



Clinton County Emergency Management Commission Meeting

Wednesday, January 15, 2025 | 6:15 PM

Clinton County Satellite Office and Zoom Meeting
226 11th St, DeWitt, Iowa

Attendees:

- Board of Supervisors: Supervisor Erin George
- City of Calamus: Councilperson Mark Buckner
- City of Charlotte: Councilperson Kelly Hosette
- City of Clinton: Mayor Scott Maddasion
- City of DeWitt: Mayor Steve Hasenmiller
- City of Goose Lake: Mayor Ken Schoon
- City of Grand Mound: Councilperson Matt Beuthien
- City of Lost Nation: Mayor Ramon Gilroy
- City of Wheatland: Councilperson Paul Stankee
- Sheriff's Office: Sheriff Bill Greenwalt
- Emergency Management:
 - Coordinator, Chance Kness
 - Plans Officer, Nancy Burns
 - Operations Officer, Andrew Smith

Absent:

City of Andover
City of Camanche
City of Delmar
City of Low Moor
City of Toronto
City of Welton

Media: None

Public: None

1. Introductions – The meeting was called to order at 6:17 p.m. by Mayor Hasenmiller. Roll call attendance was completed.
2. Election of Officers
 - a. Chairperson
 - i. Mayor Gilroy nominated Mayor Maddasion and Councilperson Stankee nominated Mayor Hasenmiller for the position of Chairperson. A paper ballot vote was conducted with each receiving 5 votes apiece. A second paper ballot vote was conducted with Mayor Maddasion receiving 7 votes and Mayor Hasenmiller receiving 3 votes. Mayor Maddasion was elected Chairperson.
 - b. Vice Chairperson
 - i. Councilperson Hosette nominated Supervisor George for the position of Vice Chairperson and Mayor Schoon seconded it. No other nominations were received. Supervisor George was elected Vice Chairperson with all ayes.
3. Approval of previous meeting minutes – November 20, 2024 – A motion to approve the previous meeting minutes as presented was made by Sheriff Greenwalt and seconded by Supervisor George. Motion passed with all ayes.

4. General Public - This is the time that the public can address the Commission. Public comments will be limited to 3 minutes per individual. – No comments from the public.
5. Coordinator's Update- Annual Report
 - a. Kness explained that we once again created an Annual Report for 2024. Kness highlighted that beginning last year we began adding the Medical Examiner statistics to the report because EMA manages the transporters and investigators and we do work on a daily basis for this program. He highlighted the work of our CERT team who volunteered a total of 971 hours in 2024. He stated again, that we could not do what we do without the support from our volunteers. We again this year provided support to various law enforcement agencies in conducting RHF trainings. The last few years we have been doing a lot with school safety planning and training. This year the Reunification planning and trainings have really ramped up. This was a heavy year for Radiological Emergency Preparedness training with 4 major exercises including a FEMA Evaluated Hostile Action Based Exercise and a FEMA Evaluated RRRR exercise. We also had many other trainings and exercises. Our report lists many of our preparedness activities but the second half of this year we spent a great deal of time in public meetings about the siren system. We also completed a significant revamp of the Medical Examiner program including a change in Medical Examiner as well as transitioning our Medical Examiner Investigators from contractors to county employees.
 - b. Sheriff Greenwalt commented that the revamp of the Medical Examiner program has been a huge undertaking for EMA and the Board of Supervisors. He feels that the program is now running the best and most professionally that it has been in years. He stated that law enforcement throughout the county is very appreciative. Supervisor George stated that the Board worked hard on adjusting Medical Examiner Office compensation to be appropriate for the program.
6. Open Public Hearing for Fiscal Year 2026 Emergency Management Agency and Communications Budget.
 - a. A motion to open the Public Hearing was made by Supervisor George and seconded by Sheriff Greenwalt. The Public Hearing was opened at 6:34 pm.
 - b. No public comments were noted. Mayor Maddasion noted that this is a not to exceed budget. Kness stated that we have posted this budget to the state and the two newspapers properly and this number can be reduced before final submission, but it cannot be increased without posting it again. A motion to close the Public Hearing was made by Sheriff Greenwalt and seconded by Councilperson Hosette. The Public Hearing was closed at 6:35 pm.
7. Budget Discussion – 2025/2026 Budget (Fiscal Year 2026)
 - a. General Budget Discussion
 - i. Kness reviewed the budget line-item explanation document and the county budget spreadsheet. This budget is a reduction from last year of about \$31,826. In the proposed budget, we are using \$100,000 of the rollover fund for paying down the need for tax revenue, \$75,000 from the rollover is for a proposed vehicle and then, since this document was prepared, there is a proposal to vote on removing funding from the Disaster Response Fund (\$100,000) and to work on a method of removing that funding from the rollover budget. This is part of an overall effort to reduce that rollover fund.
 - ii. Supervisor George explained that there has been discussion about removing the Disaster Response Fund in an effort to reduce the rollover amount. In order to move that back to the General Fund there must be a resolution from the EM

Commission to move those funds. It cannot just be moved without a resolution. Supervisor George explained that she wanted to assure the EM Commission that if some type of disaster occurs in the county, the Board of Supervisors can meet in 24 hours in order to provide assistance if needed. Kness explained that by his estimation, pending verification by the Budget Director, the total for the Rollover Fund would go from a starting point this year of \$664,482 to an amount of \$309,870 by the end of FY2026. Discussion ensued about the Fund Balance and the levy.

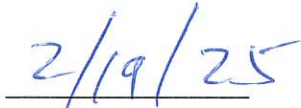
- iii. Mayor Hasenmiller made a motion directing the EMA Coordinator to prepare a Resolution to remove the Disaster Response Fund from the budget and return it to the General Fund and was seconded by Supervisor George. Motion passed with all ayes.
 - iv. Kness explained that there is a \$75,000 proposal for a new vehicle from the Rollover Fund. Kness is proposing to replace the Ops Officer truck in order to facilitate standardizing the two EMA vehicles for better response. Smith explained the drawbacks of the current vehicle and the benefits of having a vehicle like the Coordinator's vehicle. Kness and Smith both explained and answered questions about the features of the current truck. Discussion ensued about the benefits of the replacement and the possibility of another county department being able to utilize the vehicle. The proposal will remain in the budget for possible approval at the February meeting.
 - v. Kness briefly went through the Budget Line Item document explaining the various items. No other questions were brought forward at this time.
8. Discussion and Possible Action – Resolution to Award or Reject Siren Decommissioning Proposals; including approval to sell/dispose of sirens, poles, parts, and control system
- a. Kness explained that we received 3 quotes in response to the RFP we issued. Kness explained that he took feedback from the County Engineer on drafting the RFP and the Executive Committee approved. it. Kness explained that all are from qualified contractors with applicable experience. Kness explained that all bids were reasonable amounts and were actually lower than what he expected. He explained that the lowest bidder is actually the contractor we have used for 13 years to maintain and repair our siren system so they are very familiar with our system. Kness stated that he is recommending awarding the work to Lighting Maintenance Inc.
 - b. A motion was made by Mayor Hasenmiller and seconded by Mayor Schoon to approve the Resolution to Award the Outdoor Warning Siren Removal Project and Disposal of Property to Lighting Maintenance Inc. Motion passed with all ayes by roll call vote.
 - City of Andover – Absent
 - City of Calamus - Yes
 - City of Camanche – Absent
 - City of Charlotte - Yes
 - City of Clinton – Yes
 - City of Delmar – Absent
 - City of DeWitt – Yes
 - City of Goose Lake – Yes
 - City of Grand Mound – Yes
 - City of Lost Nation - Yes
 - City of Low Moor – Absent

- City of Toronto - Absent
 - City of Welton – Absent
 - City of Wheatland – Yes
 - Board of Supervisors – Yes
 - Sheriff's Office – Yes
- c. Kness wanted to add one final note on this topic. He stated he will work with the Chairperson on a contract for this work and he will make sure that they can complete this work by the end of May. He also stated that this will be part of a Budget Amendment that we will be bringing in February in order to fund the difference of this amount from what we had budgeted.
9. Discussion and Possible Action – Reimbursement to agencies participating in REP functions
- a. Kness discussed the history of the reimbursement process and how it changed from Constellation directly reimbursing those entities to EMA assisting the local entities by relieving the paperwork burden and reimbursing them and then receiving that reimbursement back from Constellation. With the new agreement with Constellation, the negotiated reimbursement was designed to cover everything and there will no longer be additional reimbursements for things like this.
 - b. Sheriff Greenwalt explained that a discussion occurred with the Executive Committee that they feel that the volunteer organizations should be compensated through this but not professional, full-time, paid entities. Kness then explained that this will be for Emergency Worker Training for volunteer agencies at the rate of \$20/hour and the amount would be paid to the entity and not the individual.
 - c. A motion was made by Supervisor George and seconded by Mayor Hasenmiller to approve the plan outlined above to pay volunteer agencies at the rate of \$20/hour per participant for attending REP Emergency Worker Training. Motion passed with all ayes.
10. Discussion and Possible Action – Weather Radio Program plan update
- a. Smith gave an update on the Weather Radio Program. He explained that we are currently partnered with the DeWitt Library in distributing the radios to citizens. The program has been going very well and will be continuing through February at that location. We will be meeting with Wheatland Library soon to discuss moving the program to that library in March.
11. Awareness – Reception Center Update
- a. Kness explained that after several years with no progress from State, FEMA, or Constellation on the request to move the Reception Center from Goose Lake to another location we finally have a direction. Kness explained that he met with representatives from Scott County, State of Iowa, Constellation, and FEMA in November about this topic and he believes that they finally have a direction and some movement on this subject. Kness stated that they are moving towards a single Reception Center for both Scott and Clinton County and having it located in Scott County. He will keep the EM Commission updated as agreements are made and details worked out. He will again be offering training this year as required but will be offering it in Eldridge. Entities are not required to attend but we are required to make the offer.
12. Discussion of Tentative February Meeting Topics (February 19th @ 6:15 p.m. at the DeWitt Satellite Office and via Zoom)
- a. Budget and Budget Amendment Approval
 - b. Mitigation Plan Review (annual)

- c. Discussion and Possible Approval of Resolution to move Rollover Funds to the General Fund
 - d. Discussion and Possible Approval of FFY25 ESF Plan Updates
 - e. Other?
13. Other Business – Sheriff Greenwalt stated he plans to submit some suggestions from the Executive Committee on ways to expedite these meetings. He will have something added to the agenda for next month’s meeting.
14. With no other business Supervisor George made a motion to adjourn and Councilperson Hosette seconded. Meeting was adjourned at 7:33 pm.



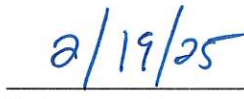
Chance Kness, Coordinator



Date



Emergency Management Chairperson



Date