

BREMER-WAVERLY PUBLIC SAFETY BOARD

111 4TH Street N.E.

Waverly, Iowa 50677

Monday, December 15, 2003

PRESENT

Mr. Behnke
Mr. Block
Mr. Boorum
Mr. Hinderaker
Mr. Ribich
Mr. Hildebrandt
Mr. Simpson

ABSENT

GUESTS

Mr. Dick Crayne

The regular business meeting of the Bremer-Waverly Public Safety Board was called to order by Chairman Jim Block at 0905 on Monday, December 15, 2003.

Chairman Block asked for a review of the minutes of the November 2003 meeting. Mr. Ribich moved to approve the minutes, 2nd by Mr. Behnke. All present voted aye; motion carried. (Secretary Note ** It was later brought to my attention that I inadvertently left Mr. Boorum off the previous months member listing when he should have been listed under the absent column).

Sheriff Hildebrandt presented the treasurers report. Mr. Hinderaker moved to approve as presented, 2nd by Mr. Ribich. All present voted aye; motion carried.

OLD BUSINESS

Sheriff Hildebrandt and Chief Simpson gave a building project update. Sheriff Hildebrandt advised the board that there will be regularly scheduled meetings with PCS, SFS, Kehe Construction and the board of Supervisors and all law board members are invited to attend. These meetings will be held the second Wednesday of each month at 1:00 p. m. beginning in January of 2004. This months meeting will be held on Wednesday, December 17 at 1:00 p.m.

Sheriff Hildebrandt gave a status report on research for prices on moving the radio, console, 911 equipment and other related communications equipment. Sheriff advised that his RFP from Radio Communications indicated that they would move the console and related equipment for a "not to exceed" price for labor of \$10,800.00 and minor equipment in the amount of \$799.08 for a total of \$11,599.08. Sheriff Hildebrandt further advised he was waiting to meet with RACOM so they also could complete an RFP. Sheriff explained that this price does not include the cost of moving any of the 911 equipment or the administration phone system. Sheriff Hildebrandt further explained that the 911 board should not have to pay for the cost of the equipment move which this board indicated or agreed with during earlier discussion and asked if the board still held the same feelings. Board indicated it does. Sheriff Hildebrandt asked then if the 911 board chose to replace the Central Processing Equipment so it will be compatible with phase II wireless (state mandated) if the law board would pay for the labor of install which essentially should be the cost of the move. Board seemed to be in

agreement with this. Sheriff Hildebrandt advised he is waiting to hear from Intrado to set up a time to meet and discuss their RFP for moving the 911 equipment. Sheriff will have these numbers for the next regular meeting.

Mr. Ribich asked about the latest cost matrix he received via email from PCS and questioned its accuracy as to the percentage breakdown of costs. Mr. Block and Mr. Crayne assured Mr. Ribich that the numbers had been checked and checked again and at a recent meeting with PFM and PCS with the Board of Supervisors all parties were in agreement to the numbers presented and PFM is working from those numbers.

NEW BUSINESS

Chief Simpson and Sheriff Hildebrandt presented budget proposal for fiscal year 2004-2005 which included two separate proposals one with an added position for custodial and evidence management and one with cleaning service as we are currently operating. Chief Simpson reported to the board that current custodian Rick Hartman is not interested in providing inside custodial service once the new building is operating but is definitely interested in providing all outside maintenance. Mr. Boorum asked why we felt we needed a full time custodian/janitor as they do not have such positions at the civic center, library or fire station. Mr. Crayne asked if this could be supervised by the cities maintenance supervisor Brad Bierman and utilize part-time staff to do the actual cleaning. Mr. Crayne suggested the sheriff speak to Brad Bierman. Sheriff Hildebrandt explained further that Chief Simpson and he see this as more than a custodial position in splitting duties to better manage evidence but would be more than willing to explore this with Mr. Biermann as suggested.

Mr. Ribich moved to increase the line item for janitorial services to \$20,000.00 from the proposed \$16,000.00 and to adjust the line items for FICA and IPERS accordingly and to pass the budget for these changes, 2nd by Mr. Hinderaker. All present voted aye; motion carried. (See attached budget with changes included)

Sheriff Hildebrandt and Chief Simpson discussed computers in the new building. It was mutually decided that computers for the Chief and Sheriff's offices should be 100% each responsibility and the shared area computers be split 50/50 in costs and all come out of the project cost. All were in agreement about the costs but Mr. Boorum expressed concern about the computers being paid out of the project fund since ultimately we would be paying for the computers for years beyond their service life. Mr. Ribich stated he agreed with that thought process but suggested the costs of these items could be taken out of LOST without running through the project itself. All present agreed.

Sheriff Hildebrandt presented a list of monthly bills. Mr. Boorum moved to approve as presented, 2nd by Mr. Behnke. All present voted aye; motion carried.

Mr. Boorum made comment that he came to the law center last Monday and found out there was not a meeting and he did not appreciate that and in the future requested that he be notified of any changes in the scheduled meeting date. (The meeting date was changed at last months meeting as Sheriff Hildebrandt was out of town on the regularly scheduled date but Mr. Boorum was absent and thus did not know of the change). Sheriff Hildebrandt apologized and advised he will try to do better on keeping all board members informed.

Chairman Block set the next regular meeting for January 12, 2004 at 0900

Mr. Boorum moved to adjourn, 2nd by Mr. Behnke. All present voted aye; motion carried.

Respectfully,

Dewey L. Hildebrandt
Secretary-Treasurer