

Muscatine County Emergency Management Commission

Minutes

January 17, 2024 5:15 p.m.

Muscatine County Administration Building

Members Present: Mayor Angie Dickey – Atalissa, Mayor Tom VanAuken – Conesville, Councilmember Susie Garrett – Fruitland, Mayor Brad Bark – Muscatine, Mayor Kieth Stanley – Wilton, Mayor Mark Smith – West Liberty, Jeff Sorenson – Board of Supervisors, Quinn Riess - Sheriff

Others Present: Chris Jasper, Dave Clark

The meeting was called to order at 5:21pm by Chair Bark.

Jasper performed a roll call and determined a quorum was present. All members introduced themselves.

A motion as made by Sorensen with a second by Riess to approve the agenda as presented. All in favor.

Sorensen nominated Garrett as Chair for 2024 with a second by Bark. All in favor.

Bark nominated Riess as the Vice Chair for 2024 with a second by Sorensen. All in favor.

A motion was by Sorensen with a second by Garrett to appoint Chris Jasper as the Commission Secretary for 2024. All in favor.

A motion was made by Riess with a second by Sorensen to approve the minutes from the July 19, 2023 meeting. All in favor.

A motion was made by Stanley with a second by Garrett to reaffirm claims previously approved via email from July 24, 2023 to January 8, 2024. All in favor.

Jasper stated that they were informed by FEMA/HSEMD that they did get awarded \$11,673 from the Homeland Security Grant Program to update HazMat Equipment on the County HazMat unit. EMA is a pass through for the grand funds and this will be part of the budget amendment discussed tonight. A motion was made by Garret with second by Dickey to accept the HSGP Funds. All in favor.

Jasper stated that they have had a couple computers crash in dispatch and they are near end of life. He would like to replace 2 this budget year and then the other 2 are in the budget for next fiscal year. After they are replaced, Jasper will get them in a rotation to be replaced every 5 years. A motion was made by Riess with a second from Sorenson to replace 2 computers in dispatch not to exceed \$6,000. All in favor.

The commission reviewed an E911 budget amendment for the current year. Jasper stated they have a new tower lease that needs to be covered and the computers that were just approved so they are looking to increase the budget by \$25,748 to cover these expenses. Jasper stated there was plenty in the reserves to cover this increase. A motion was made by Stanley with a second by Sorensen to accept and publish the budget amendment. All in favor.

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A motion was made to set a public hearing for the E911 budget amendment for 2/14/2024 at 5:15pm at the Muscatine County Administration Building by Riess with a second by Garrett. All in favor.

The group reviewed an EMA budget amendment due to the funds from the HSGP grant. Jasper stated that the expenditures would increase, but the revenue would also increase so it would be wash out. A motion was made to accept and publish the amendment by Sorensen with a second by Garrett. All in favor.

A motion was made to set a public hearing for the EMA budget amendment for 2/14/2024 at 5:15pm at the Muscatine County Administration Building by Riess with a second by Garrett. All in favor.

The group discussed the FY 24/25 Equipment requests. Jasper explained what the Muscom User Group and Muscom Commission are recommending. The requests that are being recommended are: 3 interior Mics – Atalissa Fire; 4 pagers – Montpelier Fire; 10 Pagers – Letts Fire; 1 Mobile Radio and 8 headsets – Muscatine Fire; for a total of \$17,656.82. Jasper stated he was putting \$25,000 in the line item of the budget to cover any other emergency requests that come up throughout the year. A motion was made by Riess with a second by Stanley to approve the recommended equipment requests. All in favor.

The group reviewed the FY 24/25 E911 budget. Sorensen asked how the IT Contract was going. Jasper stated he only has positive things to say about the group. Jasper stated his only concern was that their price does keep going up and at some point, would it be better or cheaper to hire someone and pay them as opposed to contracting out. A motion was made by Garrett with a second by Dickey to accept and publish the FY 24/25 E911 budget as presented.

A motion was made by Riess with a second by Garrett to set a public hearing on the proposed FY 24/25 E911 budget for 2/14/2024 at 5:15pm at the Muscatine County Administration Building. All in favor.

The group review the FY 24/25 EMA Budget. Jasper stated that this was the last year that we had for siren replacements and we were replacing 4 with one being more expensive due to the voltage. Sorensen asked about siren coverage and coverage in smaller communities. Jasper stated he was going to work with the vendor and Magic to try to come up with a coverage map overlaid on top of a population map and the group may need to look at adding some in the future. A motion was made by Stanley with a second by Sorensen the accept and publish the FY 24/25 EMA budget as presented. All in favor.

A motion was made by Garrett with a second by Riess to set a public hearing on the proposed FY 24/25 E911 budget for 2/14/2024 at 5:15pm at the Muscatine County Administration Building. All in favor.

Jasper reminded the group that we applied for EMPG funds every year, which covers a half of his EMA salary and benefits. Jasper stated that half of that amount would be \$36,370 for the next fiscal year. A motion was made by Dickey with a second by Garret to apply for \$36,370 in EMPG funds. All in favor.

Jasper stated he was looking for an approval from the commission to purchase equipment for the new rehab trailer. He has been pricing tents, fans, chairs and other equipment. There was \$3,000 budgeted for this expense and he would like to have it set up in the Spring. A motion was made by Dickey with a second by Garrett to approve the purchase of equipment not to exceed \$3,000. All in favor.

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Jasper advised the board that they have a surplus Suzuki boat engine that is in pieces that he has interest in selling for parts. Jasper stated with the Commissions approval they can declare it as surplus and he will put it up for auction to those interested. A motion was by Riess with second by Sorensen to declare the motor as surplus. All in favor.

Jasper informed the group that the app that they discussed at the last meeting did move forward. Public Health was able to secure funding for the development and first couple years through a grant. After that we will need to look at budgeting for the app or not. Jasper hopes to have the app pushed out to the public by March. Jasper also informed the group that he was in talks with CP Rail and Louisa County about doing a multi-jurisdiction exercise this summer.

Jasper requested that the commission members go back to their communities and pass on that we need to improve communication between the municipalities and Emergency Management. Jasper stated he has been advised of events and incidents after the fact that he could help with and he would appreciate the city staff opening communication with Emergency Management.

Bark stated he was pleased with Jasper's performance and has heard nothing but positives and praise from staff and citizens.

The meeting adjourned at 5:51 pm.

Chris Jasper, Secretary
Director – EMA/911