

Tazewell County Consolidated Communications Governance Board

#2 Board meeting

Time: Friday, January 5, 2018 9:00 A.M.

Morton Police Department – Community Room

Address: 375 W Birchwood St, Morton, IL 61550

Call to Order

The regular meeting was called to order by Chairman Kahl at 0900 hours and established that a quorum was present with the members as follows:

Members in Attendance

John Kahl, Chairman	Craig Hilliard, Morton
Ed Meister, ETSB	Bill Reis, Schaeferville Fire
Dale King, CCPD	Jeff Eder, East Peoria
Brian Butler, Washington	Tony Carson, Pekin

Others in Attendance

Jeff Lower, TCSO	Erin Morey, ETSB
Nick Graff, County Board	Rich Mendenhall, ETSB
Courtney Williams, WAPD	Meg Gschwind, WAPD
Jeff Stevens, WAPD	Roy Trotter, T/PCCC
Don Hale, T/PCCC	Carrie Bruns, EPPD
Sheila Fugitt, MPD	Kate Carter, Miller Hall & Triggs
Mike Evans, Delavan PD	Jim Bainter, Heart Technologies

Public Comment

Chairman Kahl asked for any public comments to which there were none.

Approval of Minutes

Chairman Kahl ensured Board Members had received the minutes from the last meeting that was on December 12, 2017.

MOTION BY HILLIARD, SECOND BY REIS to approve the minutes from the previous meeting.

On voice vote, **MOTION CARRIED.**

Committee Reports

Eder reported on how the committee came up with the description and salary. Graff expressed his concerns with the wage being low. Several members agreed. Kate Carter also brought up that the wording should match the by-laws that state the Director needs to attend the ETSB, Governance Board and Operations Committee meetings unless excused.

MOTION BY HILLIARD, SECOND BY KING to change salary range and add in wording about meeting attendance.

On voice vote, **MOTION CARRIED.**

Old Business

Budget start up

Much discussion occurred about whether TC3 would be under the County or would it be like T/PCCC is and be under the umbrella of Pekin. Graff stated the County Board would need to vote on this issue. Carson stated that Pekin has been providing the service to T/PCCC but it could potentially be taken care of by Pekin but at a higher cost. King suggested looking at private business to find out handing payroll services.

Bylaws stated that a budget must be completed sixty days prior to the May 1st fiscal year beginning. Kahl explained that Richard Tucker and Associates created the budget numbers after much experience in this area and even as agencies disagree with it, the numbers can be later reviewed. Hilliard expressed that though TC3 is not yet ready to take over, municipalities should still consider the fees listed in their budgets so when it is ready, the funds can be transferred over. Hilliard advised that funds would still need to be available for other parts of the consolidation project as those needs arise.

Meister, Reis and Graff expressed their disagreement with the fee schedule listed in the plan.

Graff suggested forming committees to start addressing issues such as where Director will be working from initially, financial institution, and other issues as they arise. Committees will be addressed at the next meeting.

Jim Bainter from Heart Technologies went over issues related to linking administrative phone lines between the centers and the agencies and the costs associated with the project. The estimated total for the entire project is \$70,583.39. The breakdown by PSAP now is East Peoria-\$15,488.30; Morton-\$17,145.60; T/PCCC-\$11,424.00; Washington-\$9,612.99. There is also an additional recording cost involving I3 and the total is \$16,912.50. Mendenhall explained that Bainter's plan is a solution to the administrative phone problem that the current Zetron

phone system is not able to handle. Mendenhall explained that some of the networking fees would be the ETSB's responsibility.

Graff suggested getting a \$25,000 loan from the five bigger entities for start-up costs. This would include the ETSB. Eder agreed it was something East Peoria could do. Pekin and Washington would take back to their councils for consideration.

MOTION BY EDER, SECOND BY CARSON to ask agencies for a \$25,000 loan.

On voice vote, **MOTION CARRIED.**

Carter will draft an intergovernmental agreement for the loans.

Director position

Significant discussion regarding hiring a third party to assist with the Director position search with Lower stated that depending on the cost, TCSO may be able to pay for services of hiring a consultant. Kahl will be reaching out to Richard Tucker and Associates as the possibility of continuing consultant services.

Graff suggested the Director be initially hired through one of the municipalities and then TC3 Governance Board works on making sure the municipality be reimbursed much like the ETSB does with the county for their employees.

New Business

Logo

Hilliard advised that his son is able to create a logo and would be looking for any suggestions. Kahl asked if it was needed to have a website created to post meetings and minutes. Kate expressed only if it was at a principal place of business to which there is not one now.

Legal Counsel

Kahl asked if the Board needed to go out for proposals for legal counsel. Carter advised no. Kahl asked for motion that Miller, Hall and Triggs be retained as legal counsel. Carter has sent out information on the breakdown of legal fees. Kahl will forward to everyone.

MOTION BY EDER, SECOND BY CARSON to retain Miller, Hall and Triggs as legal counsel for TC3.

On voice vote, **MOTION CARRIED.**

Tony Carson further suggested that only one person make contact with legal counsel.

MOTION BY HILLIARD, SECOND BY CARSON that legal counsel be contacted by Chairman and Vice Chairman.

On voice vote, **MOTION CARRIED.**

Richard Tucker and Associates

Chairman Kahl will be reaching out with Tucker to check on the possibility of using his services as it relates to locating a Director and starting up the position.

Insurance

Issue has been tabled for now as there are no personnel or assets at this time.

Payroll

Eder will reach out to some third parties to find out costs for taking on payroll services.

Financial Institution

Issue has been tabled for now. Further discussion to occur with Treasurer Ferrill.

Adjournment

MOTION BY MEISTER, SECOND BY BUTLER to adjourn meeting at 10:54 a.m.

The next meeting will be January 19, 2018 at 9:00 a.m. at Morton Police Training Room.