

**Meeting of the Starcomm Executime Board  
with Technical Committee  
July 12, 2023**

**Starcomm Executive Board Members Present**

Tom Everett, Fire Chief, Sioux City, Board Chair  
Rex Mueller, Police Chief, Sioux City  
Mark Nelsen, Woodbury County Supervisor  
Chad Sheehan, Sheriff, Woodbury County

**Executive Board Absent**

Sara Beatty, 911 Coordinator, Union County, SD  
Richard Headid, Police Chief, North Sioux City, SD  
Chris Kleinberg, Sheriff, Dakota County, NE  
Dan Limoges, Sheriff, Union County, SD  
Ed Mahon, Police Chief, South Sioux City, NE  
Scott Pack, Police Chief, Sergeant Bluff  
Bob Scott, Mayor, Sioux City

**STARComm Technical Committee Members Present**

Braden Albrecht, Calhoun Communications  
Doug Bock, Network Manager, WCICC-IT  
Tony Carpenter, Calhoun Communications  
Travis Cipperley, Communications Center Operations Supervisor  
Stacy Geesaman, Electronic Engineering  
Wendi Hess, Communications Center Manager, Woodbury County  
John Malloy, Information Services Director, WCICC-IT  
Eric Wieling, Calhoun Communications

**Tech Committee Absent**

Mark Aesoph, Fire Marshal, Sioux City Fire Rescue  
Steve Heide, South Sioux City Police Department  
Greg Koinzan, Police Officer, South Sioux City Police Department  
Eric Larson, Electronic Engineering  
Terry McElroy, Electronic Engineering  
Scott Main, Electronic Engineering  
Scott Mitchell, Woodbury County Emergency and Disaster Services  
Mike Montino, Emergency Management Coordinator, Woodbury County  
Bob Welte, Woodbury County Disaster Services

**Item 1 Meeting Called to Order**

The July 12, 2023, STARComm Executive Board meeting was called to order by Chairperson Tom Everett at 1002 hours.

**Item 2 Approve Minutes of April 12, 2023 Meeting**

Rex Mueller made a motion to approve the minutes of the April 12, 2023, meeting, seconded by Chad Sheehan. All voting aye, motion carried.

**Item 3 FY23 Quarterly Budget Report: April, May, June 2023**

Wendi reviewed the 4<sup>th</sup> Quarter Revenue and Expenditure report covering April, May and June 2023. A Motorola radio maintenance contract expense is not included in the balance.

**STARComm Budget Surplus**

STARComm's cash balance includes surplus from previous years and was intended for unexpected expenses. Wendi will review past years to determine how much of the cash balance is surplus, which can be used for Item 4 fiber repair rather than increase user agency fees. If there is not adequate surplus, then other funding sources will be considered.

A budget line will be designated for surplus funds going forward.

#### Item 4 Board Action – Damaged Fiber Cable Repair per NCP Management Estimate

Board action was requested to approve repair funds for damaged splice case and fiber cable. WCICC IT, while attempting to identify a pair of fibers within a STARComm splice case to be used to connect the new Justice Center, discovered during testing that strands showed inconsistent lengths, which indicate damage. NCP Management was consulted; corrosion was discovered in the splice case (located in the vault behind Hy-Vee on Gordon) due to improper sealing. The inspection was halted as connections dropped. NCP Management provided an estimate from \$960 to \$7,000 to repair the splice case and test for broken fiber, and if so, re-splice and test. The IDOT, ICN, WIT, possibly Long Lines, and likely Dakota County and South Sioux City, will be contacted by IT to schedule an outage window for the repairs. Due to Sioux City network's redundancy, public safety and Comm Center will not experience an outage.

Initially IT's role with City fiber projects was to assist with mapping and identify users. Now that Glenn Sedivy has retired, IT has had to assume fiber management responsibilities. John Malloy mentioned an RFP for long term fiber management had been submitted; after the process was complete, it was decided that hiring a company to manage fiber was not a fiscally viable option. John Malloy will prepare an IT budget proposal.

Concerning future fiber repairs affecting STARComm users, the group agreed IT should email STARComm Chairperson Tom Everett and Administrative Assistant Carie Anfinson-Haden who will send an email notification and a request for action to Board members and Wendi. For emergencies, no approval is needed prior to procuring a contractor.

#### Item 4 Motion

**A motion was made by Chad Sheehan and seconded by Rex Mueller to approve up to \$10,000 for NCP Management to complete the necessary repairs at the Correctionville Road manhole at Tower site. All voting aye, motion carried.**

#### Item 5 FiberComm Tower Space Lease

The Technical Committee determined that \$100 a month was an appropriate amount to charge Siouxlan to relocate their existing tower cabinet to a ten-by-ten space at the WIT tower site after terminating their lease for tower space. The County Attorney rewrote the existing lease to reflect the equipment change for \$100 per month for three years. Appropriate signatures will be obtained.

#### Item 6 Motorola and Calhoun Additional Response/Testing Related to System Outage in April

The outage was replicated; Motorola and Calhoun were able to identify and make changes to the network configuration. Motorola also discovered that a router at the AT&T site had been sitting in alarm for an unknown period.

#### Simulated Failures

Simulated microwave and/or fiber link failures will be scheduled so agencies can practice back up plans.

#### Tower Site Alarm Recipients

An email distribution list was to be created to ensure multiple technicians are notified of tower alarms, specifically outages, but logistically, due to the overwhelming number of alarms received day and night, this is still in the works.

#### Item 7 Open Items

##### STARComm Mobile now SCPD Mobile/Tri-State Response

STARComm Mobile has been officially transferred to SCPD. CMG repaired the air ride; volunteers removed the decals and public safety user agency decals will be applied. The unit will be labeled Tri-State Response and will be a shared resource, maintained by SCPD. The mobile unit was utilized at

the Saturday in the Park event with success. The more often it's deployed the better the service life. The unit is far more useful and spacious than the PD's former mobile command and will allow delay of funding a replacement.

#### Generator Contract

Wendi canceled the mobile unit's generator service contract; CMG serviced the generators.

#### Former STARComm Mobile Inventory

Travis and Greg Koinzen have inventoried the unit's contents. Several viable radios exist, two of which are brand new. Two or three radios should be assigned to Climbing Hill as Comm Center backup, others may be left for PD mobile command use. Racks will be removed and sold on govdeals unless other agencies are able to use them. Power supplies will be stored for back up. Old VHF marine band radios will be disposed of.

#### Motion to Adjourn

**Chad Sheehan made a motion to adjourn, seconded by Rex Mueller; all voting aye, motion carried. Meeting adjourned at 1028 hours.**