



Clinton County Emergency Management Commission Meeting

Wednesday, September 21, 2016 | 5:30 PM

Clinton County Satellite Office – Large Meeting Room
226 11th Street, DeWitt, Iowa

Attendees:

- Board of Supervisors: Supervisor Shawn Hamerlinck (BOS Rep.) & Supervisor Dan Srp
- City of Andover: Councilperson Leslie Schroeder
- City of Calamus: Councilperson Mike Lacey
- City of Camanche: Mayor Trevor Willis
- City of Charlotte: Mayor Peggy Sellnau
- City of Clinton: Councilperson Cody Seely
- City of Delmar: Mayor Patty Hardin
- City of DeWitt: Mayor Don Thiltgen
- City of Goose Lake: Councilperson Patsey Farrell
- City of Grand Mound: Councilperson Darrell Warren
- City of Lost Nation: Mayor James Schroeder
- City of Low Moor: Councilperson Derek Hoenig (Low Moor Rep.) & Tom Goldensoph
- City of Welton: Mayor Glen Boswell
- City of Wheatland: Councilperson Paul Stankee
- Sheriff's Office: Sheriff Rick Lincoln
- Communications:
 - Eric Dau
 - Brent Vogel
- Emergency Management:
 - Coordinator, Chance Kness
 - Administrative Assistant, Amanda Pearson
- Public: Janet Burke (City Clerk of Toronto)

Absent:

City of Toronto

Media: None

1. *Introductions* – The meeting was called to order at 5:43 p.m. by Mayor Thiltgen. Introductions were made.
2. Approval of previous meeting minutes – August 11, 2016 – A motion to approve the previous meeting minutes as presented was made by Councilperson Stankee and seconded by Mayor Boswell. Motion passed.
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 comments were made.
4. Discussion and possible approval – Contingency spending support and authority for new EMA Offices and Emergency Operations Center
 - a. Kness stated an important change; the contingency spending amount requested was decreased. The maximum dollar amount was reduced from \$192,000 to \$96,532. The reason for the change was due to the Construction Manager providing the price estimate two weeks ago and since then has refined the amount as of Monday. The Construction Manager was originally estimating at \$300 per square foot but a detailed

price analysis was conducted for the finishing of the space and found the price to be less than \$300 per square foot. This price includes the flooring, wall paint and ceiling tiles.

- b. The reason for the contingency spending request is due to the final referendum including EMA and the EOC within the new Law Center but the planning of necessary space was not conducted prior to the referendum. Based on the best practices from various states and FEMA, the recommended EOC size was 3,000 square feet. The 3,000 sq. ft. was taken to the architect to be included in the floor plan but based on the total project cost at that point in the planning stage, additional cuts were needed to stay within the approved referendum amount. The EOC size was then reduced to 2,000 square feet. At that point in the project, it was proposed that additional square footage should be cut in order to stay within the approved referendum amount. Therefore, the Transitional Dispatch room and an additional 640 square feet was removed from the EOC.
 - c. Supervisor Srp suggested approaching the EM Commission on contingency spending approval if at the end of the Law Center project all the referendum funding has been used then the EM Commission would approve up to the \$96,532 to keep the larger EOC/EMA floor plan (keeping the transitional dispatch room and the 640 square foot EOC space).
 - d. Mayor Thiltgen brought up a few comments from the public regarding additional spending that was not accounted for in the Law Center referendum. Where would the approved contingency money have been spent otherwise and compared to other EOCs the plan is larger than normal. Kness explained the contingency spending would come out of a roll over fund that is healthy enough. This expenditure would be accounted for in the next fiscal year's budget. He also stated the size of the EOC is dependent on buy-in from the local community and investment in Emergency Management. Various states and FEMA recommended sizes were referenced.
 - e. Councilman Stankee stated the cost to add on to the EOC would not be cheaper later.
 - f. Supervisor Srp reiterated that the size of the EOC was not budget and analyzed as thoroughly as the rest of the facility prior to the referendum.
 - g. A motion to approve the contingency spending support and authority for new EMA offices and EOC if the Law Center referendum amount cannot cover the larger EOC size was made by Councilman Stankee and seconded by Mayor Willis. Motion passed 12-3 with Mayor Boswell, Supervisor Hamerlinck and Sheriff Lincoln voting no.
5. Other Business - None
 6. With no other business Mayor Willis made a motion to adjourn and it was seconded by Councilperson Stankee at 6:00 pm.

A Multi-Jurisdictional Multi-Hazard Mitigation Planning meeting followed this meeting.



Chance Kness, Coordinator

1/5/17
Date



Emergency Management Chairperson

1/5/17
Date