

MARSHALL COUNTY COMMUNICATIONS COMMISSION

Marshall County Communications Commission Meeting

January 4, 2024

Immediately following the E911 Board Meeting which starts at 5:30

2369 Jessup Ave Marshalltown, Iowa Meeting Room ~ 3rd Floor (off the Lobby)
Marshall County Sheriff's Office ~ Marshalltown, Iowa

Call Meeting to Order

Approval or Amendment of Agenda Items

- 1. Approval of January, 2024 Agenda**
- 2. Approval of December, 2023 Meeting Minutes**

Discussion and Possible Action

- 1. Joe Gaa, City Administrator – Proposed Contract Amendment from City of Marshalltown**
- 2. MCCC Salary and Benefit Budget / Comments / Approval for EMA State Submission**
- 3. Employee Handbook**
- 4. Annual Report**
- 5. Budget Modification**

Unfinished / Old Business

New Business

Public Comments

Next Meeting: Thursday, April 11, 2024

Marshall County Communications Commission Meeting Minutes
December 14, 2023
Immediately following the Marshall County 911 Board Meeting which starts at 5:30

Commission members in attendance: Evan Folk, Kim Elder, Phil Summers, Dale Thompson, Cynthia Mansager, Steve Salasek, Joel Phillips, Joe Gaa, and Madeline Welton. Guests; Rhonda Braudis, John Lauer, Marie Thoms, Tiffany Eibs, Nathan Overmann, Shane Andrews, Glenda Thompson, Brad Mauseh, Caitlan Reineke (Zoom), and Sarah Tupper (Zoom).

Call meeting to order: Meeting called to order at 18:05

Approval or Amendment of Agenda Items:

1. **Approval of December 2023 Agenda:** Motion to approve by Welton, seconded by Folk. All ayes. Approved
2. **Approval of November 2023 Meeting Minutes:** Motion by Salasek, seconded by Thompson to approve meeting minutes. All Ayes. Motion Carries.

Discussion and Possible Action

1. **Chair, Vice-Chair 2024 – Nominations & Vote** - Motion by Folk, seconded by Summers to keep the current Chair – Joel Phillips, and Vice-Chair Steve Salasek. All ayes. Carries. Motion by Thompson, seconded by Elder to close Nominations. All ayes. Roll call vote, all ayes.
2. **MCCC Salary and Benefit Budget** – Members were provided with new budget worksheet. Braudis reviewed items on the budget. She updated the board on current numbers for the year and updated numbers that are newly being tabulated. Braudis is asking for an additional position be added to the 24/25 budget, moving a current employee to a Lead Operator position so that each shift has a Lead Operator, along with a 3% pay increase. The budget also includes the proposed \$18,000 rent which the City of Marshalltown has discussed charging. Motion by Welton, seconded by Mansager to approve the posting of the proposed budget on December 21, 2023. All ayes. Motion Carries.
3. **Joe Gaa, City Administrator – Proposed Contract Amendment from City of Marshalltown** – Joe Gaa introduced himself to those in attendance – handed out the current 28E agreement between the City of Marshalltown and the Marshall County Communications Commission, along with a Budget Comparison Report. He discussed a study that was done by Alliant Energy with them showing the Communications Center using between 10-15% of the buildings Electricity and Natural Gas. Gaa explained he is looking for a recommendation to go back to the Marshalltown City Council with that is agreeable with the board. Folk motioned to have Gaa return to the Marshalltown City Council with a proposal of \$1000 per month for a utility allowance, and remove the word rent and replace with utility allowance in the 28E agreement, seconded by Mansager. Roll Call...All ayes.

Unfinished / Old Business: None

New Business: Braudis advised the board that she has been working on the employee handbook as the Union is going away. She has plans to have that ready to present to the board at next meeting.

Public Comments: None

Motion to adjourn at made by Thompson, seconded by Folk. All ayes, motion carries
Meeting adjourned.