

Marion County 911 Service Board  
Meeting Minutes  
March 9, 2022 @ 6:00PM  
3014 East Main Street  
Knoxville, IA 50138

- I. Call to order and roll call:
  - a. Madam Chair calls the meeting to order at 6:00PM.
  - b. A verbal roll call was taken:
    - X. City of Bussey
    - X. City of Knoxville
    - X. Marion County Sheriff
    - X. Knoxville Township
    - X. City of Pleasantville
    - Absent. Washington Township
    - X. Clay Township
    - Absent. EMA Commission
    - X. City of Melcher Dallas
    - X. Lake Prairie Township
    - X. Indiana Township
    - X. Pella Police Department
    - Absent. City of Harvey
    - X. Marion County
    - X. City of Pella
    - Absent. Pleasant Grove
    - Absent. Red Rock Township
  - c. Quorum met.
- II. Agenda:
  - a. Approve agenda for regular session March 9, 2022.
    - Motion by Raymie, -Second by Fisher
    - All in favor.
- III. Approve minutes February 24, 2021:
  - a. Approve minutes from February 24, 2021, meeting
    - Motion by Thompson, -Second by Loonan
- IV. FY 2022-2023 Budget Public Hearing:
  - a. Open Public Hearing
    - Motion by Fisher, -Second by Thompson
    - All in favor.
  - b. No notifications or questions from the public via the office or in writing.
  - c. No member of the public present.
  - d. Close Public Hearing
    - Motion by Fisher, -Second by Pennington
    - All in favor.

V. FY 2022-2023 Budget Discussion:

- a. Spreadsheet shown of 911 Workorders made (address markers, street name signs).
- b. January of 2016, fund balance was \$400k. November of 2021 fund balance just North of \$1.2M.
- c. Revenue is staying consistent, a bit. Spike in May 2017 was a grant year where we ended up with 2 \$100k grants.
- d. Expenses spiked the same year (2017), grant money in, grant money out. Still paying some of the trunk charges to Century Link and Windstream. Working on getting them nullified. 8:36
- e. Wage raises- 3% across the board with Emily, Randy, and Jeff. Asking for 1.5% and 1.5% totaling 3% for incentives. No certain methodology was used in the configuration of these numbers other than it's within proximity to other departments.
- f. The legislatures receive a report by January 1 by our PSAPS that outline their expenses. Legislatures are making comments about the amount of Fund balances sitting in local funds. Have added \$300,000 to the budget for next year for whatever you decide to spend it on. Roughly \$1.2 mil in Fund Balance.

- g. Approve Raises of 3% with 3% incentive totaling 6%:

-Motion by Sandholdt, Second by Raymie

Verbal roll call taken:

City of Bussey: NA	Clay Township: Yes
City of Knoxville: Yes	EMA Commission: NA
Marion Co. Sheriff: Yes	City of Melcher Dallas: Yes
Knoxville Township: Yes	Lake Prairie Township: Yes
City of Pleasantville: Yes	Indiana Township: Yes
Washington Township: NA	Pella Police Dept: Yes
City of Harvey: NA	Marion County: Yes
City of Pella: Yes	Pleasant Grove: NA
Red Rock Township: NA	

- h. Approve budget for FY 2022-2023 budget as presented:

-Motion by Sandholdt, Second by Loonan

Discussion from Pella PD thinking the \$300,000 would not be enough with what Pella has planned and that number may need to be upped to \$450,000. A budget is a guess at a given time. If the board decides that number is not sufficient, the board can amend the budget and move on.

Motion Holds

Verbal roll call taken:

City of Bussey: NA	Clay Township: Yes
City of Knoxville: Yes	EMA Commission: NA
Marion Co. Sheriff: Yes	City of Melcher Dallas: Yes
Knoxville Township: Yes	Lake Prairie Township: Yes
City of Pleasantville: Yes	Indiana Township: Yes
Washington Township: NA	Pella Police Dept: Yes
City of Harvey: NA	Marion County: Yes
City of Pella: Yes	Pleasant Grove: NA
Red Rock Township: NA	

VI. Address Marker Fee Structure Proposal

- a. Need to change the fee associated with the Address Markers.
- b. Currently at least \$50 below cost, charging \$110 per new address marker.
- c. This board takes responsibility indefinitely for this sign once initially paid for.
- d. 911 Board is also responsible for Street Name Signs.
- e. Presented 3 different scenarios.  
-No action needed at this time

VII. Chapter 24 Updates

- a. Some Cities have annexed some areas of un-incorporated Marion County. A City will annex an area and choose to retain the road name in the un-incorporated area, then choose a numerical address based on the Cities addressing grid. Trying to combine some Rural locations with City.
- b. Chapter 24 is the addressing ordinance for Marion County in the Marion County code of ordinances.
- c. 911 Board will need to make a recommendation to the BOS to pass that into law.
- d. Have been working on a draft to add to the existing ordinance that states “when a city annexes an area of un-incorporated Marion County. The city shall issue a new road name that is consistent with the city grid, and the city shall issue or assign a numerical address to residents in the affected area that are consistent with the city grid.”
- e. When a draft is available, it will be sent out via email.
- f. Looking over Chapter 24 closely, if any other concerns arise, they will be noted in the email.  
-No action needed at this time

VIII. Fund balance discussion/action on project(s)

- a. Discussion to buy radios
- b. Sheriff Sandholdt would like to get the radios in hands of different users to be able to use the different talk groups.
- c. Raymie suggests going forward with a testing proposal to see if it works.
- d. Pella Police Dept. is looking into a radio solution with infrastructure as well.
- e. Chief McSheehy would like to table the item for future.
- f. Chief Watson stated he’s unsure why this is still a discussion, these radios are tested everyday so why are we waiting to order more 7-800.
- g. Fisher states it’s not a matter of need, it’s a matter of funding.  
-Motion by Sandholdt to buy 20 7/800 radios, Second by Raymie

-Discussion Chief McSheehy asks about how much we believe the 911 board needs to retain due to a cost sharing conversation to be had soon with Pella Pd. Jeff believes at minimum \$400k.

Verbal roll call taken:

City of Bussey: Yes	Clay Township: Yes
City of Knoxville: Yes	EMA Commission: NA
Marion Co. Sheriff: Yes	City of Melcher Dallas: Yes
Knoxville Township: Yes	Lake Prairie Township: Yes
City of Pleasantville: Yes	Indiana Township: Yes
Washington Township: NA	Pella Police Dept: Yes

City of Harvey: NA  
City of Pella: Yes  
Red Rock Township: NA

Marion County: Yes  
Pleasant Grove: NA

IX. Approval of Maintenance Contracts:

1. Marion County Sheriff's Office:

- a. New no history of being paid through 911. They are in accordance with proper uses of 911 dollars. Maintenance contracts from Racom May 1, 2022, - April 30,2023 for a total of \$16,266.00.

2. Pella Police Department:

- a. Maintenance contract for the product service plan Zetron July 1, 2021, - June 30,2022 for a total of \$3,500.00
- b. Radio maintenance contract Zetron August 1,2021, - July 31, 2022, for a total of \$5,305.00. Recommend we pay those out of the 911 fund.  
-Motion by Fisher, -Second by Raymie  
-All in favor.

X. Updates from Staff:

- a. Sign projects: Upgrades to 4 lane highways, address markers being changed out from vertically oriented to horizontal.

XI. Motion to adjourn:

-Raymie, -Second by Fisher