

**Illinois Valley Regional Dispatch Board**

LaSalle, Peru, Oglesby & Mendota ETSBs

Meeting Minutes

November 30, 2021

**CALL TO ORDER**

The meeting was held Tuesday, November 30, 2021 at the Peru Municipal Building, 1901 4<sup>th</sup> Street, Peru, Illinois. Chairman Kellen called the meeting to order at 10:03 a.m.

**ROLL CALL**

Voting & Quorum Members Present:

Doug Bernabei, Jason Curran, John Duncan, Jeff Grove, Joe Hogan, Jeff King, Ken Kolowski, Dominic Rivara, Dennis Rutishauser, Vice Chairman Ron Popurella, Chairman Greg Kellen. Absent: David Boelk (Hochstatter), Brian Fisher, Doug Hayse, Jerry Janick, Jason Quinn

Non-Voting Members Present: City of Spring Valley

**MINUTES**

Chairman Kellen presented the minutes of the IVRD meeting of October 26, 2021. Jeff Grove made a motion the minutes be received and placed on file. Jason Curran seconded the motion. All in favor; motion carried.

**PUBLIC FORUM (CITIZEN COMMENT)**

None

**COMMUNICATIONS**

None

**COMMITTEE REPORTS**

**FIRE/EMS OPERATIONS COMMITTEE**

None

**LAW ENFORCEMENT OPERATIONS COMMITTEE**

None

**BUILDING & GROUNDS COMMITTEE**

John Duncan made a motion to approve payment of Certificate for Payment Pay Application No. 3 from the Vissering Construction Company in the amount of \$193,155.65 for work completed to November 30, 2021. Jason Curran seconded the motion. Melissa Carruthers called the roll with Bernabei, Curran, Duncan, Grove, Hogan, King, Kolowski, Rivara, Rutishauser, Popurella and Kellen voting aye; Boelk (Hochstatter), Fisher, Hayse, Janick, and Quinn absent; motion carried.

Doug Bernabei provided a remodel update reporting construction meetings take place with the architect, contractors, and subcontractors every other week. Vissering is currently on target for a mid-January completion date, however due to delays with the UPS, furniture, and generator, the telecommunicators may not be able to move into the actual new space for another 6-8 weeks. Doug Bernabei said a temporary generator could be leased for about approximately \$30,000.00 which would allow for the move into the new space, however he does not recommend this due to the high costs. Board members were in general agreement to wait for the purchased UPS to arrive, which will put the move-in date at mid-March. Mike Kmetz of Kmetz Architects, Inc. noted a floor leveling adjustment which will need to be addressed in the corridor.

Doug Bernabei made a motion to receive and place on file the Kmetz change order log to date. Ron Popurella seconded the motion. All in favor; motion carried.

Doug Bernabei made a motion to approve the quote from Communication Works in the amount of \$4,984.00 for relocation of certain radio control station roof-mounted antennas to the radio communications tower. Jason

Curran seconded the motion. Melissa Carruthers called the roll with Bernabei, Curran, Duncan, Grove, Hogan, King, Kolowski, Rivara, Rutishauser, Popurella and Kellen voting aye; Boelk (Hochstatter), Fisher, Hayse, Janick, and Quinn absent; motion carried.

Doug Bernabei reported on a faulty UPS converter likely caused by MPD or MFD power supply failures, which he made the executive decision to have Jim Feyerherm from Communication Works repair and bill IVRD. Ficek is checking on the warranty for replacement.

Doug Bernabei initiated discussion of IVRD's obligation for maintenance of back-room radio equipment located at IVRD. Each member and associate member is responsible for the equipment located in their respective city's/organization's buildings. However, a decision needs to be made on the obligation of equipment located in IVRD's building. Board members conducted general discussion and came to a consensus that IVRD should be responsible for the radio equipment located in the IVRD building. Doug Bernabei made a motion for IVRD to be responsible for maintenance of back-room radio equipment located in the IVRD building. Jeff Grove seconded the motion. All in favor; motion carried.

Doug Bernabei provided an update on the LEADS network, which has been completed for the Peru Police Department, is in progress at the Spring Valley Police Department and should follow at Oglesby, LaSalle, and Mendota. IVRD will pay the \$5,000.00 annual fee moving forward, saving each of the 5 communities \$5,000.00 per year. Doug Bernabei encouraged the cities to follow up with their respective IT personnel regarding the LEADS transition.

Doug Bernabei reported Comcast Internet is scheduled for early December and will be the backup service, with IVNet being the primary.

#### **LABOR MANAGEMENT COMMITTEE**

John Duncan made a motion to approve the return of part-time hire TC26 effective November 9, 2021. Jeff Grove seconded the motion. All in favor; motion carried.

John Duncan made a motion to hire the selected full-time candidate to fill the 11<sup>th</sup> full-time position. Doug Bernabei seconded the motion. All in favor; motion carried.

Doug Bernabei provided the following personnel update with current staffing now at 11 full-time and 5 part-time telecommunicators:

- T15 and T16 have completed 8 weeks training as of 11/28/21, assigned to cover shifts 2pm-2am through new shift bids on 1/9/22 and will have completed 12 weeks training program.
- T24 has completed 6 weeks of training.
- T25 has completed 5 weeks of training.
- T26, former full-time TC, returned part-time and is now sitting second chair.

Doug Bernabei reported only 6 TC's are currently capable of working 2<sup>nd</sup> chair, noting one is out on medical leave and another is out on maternity leave. Training should be completed by mid-January; however, it is unknown if the new TC's will be ready for 2<sup>nd</sup> chair work.

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

None

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

Chairman Kellen initiated discussion of mental health in the PSAP center, noting the troubling calls TC's take, and believes mental health training needs to be a focus in 2022. Doug Bernabei reported 2 TC's are in a training happening right now, adding the part he observed was very good.

Jeff Grove made a motion to go out of agenda order to go into executive session. Dominic Rivara seconded the motion. All in favor; motion carried.

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

Jim Feyerherm of Communication Works commented IVRD has a great architect and contractor to work with on the remodel project. Jim Feyerherm stated he is also representing Ragan Communications.

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

John Duncan made a motion to go into closed session. Chief Kellen read the exceptions for closed session to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors in a park, recreational, or educational setting, or specific volunteers of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee, a specific individual who serves as an independent contractor in a park, recreational, or educational setting, or a volunteer of the public body or against legal counsel for the public body to determine its validity. However, a meeting to consider an increase in compensation to a specific employee of a public body that is subject to the Local Government Wage Increase Transparency Act may not be closed and shall be open to the public and posted and held in accordance with this Act. Jason Curran seconded the motion. Melissa Carruthers called the roll with Bernabei, Curran, Duncan, Grove, Hogan, King, Kolowski, Rivara, Rutishauser, Popurella and Kellen voting aye; Boelk (Hochstatter), Fisher, Hayse, Janick, and Quinn absent; motion carried.

Closed session began at 10:43 a.m.; ended 11:30 a.m.

Jason Curran made a motion to reopen the regular meeting at 11:30 a.m. Dennis Rutishauser seconded the motion. Melissa Carruthers called the roll with Bernabei, Curran, Duncan, Hogan, King, Kolowski, Rivara, Rutishauser, Popurella and Kellen voting aye; Boelk (Hochstatter), Fisher, Grove, Hayse, Janick, and Quinn absent; motion carried.

#### **REPORTS**

##### **FINANCIAL REPORTS**

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

##### **ACTIVITY REPORTS**

Chairman Kellen presented and reviewed the October Activity Reports. Joe Hogan made a motion to receive and place the October Activity Reports on file. Dominic Rivara seconded the motion. All In favor; motion carried.

#### **OLD BUSINESS**

The credit card discussion was tabled.

Doug Bernabei provided an update on the roof inspection. If the roof fails in the first 5 years, the City of Peru will be responsible. After 5 years, IVRD will assume responsibility of the roof. Peru City Engineer Eric Carls had the roof inspected revealing the roof has 10-15 years of life and just needs to be properly sealed again at approximately the 10-year mark. Peru will take care of the sealing and will have the roof inspected annually.

Doug Bernabei reported IVRD had submitted a request to receive municipal electric rates from the City of Peru. The request is under consideration by the city's Public Services Committee, which will review monthly bills.

#### **NEW BUSINESS**

None

#### **RESOLUTIONS & ORDINANCES**

None

**SCHEDULE NEXT IVRD MEETING**

The next IVRD meeting will take place at 10:00 a.m., Tuesday, December 21, 2021

**ADJOURNMENT**

Ron Popurella made a motion to adjourn the meeting. Dennis Rutishauser seconded the motion. All in favor; motion carried. The meeting adjourned at 11:35 a.m.