

Cedar County Joint 911 Service Board
1410 Cedar Street
Tipton, IA 52772
(563)886-3355

Regular Quarterly Meeting

Thursday, April 13, 2023 at 6:30pm

The regular quarterly meeting of the Cedar County Joint 911 Service Board was held on April 13, 2023, both in-person and by online forum with the call originating from the Cedar County EMA Administrative Offices at 1410 Cedar Street, Tipton, IA 52772. Those attending in-person included: Warren Wethington, Cedar County Sheriff; Bruce Barnhart, Cedar County Board of Supervisors; Joe Sparks, Mayor of Bennett; Jill Cinkovich, Mayor of Lowden; Brian Carney, Mayor of Tipton; Dustin McAtee, Mayor of Stanwood; Roger Laughlin, Mayor of West Branch; John Hanna, West Branch Police Chief; Jacob Koch, Mechanicsville Fire Chief; Kevin Stoolman, West Branch Fire Chief; Kevin Rasdon, Bennett Fire Chief; Jared Semsch, Durant Fire Chief; Brittany Rogers, Clarence Ambulance; Jodi Freet, Director Cedar County EMA/911; Mindy Beekman, Office Coordinator Cedar County EMA; Sue Hall, Press. Attending virtually were Andrew Oberbreckling, Mayor of Mechanicsville; Jason Roblin, MCM Consulting; Glen Reynolds, RACOM.

Chair Wethington called the meeting to order at 6:30pm.

Sparks made a motion to approve the agenda; seconded by Laughlin. Motion carried.

Sparks made a motion to approve the minutes from the January 12, 2023 regular meeting; seconded by Cinkovich. Motion carried.

Sparks made a motion to approve the minutes from the February 3, 2023 budget public hearing; seconded by Cinkovich. Motion carried.

Chair Wethington yielded the floor to Freet to discuss expenditures and revenues from the previous quarter. Freet advised that in January there were no unexpected expenses. The \$55,000 in revenue was 911 surcharge revenue and did hit GIS goals. Freet advised February expenditures reflected several atypical expenditures. The expense from publication of the budget meeting notice and the first of the tower utility bills. March expenditures reflected all of the tower utility bills just shy of \$1000, \$3,795 to Graybill for Durant microwave repair. Freet advised that she met with the County Attorney regarding the Graybill maintenance contract and is unable to sever contract at this time, thus payment of \$69,510 had to be made. Freet also purchased additional headsets and Y-connectors for training purposes at dispatch totaling \$512.04. Sparks made a motion to approve expenditures; seconded by Cinkovich. Motion carried.

Chair Wethington yielded the floor to Director Freet for discussion of old business.

- Freet advised that the paging issues with West Branch last month. There was a power issue at the Sheriff's office and it has been resolved.

- Freet advised that have not been able to duplicate some of the issues with radio-to-radio transmission. There were difficulties landing Lifeguard with communications. Ground radio could hear but not communicate with the helicopter. Freet advised after discussion with Graybill that he believes it is a programming issue. There may be a situation where this channel was not programmed in some radios. Discussion was held regarding similar situations.
- Freet advised that the microwave link from Durant to I80 and I80 to SO had been repaired and resolved.
- Freet advised that the link from Mechanicsville to West Branch is down. A new Dragonwave radio, installed and including labor costs is estimated to be a \$7,000-\$10,000 expense. Freet asked for guidance from the commission on whether to purchase and install, purchase and hold onto or wait to purchase a new Dragonwave. Freet also advised that any new equipment purchased for the old system would be installed by RACOM and currently waiting for passwords from Graybill. Certified letter has been sent to Graybill regarding password acquisition. Reynolds consulted about time table for new system. Rogers made a motion to purchase and install Dragonwave; seconded by McAtee. Motion carried. Sparks abstained.
- Freet advised 911 Service Plan Update is pended until new system is in.
- FCC Cost Recovery (911 delivery costs) – on hold with State of Iowa
- Freet advised that GIS Funding has been received and that Cedar County will be getting up to \$12,000.

Radio Network Updates

- Freet advised attended Marshalltown Site Acceptance Testing. Freet highlighted some of the features of the radio system that will be beneficial to the Service Board.
- Freet advised the 28E for Jones County has been sent to Jones County, but they did not have a 911 Commission in April. The 28E with Dubuque County for the use of the Amber Road shelter has been sent to the Dubuque County 911 Service Board. The 28E with Scott County for the Walcott tower site is currently with the Cedar County Attorney.
- Freet advised that there will be an MOU with the Cedar County Board of Supervisors as they own the system. This will allow the 911 Service Board to continue to be in control of the system, while acknowledging that Cedar County owns the system.
- Freet advised that there will be some small charges for electricity from some of the charges. Dubuque will bill actual cost, Scott may not bill, Jones County is looking at under \$200 a year for maintenance.
- Jason Roblin advised that every part of the radio test functioned correctly as sold to county. McGrady and Steiert to be on site on Monday with Board of Supervisors meeting on Tuesday, April 18, with tower site tours to follow. Then Jason, David and Sean will be at sites in May to confirm “as built” diagrams, note serial numbers, and double check plan documents to be able to be used for future reference.
- RACOM had no further updates.
- Freet requested advice on decommissioning of the I80 site. DOT has requested that cement slab and plastic garden shelter need to be removed. Motion was made to have

Chair Wethington take care of removal of shelter and cement by Sparks; Seconded by McAtee. Motion carried.

- Freet advised that fleet mapping is set up except for Herbert Hoover Talk Group. Also advised that Park Ranger is a sworn law officer. McAtee made motion to approve adding a talk group for Herbert Hoover; seconded by Sparks. Motion carried.
- Freet advised of the need for a governance committee. Freet recommended that the current radio sub-committee could be rolled over into the radio governance committee. Motion to roll over sub-committee into governance committee made by McAtee; Seconded by Laughlin. Motion carried.

Chair Wethington yielded the floor for a discussion of new business.

- Freet advised have had two addresses assigned year to date. Have been doing a lot of address corrections. Freet advised of the address integrity project.
- Freet advised of a case study request by Zetron. Freet asked permission to participate in case study. Motion made by McAtee to participate; Seconded by Laughlin. Motion carried.

Chair Wethington played recording of ambulance call followed by discussion. Discussed request from Mechanicsville Ambulance director to have Clarence let them know about department out of service. Also, Wethington discussed the ability to page fire departments out due to insurance concerns. Chair Wethington advised that in the future any comments from departments regarding calls need to come to him and not the dispatchers directly.

No trainings scheduled at this time.


Smesch requested clarification of how windmill farms would affect the new 911 tower systems. Freet advised would speak with Phil LaRue regarding paths of signal cuts and zoning issues. Freet advised would attend zoning board meetings regarding wind farms. Barnhart advised that there are some draft ordinances regarding zoning of windmill farms and solar farms.

Rogers requested that Wilton would like to be included in the emails. Freet advised had sent out request for information and some cities have still not responded. Freet will update as information is received.

The next regular meeting will be held on July 13, 2023 at 6:30 pm at 1410 Cedar Street, Tipton.

Motion made by Laughlin, seconded by Koch to adjourn. Motion carried. Meeting adjourned at 7:37 pm.

Minutes Approved 07/13/2023



Jon Bell, Vice-Chair



Jodi Freet, 911 Coordinator