

BREMER-WAVELRY PUBLIC SAFETY BOARD
111 4TH Street NE
Waverly, IA 50677

PRESENT

Mr. Block
Mr. Behnke
Mr. Hinderaker
Mr. Ribich
Sheriff Hildebrandt
Chief Simpson

ABSENT

Mr.Boorum

GUESTS

Brian Mason, Waverly Paper

Chairman Block called the meeting to order at 0905 on Monday, July 14, 2003.

The minutes from the regular June meeting and the special meeting held on June 30th were examined. Mr. Ribich moved to approve the minutes as presented, 2nd by Mr. Behnke. All present voted aye; motion carried.

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

OLD BUSINESS

Sheriff Hildebrandt gave update to the board on several items involving the progress of remodeling of LEC and building of new jail. Sheriff discussed upcoming dates of Thursday, July 17, 2003 @ 1:30 p. m. as the pre-bid conference where board will meet prospective bidders, August 8, 2003 @0900 to review bids, August 11, 2003 @ 0900 to award bids and August 18, 2003 @ 0900 as pre-construction meeting and finally August 18 for mobilization of contractors on site. Sheriff further discussed the relocation of radio and phone equipment for communications which is our responsibility to take bids and line up work to be done. Mark Leadbetter, PCS did assure Sheriff that this will be paid out of the contingency fund for the project. Mr. Ribich asked if final brick color samples have been provided, they have not, Sheriff will contact PCS to check on this.

Sheriff Hildebrandt gave report on purchase of land west of bike trail/LEC which is to be utilized for LEC staff parking.. Sheriff reported this has been finalized and recorded with the county recorder. Discussion on what needs to be done with this area to gain control of it and the possible need to use it for staging area for contractors. Chief Simpson will check on utilities work in area to see how that possibly impacts this parking area as well.

Mr. Hinderaker asked when 4th Street NE will officially close. Chief Simpson advised no later than the date of contractor mobilization. Mr. Ribich suggested a press release two weeks prior to closing of street to inform the public.

Sheriff Hildebrandt presented NOTICE OF BID LETTING to the board which was developed by PCS and must legally be placed in a county publication for three consecutive dates prior to the letting of bids. Suggested dates of publication are Thursday, July 17, Tuesday, July 22 and Thursday, July 24, 2003 in the Waverly Newspapers .

Mr. Behnke moved to approve publication after proper signatures have been received, Mr. Ribich 2nd the motion. All present voted aye; motion carried.

NEW BUSINESS

Sheriff Hildebrandt presented to the board that to deal with jumping of vehicles at impound and at LEC which is becoming more frequent due in part to the forfeiture laws, a relatively new technology that utilizes a JumpStart pack instead of a vehicle battery would be very useful. Sheriff Hildebrandt researched this and was advised that a good unit for our use could be purchased for \$139.00 from Snap-on Tools. Sheriff Hildebrandt requested that the board authorize purchase of this tool.

Mr. Ribich moved to authorize purchase of a JumpStart Pack at \$139.00, 2nd by Mr. Behnke. All present voted aye; motion carried.

Sheriff Hildebrandt presented a proposal from Mr. Keith Oltrogge, CPA to perform the annual audit of the LEC books at a fee of \$800.00 plus filing fee with the state. Sheriff indicated this was up from \$775.00 last year but advised Mr. Oltrogge does a thorough job and is timely in completing his work.

Mr. Hinderaker moved to accept Mr. Oltrogges' proposal, 2nd by Mr. Ribich. All present voted aye; motion carried.

Sheriff Hildebrandt presented annual contract from Solutions Software for \$4,400.00. Sheriff advised they once again forgot to send it to us and he had to call them to ask that it be sent and they had already begun billing us for support. Sheriff advised they apologized and advised they "just didn't send it out of the file", and will waive the support charge they had billed us for. Sheriff reminded the board that our intention is to ask for a new computer system once the building is near completion but felt it does not make sense to put new equipment in at this time with all the dirt, dust and moving that will be coming up. Sheriff stated it was his opinion that the support contract was necessary until such time as the system has been replaced. Board agreed that it is necessary to continue this support contract.

Monthly bills were presented by Sheriff Hildebrandt. Mr. Ribich questioned what the Bremer County Highway Department was billing LEC for and Sheriff explained it was repair of generator. Discussion on how we will handle cleaning after facility is rebuilt and if Hartman Services will continue to do the work. Mr. Ribich asked that we review this at the September meeting.

Mr. Ribich moved to approve bills as submitted, 2nd by Mr. Behnke. All present voted aye; motion carried.

Chairman Block set next regular meeting for Monday, August 11, 2003 @ 0900.

Mr. Ribich moved to adjourn, 2nd by Mr. Behnke. Motion carried.

Respectfully,

Dewey L. Hildebrandt
Secretary/Treasurer

