

## ***Illinois Valley Regional Dispatch Board***

LaSalle, Peru, Oglesby & Mendota ETSBs

Meeting Minutes

August 3, 2021

### **CALL TO ORDER**

The meeting was held Tuesday, August 3, 2021 at the Peru Municipal Building, 1901 4<sup>th</sup> 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, Ken Kolowski (entered 10:25 a.m.), Jason Quinn, entered 10:22 a.m.), Dominic Rivara, Dennis Rutishauser, Vice Chairman Ron Popurella, Chairman Kellen. Absent: David Boelk

Non-Voting Members Present: None

### **MINUTES**

Chairman Kellen presented the minutes of the IVRD meeting of June 22, 2021. Joe Hogan made a motion the minutes be received and placed on file. Jason Quinn seconded the motion. All in favor; motion carried.

### **PUBLIC FORUM (CITIZEN COMMENT)**

None

### **COMMUNICATIONS**

None

### **COMMITTEE REPORTS**

#### **FIRE/EMS OPERATIONS COMMITTEE**

Vice Chairman Popurella reported the next Fire/EMS Operations Committee meeting will take place at 6:30 p.m., Wednesday, August 11, 2021

#### **LAW ENFORCEMENT OPERATIONS COMMITTEE**

None

#### **BUILDING & GROUNDS COMMITTEE**

John Duncan reported the board is slated to vote on the awarding of contracts in the Resolutions and Ordinances section of the agenda.

John Duncan initiated discussion of establishing a rate schedule for members and associate members. Information was distributed and reviewed showing the factors taken into consideration for the proposed rate schedules. Factors included revenues consisting of surcharges and member and associate fees; expenses the bulk of which are salary and benefits; the upcoming remodel and the cost of independence including such items as internet, utilities, janitorial supplies, etc. There is a need to have fees that will cover expenses, plus a surplus for things that will come up down the road such as equipment, etc. The current populations of LaSalle, Peru, Oglesby and Mendota were reviewed, which could change if and when the 2020 census is released. IVRD has the right to charge per capita charges at any time as needed. If each city were operating independently, it would be very costly. Jason Curran thanked John Duncan and Justin Miller for their work in compiling a proposed rate schedule and asked when the per capita charge last changed. John Duncan stated there has been a 5% increase each year. At one time, the charge was \$20 per capita for each city. The goal is to have about \$100,000 in surplus each year for equipment expenses.

Jeff Grove made a motion to go out of agenda order to move to Resolutions & Ordinances. Doug Hayse seconded the motion. All in favor; motion carried.

At 10:18 a.m., Chairman Kellen requested a three-minute recess for a discussion with Mendota representatives. Mendota representatives returned at 10:21 a.m.

## **RESOLUTIONS & ORDINANCES**

Jeff Grove thanked the Building and Grounds Committee and John Duncan and Justin Miller for all their work. Jason Curran asked if instead of going back to the municipalities if it was ok to go by the original IGA. Justin Miller stated with regard to the bank loan, the loan lender is asking the guarantee to be from the cities, that the cities would be liable for the debt. Each bank offer had specified the cities be liable for the debt. Discussion ensued on the original IGA covering this aspect. Justin Miller stated the bank may need another layer of protection, but he would discuss the topic with the bank.

Doug Bernabei reported before IVRD was established, each member city was paying an average of \$50 per capita in 2015, adding the board has accomplished everything it set out to do.

Jeff Grove made a motion to adopt the resolution accepting the base bid and alternate bids #1, #2, #3, and #4 of low bid contractor Vissering Construction Company in the total amount of \$1,022,600.00 for the completion of the IVRD Dispatch Center Project and approving and authorizing the execution of a construction contract with Vissering Construction Company relative to the project. Jason Curran seconded the motion. Melissa Carruthers called the roll with Bernabei, Curran, Duncan, Grove, Hayse, Hogan, Janick, King, Kolowski, Quinn, Rivara and Popurella voting aye; Hochstatter, Fisher, Rutishauser and Kellen voting nay; Boelk absent; motion carried.

Ron Popurella made a motion to adopt the resolution accepting the bid of low bid contractor Valor Technologies, Inc. in the amount of \$8,995.00 for the completion of asbestos removal work for the IVRD Dispatch Center Project, and approving and authorizing the execution of a construction contract with Valor Technologies, Inc. relative to the project. John Duncan seconded the motion. Melissa Carruthers called the roll with Bernabei, Curran, Duncan, Grove, Hayse, Hochstatter, Hogan, Fisher, Janick, King, Kolowski, Quinn, Rivara, Rutishauser, Popurella and Kellen voting aye; Boelk absent; motion carried.

Joe Hogan made a motion to adopt the resolution approving and authorizing the execution of Ten (10) year bank loan with Spring Valley City Bank in the amount of \$400,000.00 with a 2.1 percent (2.1%) simple interest rate for financing of new IVRD Dispatch Center Project. Dominic Rivara seconded the motion. Melissa Carruthers called the roll with Bernabei, Curran, Duncan, Grove, Hayse, Hochstatter, Hogan, Fisher, Janick, King, Kolowski, Quinn, Rivara, Rutishauser, Popurella and Kellen voting aye; Boelk absent; motion carried.

Jason Curran made a motion to adopt the resolution approving and authorizing the execution of a cost sharing agreement relative to the purchase and installation of an emergency generator and certain electrical work to be performed at the Peru Public Safety Building Police Station as part of the construction of a new IVRD Dispatch Center. Jason Quinn seconded the motion. Melissa Carruthers called the roll with Bernabei, Curran, Duncan, Grove, Hayse, Hochstatter, Hogan, Fisher, Janick, King, Kolowski, Quinn, Rivara, Rutishauser, Popurella and Kellen voting aye; Boelk absent; motion carried.

## **BUILDING & GROUNDS COMMITTEE (continued discussion of rate schedules)**

John Duncan reinitiated discussion of the member and associate member rate schedule. Doug Bernabei stated he believes Utica has probably paid the largest premium because of the uncertainty of the Starved Rock calls, and added he believes Utica should have a 2-year rate freeze. Board members discussed freezing the City of Spring Valley's rate for the months of July 2022 and August 2022 to change to the same September rate schedule to coincide with all other member and associate member, with all. to coincide with ending on A. All current General discussion ensued of the history of city's rates prior to the establishment of IVRD and how initial IVRD rates were determined.

Joe Hogan made a motion to establish annual per capita fees for IVRD member cites LaSalle, Peru, Oglesby and Mendota to be billed monthly with a rate schedule of \$21.70 per capita September 1, 2021 – August 31, 2022, \$22.51 per capita September 1, 2022 – August 31, 2023, \$23.31 September 1, 2023 – August 31, 2024, \$24.12 September 1, 2024 – August 31, 2025 and \$24.92 September 1, 2025 – August 31, 2026 ; and to establish a 3% annual increase in associate member fees with a rate schedule for Earlville Fire Protection District of \$3,599.42

September 1, 2021 – August 31, 2022, \$3,707.40 September 1, 2022 – August 31, 2023, \$3,818.62 September 1, 2023 – August 31, 2024, \$3,933.18 September 1, 2024 – August 31, 2025 and \$4,051.18 September 1, 2025 – August 31, 2026; a rate schedule for Utica Community Fire Protection District of \$19,443.24 for September 1, 2021 – August 31, 2022, \$19,443.24 for September 1, 2022 – August 31, 2023, \$20,026.54 September 1, 2023 – August 31, 2024, \$20,627.33 September 1, 2024 – August 31, 2025, \$21,246.15 September 1, 2025 – August 31, 2026; a rate schedule for the City of Spring Valley of \$67,606.46 September 1, 2022 – August 31, 2023, \$69,634.65 September 1, 2023 – August 31, 2024, \$71,723.69 September 1, 2024 – August 31, 2025, \$73,875.40 September 1, 2025 – August 31, 2026. Dennis Rutishauser seconded the motion. Melissa Carruthers called the roll with Bernabei, Curran, Duncan, Hayse, Hochstatter, Hogan, Fisher, Janick, King, Kolowski, Quinn, Rivara, Rutishauser, Popurella and Kellen voting aye; Boelk and Grove absent; motion carried.

#### **PERSONNEL UPDATE/LABOR MANAGEMENT COMMITTEE**

Jason Quinn made a motion to receive and place on file a letter of resignation from part-time employee TC24. Jerry Janick seconded the motion. All in favor; motion carried.

Doug Bernabei made a motion to receive and place on file a letter of resignation from part-time employee TC22. Ron Popurella seconded the motion. All in favor; motion carried.

Doug Hayse stated he believes there is a need to discuss the employee turnover and would like to meet with the chair of Labor Management. PSAP Manager Fisher stated in general, employees are leaving for insurance reasons, more pay and/or better hours. Board members conducted general discussion of reasons for employee turnover. The Labor/Management Committee and Personnel Update will be merged into one section on future agendas. The next Labor Management Committee Meeting will take place at 9:00 a.m. August 17, 2021 at LaSalle City Hall.

#### **IVRD PSAP MANAGER REPORT**

Jason Curran asked the number of part-time personnel hours needed to be filled each week. PSAP Manager stated normally 12 hours – 50 hours are available each week. General discussion ensued of work hours, schedules and coverage issues, which is happening in many industries.

#### **CHAIRMAN'S REPORT**

Chairman Kellen relayed a message of gratitude from Mendota Mayor Boelk, thanking everyone for their work. Chairman Kellen reported the no vote on the first resolution had nothing to do with the board or IVRD but was purely based on financial reasons and being fiscally responsible for the City of Mendota. Chairman Kellen reported Mendota supports IVRD 100% and is not going anywhere.

#### **FINANCIAL REPORT**

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

#### **ACTIVITY REPORTS**

Chairman Kellen presented and reviewed the June Activity Reports. Dennis Rutishauser made a motion to receive and place the June Activity Reports on file. Jason Quinn seconded the motion. All In favor; motion carried.

Justin Miller reported a cd matured on Friday which will be kept liquid.

#### **OLD BUSINESS**

Doug Bernabei reinitiated discussion of the remodel timeline, stating he believes the police department should be moved out by next week. PSAP Manager Fisher said they were waiting on the results from today's meeting/votes to begin moving to the back of the building. Mike Kmetz stated it would probably be about a week to get the contract executed, bonds and insurance and the third week of August for notice to the IDPH. Vissering would likely begin the

demolition by the beginning of September. Mike Kmetz will review the schedule, but the remodel would probably be completed sometime in January.

#### **NEW BUSINESS**

John Duncan presented and recommended for approval the IVRD Dental Insurance renewal quote from Delta Dental. Jason Quinn made a motion to approve the IVRD Dental Insurance renewal quote from Delta Dental with a 1-year rate guarantee. Doug Bernabei seconded the motion. Melissa Carruthers called the roll with Bernabei, Curran, Duncan, Hayse, Hochstatter, Hogan, Fisher, Janick, King, Kolowski, Quinn, Rivara, Rutishauser, Popurella and Kellen voting aye; Boelk and Grove absent; motion carried.

John Duncan presented and recommended for approval the IVRD Life Insurance renewal quote from BCBS. Jeff King made a motion to approve the IVRD Life Insurance renewal quote from BCBS with a 1-year rate guarantee. Doug Hayse seconded the motion. Melissa Carruthers called the roll with Bernabei, Curran, Duncan, Hayse, Hochstatter, Hogan, Fisher, Janick, King, Kolowski, Quinn, Rivara, Rutishauser, Popurella and Kellen voting aye; Boelk and Grove absent; motion carried.

Doug Bernabei reported the upcoming IVRD meetings will have agenda items such as console furniture, etc. Items were obtained through the state bid process.

#### **PUBLIC FORUM (CITIZEN COMMENTS)**

None

#### **EXECUTIVE (CLOSED) SESSION**

None

#### **SCHEDULE NEXT IVRD MEETING**

The next IVRD meeting will take place at 10:00 a.m., Tuesday, August 17, 2021

#### **ADJOURNMENT**

Dennis Rutishauser made a motion to adjourn the meeting. Jeff King seconded the motion. All in favor; motion carried. The meeting adjourned at 11:24 a.m.