



## Clinton County Emergency Management Commission Meeting

Thursday, February 1, 2018 | 6:00 PM

Clinton County Satellite Offices – Large Meeting Room  
226 11<sup>th</sup> Street, DeWitt, Iowa

### Attendees:

- Board of Supervisors: Supervisor Dan Srp
- City of Calamus: Councilman Mark Buckner
- City of Camanche: Mayor Trevor Willis
- City of Charlotte: Mayor Peggy Sellnau
- City of Clinton: Councilman Bill Schemers
- City of Delmar: Mayor Patty Hardin
- City of DeWitt: Mayor Don Thiltgen
- City of Goose Lake: Mayor Ken Schoon
- City of Grand Mound: Mayor Kurt Crosthwaite
- City of Lost Nation: Mayor Ramon Gilroy
- City of Low Moor: Councilman Justin Schroeder
- City of Wheatland: Councilman Paul Stankee
- City of Welton: Mayor Glen Boswell
- Sheriff's Office: Sheriff Rick Lincoln
- Communications: Manager, Eric Dau
- Communications: Brent Vogel
- Dewitt Police Department: Chief David Porter
- Clinton Fire Department: Chief Mike Brown
- City of Dewitt: Matt Proctor
- Clinton Community Schools: Superintendent Gary DeLacy
- City of Lost Nation and City of Toronto: Janet Burke
- Emergency Management:
  - Coordinator, Chance Kness
  - Operations Officer, Dan Howard
  - Plans Officer, Nancy Burns

### Absent:

City of Andover  
City of Toronto (Elected Official)

Media: None

Public: None

---

1. *Introductions* – The meeting was called to order at 6:00 p.m. by Mayor Thiltgen. Introductions were made.
2. Approval of previous meeting minutes – January 4, 2018 – A motion to approve the previous meeting minutes as presented was made by Councilman Stankee and seconded by Mayor Willis. Motion passed with all ayes.
3. General Public - This is the time that the public can address the Commission. Public comments will be limited to 3 minutes per individual. – No public was present.

4. Open Public Hearing for Fiscal Year 2018 Emergency Management Agency Budget.
  - a. A motion to go into a public hearing was made by Councilman Stankee and seconded by Mayor Sellnau at 6:08 p.m. Motion carried with all ayes.
  - b. Supervisor Srp stated that he had received comments from the other Supervisor's in regard to the proposed raises in this budget. The county is working to make raises throughout the county equal. He is requesting that the raises for the Operations Officer and Plans Officer be set at 1.75% to follow what the county is doing.
  - c. A motion to close the public hearing was made by Sheriff Lincoln and seconded by Councilman Stankee at 6:13 p.m. Motion carried with all ayes.
5. Discussion – Mitigation Plan Review
  - a. Kness went over the incidents that occurred in Clinton County in 2017.
  - b. Kness asked for input into any other events that occurred that were not on the list. A hail damage event in Low Moor was identified and will be added to the list. Also, on May 17, 2017 there was a wind event on the west side of Camanche which will be added to the list.
  - c. Progress in Mitigation Efforts- Grand Mound has two projects in this area. First project was working with the state to put in two new culverts to alleviate flooding near Highway 30. This project is complete. They are now also going to put in an additional culvert in a different area this spring for flood mitigation. City of Clinton is working on elevating a pump station and installing a generator for flood mitigation in the Mill Creek area.
  - d. Mitigation Funding Sources – Kness went through and explained these sources.
6. Discussion and Possible action – To approve 2018/2019 Budget (Fiscal Year 2019)
  - a. Discussion ensued with Supervisor Srp again expressing that the Board of Supervisors is requesting that the salary increases be kept in line with the county. Kness explained that there will be a decrease in the amount from the rollover fund for the Operations Officer's vehicle due to some adjustments in equipment. The decrease will be \$4,000. A motion to revise the FY 2018-2019 budget to reflect the raises for the Operations Officer and Plans Officer be set at 1.75% to be in line with the county was made by Supervisor Srp and seconded by Mayor Gilroy. Motion carried with eight ayes.
  - b. There were no further questions or concerns presented. A motion to approve the FY 2017-2018 budget as amended was made by Mayor Crosthwaite and seconded by Supervisor Srp. Motion carried with all ayes.
7. Discussion and Possible action- To approve disposal of the current Operations Officer vehicle (2011 Impala)
  - a. Kness explained the options for disposing of the vehicle: trade in, sell to another Emergency Management Agency, or online government bidding. Discussion ensued about the options.
  - b. A motion to approve the disposal of the vehicle via trade in, selling to another Emergency Management Agency or online government trading for a bid above the minimum trade in value (in that order) was made by Councilman Stankee and seconded by Sheriff Lincoln. Motion carried with all ayes.
8. Discussion and Possible action – To approve the Emergency Management Commission Bylaws as sent to the Commissioners in December 2017 (12 aye votes needed)
  - a. Kness stated that the state has now decided that we must have a signature from every commissioner. The only change made to this document was the date and the format of the signature page to allow it to be recorded at the Recorder's Office. A motion to approve the bylaws was made by Supervisor Srp and seconded by Mayor Hardin. Motion carried with all ayes.


9. Other Business - None

10. With no other business Sheriff Lincoln made a motion to adjourn and it was seconded by Councilman Stankee at 6:44 pm. Motion passed with all ayes.

\_\_\_\_\_  
Chance Kness, Coordinator

  
\_\_\_\_\_  
Emergency Management Chairperson

\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Date