



**MARSHALL COUNTY COMMUNICATIONS COMMISSION**

**Marshall County Communications Commission Meeting**

**July 11, 2024**

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

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

**Call Meeting to Order**

**Approval or Amendment of Agenda Items**

- 1. Approval of July, 2024 Agenda**
- 2. Approval of April, 2024 Meeting Minutes**

**Discussion and Possible Action**

- 1. Mayor Greer, 28E, Rental Agreement**
- 2. Employee Recognition – 10 Years**
- 3. MOU – MCCC and EMA**
- 4. Budget / Updates**
- 5. Report**

**Unfinished / Old Business**

**New Business**

**Public Comments**

**Next Meeting: Thursday, November 14, 2024**

# Marshall County Communications Commission Meeting Minutes

April 11, 2024

**Commission Members in Attendance:** Steve Salasek, Madaleine Welton, Jodi Abrahams, Dynette Mosher, Joel Phillips, Ellen McKay. **Guests:** Marie Thoms, Caitlan Reineke, Taylor Nelson, Julie Mann, Arlis Mann, Zac Mann, Kassandra Rader, Duane Vos, John Lauer, Jon Thomas, Shannon Wegner, Jason Wegner, Haydon Wegner, David Westburg, Rhonda Braudis, Tiffany Eibs (Zoom).

**Roll Call:** Ferguson, Haverhill, LeGrand, Liscomb, Melbourne, BOS, Sheriff's Office, EMA, State Center (Jon Thomas was given permission by Mayor Craig Pfantz to be his proxy at 8:08pm) Quorum met.

**Call meeting to order:** Meeting called to order at 6:05pm

## Approval or Amendment of Agenda Items:

1. Approval of April 2024 Agenda – Motion to approve by Mansager, seconded by Welton. Ally ayes. Approved
2. Approval of January 2024 Minutes – Motion to approve by Elder, seconded by McKay. All ayes. Approved.

## Discussion and Possible Action:

1. **Commendation** – Communications Operators Shannon Wegner and Zac Mann with commendations for an incident that occurred in January. Commendation presented by Sheriff Phillips.
2. **Mayor Greer, 28E, Rental Agreement:** 2 forms were included in packet (Notice and Resolution).
  - a. Section 2 of the resolution states that the lease shall be paid without invoice and is due prior to October 31<sup>st</sup> of each year. The lease may be paid in advance without refund should the 28E agreement be renegotiated or terminated. Braudis requested advise from the board before moving forward.
    - i. Phillips asked if this has been reviewed by the County Attorney yet – Braudis advised that it has not been yet as she wanted to take to the Commission first.
    - ii. Phillips also inquired about the different dates signed.
    - iii. Braudis advised that she does not want it signed as it currently is. Will be requiring a signature, not a stamped signature.
    - iv. Braudis advised that the plan, until fixed as it says without refund is to pay the lease month to month at the rate of \$1,000/month.
    - v. Phillips requested legal review of the documents before final decision is made.
      1. Motion for legal review first by Mansager, seconded by Welton. All ayes. Motion carries. Information will be brought to the next meeting.
3. **FCC Update:** Same as previously, nothing more.
4. **Budget/Updates: Lead Request**
  - a. There are 6 pay periods left this fiscal year and there will be approx. \$500,085.17 left. Braudis advised that staff has helped with his greatly by diligently working towards trades and other methods to reduce the vast hole from costs received by the city early in the fiscal year.
  - b. Braudis request that an additional Lead be implemented as part of her original five year goals. Purpose of a Lead on each of the 4 shifts allows better coverage. Notes that they are fully staffed with the last person starting on April 22<sup>nd</sup>. Another is in background and due to start July 8<sup>th</sup>. Requests permission to add Lead in effect after July 1<sup>st</sup>. Braudis discussed the positive workplace and that dispatchers are coming here from outside agencies. Motion to approve Lead position by Welton, seconded by Elder & McKay. All ayes. Approved.
5. **Unfinished/Old Business** – Elder discussed Senate file 570 and possible changes of how 29C reads and how EMA is budgeted for. It may be moved to a levy. It is on the Senate floor now. Elder supports how it is worded now.
6. **New Business** – Braudis discussed salaries and benefits. We have an unwritten agreement in the 28E. Blake Derouche with the State of Iowa was consulted. Braudis prepared an MOU copies for provided. This will be added to the agenda for the next meeting. Elder advised that this will be used for auditing purposes. It was requested that any changes or comments be brought to the next meeting. Braudis advised that there is a clause that any changes will be out 18 months to allow for planning.
7. **Public Comments** – None

Next meeting will be July 11, 2024 at the Marshall County Sheriff's Office

Motion to Adjourn at 6:52pm – Motion by Mansager, seconded by Thomas. All ayes. Carried.