

Seward County Communications Board

April 28, 2022 7:00 PM

Seward Municipal Building, 142 N 7th St., Seward, NE 68434

The Seward County Communications Board held a regular meeting on April 28, 2022, at 7:00 PM at the Seward Municipal Building, 142 N 7th St., Seward, NE 68434. Notice of this meeting and the corresponding agenda were posted on the public bulletin boards at the Seward, NE County Courthouse, the Seward, NE City Hall and the Milford, NE City Hall and were duly transmitted to all members of the Communications Board. These items are also listed on the Seward County website.

CALL TO ORDER/PLEDGE OF ALLEGIANCE/ANNOUNCE LOCATION OF COPY OF OPEN MEETINGS LAW

A quorum was achieved at 7:00 pm and at that time Chm. Jessica Kolterman called the meeting to order and asked all members present to rise for recitation of the Pledge of Allegiance and announces that the copy of the Open Meetings Law is posted on the wall of the meeting room of this building.

ROLL CALL of Members Present

Chm. Jessica Kolterman asked for roll call of member present. The following Communications Board members were present: Darrell Zabrocki, Curtis Deremer, Jessica Kolterman, Forrest Siebken, John Culver, and Mike Vance. Members absent: John P. Singleton and Brian Peters.

Also, in attendance were: Chelsea Smith, Board Secretary and Spencer Conradt, 911 Director. Audience members were representatives from Seward Fire and Meyer Auto & Towing.

APPROVAL OF MINUTES

No discussion. Culver made a motion to approve the minutes from the February 24, 2022, meeting. Zabrocki second the motion; voting aye: Culver, Zabrocki, Deremer, Kolterman, Siebken, and Vance; nay: none; absent: Singleton and Peters; motion carried.

ACT ON BILLS; BUDGET REPORT

Conradt reported that the bills are right on track. Conradt informed the board that Sheriff Vance has offered to pay for the Motorola bill out of drug fund since it was not appropriately budgeted for. The bill is approximately \$33,500. Conradt reported that if you look at the monthly bills you will see a payment to First Wireless. Previous admin had the billing cycle changed to annually, in order to catch up, Conradt has paid this bill twice in the current fiscal year. Budget is still on course to come in right under what was approved for the fiscal year. Discussion regarding the potential of the Sheriff's Office to pay the Motorola bill in fiscal year 2023.

No further discussion, Siebken made a motion to approve the bills and file the budget as presented. Vance second the motion; voting aye: Siebken, Vance, Kolterman, Culver, Deremer, Zabrocki; nay: none; absent: Singleton and Peters; motion carried.

Discuss/Action – Update on Public Service Commission Audit

Kolterman asked for update from Conradt. Conradt reported that the audit is complete, and all monies have been moved to correct accounts. Conradt was able to get the PSC to re-evaluate. The total overdraft amount went from \$10,000 to \$2,000. October will start 2020-2021 audit.

No action. No further discussion.

Discuss/Action – Overview of Budget Process/Potential Budget Considerations

Conradt explained that after speaking with the majority of vendors we can expect a 3%-5% increase on future costs. Currently working on salary increases for the next fiscal year. Kolterman explained the budget process and what will happen next, to include a budget committee.

Sheriff Vance spoke up relating the tow policy that was previously listed was taken off of the agenda. Kolterman than explained to Meyer why the agenda item was removed. Meyer Automotive did ask if he could speak regarding the to policy. Kolterman recommended we finish the budget discussion and then allow Meyer to speak.

Budget discussion continued. Spencer is ready to meet with group, main change would be wage increases.

No further discussion.

Discuss/Action – Appoint Budget Committee

Kolterman explained that the budget needs to be made up of a county representative, law enforcement representative, and city representative. Individuals that volunteered are Zabrocki, Siebken, Kolterman.

Culver did remind the subcommittee that the E911 director will receive up to a \$2,000 salary increase based off of a positive performance evaluation. Culver also discussed the different wage options that Conradt presented to the Seward County Commissioners. Culver would like to know what the cities are going to approve so that the County board can decide what they will do. Kolterman suggested coming up with a few options on budget changes. Kolterman also reported that the Seward City Council is very supportive of increasing the dispatch wage to a competitive market. Culver reported that the Seward County Commissioners will meet Tuesday to make decision on what increase will be. Kolterman suggested that the subcommittee create a couple of different budget options for the 911 Board to approve.

No action.

Skipped to New Business.

Communications and Facility Planning

Conradt reported that he recently found out that Butler County is going in front of their board to possibly get out of the Zuercher contract. Conradt and Chelsea will attend meeting Monday. Discussion relating to the inter-local and what Butler County could be liable for.

Conradt informed board of the purchase of EMD presented cost numbers on integration software. Will be able to use portion of E911 wireless money. This is also a group project between Butler/York/Saline/Seward.

No Further discussion.

A. Update on Zuercher System. – No discussion.

Director's Report

Conradt reported that he has been working with First Wireless on a proposal to replace Erickson Tower beacon as it is out of compliance with FFA. Discussion regarding costs and additional monitoring First Wireless can provide. Discussion regarding which option would be best suited for our needs.

No further discussion.

A. Summary of Monthly Performance. – Since last meeting, did lose one dispatcher during training. Realized the job wasn't exactly what they were looking for. Currently have two openings.

B. Staff Vacation and Comp Time. – No discussion.

User Board Report

Deremer reported there has been a few rescue calls where he has heard chatter on repeater. Conradt will dig into and reach out to First Wireless.

No further discussion.

General Discussion/New Business – and – Set Date and Agenda for next Meeting

Bob Meyer with Meyer Automotive spoke to the board regarding the previously proposed tow policy. Meyer gave examples of semi crashes that his company was not called to handle or assist with. Meyer expressed frustration as they have not been called for semi wrecks. Meyer was present at the meeting in hopes the policy would be discussed. Kolterman explained that based on advice from legal counsel not to discuss proposed tow policy. Meyer gave another example where they were dispatched, but were given the wrong location, causing a slower response time.

Kolterman reported that Spencer will continue to look at the policy.

No further discussion. No action taken.

Next meeting date is Thursday, May 26th at 7:00 PM. The meeting will be held at the Seward Municipal Building in Seward, NE. Regular agenda items apply.

Adjournment

Zabrocki made a motion for adjournment at 7:52 pm which was second by Vance and carried unanimously by all members present.

Submitted by: _____ Chelsea M. Smith, Board Secretary