

Marion County Emergency Management Commission Minutes
February 10, 2016 at 7:30 pm
Marion County Courthouse

1. Vice Chair Jim Mitchell called the Marion County Emergency Management Commission meeting to order at 7:30 p.m.

2. Jeff Anderson took a verbal roll call and the following members were in attendance:

City of Bussey	Absent
City of Hamilton	Absent
City of Harvey	Dennis Seibert
City of Knoxville	Brian Hatch
City of Marysville	Corey Bakalar
City of Melcher Dallas	Terry Fisher
City of Pella	Dan VanderBeek
City of Pleasantville	Bill Moore
City of Swan	Absent
Marion County BOS	Mark Raymie
Marion County Sheriff	Jason Sandholdt
<i>Also present</i>	
Knoxville Fire Dept	Jim Mitchell
Marion County EMA/E911	Jeff Anderson k
Pella Police Department	Robert Bokinsky
Pella PD/E911 Com. Chair	Marcia Slycord

3. Approval of the Agenda: On a motion by Dan VanderBeek and a second by Corey Bakalar, the agenda for regular session February 10th, 2016 was approved unanimously.

4. Approval of Consent Agenda: On a motion by Dan VanderBeek and a second by Corey Bakalar, the consent agenda for regular session minutes from May 27, 2015 was approved unanimously.

5. Public Hearings:

There were no public hearings. There was a motion by Dan VanderBeek and a second by Mark Raymie to close the public hearing. The motion was approved unanimously.

6. Resolutions: Approve/deny Resolution 16/01 to consider adoption of Marion County Emergency Management Commission budget for fiscal year beginning July1, 2016 and ending June 30, 2017 per Iowa Code 29C.17.

With a request from Sheriff Jason Sandholdt, Jeff Anderson advised the county contribution line is down roughly \$12,121. The beginning fund balance is expected to be at \$162,000 and Anderson advised that is higher than he has been advised to keep it so he has asked for essentially \$12,000 less from the BOS. Overall expenditures are up due to two elements, the joint vehicle purchase with the E911 board that could be used by the sign installer and HazMat team to pull the trailer. Currently to move the HazMat trailer Anderson either has to use his personal vehicle or Kenny Thompson has to take a fire truck out of service to move it. The 911 sign truck is due for replacement, so this seemed like a good joint venture. Sandholdt requested to know what Anderson was proposing on that. Anderson advised he put \$25,000 from EMA and matched it

with \$25,000 from E911 and the 911 Service Board approved it as is. Anderson felt this would be more than enough to purchase a new vehicle and in conversation with Steve Edwards found that the state bid did not have any trucks like he and Anderson would both need and Edwards had to purchase from a dealer at roughly that amount. Sandholdt then asked who owns the truck that the E911 department uses now, Anderson advised the 911 Service Board owns it and it's currently under the counties insurance. Sandholdt asked if that vehicle would be traded in. Anderson advised whatever the 911 Service Board chooses to do with it, trade it in or sell it. Sandholdt then asked where the vehicle would be stored and if it would be driven on a daily basis. Anderson advised it would be stored at the county home, as it is now, and would be kept inside with all the sign materials. Cory Bakalar asked what happens when the sign guy has the truck and HazMat gets called out. Anderson advised we can call him in or use a fire truck. Sandholdt asked how many vehicles there currently are. Anderson advised the 911 department has the truck and the EMA department has the Tahoe. Anderson advised this would be a joint purchase between the two commissions. The other reason for overall increase in expenditure is that we are scheduled to budget for replacement of the Tahoe. \$30,000 was put in for that and with the resale of the Tahoe we should be under that. The joint venture of the sign truck would be a one ton truck. Sandholdt asked where we are at currently with the hazmat issue. Mitchell advised Des Moines HazMat will not contract with any city, only with a county, or through the board. They weren't even interested. BOS Raymie advised there is a consensus that we need backup for HazMat and to get agreements drafted to cover all our municipalities. The initial ask from Pella was that Marion County take over HazMat and be the HazMat provider. Marion County can't absorb all the costs. The next step would be to figure out who to have as a back-up. Mitchell advised Knoxville has the same concern that there needs to be a back-up, he had gotten info from Des Moines and asked if anything had been received from Newton or Mahaska. Anderson advised he wasn't seeking a formal contract with Newton, he was looking for an agreement with Newton to provide similar services to one another. We currently have that with the Iowa Mutual Aid Compact. We have that right now and there is no cost to that. Raymie advised he thought there should be a group from Knoxville and Pella to work together to come up with the back-up and get a 28E in place. Mitchell asked Raymie if he feels the EMA meetings are the place to address this issue. Raymie advised he feels like it's the right venue, but would put it on the responders to come up with who they are comfortable with as a back-up and present the group with the pluses and minuses of each. Chief Bokinsky said if we want to make progress we need to select by the next meeting of who we want. Mitchell stated that ultimately the fire chief of each jurisdiction is responsible if a HazMat issue happens in their jurisdiction, so everyone's input is desired. Mitchell would like to call a meeting in the next month. Bokinsky advised he doesn't feel it's appropriate since we are actually in the budget portion of this meeting and this isn't an agenda item, but maybe a committee or workgroup needs appointed. Sandholdt advised he brought this up because he wanted to know how often is this ¾ ton truck going to be used for HazMat related issues under this committee, if E911 is using it daily then where do you pay it out of. Mitchell advised we can't move or act on any of the HazMat conversation and it's up to the board if a committee is needed or wanted. Mitchell inquires a HazMat response in Knoxville where he would request the Marion County HazMat team. If it was beyond their capabilities determined by the Incident Commander, then he would activate the next level of response. Sandholdt stated he's cheap and he's trying to figure out if we only use it twice a year is it worth spending \$25,000 from the budget or do we just call Tyler, with County Roads, and say we need a truck to pull this trailer. Mitchell advised you might have two responses a year, you may not, you may have 10. He would like to think that it's getting pulled/moved monthly for training. Sandholdt

stated that's why he looks to them to know. If you're the expert and they say they need it then they do. Mitchell stated he has seen Kim at plenty of scenes and doesn't know how she got there, does she drive her own vehicle or we're reimbursing her mileage. He questions whether we need another vehicle for the assistant EMA. Raymie asked Kim if she files for reimbursement. Kim advised that she does file and get reimbursement when driving her own vehicle to training and response. Mitchell advised he just wants to make sure the employees are taken care of and if they aren't they need to act on that. Bakalar advised his only concern is sharing the vehicle. If the sign person is down by Bussey or Marysville and we have a HazMat issue by Monroe it's going to take a lot of time to get the trailer and everything set up to the Fire Department who is sitting on the scene waiting. He's fine with only using the vehicle for training, his only concern is if the truck isn't available when it's actually needed and it can't get there fast enough. Raymie advised there are certain expenses in government that you just pay because of what might happen, HazMat is one of those. He agrees with Bakalar's position that not sharing and having a truck that is just ready and available is not a bad position to be in. The Board has to make a decision on what the value of the balance is. Mitchell stated that's why he brings up the point of the assistant's position if we need a pick-up can we put it to use other ways. Sandholdt advised he's not a fan of spending more money on stuff that's not needed. There are needs and there are wants. How often is it used, when's it not used? He looks at this as taxpayer money and he doesn't know if it's the best, wise use of it. Mitchell advised the flip side of two trucks is 50/50 a fair break, is it 75/25. The sign truck is going to be used way more than it would be for HazMat. Bokinsky asked if the sign truck needs to be as big as the HazMat truck. Anderson advised no, but the problem with the current sign truck is that it was never meant to carry the weight that it has carried over its life, which is why it is in the current shape it's in. Seibert stated to get to Bakalar's point if the HazMat team needs the truck they need it now, something has to be available. Anderson advised we would then fall back to one of Kenny's fire trucks. Bakalar asked why we aren't just staying with that then. Anderson advised there have been times when there was a request for the HazMat trailer to come just as a stand-by for Pella and it was 8 degrees outside. It's not fair to Kenny to have to take a fire truck out of service to go do something like that and there is the whole thing of taking a fire truck outside to just let it sit in sub-zero temperatures. Bokinsky stated just so he understands the discussion are they proposing that E911 pay full freight for the truck, but it be a dedicated E911 truck and we don't really need a HazMat truck, we'll just use fire equipment? Because they need a truck, from what he understands and it's just a matter of pushing \$25,000 over to another budget because it is county money. It sounds like we would just be getting dual use out of it. Mitchell advised to him the conversation is, do we even need a truck to do we need 2 trucks? Dan Vanderbeek stated you either spend \$50,000 or \$100,000. Sandholdt asked two trucks meaning one is Jeff's and one is E911? Mitchell stated one would be E911 and one would be HazMat. Bakalar advised if we are going to spend \$25,000 it's spent for HazMat, if it's what we truly want it for he would make a motion to buy a HazMat truck not to share with signage. It would be there when needed for response or training we don't have to wait for someone to come from the other side of the county and it's not taking a fire truck out of service. Vanderbeek in their area they're waiting no matter what for someone to come, regardless the trailer is going to be on the road whether it's a fire truck or a sign truck. Whatever is available you grab it and go. Seibert asked if it has to be a brand new truck. Mitchell asked if the group feels like there needs to be two trucks are there others ways to use them. Sandholdt advised he'd rather give \$25,000 to one of the fire departments for a truck that would be utilized on a regular basis. If \$25,000 is going to be taken from this budget from something that might be used one time a month for

training, he would rather give it to a fire department to buy a truck with the understanding that if there is a HazMat issue they get the trailer and pull it there. Anderson stated he would like to make sure they understand what his intent was. The E911 will replace their truck, if we don't partner with them they will absorb 100% of the cost. Whatever money we can save in their budget by partnering with them will come back to you all in the form of projects. Anderson advised its money out no matter what. Sandholdt then stated then we lose it out of this commission. You can't say it comes back on projects on E911 when you lose it out of this budget on stuff you use it here for then. Raymie advised from a fiscal stand point E911 is going to buy one. You get the benefit of that, it is going to be dollars out, so whether or not you want to pay full or you want to negotiate it down a little bit. I think we go with that route for now and see where we are at from there. Maybe say EMA only uses it 30% of the time so E911 you pay 70% of it. A few agreed that they liked that idea. Mitchell asked the group if a motion was needed to negotiate that for the budget. Anderson advised it would be fair to approve the budget which is a \$25,000/\$25,000 match with the understanding we have a high degree of confidence the truck can be purchased for much less than that. When we have an estimate on what the truck will actually cost there can be a negotiation between the commissions as far as share. That way the way the budgets are prepared it will allow that to happen. Mitchell advised he doesn't want to micromanage what he's prepared, but he'd love to see HazMat be given a mule and put the rest of the money towards a truck. Sandholdt advised Jeff is probably on a time constraint to get the budget in and that he trusts the judgement of what he just said and that there will be further discussions and figuring out what the proper ration would be. Mitchell asked if the truck was a line item or if it comes out of the HazMat budget. Anderson advised the HazMat budget is the same. There was some discussion on the actual amounts on the budget sheet that is pass-through grant money and the vehicles. The total budget would actually go down in the next year if the vehicles were not on there. Anderson advised he has no desire to spend the entire amount budgeted for the vehicles, but he had issues getting state bids because they are in between state bid years. Anderson advised the budget is pretty straight forward outside of the pass-through grant money and the two vehicles. Mitchell asked if there was any further discussion. Bakalar motioned to approve the budget pending the negotiation with E911 on the vehicle, with a 2nd from Sandholdt and all were in favor. Bakalar asked if we had to adopt the resolution for the budget, stating it usually take a roll-call vote. Roll call was done and the votes remained the same.

7. Other Business:

- A. Annual update regarding compliancy with planning, training, and exercise requirements of the commission.

This commission has met the legal requirements for planning, training and exercise. Planning we are compliant with 2015 and will have the plans done and turned in by August 1st to be compliant for 2016. For training and exercise we are compliant for 2015 and 2016. Vice Chair Mitchell asked if everyone on the commission was complaint with their NIMS training. He talked briefly about what NIMS compliance is and who needs to be compliant due to the effect it can have on county funding. The NIMS classes can be taken at the following link. <https://training.fema.gov/nims/>

- B. Election of officers. The Chair is currently Jordan VanNess from Pleasantville and he does not wish to run again. The Vice Chair is Mitchell. There was a motion by Seibert and a second by Sandholdt to elect Mitchell as the Chair and all were in

favor. There was a motion by Sandholdt and a second by Seibert to elect Bakalar as Vice Chair and all were in favor.

8. Adjournment:

- ❖ Dan VanderBeek motioned and Mark Raymie seconded to adjourn the meeting and all were in favor.

Respectively submitted

Kim Pettyjohn