

**Meeting of the STARCOMM Executive Board
with Technical Committee
October 9, 2019**

STARCOMM Executive Board Members Present

Dave Drew, Sheriff, Woodbury County
Tom Everett, Fire Chief, Sioux City
Mark Kirkpatrick, Police Captain, Sioux City Police Department, Designee
Scott Pack, Police Chief, Sergeant Bluff
Bob Scott, Mayor, Sioux City

Absent

Sara Beatty, Communications Center Director, Union County
Rocky De Witt, Supervisor, Woodbury County Board of Supervisors
Richard Headid, Police Chief, North Sioux City, South Dakota
Chris Kleinberg, Sheriff, Dakota County
Dan Limoges, Sheriff, Union County
Ed Mahon, Police Chief, South Sioux City, Nebraska
Rex Mueller, Police Chief, Sioux City

STARCOMM Technical Committee Members Present

Gary Brown, Director, Woodbury County Disaster & Emergency Services
Wendi Hess, Communications Center Ops Supervisor, Woodbury County
Terry McElroy, Electronic Engineering
John Obermeyer, Communications Technician, Sioux City Police Department
Scott Pack, Police Chief, Sergeant Bluff
Glenn Sedivy, Director, Woodbury County Communications Center

Absent

Mark Aesoph, Fire Marshal, Sioux City Fire Rescue
Doug Bock, Network Manager, WCICC-IT
Tony Carpenter, Calhoun Communications
Stacy Geesaman, Electronic Engineering
Don Groves, Jail, Woodbury County Sheriff's Department
Paul Hansen, Electronic Engineering
Greg Koinzan, Police Officer, South Sioux City Police Department
Eric Larson, Electronic Engineering
Scott Main, Electronic Engineering
John Malloy, Information Services Director, WCICC-IT
Andrew Pattison, Electronic Engineering
Greg Stallman, Deputy, Woodbury County Sheriff's Department
Eric Wieling, Calhoun Communications

Item 1 Meeting Called to Order

The October 9, 2019 STARComm Executive Board Meeting was called to order by Chairperson Tom Everett at 1004 hours.

Item 2 Approve Minutes of July 10, 2019 Meeting

Scott Pack made a motion to approve the minutes of the July 10, 2019 meeting, seconded by Bob Scott. All voting aye, motion carried.

Item 3 Proposed FY21 Operating Budget

Revenues

AT&T tower rent increased from \$65,760 to \$71,460. \$5,700 difference due to Homer Tower amendment.

Iowa Communication Network increased from \$3,000 to \$3,300. \$300 difference due to lease increase.

Siouxlan Communications remained at \$18,150

King Street Wireless remained at \$5,245.08

Senet Inc. remained at \$7,380

Med Trans Mercy Aircare \$5,400 dropped off and applied to be on ISICS system for statewide coverage.

Sioux City Schools WIT Tower rent, new addition, \$4,800

Long Lines Fiber 6th & Lewis to WIT, new addition, \$12,000

Total additional and new revenue \$17,400. From \$104,935.08 to \$122,335.08

Expenditures

Expenditure descriptions changed as the County purchased new software.

Tower Light Repair/Inspection remained at \$8,200

Gas and Oil, STARComm Mobile fuel remained at \$1,000

Natural & LP Gas, Tower Site Propane, remained at \$3,000

Electric Light and Power, Tower sites, remained at \$29,000

Repairs & Maintenance Buildings, remained at \$11,118

Repairs & Maintenance Equipment, remained at \$26,000

Repairs & Maintenance Vehicle, STARComm Mobile, generator, remained at \$2,500

Repairs & Maintenance Radio & Related Equip increased by \$7,341 to \$228,948, Year 4 of radio maintenance contract.

Maintenance Contracts, remained at \$6,000

Repairs and Maintenance Microwave, jumbo switch maintenance contract, microwave radio maintenance, decreased by \$585 to \$59,063.

Machinery and Equipment: Communications, camera, security, additional \$5,000.

Lease/Purchase Equipment, internet services, remained at \$1,500.

Liability/Property/Vehicle Insurance, deductible \$50,000, increased by \$18,750 to \$47,000

Total expenditures increased by \$30,506 to \$428,329.

Total expenditures, after revenues, increased by \$13,106 to \$305,993.92.

Insurance

Glenn provided insurance cost information for towers, buildings, and equipment, which increased due to upgraded equipment.

All towers, buildings and equipment are insured with Hartford Insurance Company through Gallagher. The new Motorola equipment at the Danbury site, valued at \$678,274, was insured and made it clear the other upgraded sites are now underinsured. Estimated cost to replace an entire site: tower \$150,000, foundation \$120,000, erect tower \$100,000, antenna and lines \$60,000. Currently only the tower replacement is budgeted. If the microwave radio system transmitter equipment were to be rendered inoperable, adequate funds do not exist to repair.

The deductible is \$50,000 and the tower buildings are insured from \$50,602 to \$60,602. Currently STARComm is paying \$19,125 for the buildings. Bob Scott felt it better to place the funds in a reserve.

Glenn will compile serial numbers and values and review all tower equipment with the insurance representative to obtain a new quote. Depending on the cost the budget may require amending.

Gary mentioned Gallagher had been retained to insure STARComm Mobile Winnebago, and the Sheriff Department Freightliner command vehicle. The County Board of Supervisors desired a separate policy from other County policies due to the vehicle's value. Wendi receives two invoices from Gallagher, one for STARComm Mobile and one for equipment. Glenn will verify whether STARComm is being billed for two vehicles, a Freightliner and a Winnebago; based on that determination, whether STARComm is deserving of a reimbursement, either from the County or the insurance provider.

STARComm mobile is insured for \$400,000. Should STARComm Mobile coverage be reduced to liability? In that case, Tom Everett was concerned with replacing the unit, if necessary, without a reserve fund. Recent amendments to the STARComm Governance Agreement no longer state user agencies be billed on actual expenditures, this allows for a cash balance. Glenn suggested placing new revenues remaining at the end of the year into cash reserves to be carried over. Last year was not a good year for cash reserves as all tower antenna lines and other items had to be replaced.

Motion Emergency Reserve Fund

Bob Scott made a motion that STARComm retain all *new* revenue until reserve reaches \$50,000, to be used for any unanticipated expenses, not limited to insurance claims. Use of this emergency fund will require Executive Board action. Seconded by Scott Pack; all voting aye, motion carried.

Glenn will obtain an insurance quote for upgraded tower sites and report to Board.

Motion FY21 Proposed Budget

Bob Scott made a motion to accept the Proposed FY21 Operating Budget as amended, seconded by Tom Everett. All voting aye, motion carried.

Carie will prepare letters for Chairperson Everett's signature and will mail to STARComm governing entities requesting approval or amendment of Proposed FY21 operating budget.

Item 4 Open Items

Governance Agreement Amendments

Sergeant Bluff, Dakota County, South Sioux City, and North Sioux City have signed off on the amended STARComm Governance Agreement. Union County will address the changes during their next meeting in two weeks. It will then be placed on Woodbury County's agenda, and then Sioux City. Sioux City Legal will forward the agreement to the State of Iowa, South Dakota and Nebraska Attorney Generals for approval.

Item 5 Adjourn

Mark Kirkpatrick made a motion to adjourn, seconded by Scott Pack. All voting aye, motioned carried; meeting adjourned at 1029 hours.