

**JO DAVIESS COUNTY
EMERGENCY TELEPHONE SYSTEM BOARD**

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JO DAVIESS COUNTY
COMMUNICATIONS
LAW*FIRE*EMS



MINUTES FOR THE SPECIAL MEETING OF OCTOBER 16, 2014

CALL TO ORDER: The special meeting of the Emergency Telephone System Board was called to order by the Vice-Chairman at 2:00 pm in the Jo Daviess County Sheriff's Office Conference Room, 330 North Bench Street, Galena, Illinois.

ROLL CALL: Board Members Present: Bill Kimball, Greg Millerschone, Helen Kilgore, RJ Winkelhake and Michael Staver

Board Members Absent: Aaron Abt and Nate Johnson

Others Present: Ben Petitgout, Mike Moser, Sheriff Turner, Dan Reimer and Mary Althof

A quorum was established.

PUBLIC COMMENTS: NONE

CORRESPONDENCE: NONE

MEETING MINUTES: NONE

FINANCIAL REPORTS: NONE

REPORTS

- A. **Sheriff's Report:** Nothing to report at this time.
- B. **Coordinator's Report:** Nothing to report at this time.
- C. **Assistant Coordinator's Report:** Nothing to report at this time.

UNFINISHED BUSINESS: NONE

NEW BUSINESS:

- A. **Discussion and possible action to establish an ETSB Capital Equipment and Investment Fund and Fund Description.** The committee reviewed the proposed resolution to establish the ETSB Capital Equipment & Investment Fund and associated fund description. **RJ Winkelhake made a motion to approve a Resolution to Establish the ETSB Capital Equipment & Investment Fund and Associated Fund Description as written. Seconded by Michael Staver and motion passed.**
- B. **Discussion and possible action to allocate funds for FY2015 from the ETSB/9-1-1 Fund (007) to the ETSB/9-1-1 Capital Equipment and Investment Fund (075).** The committee reviewed the fund description. It was discussed that the ETSB will need to establish a schedule listing equipment, life expectancy, expected replacement and cost. Copies of 007-ETSB (9-1-1) Emergency Services Fund and 075-46181 ETSB Capital Equipment Replacement & Investment Fund FY2015 budgets were handed out. An annual maintenance fee of \$28,000 does not kick in until year six of the software contract. Foreseeable projects in the next couple of years are

the NG 9-1-1 project which includes consultation and phones, possibly new computers and monitors. The adjustable height furniture may be another item that will need replacement within the next three years. **RJ Winkelhake made a motion to allocate \$25,600 for FY2015 from the ETSB/9-1-1 Fund (007) to the ETSB/9-1-1 Capital Equipment and Investment Fund (075). Seconded by Helen Kilgore and motion passed.**

- C. Discussion and possible action on the professional service contract with LR Kimball.** The contract has been reviewed and approved by the State's Attorney's office. **Bill Kimball made a motion to approve the professional service contract with LR Kimball. Seconded by Helen Kilgore and motion passed.**

CLOSED SESSION: None

BOARD MEMBER CONCERNS: Bill Kimball asked if there has been an answer received from the States Attorney's Office on whether 9-1-1 funding can be used to pay the loan payment for the radio communications project. Since we have not received the State's Attorney opinion Kimball reviewed the statute and feels that ETSB can use funds for the purpose of the expenditure of paying for the radio communication project. 075 – ETSB Capital Equipment Replacement & Investment Fund Revenue and Expense detail will be discussed further. This item should be placed on the next month's agenda. Ben Petitgout asked for the notes from the last meeting. Sergeant Moser will be on vacation the week preceding the next meeting and they would like to have more time to prepare.

PUBLIC COMMENTS: None

ADJOURNMENT:

The meeting adjourned at 2:45 pm following a motion made by Michael Staver and seconded by RJ Winkelhake.

Next meeting date is Wednesday, November 5, 2014 in the Sheriff's Conference Room.