. All were in favor.
4. *Approval of consent agenda:* The approval of the 10/23/18 meeting minutes was tabled.
5. *Public Hearing re: FY19-20 EMA Commission budget:* Chair Sandholdt declared the public hearing open at 6:24pm. Anderson advised the office had received no written or verbal comments from the public and there was no public in attendance. There was a motion by Fisher to close the public hearing, with a second by Hatch. All were in favor.
6. *Approval of commission FY19-20 budget:* Anderson advised the budget asked of the supervisors is reduced this year. It is normally \$155,000, this year it is only \$125,000. We have a fund balance that is more than we need, so Anderson reduced the budget. He advised we have also done better in grants in the last few years. The overall budget total is \$184,656, down from \$233,458 in the current fiscal year. Siebert asked what brought it down so much. Anderson advised we had projects budgeted, like the drone program, but we are not going forward with them at this time, so that elevated the budget. Sandholdt asked if there are any areas that had significant increase or decrease. Anderson advised it's very status quo. Sandholdt asked what the decrease in revenue was. Anderson advised when the budget was prepared the government was shut down, so he was unsure how far the grants would get pushed down the road, so he couldn't budget it. He advised he expects it to go back up to around \$40,000. Hatch motioned to approve the budget with a 2nd by Fisher. All were in favor. Motion approved.

7. *Continued discussion regarding Outdoor Warning Siren Best practice document:* There was a brief discussion on CommanderOne software that would take the human element out of sounding the sirens. This would cost approximately \$250,000-\$300,000. The Commission directed EMA staff to come back with more funding options.
8. *Discussion and possible action regarding the replacement incident command trailer:* Anderson advised this is time sensitive as the project has to be completed by June 30th. Anderson advised at the last meeting he gave pricing from Jenson Trailers. Anderson found three additional dealers, but only one submitted price. It's a 24 feet aerodynamic trailer for \$54,900, but it is bare bones and does not offer many of the things from Jenson, as far as workspace. Sandholdt asked Anderson if his recommendation is the Jenson Trailer, Anderson advised that is correct. He advised the owner is past chair of Humboldt EMA commission, so he understands what we are looking for. He will hold a space for us in production line. Siebert asked what the cost was from Jenson. Anderson advised he changed generator from diesel and that dropped it to \$47,775. Anderson advised \$32,000 would be grant money. Sandholdt asked if we would be able to get rid of any other trailers. Anderson advised maybe the 12 foot, the operations support trailer, that holds tables and chairs for incidents. Sandholdt asked if that would go to public auction and the funding would go back to EMA account. Anderson confirmed that. Hatch asked if this trailer gives them everything they need. Anderson advised Chief Deputy Fisher, Chief Bokinsky and Lt Cox from Pella have worked with them on it and it has everything they need. There was a motion by Hatch to purchase the command trailer from Jenson Trailer for \$47,775 with a second by Fisher. All were in favor. Motion approved.
9. *Approval to updates of the procurement policy:* Tabled
10. *Discussion regarding relationship between by-laws and Iowa Code 29C:* Tabled
11. *Approval of Mitigation and Recovery Plan:* Tabled
12. *Approval of training request:* Tabled
13. *Establish next meeting date:* Meeting date to be determined.
14. *Adjournment:* There was a motion by Hatch and a second by Fisher to adjourn the meeting. The meeting was adjourned at 6:46pm.