

COMMITTEE REPORT

COMMITTEE: Special Service Area Commission for Special Service Area #2 & #4
CHAIRPERSON: Scott Toot, Chairman
DATE/TIME: July 2, 2019, 5:05 p.m.

PRESENT:

<input checked="" type="checkbox"/> Scott Toot	<input checked="" type="checkbox"/> John Schultz
<input checked="" type="checkbox"/> Steve Allendorf	<input type="checkbox"/> Karla Rowles
<input checked="" type="checkbox"/> Don Hill	

A quorum was established.

BOARD MEMBERS PRESENT: None

OTHERS PRESENT: Bill Bingham, John Hay and Dan Reimer

1. Approval of Minutes

- a) Minutes of the June 18, 2019 Special Service Area Commissions for Special Service Area #2 & #4 meeting – **Steve Allendorf made a motion to approve the June 18, 2019 Special Service Area Commission for Special Service Area #2 & #4 meeting minutes as presented. Seconded by John Schultz and motion carried.**

2. **Citizens' Comments** – None.

3. **Unfinished Business** – None.

4. New Business

- a) Discussion and possible action on election of:

- i. Chairman – **Scott Toot made a motion to nominate Steve Allendorf as Chairman of the Special Service Area Commission for Special Service Area #2 & #4. Seconded by John Schultz and motion carried by voice vote.**
- ii. Vice-Chairman – **John Schultz made a motion to nominate Karla Rowles as Vice-Chairman of the Special Service Area Commission for Special Service Area #2 & #4. Seconded by Scott Toot and motion carried by voice vote.**

Steve Allendorf took over as chairman of this meeting at this time.

- b) Discussion and possible action on a Service Provider Contract for Special Service Area #1 – Steve Allendorf reviewed service provider contract template that was distributed to members of the commission prior to the meeting. State's Attorney, John Hay discussed that he received some suggestions from Mr. Hutchinson, a member of the Special Service Area #5 Commission, for possible additions to the draft agreement. Hay recommended that all the service provider agreements have uniform language with similar terms and conditions. Scott Toot commented that his two biggest concerns are making sure that each service provider notifies the Sheriff's office when no one is available to respond to a call and providing a monthly on-call schedule, both of these items are addressed in the agreement. Bill Bingham expressed his concern with the monthly schedule. He understands why the monthly schedule is being requested and it should be in the contract, but it is not working that way in most agencies. Many agencies rely more on who responds than who is on call. You just have to listen to the pager. Once you get on the schedule you are pretty much on there at that time all of the time, unless there is a family issue, illness or something like that, then you are

responsible for finding a replacement. The committee reviewed the service provider contract and discussed possible revisions. **John Schultz made a motion to approve a Service Provider Contract with Special Service Area #2 & #4 as amended. Seconded by Don Hill and motion carried. John Schultz made a motion to change #4 to add from the tax revenue collected from the 2018 tax levy/payable 2019. Seconded by Don Hill and motion carried. Scott Toot made a motion to include a requirement that the service provider comply with the Open Meetings Act and the Freedom of Information Act. Seconded by John Schultz and motion carried. Scott Toot made a motion to award a service provider contract to Elizabeth Ambulance for SSA #2 & #4 in the amount of \$61,700.00. Seconded by Don Hill and motion carried.**

5. **Citizens' Comments:** None.

6. **Committee Member Concerns:** None.

Motion to adjourn was made at 5:49 p.m. by Scott Toot, seconded by John Schultz and motion carried.

Next regular meeting will be determined at a later date.