

# JO DAVIESS COUNTY EMERGENCY TELEPHONE SYSTEM BOARD

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JO DAVIESS COUNTY  
COMMUNICATIONS  
LAW\*FIRE\*EMS



## MINUTES FOR THE REGULAR MEETING OF SEPTEMBER 4, 2019

**CALL TO ORDER:** The regular meeting of the Emergency Telephone System Board was called to order by the Chairman at 7:04 pm in the Jo Daviess County Sheriff's Conference Room, 330 North Bench Street, Galena, Illinois.

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

Board Members Absent: Steve Allendorf, and Michael Staver

Others Present: Sgt. Tina Brandel, and Michelle Bennett

A quorum was established.

**PUBLIC COMMENTS:** None at this time.

**CORRESPONDENCE:** None at this time.

**LEGISLATION:** None at this time..

**MEETING MINUTES:** The August 7, 2019, meeting minutes were filed as presented.

**FINANCIAL REPORTS:** 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 August 2019 is \$10,080.08. **Kevin Stewart made a motion to approve the accounts payable claims for August in the amount of \$10,080.08. The motion was seconded by Helen Kilgore and motion passed.**

### REPORTS:

A. **Sheriff's Report:** None at this time.

B. **Coordinator's Report:** Sgt Brandel reported EMA Chuck Pedersen invited Joe Kratcha from IT, Michael Ramsey, & myself to meet with him to discuss getting the same phone system that we currently use at the Sheriff's Dept, installed at the County Highway Department Building for future use. The idea is that if for some reason our primary PSAP went out of service we could use the EMA office in Hanover as our backup PSAP. This proposal by Chuck Pedersen is in the infancy stages. .Sgt. Brandel also reported she is waiting for the final Network drawing from Syndeo, so she can file our NG 911 plan with the State. Sgt. Brandel also reported that the new telecommunicator Pat Quinn is now working on his own and is doing well. Sgt. Brandel reported she will be attending a joint meeting in Plainfield on 9.5.19.

C. **Assistant Coordinator's Report:** None at this time.

## UNFINISHED BUSINESS:

- A. Discussion and possible action on approving the Amendment of the 9-1-1 Service Agreement with NG-911, Inc. to move forward with the NG-911 project by approving the amendment and paying a one-time sum of \$8,650.00 from the Professional Service Acct (007-41128-702) for the installation and configuration of the Syndeo network. **Bill Kimball made a motion to make a recommendation to approve the amendment and pay a one-time sum of \$8650.00 from the Professional Service Acct (007-41128-702) for the installation and configuration of the Syndeo network. The motion was seconded by Helen Kilgore. Motion carries.**
- B.

## NEW BUSINESS:

- A. Discussion and possible action on approving the Intergovernmental Agreement for Backup Communication Services with Whiteside County. **Bill Kimball made a motion to make a recommendation to approve the Intergovernmental Agreement for Backup Services with Whiteside County and send it to Whiteside County for them to review. The motion was seconded by Jeff Wood. Motion carries.**
- B. Discussion and possible action on approving the purchase of a new system recorder with related components, including installation costs, training costs and maintenance, from Nelson Systems at a cost not to exceed \$18,762.68 from the Equipment Acct (007-41128-810) needed for compatibility with the NG-911 project. Item on this action was postponed until the October meeting.
- C. Discussion and possible action on approving the transfer of \$30,375.60 from the Contingency Acct (007-41128-901) to the Equipment Acct (007-41128-810) to pay the ETSB's previously approved portion of the cost of the Hanover Tower. **Bill Kimball made a motion to make a recommendation to approve the transfer of \$30,375.60 from the Contingency Acct (007-41128-901) to the Equipment Acct (007-41128-810) to pay the ETSB's previously approved portion of the cost of the Hanover Tower. The motion was seconded by Jeff Wood. Motion carries.**

CLOSED SESSION: None at this time.

BOARD MEMBER CONCERNS: Bill Kimball congratulated Kevin Stewart on his new position as the Chief of Police of Stockton.

PUBLIC COMMENTS: None at this time.

ADJOURNMENT: The meeting adjourned at 7:24 p.m. following a motion made by Steve Birkbeck and seconded by Jeff Wood.

Next meeting date is Wednesday, October 2, 2019 in the Jo Daviess County Sherriff's Conference Room. .