

Illinois Valley Regional Dispatch Board

LaSalle, Peru, Oglesby & Mendota ETSBs

Meeting Minutes

May 25, 2021

CALL TO ORDER

The meeting was held Tuesday, May 25, 2021 at the Peru Municipal Building, 1901 4th Street, Peru, Illinois. Chairman Greg Kellen called the meeting to order at 10:00 a.m.

ROLL CALL

Voting & Quorum Members Present:

Doug Bernabei, Leo Hochstatter, Jason Curran, John Duncan, Brian Fisher, Jeff Grove, Doug Hayse, Joe Hogan, Jerry Janick, Jeff King, Jason Quinn, Dominic Rivara, Dennis Rutishauser, Vice Chairman Ron Popurella, Chairman Greg Kellen.

Absent: David Boelk, Ken Kolowski.

Non-Voting Members Present: City of Spring Valley

INTRODUCTIONS

IVRD returning and new members introduced themselves.

MINUTES

Chairman Kellen presented the minutes of the IVRD meeting of April 27, 2021. Doug Bernabei made a motion the minutes be received and placed on file. John Duncan seconded the motion. All in favor; motion carried.

PUBLIC FORUM (CITIZEN COMMENT)

None

COMMUNICATIONS

Jeff Grove made a motion to receive and place on file a communication from the City of Mendota appointing Mendota Vice-Mayor Leo Hochstatter to serve as proxy on behalf of Mendota Mayor David Boelk for meetings and other related matters regarding IVRD, including having the authority to vote and otherwise act on his behalf. Jason Quinn seconded the motion. All in favor; motion carried.

Vice Chairman Popurella made a motion to receive and place on file a communication from the City of LaSalle appointing LaSalle Fire Chief Jerry Janick to the IVRD Board. Jeff Grove seconded the motion. All in favor; motion carried.

Joe Hogan made a motion to appoint Peru Mayor Ken Kolowski to the IVRD Board. John Duncan seconded the motion. All in favor; motion carried.

COMMITTEE REPORTS

FIRE/EMS OPERATIONS COMMITTEE

Vice Chairman Popurella reported the Fire/EMS Operations Committee will meet on June 9th.

LAW ENFORCEMENT OPERATIONS COMMITTEE

None

BUILDING & GROUNDS COMMITTEE

John Duncan reported on a meeting with Kmetz which included an extensive review of the bid specs for the upcoming building remodel. The bid notice will appear in the Wednesday, May 26th newspaper. A pre-bid meeting for potential contractors to tour the building will take place on June 2, 2021. Specs and documents will be provided. The bid opening will take place at 2:00 p.m., Wednesday, June 16, 2021, at the LaSalle Council Chambers. Kmetz can be contacted for bid documents. The bids can be discussed and awarded at the IVRD meeting on June 22, 2021. The renovation should begin in mid-July.

Dominic Rivara made a motion to authorize the seeking of bids for the IVRD building renovation project. Doug Hayse seconded the motion. Melissa Carruthers called the roll with Bernabei, Hochstatter, Curran, Duncan, Fisher, Grove, Hayse, Hogan Janick, King, Quinn, Rivara, Rutishauser, Popurella and Kellen voting aye; Boelk and Kolowski absent; motion carried.

Chairman Kellen reported he attended the recent Building & Grounds Committee meeting, adding the architect did a great job reviewing the project and bidding. Chairman Kellen thanked the Building & Grounds Committee members for all their time and work.

PERSONNEL UPDATE

PSAP Manager Fisher reported the two newly hired candidates are progressing well. TC23 is at the 6-week point. TC24 is a past employee considering part-time, who is answering calls and training now. Interviews were conducted last week. One candidate is looking for full-time and would like to begin as soon as possible. Two additional candidates are ready to come in at the part-time level.

LABOR MANAGEMENT COMMITTEE

John Duncan reported they are waiting to hear back on potential dates for an upcoming meeting.

IVRD PSAP MANAGER REPORT

PSAP Manager Fisher reported on the following items. A vendor meeting has been scheduled. A quote to move to the back of department has been requested. A quote has been requested for new equipment for the back room. A quote has been requested from Ficek for Comcast Internet. IVRD has had to use Peru's laptops on occasion. Reliable internet is critical to IVRD operations. A decision must be made as soon as possible for furniture as prices as expected to go up by about 2% because of increasing lumber and metal costs. The furniture purchase will be placed on the June agenda. PSAP Manager Fisher will check with Peru's IT director on internet recommendation. Money may need to be spent to have redundant systems for backup.

CHAIRMAN'S REPORT

Chairman Kellen thanked PSAP Manager Fisher and Melissa Carruthers for their assistance. Chairman Kellen reported he is meeting with PSAP Manager Fisher every 2 weeks.

FINANCIAL REPORT

Chairman Kellen presented and reviewed the May financial report. Dennis Rutishauser made a motion to receive and place the May financial report on file and to approve and pay bills in the usual manner. Jason Curran seconded the motion. Melissa Carruthers called the roll with Bernabei, Hochstatter, Curran, Duncan, Fisher, Grove, Hayse, Hogan Janick, King, Quinn, Rivara, Rutishauser, Popurella and Kellen voting aye; Boelk and Kolowski absent; motion carried.

ACTIVITY REPORTS

Chairman Kellen presented and reviewed the April Activity Reports. Jeff Grove made a motion to receive and place the April Activity Reports on file. Jeff King seconded the motion. All In favor; motion carried.

OLD BUSINESS

PSAP Manager Fisher reinitiated discussion of the LEADS connection circuits coming into Peru. The circuits are in IVRD's name and IVRD pays the fees on these circuits. Peru will get connected first as a test. If everything functions properly, the other cities will be added in a few months. Once everything is set up and running correctly, the charges that each of the member cities have been paying will be eliminated. PSAP Manager Fisher will report back once everything is finalized and advise when cities may terminate these fees.

NEW BUSINESS

MEMBER & ASSOCIATE MEMBER IGA'S AND FEE SCHEDULES

Doug Bernabei provided an overview of the establishment of IVRD for the board. IVRD is essentially owned by LaSalle, Peru, Oglesby and Mendota, with associate members consisting of the Earlville Fire Protection District, the City of Spring Valley and the Utica Community Fire Protection District. IGA's are in place with each of these

governmental units. The IVRD Board may set fees on an annual, or as needed basis. IVRD has an agreement with associate members' fees set for the first 5 years, which expire on August 31, 2021 for Utica and Earlville. A new fee schedule will need to be determined for Utica and Earlville before September 1, 2021. Spring Valley's fees are set until July 2022. IVRD Board members also need to consider fees for LaSalle, Peru, Oglesby and Mendota. The board initially established a 5% annual increase to everyone because of unknown surcharge income and what would be coming down the line. Board members conducted general discussion of a 1-time impact fee for the IVRD remodel. Jeff Grove suggested Justin Miller and John Duncan review income and expenses and provide a fee schedule recommendation to the board.

PUBLIC FORUM (CITIZEN COMMENTS)

None

EXECUTIVE (CLOSED) SESSION

None

SCHEDULE NEXT IVRD MEETING

PSAP Manager Fisher requested the next IVRD meeting be rescheduled to June 22, 2021 if possible, as she will be out of the office on June 29, 2021.

Jeff Grove made a motion to reschedule the next IVRD meeting to 10:00 a.m., Tuesday, June 22, 2021. Jason Quinn seconded the motion. All in favor; motion carried.

ADJOURNMENT

Dominic Rivara made a motion to adjourn the meeting. Brian Fisher seconded the motion. All in favor; motion carried. The meeting adjourned at 10:42 a.m.