

# MAHASKA COUNTY EMERGENCY MANAGEMENT AGENCY

214 High Avenue East Oskaloosa, Iowa 52577

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## Mahaska County EMA Commission Meeting Minutes

The Mahaska County EMA Commission met on Tuesday, June 18<sup>th</sup>, 2024, at the Conservation Complex located at 2342 Hwy 92, Oskaloosa, Iowa 52577.

The meeting was called to order by Chair Van Renterghem at 6:00 P.M.

### Members Attending:

Keri Lamberson, Doug Greenlee, Tom Van Der Veer, Sherri Baxter, Kim Sytsma, Russ Van Renterghem, George Toubekis (phone), Jacob Dannels, David Krutzfeld, and Mark DeJong.

Non-Members: Cheryl Eklofe, Josh Stevens, Jeff Wilford

1. **Approve the current agenda**
  - **Motion by Greenlee to approve the agenda, seconded by Van Der Veer, all in favor, motion carried.**
2. **Approve meeting minutes from the February 1st<sup>th</sup>, 2024 meeting**
  - **Motion by Baxter to approve the minutes, seconded by Lamberson, all in favor, motion carried.**
3. **Public Comments - None**
4. **Hazard Mitigation Plan Update**
  - Josh provided information to the Commission regarding the hazard mitigation plan update. The current plan is expired and Iowa Homeland Security & Emergency Management (HSEMD) has already included Mahaska County in their BRIC grant and Josh has submitted the Notice of Interest. Funding is likely to become available later this fall per HSEMD. Area 15 RPC is no longer doing plan updates and HSEMD will be reaching out to qualified vendors. There is nothing to do at this time, Josh will maintain contact with HSEMD and keep the Commission informed.
5. **Annual Training Certification Letter to Iowa Homeland Security & Emergency Management**
  - Josh provided the training certification letter that is required by HSEMD each year. This letter states that all 24 hours of continuing education have been completed for FFY 2024. A course certificate for Advanced Crime Prevention Through Environmental Design (24-hours) held in Florida was provided to the Commission as well. **A motion was made by Krutzfeld to authorize the Commission Chair to sign the training certification letter, seconded by Lamberson, all in favor, motion carried.**
6. **Annual Planning Update**

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- Josh described the annual process for updating Emergency Support Functions (ESF) to the Commission. Each year, 20% of the plan is required to be updated and that schedule is determined by HSEMD. This year, ESF 2, 5, 10, 15 & the Basics are required. **A motion was made by Greenlee, to authorize the Commission Chair to sign the Plan Adoption Document, seconded by Dannels, all in favor, motion carried.**

## 7. Audit Update

- Josh provided an update to the members. 6 firms were contacted and each declined due to various reasons. Josh has also contacted the Mahaska County Auditor's Office to inquire about the County audit. Rogers indicated that she is experiencing the same issue currently and is reaching out to the State Auditor's Office for direction. Josh will stay in contact with Rogers and let the Commission know of any new developments.

## 8. Rose Hill Outdoor Warning Siren

- Josh provided a quote for siren replacement in the amount of \$11,496.00. The current siren is not operating correctly and needs major repairs to the siren, cabinet, and radio. The quote is for a refurbished siren with a new radio and cabinet. The current siren was installed in 1999 and parts are no longer available. There will also be an additional cost of \$500 for a local crane service to hoist the speaker. This is an unbudgeted item in this year's budget, and this project may require a budget amendment this year. Josh stated that the Commission does have reserve funds that could be used for this project. Josh also stated that his intent is to reach out to obtain grant funding to help purchase the siren. Several options were mentioned by the Commission including Alliant Energy, Cargill Cares, and USDA. **A motion was made by Greenlee to approve the purchase of the quoted items with Josh attempting to acquire grant funding to cover some of the costs, seconded by Van Der Veer, all in favor, motion carried.** Josh will begin contacting potential funding sources before expending funds.

## 9. Frontline Warning Systems Annual Contract

- A quote for the annual preventative maintenance and service agreement for the outdoor warning sirens in the amount of \$5,982.82 was presented. This is a budgeted item annually. The agreement includes all of the sirens in Mahaska County. **A motion was made by Sytsma to approve the agreement as presented, seconded by Van Der Veer, all in favor, motion carried.**

## 10. Claims Review

## 11. Next Meeting – Doodle Poll

## 12. Public Comments – None

## 13. Adjourn

- **Lamberson motioned to adjourn, Krutzfeld seconded the motion, all in favor, motion carried.**