

Marion County Emergency Management Commission Minutes  
February 20th, 2018 at 7:00 pm  
Marion County Court House – BOS Room

1. Chair Jim Mitchell called the Marion County Emergency Management Commission meeting to order at 7:02 p.m.
2. Secretary Kim Pettyjohn took a verbal roll call and the following members were in attendance:

City of Bussey	Absent
City of Hamilton	Patrick Silvers
City of Harvey	Charles Evans
City of Knoxville	Brian Hatch
City of Marysville	Corey Bakalar
City of Melcher Dallas	Terry Fisher
City of Pella	Absent
City of Pleasantville	Bill Moore
City of Swan	Absent
Marion County BOS	Absent
Marion County Sheriff	Absent
<i>Also present</i>	
Knoxville Fire Department	Jim Mitchell
Marion County EMA/E911	Jeff Anderson
Marion County EMA/E911	Kim Pettyjohn
Pella PD/E911 Com. Chair	Marcia Slycord

3. Approval of the agenda:  
There was a motion by Bakalar and a second by Fisher to approve the regular session agenda for February 20<sup>th</sup>, 2018. All were in favor and the motion was approved.
4. Approval of minutes:  
There was a motion by Fisher and a second by Hatch to approve the May 25<sup>th</sup>, 2017 meeting minutes. All were in favor and the motion was approved.
5. Public Hearings:  
There was a motion by Fisher to open the public hearing at 7:09pm, with a 2<sup>nd</sup> by Bakalar. All were in favor. There were no written remarks and no one from the public present. There was a motion by Fisher and a second by Silvers to close the public hearing at 7:10pm. All were in favor and the motion carried.
6. FY 18-19 EMA Budget:  
Anderson advised the budget request for the Board of Supervisors was the same as the last two, level spending and expectations. The fund balance, by law, stays in the account and doesn't go back to the general fund. Anderson advised over the years we have accumulated a fund balance and he has always struggled with what to carry as a fund balance. It is recommended by the National Government Auditor's Association that it be 25% of a rolling 5-year average. Anderson is estimating at the end of this fiscal year the fund balance will be down to \$78,000. Anderson advised salaries were calculated at 3% when he did the budget and just last week the BOS decided on 2%, so regardless of what's showing those will be scaled back to 2%. Anderson drew the Board's attention to Capital Outlays. He advised the EMA office

is moving March 5-6<sup>th</sup> to the old DSH building east of town. Kim will be getting a new desk, so furniture may need addressed in the budget once we get all moved in. There is a meeting room and we don't currently know what is needed, so Anderson advised he has put \$6,000 in for that. Anderson then advised that \$50,000 has been allocated for a drone that will be made available to all agencies within Marion County. He advised that insurance requires it be housed at Emergency Management. There was a lot of discussion on the drone and this will be discussed at length at the next meeting. Anderson advised he has allocated around \$1,200 for a weather station that gives real time weather data for the specific location it is placed. There was discussion of why only one was budgeted for and if more could be added to be placed in numerous locations around the county. This too will be discussed more in depth at the next meeting. Anderson stated he has allocated \$32,000 for a new ICP trailer and this money will be from a grant. The current trailer is literally falling apart. There is \$15,000 allocated for a UTV, that is direly needed across the county. There are a few departments that have them, but it would be nice to have one available to all agencies when needed. Anderson advised if you set all of those items aside the budget is essentially a carbon copy of what it has previously been. Mitchell advised at the next meeting we would dive into the specifics of each of these items. There was a motion by Bakalar and a second by Fisher to approve the FY 18-19 EMA Budget. All were in favor and the motion was approved.

7. Next meeting date/time:

The next EMA Commission meeting was set for Tuesday, March 27<sup>th</sup> at 6:30pm at 3014 E. Main St. in Knoxville. There is a large agenda and it will most likely be a lengthy meeting.

8. Adjournment:

There was a motion by Bakalar and a 2<sup>nd</sup> by Fisher to adjourn the meeting. All were in favor and the meeting was adjourned at 8:04 pm.